

## **Agenda**

1. MEETING CALL TO ORDER  
**Speaker(s):** Board President
  - 1.1. Reading of Public Meeting Notice  
**Speaker(s):** Board President
    - 1.1.1. Open Meetings Act  
**Speaker(s):** Board President
  - 1.2. Roll Call  
**Speaker(s):** President Richters
    - 1.2.1. Action to Excuse Board Member(s) if Necessary  
**Speaker(s):** President Richters
  - 1.3. Centennial Public School Mission Statement: Empower, Challenge, and Support Every Student, Every Day.
  - 1.4. Pledge of Allegiance  
**Speaker(s):** President Richters
  - 1.5. Consent Agenda  
**Speaker(s):** President Richters
    - 1.5.1. Consider Minutes of Previous Meeting and Their Approval  
**Speaker(s):** Board President
    - 1.5.2. Consider Elementary Fund, General Fund, Depreciation Fund, Building Fund, and Credit Card Bills and Their Approval  
**Speaker(s):** Board President
    - 1.5.3. Consider Activity Accounts and Treasurer's Report  
**Speaker(s):** Board President
  - 1.6. Public Forum  
**Speaker(s):** Board President
    - 1.6.1. Public forum: This is an opportunity for members of the public to speak to items on the agenda or items of concern to the public. If you are not part of the presentation of an agenda item, you need to speak now. Thank you for your participation.  
**Speaker(s):** Board President
2. ACTION ITEMS  
**Speaker(s):** Board President
  - 2.1. DISCUSS, REVIEW AND CONSIDER APPROVAL OF STUDENT HANDBOOKS  
**Speaker(s):** ADMINISTRATORS
  - 2.2. DISCUSS, REVIEW, AND CONSIDER POLICY UPDATES  
**Speaker(s):** ADMINISTRATORS
  - 2.3. DISCUSS, REVIEW, AND CONSIDER APPROVAL OF 2025-2026 ACTIVITIES DEPARTMENT BUDGET

- Speaker(s):** ADMINISTRATORS
- 2.4. DISCUSS, REVIEW, AND CONSIDER APPOINTING CENTENNIAL FOUNDATION BOARD MEMBER  
**Speaker(s):** SUPT. FORD
- 2.5. DISCUSS, REVIEW, AND CONSIDER APPROVAL OF THE PURCHASE OF A SCHOOL BUS  
**Speaker(s):** SUPT. FORD
3. DISCUSSION ITEMS  
**Speaker(s):** Board President
- 3.1. SUPERINTENDENT REPORT: FOUNDATION UPDATE, SINGLE BANK POOLED COLLATERAL PROGRAM, SUPERINTENDENT EVALUATION TOOL  
**Speaker(s):** SUPT. FORD
- 3.2. 2025-2026 BUDGET REVIEW AND DISCUSSION  
**Speaker(s):** SUPT. FORD
- 3.3. NASB DISTRICT MEETING PLANNING  
**Speaker(s):** SUPT. FORD
- 3.4. BUILDING COMMITTEE REPORT  
**Speaker(s):** SUPT. FORD
- 3.5. DISCUSSION OF FINANCIAL INSTITUTIONS PLEDGES TO SECURE SCHOOL DISTRICT DEPOSITS - FIRST BANK OF UTICA  
**Speaker(s):** SUPT. FORD
- 3.6. EDRISING STUDENT GROUP PRESENTATION  
**Speaker(s):** SUPT. FORD
- 3.7. FBLA STUDENT GROUP PRESENTATION  
**Speaker(s):** SUPT. FORD
4. ADJOURN  
**Speaker(s):** Board President

## AFFIDAVIT OF PUBLICATION

**York News Times**  
**327 Platte Ave , York, NE 68467**  
**(402) 204-7023**

State of Florida, County of Broward, ss:

I, Ankit Sachdeva, 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 York News Times, a newspaper printed and published at York, in York County, Nebraska, and as such has charge of the records and files of the York News Times, and affiant knows of his/her own personal knowledge that said newspaper has a bonafied circulation of more than 500 copies of each issue, has been published at York, Nebraska, for more than 52 weeks successively prior to the first publication of the annexed printed notice, and is a legal newspaper under the statutes of the State of Nebraska.

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- Aug 5, 2025

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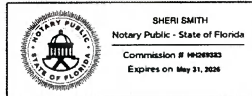
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Category: 0099 LEGALS

*Ankit Sachdeva*

\_\_\_\_\_  
Agent



**VERIFICATION**

State of Florida  
County of Broward

Signed or attested before me on this: 08/08/2025



\_\_\_\_\_  
Notary Public

Notarized remotely online using communication technology via Proof.

**NOTICE OF MEETING**

Notice is hereby given that a meeting of the Board of Education of Centennial Public School, District 67-R, will be held at 6:00 p.m. on the 11th day of August, 2025, in the Board of Education Room of the Centennial School, Utica, NE, which meeting will be open to the public. An agenda, kept continuously current, is available for public inspection on the school website and at the office of the superintendent.

By: Derek Tomes, Secretary  
Centennial Board of Education  
August 5, 2025  
COL-NE-1600694 ZNEZ

# Board of Education Hearing - Parent Involvement

Monday, July 7, 2025 8:00 PM

Board Room, 1301 Centennial Avenue, Utica, NE 68456-0187

Bryce Borchers: Present  
Doug Cast: Present  
Cole Henderson: Present  
Lana Hoffschneider: Present  
Jason Richters: Present  
Derek Tomes: Present

1. MEETING CALL TO ORDER	<b>Speaker (s) :</b> CHR. RICHTERS
1.1. Reading of Public Meeting Notice	<b>Speaker (s) :</b> CHR. RICHTERS
1.2. Open Meetings Act	<b>Speaker (s) :</b> CHR. RICHTERS
1.3. Roll Call	<b>Speaker (s) :</b> CHR. RICHTERS
2. PARENT AND GUARDIAN INVOLVEMENT IN EDUCATION PRACTICES POLICY REVIEW	
3. INVITE AND CONSIDER ANY PUBLIC COMMENTS AND SUGGESTIONS THAT WOULD LEAD TO AN IMPROVED POLICY	
4. ADJOURN	
<b>Action(s) :</b> Motion to adjourn at 8:05pm Passed with a motion by Doug Cast and a second by Lana Hoffschneider.	
<b>Voting Detail:</b>	
Bryce Borchers:	Yea
Doug Cast:	Yea
Cole Henderson:	Yea
Lana Hoffschneider:	Yea
Jason Richters:	Yea
Derek Tomes:	Yea
<b>Voting Summary:</b> Yea: 6, Nay: 0	

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Board Secretary

# Board of Education - Student Fees Hearing - Meeting to follow Parent Involvement Hearing

Monday, July 7, 2025 8:00 PM

Board Room, 1301 Centennial Avenue, Utica, NE 68456-0187

Bryce Borchers: Present  
Doug Cast: Present  
Cole Henderson: Present  
Lana Hoffschneider: Present  
Jason Richters: Present  
Derek Tomes: Present

1. MEETING CALL TO ORDER	<b>Speaker (s):</b> CHR. RICHTERS
1.1. Reading of Public Meeting Notice	<b>Speaker (s):</b> CHR. RICHTERS
1.2. Open Meetings Act	<b>Speaker (s):</b> CHR. RICHTERS
1.3. Roll Call	<b>Speaker (s):</b> CHR. RICHTERS
2. STUDENT FEES POLICY REVIEW	
3. INVITE AND CONSIDER ANY PUBLIC COMMENTS AND SUGGESTIONS THAT WOULD LEAD TO AN IMPROVED POLICY	
4. ADJOURN	
<b>Action(s):</b> Motion to adjourn at 8:09pm Passed with a motion by Cole Henderson and a second by Lana Hoffschneider.	
<b>Voting Detail:</b>	
Bryce Borchers:	Yea
Doug Cast:	Yea
Cole Henderson:	Yea
Lana Hoffschneider:	Yea
Jason Richters:	Yea
Derek Tomes:	Yea
<b>Voting Summary:</b> Yea: 6, Nay: 0	

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Board Secretary

# Regular Board of Education Meeting - to begin after the conclusion of both hearings

Monday, July 7, 2025 8:00 PM

Board Room, 1301 Centennial Avenue, Utica, NE 68456-0187

Bryce Borchers: Present  
 Doug Cast: Present  
 Cole Henderson: Present  
 Lana Hoffschneider: Present  
 Jason Richters: Present  
 Derek Tomes: Present

1. <b>MEETING CALL TO ORDER</b>	<b>Speaker (s) :</b> Board President
1.1. Reading of Public Meeting Notice	<b>Speaker (s) :</b> Board President
1.1.1. Open Meetings Act	<b>Speaker (s) :</b> Board President
1.2. Roll Call	<b>Speaker (s) :</b> President Richters
1.2.1. Action to Excuse Board Member(s) if Necessary	<b>Speaker (s) :</b> President Richters
1.3. Centennial Public School Mission Statement: Empower, Challenge, and Support Every Student, Every Day.	
1.4. Pledge of Allegiance	<b>Speaker (s) :</b> President Richters
1.5. Consent Agenda <b>Action(s) :</b> Motion to approve Consent Agenda as presented Passed with a motion by Derek Tomes and a second by Doug Cast. <b>Voting Detail:</b> Bryce Borchers: Yea Doug Cast: Yea Cole Henderson: Yea Lana Hoffschneider: Abstain (With Conflict) Jason Richters: Yea Derek Tomes: Yea <b>Voting Summary:</b> Yea: 5, Nay: 0, Abstain (With Conflict): 1	<b>Speaker (s) :</b> President Richters
1.5.1. Consider Minutes of Previous Meeting and Their Approval	<b>Speaker (s) :</b> Board President
1.5.2. Consider General Fund, Building Fund, and Activity Fund Bills and Their Approval	<b>Speaker (s) :</b> Board President
1.5.3. Consider Activity Accounts and Treasurer's Report	<b>Speaker (s) :</b> Board President
1.5.4. DESIGNATE NEWSPAPER OF RECORD	<b>Speaker (s) :</b> SUPT. FORD
1.5.5. CONSIDER APPOINTMENT OF LEGAL COUNSEL FOR 2025-2026 SCHOOL YEAR	<b>Speaker (s) :</b> SUPT. FORD

1.5.6. DESIGNATE BANKS WITH DEPOSITS

**Speaker (s) :** SUPT.  
FORD

1.6. Public Forum

**Speaker (s) :** Board  
President

1.6.1. Public forum: This is an opportunity for members of the public to speak to items on the agenda or items of concern to the public. If you are not part of the presentation of an agenda item, you need to speak now. Thank you for your participation.

**Speaker (s) :** Board  
President

2. ACTION ITEMS

**Speaker (s) :** Board  
President

2.1. CONSIDER APPROVAL OF NEW HIRE

**Speaker (s) :** SUPT.  
FORD

**Action(s) :**

Motion to approve the contract of Allison Engelman for the spring semester of the 2025-2026 school year Passed with a motion by Jason Richters and a second by Lana Hoffschneider.

**Voting Detail:**

Bryce Borchers: Yea  
Doug Cast: Yea  
Cole Henderson: Yea  
Lana Hoffschneider: Yea  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 6, Nay: 0

2.2. CONSIDER, REVIEW, AND UPDATE POLICIES 3044-3053, 4031, 5045, 5054, 5057

**Speaker (s) :** SUPT.  
FORD

**Action(s) :**

Motion to review and approve policies 3044-3053, 4031, 5045, 5054, and 5057 with recommended updates to 3047, 3050, 5001 & 5018 Passed with a motion by Derek Tomes and a second by Cole Henderson.

**Voting Detail:**

Bryce Borchers: Yea  
Doug Cast: Yea  
Cole Henderson: Yea  
Lana Hoffschneider: Yea  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 6, Nay: 0

2.3. CONSIDER, REVIEW AND UPDATE POLICIES

**Speaker (s) :** SUPT.  
FORD

**Action(s) :**

Motion to approve policy updates as presented for policies: 1002, 2006, 3003, 3004.1, 3023, 3026, 3057, 4051, 4057, 4059, 5015, 5016, 5031, 5034, 6025, 6031, 6034, 6044, 6045 Passed with a motion by Cole Henderson and a second by Lana Hoffschneider.

**Voting Detail:**

Bryce Borchers: Yea

Doug Cast: Yea  
Cole Henderson: Yea  
Lana Hoffschneider: Yea  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 6, Nay: 0

2.4. CONSIDER ESTABLISHING A CERTIFICATE OF DEPOSIT

**Speaker (s):** SUPT.  
FORD

**Action(s):**

Motion to establish a Certificate of Deposit at Cornerstone Bank in the amount of \$500,000 for a period of 7 months, and authorize Seth Ford and Nancy Richters to renew the CD as needed Passed with a motion by Doug Cast and a second by Bryce Borchers.

**Voting Detail:**

Bryce Borchers: Yea  
Doug Cast: Yea  
Cole Henderson: Yea  
Lana Hoffschneider: Abstain (With Conflict)  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 5, Nay: 0, Abstain (With Conflict): 1

2.5. CONSIDER OPENING A MONEY MARKET ACCOUNT

**Speaker (s):** SUPT.  
FORD

**Action(s):**

Motion to establish a money market account at First Bank of Utica with Seth Ford, Nancy Richters, Jason Richters, Doug Cast, and Lana Hoffschneider as authorized signers Passed with a motion by Bryce Borchers and a second by Derek Tomes.

**Voting Detail:**

Bryce Borchers: Yea  
Doug Cast: Yea  
Cole Henderson: Yea  
Lana Hoffschneider: Yea  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 6, Nay: 0

2.6. CONSIDER RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$7,900,000 AND RELATED MATTERS

**Speaker (s):** SUPT.  
FORD

**Action(s):**

Motion to approve the resolution authorizing the issuances of General Obligation Bonds as presented Passed with a motion by Derek Tomes and a second by Doug Cast.

**Voting Detail:**

Bryce Borchers: Yea  
Doug Cast: Yea  
Cole Henderson: Yea

Lana Hoffschneider: Yea  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 6, Nay: 0

3. **DISCUSSION ITEMS**

**Speaker (s):** Board  
President

3.1. SUPERINTENDENT REPORT

**Speaker (s):** SUPT.  
FORD

3.2. REVIEW PROFESSIONAL DEVELOPMENT CALENDAR

3.3. HANDBOOK UPDATE DISCUSSION

3.4. BUILDING COMMITTEE REPORT

3.5. COMMUNITY RELATIONS COMMITTEE DISCUSSION - BOND  
MEETING DEBRIEFING

4. **ADJOURN**

**Speaker (s):** Board  
President

**Action (s):**

Motion to adjourn at 10:37pm Passed with a motion  
by Doug Cast and a second by Lana Hoffschneider.

**Voting Detail:**

Bryce Borchers: Yea  
Doug Cast: Yea  
Cole Henderson: Yea  
Lana Hoffschneider: Yea  
Jason Richters: Yea  
Derek Tomes: Yea

**Voting Summary:** Yea: 6, Nay: 0

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Board Secretary

# Register Report

6/1/2025 through 7/31/2025

8/7/2025

Date	Account	Num	Description	Memo	Category	Tag	Tax ...	Clr	Amount
<b>BALANCE 5/31/2025</b>									
6/2/2025	Elementary	884592	Nebraska Community Fo...	Fund for Ele...	[Supplies Grant]	donation			R4,680.00
6/2/2025	Elementary	7106	Food Bank Of Lincoln	Summer Pro...	[BACKPACK]	Backpack Prog...			R-777.60
6/2/2025	Elementary	7107	PrintingCenterUSA	Student year...	[Fundraiser]	year book			R-1,102.45
6/2/2025	Elementary	7108	Centennial Activity Fund	Reimburse...	[Fundraiser]	PBIS fund			-29.00
6/6/2025	Elementary	884593	Farmers Cooperative	Hunger Gran...	[BACKPACK]	donation			R875.00
6/6/2025	Elementary	884594	Land O'Lakes	Hunger Gran...	[BACKPACK]	donation			R875.00
6/20/2025	Elementary	884595	Centennial Activity Fund...	Reimburse...	[Fundraiser]	PBIS fund			R460.00
6/20/2025	Elementary	884596	Centennial public School	Elementary ...	[General]	reimbursement			R1,008.50
6/20/2025	Elementary	7109	Jessica Breikreutz	Camp Invent...	[Fundraiser]	reimbursement			R-57.92
6/20/2025	Elementary	7110	Centennial public School	Books for Ve...	[Fundraiser]	reimbursement			R-142.36
6/20/2025	Elementary	7111	Centennial public School	PBIS-Credit ...	[Fundraiser]	reimbursement			R-55.31
6/30/2025	Elementary	7112	School Specialty	Headphones	[Supplies Grant]	Student Supplies			R-376.00
6/30/2025	Elementary	7113	Pyramid School Products	Notebooks, ...	[Supplies Grant]	Student Supplies			R-826.74
7/24/2025	Elementary	7114	National Inventors Hall Of...	Camp Regist...	[Camp Invention]	Registration fees			-7,030.00
<b>6/1/2025 - 7/31/2025</b>									
									<b>-2,498.88</b>
<b>BALANCE 7/31/2025</b>									
									<b>26,012.13</b>
<b>TOTAL INFLOWS</b>									<b>7,898.50</b>
<b>TOTAL OUTFLOWS</b>									<b>-10,397.38</b>
<b>NET TOTAL</b>									<b>-2,498.88</b>

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
Checking	1	
Checking	1 Fund: 01 GENERAL FUND	
ACADEMIC THERAPY PUBLICATIONS	TEXTBOOKS	432.32
ALL COPY PRODUCTS, INC	SUPPLIES	639.20
ALL COPY PRODUCTS	COPIER LEASE	895.78
AMAZON CAPITAL SERVICES	SUPPLIES	11,265.01
ARNOLD MOTOR SUPPLY	AUTO PARTS	1,381.60
ARTISAN STONE COMPANY, INC.		587.00
B & H PHOTO	A/V EQUIPMENT	6,518.72
BEAVER HARDWARE	FACILITY SUPPLIES	1,629.66
BEL-CON REFUSE		130.00
BLACK HILLS ENERGY	NATURAL GAS	426.28
BOOTH MEDICAL EQUIPMENT		1,820.30
BREITKREUTZ, JESSICA	REIMBURSEMENT	48.06
BULK BOOKSTORE	BOOKS	100.17
Capital One	SUPPLIES	296.44
CARDIO PARTNERS, INC	SUPPLIES	128.00
CAROLINA BIOLOGICAL SUPPLY	SUPPLIES/TEXTBOOKS	995.88
CDW GOVERNMENT, INC	TECHNOLOGY	960.00
CENTENNIAL ACTIVITY FUND	DISTRICT REIMBURSEMENT	11,002.00
CENTENNIAL LUNCH	TRANSFER	200.00
CENTRAL VALLEY AG	FUEL	1,626.97
CENTURY HOUSE CHIROPRACTIC, INC.	DOT PHYSICALS	94.00
CHRISMAN, DANA	REIMBURSEMENT	187.23
CLASS INTERCOM	CLOUD SOFTWARE	1,325.00
COLUMN SOFTWARE PBC		7.99
COMPUTER HARDWARE, INC	COMPUTER HARDWARE	1,979.10
CORNHUSKER CLEANING SUPPLY	TIRES/PARTS	336.25
CORNHUSKER INT. TRUCKS INC	EQUIP/MAIN	1,531.36
CROWNE PLAZA KEARNEY	LODGING	2,029.30
CULLIGAN OF CRETE	SUPPLIES	212.25
DAS STATE ACCOUNTING	TELEPHONE	292.87
DATAVIZION		316.25
DECKER EQUIPMENT	EQUIPMENT	2,113.36
DIETZE MUSIC	SHEET MUSIC/EQUIP	184.60
EASY TIME CLOCK, INC	CLOUD SOFTWARE	111.00
EDUCATIONAL SERVICE UNIT #6	CONTRACTED SERVICES/SUPPLIES	11,089.72
ESU COORDINATING COUNCIL	FEES	866.00
FILTER CARE OF NEBRASKA	SUPPLIES	345.20
GO PHYSICAL THERAPY	PHYSICAL THERAPY	410.50
GOPHER	EQUIP	2,043.73
GRAINGER	FACILITY SUPPLIES	175.62
HD Supply Formerly Home Depot Pro		4,790.69
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	STAFF DEV	3,073.00
INNOVATIVE OFFICE SOLUTIONS, LLC	COMPUTER HARDWARE	8,473.73
INSPIRA	FEES	100.00
J.W. PEPPER & SON, INC	MUSIC	80.25

08/08/2025 11:29 AM

Unposted; Batch Description AUG 25 INVOICES

User ID: RICHNAN

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
JOURNEY EDUCATION	SOFTWARE	1,500.00
KOPCHOS SANITATION, INC	SERVICES	782.50
KSB SCHOOL LAW	LEGAL SERVICE	170.00
LAKESHORE LEARNING MATERIALS LLC	SUPPLIES/TEXTBOOKS	230.96
LEXIA LEARNING SYSTEMS, LLC		264.00
LIBRARY STORE, INC, THE	SUPPLIES	59.45
LIEDTKE, BONITA	REIMBURSEMENT	621.00
LOWE'S	SUPPLIES	135.75
LUEBBE, JESSICA		979.76
MATHESON TRI-GAS INC	WELDING SUPPLIES	631.40
MCCORMICK'S HEATING & AIR CONDITIONING	HVAC MAINTENANCE	7,775.12
MEININGER FIRE PROTECTION, INC	REPAIRS	525.00
MEMORIAL HEALTH CARE SYSTEMS	PHYSICALS	70.00
MERLE'S FLOWER SHOP	SUPPLIES	120.00
MIDWEST DOOR AND HARDWARE	REPAIRS/MAIN	97.50
MYSTERY WRITING		999.00
NASB ALICAP	INSURANCE	246,156.00
NAVIGATE 360 LLC		1,710.88
NCSA REGION 1		225.00
NCSA REGION 1	STAFF DEV	75.00
NE COUNCIL OF SCHOOL ADMIN	FEES	1,350.00
NEBRASKA CENTRAL EQUIPMENT, INC	BUS PARTS/SUPPLIES	209.33
NEBRASKA SAFETY CENTER	BUS DRIVER CLASS	8,670.00
NORRIS PUBLIC POWER DISTRICT	ELECTRICITY	14,239.48
NORTH PRINTING & OFFICE SUPPLY	SUPPLIES	364.40
ORIENTAL TRADING COMPANY	SUPPLIES	88.95
OVERHEAD DOOR CO. OF LINCOLN, INC	SUPPLIES	440.00
PANKOKE, PEGGY	CENSUS	621.00
PAPER TIGER SHREDDING	SERVICES	75.00
PERFECTION LEARNING	SUPPLIES	2,308.15
POTTER REPAIR	AUTO REPAIR	5,934.86
PRIME SECURED	TECHNOLOGY	650.00
RAYMOND GEDDES & COMPANY, INC	SUPPLIES	139.86
RODINE, SHAUNA	REIMBURSEMENT	17.11
SEGRA	WAN FIBER	2,097.54
Seward County Independent		153.00
SIEMENS INDUSTRY, INC	HVAC CONTROLS	2,480.00
SITE ONE LANDSCAPE SUPPLY	SUPPLIES	315.08
STAPLES	SUPPLIES	3,120.69
STEPHENS, KIMBERLY		285.00
SUMMIT FIRE PROTECTION	MAINTENANCE & REPAIR	1,907.00
SUPREME SCHOOL SUPPLY	SUPPLIES	57.42
TEACHER DIRECT	SUPPLIES	1,503.60
TREND ENTERPRISES	SUPPLIES	167.78
TRUCK CENTER COMPANIES	BUS REPAIRS	1,123.19
VERIZON CONNECT		379.00
VERIZON WIRELESS	CELL PHONES	60.08

**Board Report for Newspaper**

Unposted; Batch Description AUG 25 INVOICES

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>	
VILLAGE OF UTICA	WATER/SEWER	1,264.30	
VOYAGER SOPRIS LEARNING	SUPPLIES	652.30	
WEST MUSIC	SUPPLIES	979.01	
WINDSTREAM	TELEPHONE	532.89	
YORK NEWS TIMES	ADV/PRINTING	122.75	
ZANER-BLOSER	TEXTBOOKS/SUPPLIES	1,016.18	
ZITO BUSINESS	INTERNET SERVICE	155.58	
ZORO.COM	FACILITY SUPPLIES	1,200.58	
	<b>Fund Total:</b>	<b>401,061.82</b>	
	<b>Checking Account Total:</b>	<b>401,061.82</b>	

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>	
<u>Checking</u>				2
<b>Checking</b>	<b>2</b>	<b>Fund: 02 DEPRECIATION FUND</b>		
DIBBLE INSTITUTE, THE			1,122.00	
			<b>Fund Total:</b>	<b>1,122.00</b>
			<b>Checking Account Total:</b>	<b>1,122.00</b>

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
Checking		8
<b>Checking</b>	<b>Fund: 08 SPECIAL BUILDING FUND</b>	
Capital One Trade Credit	SUPPLIES	231.12
CHEROKEE BUILDING MATERIALS, INC	CONSTRUCTION SERVICES	1,356.96
GRAINGER	FACILITY SUPPLIES	1,392.62
HD Supply Formerly Home Depot Pro		50.29
JENSEN LUMBER CO	SUPPLIES	125.08
KOPCHOS SANITATION, INC	SERVICES	599.25
LOWE'S	SUPPLIES	168.15
MCCORMICK'S HEATING & AIR CONDITIONING	HVAC MAINTENANCE	36,142.01
MIDWEST FLOOR COVERING, INC	RENOVATIONS	18,446.00
SHERWIN WILLIAMS CO, THE	FACILITY SUPPLIES	242.47
VOLZKE CORP	WELL MAINTENANCE	1,344.15
	<b>Fund Total:</b>	<b>60,098.10</b>
	<b>Checking Account Total:</b>	<b>60,098.10</b>

**Invoice Listing - Detail**

Posted - All; Batch Description 3 Records Selected; Processing Month 08/2025

**Vendor ID: ACADTHER      ACADEMIC THERAPY PUBLICATIONS      PO Number:**      **Invoice Number: 340978      Amount: 432.32**  
 Description:      Invoice Date: 07/01/2025      Due Date: 07/30/2025      Status: P      1099 Amount: 0.00  
 Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51373      Check Date: 08/12/2025      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 01 1200 640 001 2 000      TEXTBOOKS - SEC SPED           432.32           N

**Vendor ID: KONFINA      ALL COPY PRODUCTS      PO Number:**      **Invoice Number: 559392451      Amount: 895.78**  
 Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00  
 Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51374      Check Date: 08/12/2025      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 01 2410 340 001 2 000      OTHER PROF SERVICES           223.94           N  
 01 2410 340 002 1 000      OTHER PROF SERVICES           223.94           N  
 01 2410 340 004 0 000      OTHER PROF SERVICES           223.94           N  
 01 2320 340 001 2 000      OTHER PROF SERVICES           74.65           N  
 01 2320 340 002 1 000      OTHER PROF SERVICES           74.65           N  
 01 2320 340 004 0 000      OTHER PROF SERVICES           74.66           N

**Vendor ID: ALLCOPY      ALL COPY PRODUCTS, INC      PO Number:**      **Invoice Number: AR4895112      Amount: 639.20**  
 Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00  
 Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51375      Check Date: 08/12/2025      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 01 2320 610 001 2 000      GENERAL SUPPLIES           53.26           N  
 01 2320 610 002 1 000      SUPPLIES - SUPT OFFICE           53.27           N  
 01 2320 610 004 0 000      GENERAL SUPPLIES           53.27           N  
 01 2410 610 001 2 000      SUPPLIES - SEC OFFICE           159.80           N  
 01 2410 610 002 1 000      SUPPLIES - ELEM OFFICE           159.80           N  
 01 2410 610 004 0 000      SUPPLIES           159.80           N

**Vendor ID: AMABUS      AMAZON CAPITAL SERVICES      PO Number:**      **Invoice Number: JULY 2025      Amount: 11,265.01**  
 Description:      Invoice Date: 07/01/2025      Due Date: 07/30/2025      Status: P      1099 Amount: 0.00  
 Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51376      Check Date: 08/12/2025      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 01 1100 610 001 2 000      SUPPLIES - SECONDARY           1,312.04           N  
 01 1100 610 002 1 000      SUPPLIES - ELEMENTARY           6,494.77           N  
 01 1100 610 004 0 000      SUPPLIES - MS           815.00           N  
 01 1100 640 004 0 000      TEXTBOOKS - MS           117.95           N  
 01 1200 610 002 1 000      SUPPLIES - ELEM SPED           269.85           N  
 01 1200 610 004 0 000      SUPPLIES 6-8           95.16           N  
 01 2130 610 001 2 000      SUPPLIES - SEC NURSE           65.13           N  
 01 2130 610 002 1 000      SUPPLIES - ELEM NURSE           65.13           N  
 01 2130 610 004 0 000      SUPPLIES           65.13           N  
 01 1190 610 002 1 000      SUPPLIES - PRESCHOOL           594.57           N  
 01 2620 610 001 2 000      SUPPLIES           6.66           N  
 01 2620 610 002 1 000      SUPPLIES           6.67           N

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01 2620 610 004 0 000	SUPPLIES	6.66	N
01 2710 610 001 2 000	SUPPLIES	89.99	N
01 2710 610 002 1 000	SUPPLIES	90.00	N
01 2710 610 004 0 000	SUPPLIES	90.00	N
01 6969 610 001 2 000	SUPPLIES	1,019.31	N
01 2320 610 001 2 000	GENERAL SUPPLIES	20.33	N
01 2320 610 002 1 000	SUPPLIES - SUPT OFFICE	20.33	N
01 2320 610 004 0 000	GENERAL SUPPLIES	20.33	N

**Vendor ID: ARNOLDM      ARNOLD MOTOR SUPPLY      PO Number:**      **Invoice Number: 7/26/25      Amount: 1,381.60**

Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51377	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2710 610 001 2 000	SUPPLIES		460.53		N
01 2710 610 002 1 000	SUPPLIES		460.54		N
01 2710 610 004 0 000	SUPPLIES		460.53		N

**Vendor ID: ARTISTO      ARTISAN STONE COMPANY, INC.      PO Number:**      **Invoice Number: 10608      Amount: 587.00**

Description: WALL REPLACEMENT STONE		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51378	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2620 431 001 2 000	WALL REPLACEMENT STONE		195.67		N
01 2620 431 002 1 000	WALL REPLACEMENT STONE		195.67		N
01 2620 431 004 0 000	WALL REPLACEMENT STONE		195.66		N

**Vendor ID: BHPHOTO      B & H PHOTO      PO Number:**      **Invoice Number: 8/4/25      Amount: 6,518.72**

Description: CABLES/PROJ/DOC CAMERA		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51379	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 650 001 2 000	CABLES/PROJ/DOC CAMERA		2,172.91		N
01 1100 650 002 1 000	CABLES/PROJ/DOC CAMERA		2,172.91		N
01 1100 650 004 0 000	CABLES/PROJ/DOC CAMERA		2,172.90		N

**Vendor ID: BEAVER      BEAVER HARDWARE      PO Number:**      **Invoice Number: 346254      Amount: 1,629.66**

Description:		Invoice Date: 08/07/2025	Due Date: 08/07/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51380	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2620 610 001 2 000	SUPPLIES		503.84		N
01 2620 610 002 1 000	SUPPLIES		503.84		N
01 2620 610 004 0 000	SUPPLIES		503.84		N
01 2630 610 001 2 000	SUPPLIES		39.38		N
01 2630 610 002 1 000	SUPPLIES		39.38		N
01 2630 610 004 0 000	SUPPLIES		39.38		N

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<b>Vendor ID: BELCON</b>	<b>BEL-CON REFUSE</b>	<b>PO Number:</b>	<b>Invoice Number: 8/1/25</b>	<b>Amount:</b>	<b>130.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51381	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2610 420 001 2 000	TRASH/SNOW/CLEANING		43.34		N
01 2610 420 002 1 000	TRASH/SNOW/CLEANING		43.33		N
01 2610 420 004 0 000	TRASH/SNOW/CLEANING		43.33		N
<b>Vendor ID: BHENERGY</b>	<b>BLACK HILLS ENERGY</b>	<b>PO Number:</b>	<b>Invoice Number: 8/18/25</b>	<b>Amount:</b>	<b>426.28</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51382	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2610 621 001 2 000	UTILITIES		142.10		N
01 2610 621 002 1 000	UTILITIES		142.09		N
01 2610 621 004 0 000	UTILITIES		142.09		N
<b>Vendor ID: BOOTHME</b>	<b>BOOTH MEDICAL EQUIPMENT</b>	<b>PO Number:</b>	<b>Invoice Number: 47351</b>	<b>Amount:</b>	<b>1,820.30</b>
Description: AUDIOMETER (IHDE FOUNDATION)		Invoice Date: 08/07/2025	Due Date: 08/07/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51383	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 9000 734 000 0 000	AUDIOMETER (IHDE FOUNDATION)		1,820.30		N
<b>Vendor ID: BREIJES</b>	<b>BREITKREUTZ, JESSICA</b>	<b>PO Number:</b>	<b>Invoice Number: 7/25</b>	<b>Amount:</b>	<b>48.06</b>
Description: REIMB CLASSROOM DECOR		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51384	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2220 640 002 1 000	REIMB CLASSROOM DECOR		28.32		N
01 2220 610 001 2 000	REIMB CLASSROOM DECOR		6.64		N
01 2220 610 002 1 000	REIMB CLASSROOM DECOR		6.55		N
01 2220 610 004 0 000	REIMB CLASSROOM DECOR		6.55		N
<b>Vendor ID: BULKBOOK</b>	<b>BULK BOOKSTORE</b>	<b>PO Number:</b>	<b>Invoice Number: 207132</b>	<b>Amount:</b>	<b>100.17</b>
Description: CLIFFORD GOES TO KINDERGARTEN X 27		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51385	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1100 640 002 1 000	CLIFFORD GOES TO KINDERGARTEN X 27		100.17		N
<b>Vendor ID: CAPITALONE</b>	<b>Capital One</b>	<b>PO Number:</b>	<b>Invoice Number: 8/7/25</b>	<b>Amount:</b>	<b>296.44</b>
Description:		Invoice Date: 08/07/2025	Due Date: 08/07/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51386	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1100 610 002 1 000	SUPPLIES - ELEMENTARY		77.39		N
01 2310 610 001 2 000	SUPPLIES - BOARD OF ED		2.25		N
01 2310 610 002 1 000	SUPPLIES - BOARD OF ED		2.25		N

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01 2310 610 004 0 000	SUPPLIES	2.24	N
01 2610 610 001 2 000	CUSTODIAL SUPPLIES	70.77	N
01 2610 610 002 1 000	CUSTODIAL SUPPLIES	70.77	N
01 2610 610 004 0 000	CUSTODIAL SUPPLIES	70.77	N

**Vendor ID: CAPITALON1 Capital One Trade Credit PO Number: Invoice Number: 7/31/25 Amount: 231.12**  
 Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51387 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 08 2620 610 000 0 000 SUPPLIES 231.12 N

**Vendor ID: CARDIO CARDIO PARTNERS, INC PO Number: Invoice Number: 600115000 Amount: 128.00**  
 Description: AED ELECTRODES Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51387 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2130 610 001 2 000 AED ELECTRODES 42.67 N  
 01 2130 610 002 1 000 AED ELECTRODES 42.67 N  
 01 2130 610 004 0 000 AED ELECTRODES 42.66 N

**Vendor ID: CAROLI CAROLINA BIOLOGICAL SUPPLY PO Number: Invoice Number: 53084750 RI Amount: 995.88**  
 Description: Invoice Date: 07/01/2025 Due Date: 07/30/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51388 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 001 2 000 SUPPLIES - SECONDARY 995.88 N

**Vendor ID: CDWGOV CDW GOVERNMENT, INC PO Number: Invoice Number: AF2UX8Q Amount: 960.00**  
 Description: GOOGLE CHROME EDU LICENSE Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51389 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 735 001 2 000 GOOGLE CHROME EDU LICENSE 320.00 N  
 01 1100 735 002 1 000 GOOGLE CHROME EDU LICENSE 320.00 N  
 01 1100 735 004 0 000 GOOGLE CHROME EDU LICENSE 320.00 N

**Vendor ID: CENTEN CENTENNIAL ACTIVITY FUND PO Number: Invoice Number: JUNE25 Amount: 11,002.00**  
 Description: FBLA NATIONAL CONVENTION Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51390 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2190 610 001 2 000 FBLA NATIONAL CONVENTION 11,002.00 N

**Vendor ID: CENTE2 CENTENNIAL LUNCH PO Number: Invoice Number: 5/25 SUBS Amount: 200.00**  
 Description: MAY SUBSTITUTE LUNCHES Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51391 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 890 001 2 000 MAY SUBSTITUTE LUNCHES 66.67 N  
 01 1100 890 002 1 000 MAY SUBSTITUTE LUNCHES 66.67 N

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01 1100 890 004 0 000      MAY SUBSTITUTE LUNCHES      66.66      N

**Vendor ID: CENTRALVAL      CENTRAL VALLEY AG      PO Number:      Invoice Number: 7/25 CVA      Amount:      1,626.97**

Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00

Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51392      Check Date: 08/12/2025      CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
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01 2710 626 001 2 000	GAS & OIL		404.92		N	
01 2710 626 002 1 000	GAS & OIL		404.92		N	
01 2710 626 004 0 000	GAS & OIL		404.91		N	
01 2712 626 001 2 000	GAS & OIL		17.60		N	
01 2712 626 002 1 000	GAS & OIL		17.60		N	
01 2712 626 004 0 000	GAS & OIL		17.60		N	
01 2650 626 001 2 000	GAS/OIL-SUPP VEH		119.81		N	
01 2650 626 002 1 000	GAS & OIL		119.81		N	
01 2650 626 004 0 000	GAS & OIL		119.80		N	

**Vendor ID: CENTURY      CENTURY HOUSE CHIROPRACTIC, INC.      PO Number:      Invoice Number: 11080018      Amount:      94.00**

Description: DOT EXAM      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00

Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51393      Check Date: 08/12/2025      CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
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01 2710 890 001 2 000	DOT EXAM		31.34		N	
01 2710 890 002 1 000	DOT EXAM		31.33		N	
01 2710 890 004 0 000	DOT EXAM		31.33		N	

**Vendor ID: CHEROKEE      CHEROKEE BUILDING MATERIALS, INC      PO Number:      Invoice Number: 607914      Amount:      1,356.96**

Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: A      1099 Amount: 0.00

Sequence: 1      Check Type:      Checking Account ID:      Check Number:      Check Date:      CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
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08 2620 610 000 0 000	SUPPLIES		1,356.96		N	
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**Vendor ID: CHRIDAN      CHRISMAN, DANA      PO Number:      Invoice Number: REIMB      Amount:      187.23**

Description: REIMB 24/25 SCHOOL YEAR      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00

Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51394      Check Date: 08/12/2025      CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
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01 1190 610 002 1 000	REIMB 24/25 SCHOOL YEAR		187.23		N	
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**Vendor ID: CLASSINT      CLASS INTERCOM      PO Number:      Invoice Number: 6322      Amount:      1,325.00**

Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00

Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51395      Check Date: 08/12/2025      CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
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01 1100 643 001 2 000	TECHNOLOGY CLOUD SOFTWARE - HS		441.66		N	
01 1100 643 002 1 000	TECHNOLOGY CLOUD SOFTWARE - ELEM		441.67		N	
01 1100 643 004 0 000	TECHNOLOGY CLOUD SOFTWARE - MS		441.67		N	

**Vendor ID: COLUSOF      COLUMN SOFTWARE PBC      PO Number:      Invoice Number: 2863E165-0034      Amount:      7.99**

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Description: Invoice Date: 08/07/2025 Due Date: 08/07/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51396 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2310 540 001 2 000 ADV/PRINTING 2.66 N  
 01 2310 540 002 1 000 ADVERTISING/PRINTING 2.67 N  
 01 2310 540 004 0 000 ADVERTISING 2.66 N

**Vendor ID: COMPHAR COMPUTER HARDWARE, INC PO Number: Invoice Number: H43820 Amount: 1,979.10**

Description: Invoice Date: 07/01/2025 Due Date: 07/30/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51397 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 650 001 2 000 TECHNOLOGY SUPPLIES - HS 659.70 N  
 01 1100 650 002 1 000 TECHNOLOGY SUPPLIES - ELEM 659.70 N  
 01 1100 650 004 0 000 TECHNOLOGY SUPPLIES - MS 659.70 N

**Vendor ID: CORCLE CORNHUSKER CLEANING SUPPLY PO Number: Invoice Number: 52688 Amount: 336.25**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51398 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2710 610 001 2 000 SUPPLIES 112.08 N  
 01 2710 610 002 1 000 SUPPLIES 112.09 N  
 01 2710 610 004 0 000 SUPPLIES 112.08 N

**Vendor ID: CORNHU CORNHUSKER INT. TRUCKS INC PO Number: Invoice Number: 149649/3411565 Amount: 1,531.36**

Description: 20A/SUPPLIES Invoice Date: 08/07/2025 Due Date: 08/07/2025 Status: P 1099 Amount: 1,531.36  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51399 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2710 610 001 2 000 SUPPLIES 122.62 122.62 N  
 01 2710 610 002 1 000 SUPPLIES 122.62 122.62 N  
 01 2710 610 004 0 000 SUPPLIES 122.62 122.62 N  
 01 2710 431 001 2 000 20A 387.83 387.83 N  
 01 2710 431 002 2 000 20A 387.84 387.84 N  
 01 2710 431 004 0 000 20A 387.83 387.83 N

**Vendor ID: CROWN CROWNE PLAZA KEARNEY PO Number: Invoice Number: 7/28/25 Amount: 2,029.30**

Description: ADMIN DAYS HOTEL Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51400 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2320 580 001 2 000 ADMIN DAYS HOTEL 144.95 N  
 01 2320 580 002 1 000 ADMIN DAYS HOTEL 144.95 N  
 01 2320 580 004 0 000 ADMIN DAYS HOTEL 144.95 N  
 01 2410 580 001 2 000 ADMIN DAYS HOTEL 652.27 N  
 01 2410 580 002 1 000 ADMIN DAYS HOTEL 289.90 N  
 01 2410 580 004 0 000 ADMIN DAYS HOTEL 507.33 N

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01 1200 580 001 2 000	ADMIN DAYS HOTEL	48.32	N
01 1200 580 002 1 000	ADMIN DAYS HOTEL	48.32	N
01 1200 580 004 0 000	ADMIN DAYS HOTEL	48.31	N

<b>Vendor ID: CULLIG</b>	<b>CULLIGAN OF CRETE</b>	<b>PO Number:</b>	<b>Invoice Number: 7-25</b>	<b>Amount: 212.25</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51401	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 2610 610 001 2 000	CUSTODIAL SUPPLIES		70.75	N
01 2610 610 002 1 000	CUSTODIAL SUPPLIES		70.75	N
01 2610 610 004 0 000	CUSTODIAL SUPPLIES		70.75	N

<b>Vendor ID: STNEBR</b>	<b>DAS STATE ACCOUNTING</b>	<b>PO Number:</b>	<b>Invoice Number: 1485810</b>	<b>Amount: 292.87</b>
Description:		Invoice Date: 08/07/2025	Due Date: 08/07/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51402	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 530 001 2 000	COMMUNICATIONS		97.62	N
01 1100 530 002 1 000	COMMUNICATIONS		97.63	N
01 1100 530 004 0 000	COMMUNICATIONS		97.62	N

<b>Vendor ID: DATAVIZ</b>	<b>DATAVIZION</b>	<b>PO Number:</b>	<b>Invoice Number: 2025.1880</b>	<b>Amount: 316.25</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51403	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 734 001 2 000	TECHNOLOGY HARDWARE - HS		105.42	N
01 1100 734 002 1 000	TECHNOLOGY HARDWARE - ELEM		105.42	N
01 1100 734 004 0 000	TECHNOLOGY HARDWARE - MS		105.41	N

<b>Vendor ID: DECKER</b>	<b>DECKER EQUIPMENT</b>	<b>PO Number:</b>	<b>Invoice Number: 06062025</b>	<b>Amount: 2,113.36</b>
Description: BULLETIN/WHITE BOARDS		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51404	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 733 001 2 000	BULLETIN/WHITE BOARDS		704.45	N
01 1100 733 002 1 000	BULLETIN/WHITE BOARDS		704.46	N
01 1100 733 004 0 000	BULLETIN/WHITE BOARDS		704.45	N

<b>Vendor ID: THEDIBB</b>	<b>DIBBLE INSTITUTE, THE</b>	<b>PO Number:</b>	<b>Invoice Number: 17993</b>	<b>Amount: 1,122.00</b>
Description: TEXTBOOKS/JOURNALS-FCS		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date: CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
02 1100 610 000 0 000	SUPPLIES		1,122.00	N

<b>Vendor ID: DIETZE</b>	<b>DIETZE MUSIC</b>	<b>PO Number:</b>	<b>Invoice Number: 6/25/25</b>	<b>Amount: 184.60</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/30/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51405	Check Date: 08/12/2025 CC:

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<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 610 001 2 000	SUPPLIES - SECONDARY		184.60		N	

**Vendor ID: EASYTIC      EASY TIME CLOCK, INC      PO Number:**      **Invoice Number: 1022121      Amount: 111.00**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51406 Check Date: 08/12/2025 CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2510 735 001 2 000	TECH SOFTWARE		37.00		N	
01 2510 735 002 1 000	TECH SOFTWARE		37.00		N	
01 2510 735 004 0 000	TECH SOFTWARE		37.00		N	

**Vendor ID: ESU6      EDUCATIONAL SERVICE UNIT #6      PO Number:**      **Invoice Number: 7/25/25      Amount: 11,089.72**

Description: ADS WORKSHOP/SRS FEE/EARLY CHILDHOOD Invoice Date: 08/07/2025 Due Date: 08/07/2025 Status: P 1099 Amount: 0.00  
Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51407 Check Date: 08/12/2025 CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1200 330 002 1 000	ADS WORKSHOP/SRS FEE/EARLY CHILDHOOD		180.00		N	
01 1200 643 001 2 000	ADS WORKSHOP/SRS FEE/EARLY CHILDHOOD		994.00		N	
01 1200 643 002 1 000	ADS WORKSHOP/SRS FEE/EARLY CHILDHOOD		994.00		N	
01 1200 643 004 0 000	ADS WORKSHOP/SRS FEE/EARLY CHILDHOOD		994.00		N	
01 6408 340 002 1 000	ADS WORKSHOP/SRS FEE/EARLY CHILDHOOD		7,927.72		N	

**Vendor ID: ESUCC      ESU COORDINATING COUNCIL      PO Number:**      **Invoice Number: COOP003060      Amount: 866.00**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51408 Check Date: 08/12/2025 CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2190 340 001 2 000	OTHER PROF SERVICES		126.33		N	
01 2190 340 002 1 000	OTHER PROF SERVICES		126.34		N	
01 2190 340 004 0 000	OTHER PROF SERVICES		126.33		N	
01 1100 735 001 2 000	TECHNOLOGY SOFTWARE - HS		64.17		N	
01 1100 735 002 1 000	TECHNOLOGY SOFTWARE - ELEM		64.17		N	
01 1100 735 004 0 000	TECHNOLOGY SOFTWARE - MS		64.16		N	
01 2220 641 001 2 000	DIGITAL INSTRUCTIONAL MATERIALS		98.17		N	
01 2220 641 002 1 000	DIGITAL INSTRUCTIONAL MATERIALS		98.17		N	
01 2220 641 004 0 000	DIGITAL INSTRUCTIONAL MATERIALS		98.16		N	

**Vendor ID: FILCARE      FILTER CARE OF NEBRASKA      PO Number:**      **Invoice Number: 7/31/25      Amount: 345.20**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51409 Check Date: 08/12/2025 CC:

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2710 610 001 2 000	SUPPLIES		115.06		N	

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01 2710 610 002 1 000	SUPPLIES	115.07	N
01 2710 610 004 0 000	SUPPLIES	115.07	N

<b>Vendor ID: GOPHYS</b>	<b>GO PHYSICAL THERAPY</b>	<b>PO Number:</b>	<b>Invoice Number: JUNE 25</b>	<b>Amount: 410.50</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 410.50
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51410	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 6408 340 002 1 502	OT 3-4		269.50 269.50	N
01 6408 334 002 1 502	OT 3-4 TRAVEL		78.00	78.00 N
01 6408 334 002 1 502	OT 3-4 MILEAGE		63.00	63.00 N

<b>Vendor ID: GOPHER</b>	<b>GOPHER</b>	<b>PO Number:</b>	<b>Invoice Number: IN459769</b>	<b>Amount: 2,043.73</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51411	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 610 001 2 000	SUPPLIES - SECONDARY		312.84	N
01 1100 610 002 1 000	SUPPLIES - ELEMENTARY		1,418.05	N
01 1100 610 004 0 000	SUPPLIES - MS		312.84	N

<b>Vendor ID: GRAING</b>	<b>GRAINGER</b>	<b>PO Number:</b>	<b>Invoice Number: 9567300877</b>	<b>Amount: 175.62</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51412	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2620 610 001 2 000	SUPPLIES		58.54	N
01 2620 610 002 1 000	SUPPLIES		58.54	N
01 2620 610 004 0 000	SUPPLIES		58.54	N

<b>Vendor ID: GRAING</b>	<b>GRAINGER</b>	<b>PO Number:</b>	<b>Invoice Number: 9595137424</b>	<b>Amount: 1,392.62</b>
Description: SUPPLIES FOR FB FAMILY RESTROOM		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date: CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
08 2620 610 000 0 000	SUPPLIES FOR FB FAMILY RESTROOM		1,392.62	N

<b>Vendor ID: HDSUPPLYFO</b>	<b>HD Supply Formerly Home Depot Pro</b>	<b>PO Number:</b>	<b>Invoice Number: 871800421</b>	<b>Amount: 4,790.69</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51413	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2610 610 001 2 000	CUSTODIAL SUPPLIES		1,242.34	N
01 2610 610 002 1 000	CUSTODIAL SUPPLIES		1,242.33	N
01 2610 610 004 0 000	CUSTODIAL SUPPLIES		1,242.33	N
01 2620 610 001 2 000	SUPPLIES		172.73	N
01 2620 610 002 1 000	SUPPLIES		172.73	N
01 2620 610 004 0 000	SUPPLIES		172.73	N
01 1200 610 001 2 000	SUPPLIES - SEC SPED		99.34	N

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01 1200 610 002 1 000	SUPPLIES - ELEM SPED	99.33	N
01 1200 610 004 0 000	SUPPLIES 6-8	99.33	N
01 2630 610 001 2 000	SUPPLIES	82.50	N
01 2630 610 002 1 000	SUPPLIES	82.50	N
01 2630 610 004 0 000	SUPPLIES	82.50	N

**Vendor ID: HDSUPPLYFO**      **HD Supply Formerly Home Depot Pro**      **PO Number:**      **Invoice Number: 872049705**      **Amount: 50.29**  
 Description: PAINT      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: A      1099 Amount: 0.00  
 Sequence: 1      Check Type:      Checking Account ID:      Check Number:      Check Date:      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 08 2620 610 000 0 000      PAINT           50.29           N

**Vendor ID: NWEA**      **HOUGHTON MIFFLIN HARCOURT PUBLISHING CO**      **PO Number:**      **Invoice Number: 844531**      **Amount: 3,073.00**  
 Description: MAP GROWTH K-12/SCIENCE      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00  
 Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51414      Check Date: 08/12/2025      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 01 1100 735 001 2 000      MAP GROWTH K-12/SCIENCE           1,024.33           N  
 01 1100 735 002 1 000      MAP GROWTH K-12/SCIENCE           1,024.34           N  
 01 1100 735 004 0 000      MAP GROWTH K-12/SCIENCE           1,024.33           N

**Vendor ID: INNOV**      **INNOVATIVE OFFICE SOLUTIONS, LLC**      **PO Number:**      **Invoice Number: ESUCC-643864**      **Amount: 8,473.73**  
 Description:      Invoice Date: 07/01/2025      Due Date: 07/30/2025      Status: P      1099 Amount: 0.00  
 Sequence: 1      Check Type: Check      Checking Account ID: 1      Check Number: 51415      Check Date: 08/12/2025      CC:  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 01 1100 610 001 2 000      SUPPLIES - SECONDARY           2,275.69           N  
 01 1100 610 002 1 000      SUPPLIES - ELEMENTARY           3,463.54           N  
 01 1100 610 004 0 000      SUPPLIES - MS           591.13           N  
 01 1190 610 002 1 000      SUPPLIES - PRESCHOOL           416.30           N  
 01 2220 610 001 2 000      SUPPLIES - SEC MEDIA CENTER           126.97           N  
 01 2220 610 002 1 000      SUPPLIES - ELEM MEDIA CENTER           126.97           N  
 01 2220 610 004 0 000      SUPPLIES           126.98           N  
 01 1200 610 000 0 000      \SUPPLIES           4.08           N  
 01 1200 610 001 2 000      SUPPLIES - SEC SPED           98.85           N  
 01 1200 610 002 1 000      SUPPLIES - ELEM SPED           76.89           N  
 01 2410 610 001 2 000      SUPPLIES - SEC OFFICE           190.80           N  
 01 2410 610 002 1 000      SUPPLIES - ELEM OFFICE           759.48           N  
 01 2130 610 001 2 000      SUPPLIES - SEC NURSE           5.35           N  
 01 2130 610 002 1 000      SUPPLIES - ELEM NURSE           5.35           N  
 01 2130 610 004 0 000      SUPPLIES           5.35           N  
 01 2320 610 001 2 000      GENERAL SUPPLIES           66.67           N  
 01 2320 610 002 1 000      SUPPLIES - SUPT OFFICE           66.67           N  
 01 2320 610 004 0 000      GENERAL SUPPLIES           66.66           N

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Vendor ID:	Vendor Name:	PO Number:	Invoice Number:	Amount:
<b>INSPIRA</b>	<b>INSPIRA</b>		<b>2082500</b>	<b>100.00</b>
Description: FSA/DEPT CARE		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51416	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>
01 2310 310 001 2 000	FSA/DEPT CARE		34.00 N	
01 2310 310 002 1 000	FSA/DEPT CARE		33.00 N	
01 2310 310 004 0 000	FSA/DEPT CARE		33.00 N	
<b>JWPEPPERSO</b>	<b>J.W. PEPPER &amp; SON, INC</b>		<b>7/26/25</b>	<b>80.25</b>
Description: HS MUSIC		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51417	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 610 001 2 000	HS MUSIC		80.25 N	
<b>JENSEN</b>	<b>JENSEN LUMBER CO</b>		<b>7/25 JENSEN</b>	<b>125.08</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date: CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>
08 2620 610 000 0 000	SUPPLIES		125.08 N	
<b>JOURNEYED</b>	<b>JOURNEY EDUCATION</b>		<b>10560848</b>	<b>1,500.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51418	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 735 001 2 000	ADOBE LICENSE		500.00 N	
01 1100 735 002 1 000	ADOBE LICENSE		500.00 N	
01 1100 735 004 0 000	ADOBE LICENSE		500.00 N	
<b>KOPCHOS</b>	<b>KOPCHOS SANITATION, INC</b>		<b>1187530</b>	<b>782.50</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51419	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>
01 2610 420 001 2 000	TRASH/SNOW/CLEANING		260.84 N	
01 2610 420 002 1 000	TRASH/SNOW/CLEANING		260.83 N	
01 2610 420 004 0 000	TRASH/SNOW/CLEANING		260.83 N	
<b>KOPCHOS</b>	<b>KOPCHOS SANITATION, INC</b>		<b>1187530B</b>	<b>599.25</b>
Description: ROLLOFF		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date: CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>
08 2620 450 000 0 000	CONSTRUCTION SERVICES		599.25 N	
<b>KSBLAW</b>	<b>KSB SCHOOL LAW</b>		<b>19296</b>	<b>170.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 170.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51420	Check Date: 08/12/2025 CC:

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<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2330 317 001 2 000	LEGAL FEES-BD OF ED		56.67	56.67	N	
01 2330 317 002 1 000	LEGAL SERVICES		56.67	56.67	N	
01 2330 317 004 0 000	LEGAL SERVICES		56.66	56.66	N	
<b>Vendor ID: LAKESH      LAKESHORE LEARNING MATERIALS LLC</b>		<b>PO Number:</b>	<b>Invoice Number: 2029420</b>		<b>Amount: 230.96</b>	
Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Sequence: 1      Check Type: Check      Checking Account ID: 1      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Check Number: 51421      Check Date: 08/12/2025      CC:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 610 002 1 000	SUPPLIES - ELEMENTARY		46.98		N	
01 1190 610 001 2 000	\SUPPLIES		183.98		N	
<b>Vendor ID: LEXIA      LEXIA LEARNING SYSTEMS, LLC</b>		<b>PO Number:</b>	<b>Invoice Number: 8314775</b>		<b>Amount: 264.00</b>	
Description: POWERUP LITERACY SUBSCRIPTION      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Sequence: 1      Check Type: Check      Checking Account ID: 1      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Check Number: 51422      Check Date: 08/12/2025      CC:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1200 643 002 1 000	POWERUP LITERACY SUBSCRIPTION		264.00		N	
<b>Vendor ID: LIBSTOR      LIBRARY STORE, INC, THE</b>		<b>PO Number:</b>	<b>Invoice Number: 749303</b>		<b>Amount: 59.45</b>	
Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Sequence: 1      Check Type: Check      Checking Account ID: 1      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Check Number: 51423      Check Date: 08/12/2025      CC:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2220 610 001 2 000	SUPPLIES - SEC MEDIA CENTER		19.82		N	
01 2220 610 002 1 000	SUPPLIES - ELEM MEDIA CENTER		19.82		N	
01 2220 610 004 0 000	SUPPLIES		19.81		N	
<b>Vendor ID: LIEDBON      LIEDTKE, BONITA</b>		<b>PO Number:</b>	<b>Invoice Number: JULY 25</b>		<b>Amount: 621.00</b>	
Description: SCHOOL CENSUS      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Sequence: 1      Check Type: Check      Checking Account ID: 1      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Check Number: 51424      Check Date: 08/12/2025      CC:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2310 310 001 2 000	SCHOOL CENSUS		207.00		N	
01 2310 310 002 1 000	SCHOOL CENSUS		207.00		N	
01 2310 310 004 0 000	SCHOOL CENSUS		207.00		N	
<b>Vendor ID: LOWES      LOWE'S</b>		<b>PO Number:</b>	<b>Invoice Number: 986123</b>		<b>Amount: 135.75</b>	
Description:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Sequence: 1      Check Type: Check      Checking Account ID: 1      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: P      1099 Amount: 0.00		Check Number: 51425      Check Date: 08/12/2025      CC:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2620 610 001 2 000	SUPPLIES		45.25		N	
01 2620 610 002 1 000	SUPPLIES		45.25		N	
01 2620 610 004 0 000	SUPPLIES		45.25		N	
<b>Vendor ID: LOWES      LOWE'S</b>		<b>PO Number:</b>	<b>Invoice Number: 996059</b>		<b>Amount: 168.15</b>	
Description: FCS STAINLESS STEEL BACKSPLASHES      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: A      1099 Amount: 0.00		Sequence: 1      Check Type:      Checking Account ID:      Invoice Date: 07/01/2025      Due Date: 07/31/2025      Status: A      1099 Amount: 0.00		Check Number:      Check Date:      CC:		

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<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
08 2620 610 000 0 000	FCS STAINLESS STEEL BACKSPLASHES		168.15		N	
<b>Vendor ID: LUEBJES      LUEBBE, JESSICA</b>		<b>PO Number:</b>	<b>Invoice Number: 7/15-16/25</b>		<b>Amount: 979.76</b>	
Description: REIMB ELEM ED MUSIC SYMPOSIUM -ST. LOUIS		Invoice Date: 08/07/2025	Due Date: 08/07/2025	Status: P	1099 Amount: 0.00	
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51426	Check Date: 08/12/2025	CC:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 6310 580 002 1 000	REIMB ELEM ED MUSIC SYMPOSIUM -ST. LOUIS		779.76		N	
01 6310 810 002 1 000	REIMB ELEM ED MUSIC SYMPOSIUM -ST. LOUIS		200.00		N	
<b>Vendor ID: MATHTG      MATHESON TRI-GAS INC</b>		<b>PO Number:</b>	<b>Invoice Number: 0052537112</b>		<b>Amount: 631.40</b>	
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00	
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51427	Check Date: 08/12/2025	CC:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 3551 610 001 2 000	SUPPLIES		631.40		N	
<b>Vendor ID: MCCOR      MCCORMICK'S HEATING &amp; AIR CONDITIONING</b>		<b>PO Number:</b>	<b>Invoice Number: 1493</b>		<b>Amount: 36,142.01</b>	
Description: FCS RENNOVATION		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	CC:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
08 2620 450 000 0 000	FCS RENNOVATION		36,142.01		N	
<b>Vendor ID: MCCOR      MCCORMICK'S HEATING &amp; AIR CONDITIONING</b>		<b>PO Number:</b>	<b>Invoice Number: 1557</b>		<b>Amount: 7,775.12</b>	
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00	
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51428	Check Date: 08/12/2025	CC:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2620 340 001 2 000	\REPAIR/MAIN/FURN/AIR/ROOF		2,033.75		N	
01 2620 340 002 1 000	\MAINTENANCE		2,033.76		N	
01 2620 340 004 0 000	OTHER PROF SERVICES		2,033.75		N	
01 9000 430 001 2 000	REPAIRS/MAIN		1,673.86		N	
<b>Vendor ID: MEIFIR      MEININGER FIRE PROTECTION, INC</b>		<b>PO Number:</b>	<b>Invoice Number: IN25315</b>		<b>Amount: 525.00</b>	
Description: ANNUAL INSPECTION		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00	
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51429	Check Date: 08/12/2025	CC:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2670 431 001 2 000	ANNUAL INSPECTION		175.00		N	
01 2670 431 002 2 000	ANNUAL INSPECTION		175.00		N	
01 2670 431 004 2 000	ANNUAL INSPECTION		175.00		N	
<b>Vendor ID: SEWARF      MEMORIAL HEALTH CARE SYSTEMS</b>		<b>PO Number:</b>	<b>Invoice Number: 24290</b>		<b>Amount: 70.00</b>	
Description: DRUG SCREENS		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 70.00	
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51430	Check Date: 08/12/2025	CC:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>

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01 2710 890 001 2 000	DRUG SCREENS	23.34	23.34 N
01 2710 890 002 1 000	DRUG SCREENS	23.33	23.33 N
01 2710 890 004 0 000	DRUG SCREENS	23.33	23.33 N

<b>Vendor ID: MERLES</b>	<b>MERLE'S FLOWER SHOP</b>	<b>PO Number:</b>	<b>Invoice Number: 162805/1</b>	<b>Amount: 120.00</b>
Description: FLOWERS FOR JIM LUEBBE FUNERAL		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51431	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 2310 610 001 2 000	FLOWERS FOR JIM LUEBBE FUNERAL		40.00	N
01 2310 610 002 1 000	FLOWERS FOR JIM LUEBBE FUNERAL		40.00	N
01 2310 610 004 0 000	FLOWERS FOR JIM LUEBBE FUNERAL		40.00	N

<b>Vendor ID: MIDDOOR</b>	<b>MIDWEST DOOR AND HARDWARE</b>	<b>PO Number:</b>	<b>Invoice Number: 7/9/25 110916</b>	<b>Amount: 97.50</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51432	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 2620 431 001 2 000	NON-TECH REPAIRS		32.50	N
01 2620 431 002 1 000	NON-TECH REPAIRS		32.50	N
01 2620 431 004 0 000	NON-TECH REPAIRS		32.50	N

<b>Vendor ID: MIDFLOOR</b>	<b>MIDWEST FLOOR COVERING, INC</b>	<b>PO Number:</b>	<b>Invoice Number: 26811</b>	<b>Amount: 18,446.00</b>
Description: FLORING CLASSROOMS/OLD TRAINING ROOM		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date: CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
08 2620 450 000 0 000	FLORING CLASSROOMS/OLD TRAINING ROOM		18,446.00	N

<b>Vendor ID: MYSTWRT</b>	<b>MYSTERY WRITING</b>	<b>PO Number:</b>	<b>Invoice Number: 05-000633666</b>	<b>Amount: 999.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51433	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 643 002 1 000	TECHNOLOGY CLOUD SOFTWARE - ELEM		999.00	N

<b>Vendor ID: ALICAP</b>	<b>NASB ALICAP</b>	<b>PO Number:</b>	<b>Invoice Number: 9/1/25</b>	<b>Amount: 246,156.00</b>
Description: ALICAP PREMIUM		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51434	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 2310 520 001 2 000	LIAB INS		8,418.00	N
01 2310 520 002 1 000	LIABILITY INS		8,418.00	N
01 2310 520 004 0 000	INSURANCE		8,418.00	N
01 2620 520 001 2 000	PROPERTY INSURANCE		44,021.00	N
01 2620 520 002 1 000	PROPERTY INSURANCE		44,021.00	N
01 2620 520 004 0 000	INSURANCE		44,024.00	N
01 2710 520 001 2 000	LIAB INS		10,537.00	N
01 2710 520 002 1 000	BUILDINGS AND IMPROVEMENTS		10,537.00	N

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01 2710 520 004 0 000	INSURANCE	10,537.00	N
01 2712 520 001 2 000	LIAB INS	282.00	N
01 2712 520 002 1 000	BUILDINGS AND IMPROVEMENTS	282.00	N
01 2712 520 004 0 000	INSURANCE	282.00	N
01 1100 271 001 2 000	WORKMANS COMP TEACHERS 7-12	8,950.00	N
01 1100 271 002 1 000	WORKMANS COMP TEACHERS PK-6	8,000.00	N
01 1100 271 004 0 000	WORKMEN'S COMPENSATION TEACHER	1,250.00	N
01 1100 272 001 2 000	WORKERS COMP PARA	213.00	N
01 1200 271 001 2 000	WORKMANS COMP	1,100.00	N
01 1200 271 002 1 000	WORKMANS COMP	1,100.00	N
01 1200 271 004 0 000	WORKMEN'S COMPENSATION TEACHER	500.00	N
01 2320 270 001 2 000	WORKMAN'S COMP	182.00	N
01 2320 270 002 1 000	WORKMAN'S COMP	182.00	N
01 2320 275 001 2 000	WORKERS COMP SUPERINTENDENT	484.00	N
01 2320 275 002 1 000	WORKERS COMP SUPERINTENDENT	484.00	N
01 2410 270 001 2 000	WORKERS COMP	109.00	N
01 2410 270 002 1 000	WORKERS COMP	218.00	N
01 2410 270 004 0 000	WORKERS COMP NON INSTRUTIONAL	109.00	N
01 2410 271 001 2 000	WORKMANS COMP	303.00	N
01 2410 271 002 1 000	WORKMEN'S COMP	605.00	N
01 2410 271 004 0 000	WORKMEN'S COMPENSATION TEACHER	303.00	N
01 2610 270 001 2 000	WORKERS COMP - CUSTODIAL (SECONDARY)	3,659.00	N
01 2610 270 002 1 000	WORKERS COMP - CUSTODIAL (ELEMENTARY)	3,659.00	N
01 2610 270 004 0 000	WORKERS COMP NON INSTRUTIONAL	3,659.00	N
01 2710 270 001 2 000	WORKERS COMP	5,545.00	N
01 2710 270 002 1 000	WORKERS COMP	5,545.00	N
01 2710 270 004 0 000	WORKERS COMP NON INSTRUTIONAL	5,545.00	N
01 2712 270 001 2 000	WORKERS COMP	825.00	N
01 2712 270 002 1 000	WORKERS COMP	825.00	N
01 2712 270 004 0 000	WORKERS COMP NON INSTRUTIONAL	825.00	N
01 1200 272 001 2 000	WORKERS COMP PARA	1,200.00	N
01 1200 272 002 1 000	WORKERS COMP PARA	600.00	N
01 1200 272 004 0 000	WORKERS COMP PARA	400.00	N

<b>Vendor ID: NAV360</b>	<b>NAVIGATE 360 LLC</b>	<b>PO Number:</b>	<b>Invoice Number: INV-45118</b>	<b>Amount: 1,710.88</b>
Description: PBIS REWARDS SERVICE		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51435	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 643 001 2 000	PBIS REWARDS SERVICE		570.29	N
01 1100 643 002 1 000	PBIS REWARDS SERVICE		570.29	N
01 1100 643 004 0 000	PBIS REWARDS SERVICE		570.30	N

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<b>Vendor ID: NCSARE1</b>	<b>NCSA REGION 1</b>	<b>PO Number:</b>	<b>Invoice Number: 7/9/25</b>	<b>Amount: 225.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51436	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2410 810 001 2 000	DUES & FEES - SEC OFFICE		112.50	N
01 2410 810 004 0 000	DUES AND FEES		112.50	N

<b>Vendor ID: NCSAREG</b>	<b>NCSA REGION 1</b>	<b>PO Number:</b>	<b>Invoice Number: 7/25</b>	<b>Amount: 75.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51437	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2410 810 002 1 000	DUES & FEES - ELEM OFFICE		75.00	N

<b>Vendor ID: NCSA</b>	<b>NE COUNCIL OF SCHOOL ADMIN</b>	<b>PO Number:</b>	<b>Invoice Number: 87442</b>	<b>Amount: 1,350.00</b>
Description: ADMINISTRATOR DAYS		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51438	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1200 810 001 2 000	ADMINISTRATOR DAYS		75.00	N
01 1200 810 002 1 000	ADMINISTRATOR DAYS		75.00	N
01 1200 810 004 0 000	ADMINISTRATOR DAYS		75.00	N
01 2410 810 001 2 000	ADMINISTRATOR DAYS		337.50	N
01 2410 810 002 1 000	ADMINISTRATOR DAYS		225.00	N
01 2410 810 004 0 000	ADMINISTRATOR DAYS		337.50	N
01 2320 810 001 2 000	ADMINISTRATOR DAYS		75.00	N
01 2320 810 002 1 000	ADMINISTRATOR DAYS		75.00	N
01 2320 810 004 0 000	ADMINISTRATOR DAYS		75.00	N

<b>Vendor ID: NEBCEN</b>	<b>NEBRASKA CENTRAL EQUIPMENT, INC</b>	<b>PO Number:</b>	<b>Invoice Number: 7/25</b>	<b>Amount: 209.33</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51439	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2710 610 001 2 000	SUPPLIES		69.78	N
01 2710 610 002 1 000	SUPPLIES		69.78	N
01 2710 610 004 0 000	SUPPLIES		69.77	N

<b>Vendor ID: NSC</b>	<b>NEBRASKA SAFETY CENTER</b>	<b>PO Number:</b>	<b>Invoice Number: 57-14535</b>	<b>Amount: 8,670.00</b>
Description: DRIVER EDUCATION COURSE/PASS ENDORSEMENT		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51440	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1300 340 001 2 000	OTHER PROF SERVICES		8,400.00	N
01 2710 890 001 2 000	OTHER EXPENSE		90.00	N
01 2710 890 002 1 000	OTHER MISC OBJECTS		90.00	N
01 2710 890 004 0 000	MISC EXPENSE		90.00	N

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<b>Vendor ID: NORRISPPD</b>	<b>NORRIS PUBLIC POWER DISTRICT</b>	<b>PO Number:</b>	<b>Invoice Number: JULY 25</b>	<b>Amount:</b>	<b>14,239.48</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51441	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2610 621 001 2 000	UTILITIES		4,746.50		N
01 2610 621 002 1 000	UTILITIES		4,746.49		N
01 2610 621 004 0 000	UTILITIES		4,746.49		N

<b>Vendor ID: NORTH</b>	<b>NORTH PRINTING &amp; OFFICE SUPPLY</b>	<b>PO Number:</b>	<b>Invoice Number: 77584</b>	<b>Amount:</b>	<b>364.40</b>
Description: POCKET CALENDARS		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51442	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2310 540 001 2 000	POCKET CALENDARS		121.47		N
01 2310 540 002 1 000	POCKET CALENDARS		121.47		N
01 2310 540 004 0 000	POCKET CALENDARS		121.46		N

<b>Vendor ID: ORIENT</b>	<b>ORIENTAL TRADING COMPANY</b>	<b>PO Number:</b>	<b>Invoice Number: 73788019301</b>	<b>Amount:</b>	<b>88.95</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51443	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1100 610 002 1 000	SUPPLIES - ELEMENTARY		88.95		N

<b>Vendor ID: OVERHD</b>	<b>OVERHEAD DOOR CO. OF LINCOLN, INC</b>	<b>PO Number:</b>	<b>Invoice Number: 52409</b>	<b>Amount:</b>	<b>440.00</b>
Description: BUS BAR DOOR REPAIR/REPROG REMOTES		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51444	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2710 431 001 2 000	BUS BAR DOOR REPAIR/REPROG REMOTES		146.66		N
01 2710 431 002 2 000	BUS BAR DOOR REPAIR/REPROG REMOTES		146.67		N
01 2710 431 004 0 000	BUS BAR DOOR REPAIR/REPROG REMOTES		146.67		N

<b>Vendor ID: PANKPEG</b>	<b>PANKOKE, PEGGY</b>	<b>PO Number:</b>	<b>Invoice Number: JULY25</b>	<b>Amount:</b>	<b>621.00</b>
Description: SCHOOL CENSUS		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51445	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2310 310 001 2 000	SCHOOL CENSUS		207.00		N
01 2310 310 002 1 000	SCHOOL CENSUS		207.00		N
01 2310 310 004 0 000	SCHOOL CENSUS		207.00		N

<b>Vendor ID: PAPTIG</b>	<b>PAPER TIGER SHREDDING</b>	<b>PO Number:</b>	<b>Invoice Number: 221705</b>	<b>Amount:</b>	<b>75.00</b>
Description: PAPER PURGE SERVICE		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51446	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>

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01 2510 890 001 2 000	PAPER PURGE SERVICE	25.00	N
01 2510 890 002 1 000	PAPER PURGE SERVICE	25.00	N
01 2510 890 004 0 000	PAPER PURGE SERVICE	25.00	N

<b>Vendor ID: PERFLEA</b>	<b>PERFECTION LEARNING</b>	<b>PO Number:</b>	<b>Invoice Number: INV1078544</b>	<b>Amount: 2,308.15</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51447	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 640 001 2 000	TEXTBOOKS - HS		2,308.15	N

<b>Vendor ID: POTTER</b>	<b>POTTER REPAIR</b>	<b>PO Number:</b>	<b>Invoice Number: 7/31/25</b>	<b>Amount: 5,934.86</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51448	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2710 431 001 2 000	NON-TECH REPAIRS		5,934.86	N

<b>Vendor ID: PRIMEC</b>	<b>PRIME SECURED</b>	<b>PO Number:</b>	<b>Invoice Number: 97858</b>	<b>Amount: 650.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51449	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 2660 431 001 2 000	MAINTENANCE/REPAIRS/SERVICE		216.67	N
01 2660 431 002 2 000	MAINTENANCE/REPAIRS/SERVICES		216.67	N
01 2660 431 004 2 000	MAINTENANCE/REPAIRS/SERVICES		216.66	N

<b>Vendor ID: RAYGED</b>	<b>RAYMOND GEDDES &amp; COMPANY, INC</b>	<b>PO Number:</b>	<b>Invoice Number: 928321</b>	<b>Amount: 139.86</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51450	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 610 002 1 000	SUPPLIES - ELEMENTARY		139.86	N

<b>Vendor ID: RODISHA</b>	<b>RODINE, SHAUNA</b>	<b>PO Number:</b>	<b>Invoice Number: 7/23/25</b>	<b>Amount: 17.11</b>
Description: REIMB CLASSROOM DECOR		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51451	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 610 002 1 000	REIMB CLASSROOM DECOR		17.11	N

<b>Vendor ID: UNITE</b>	<b>SEGRA</b>	<b>PO Number:</b>	<b>Invoice Number: SI-25-033709</b>	<b>Amount: 2,097.54</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51452	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> 1099 <u>Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 530 001 2 000	COMMUNICATIONS		699.18	N
01 1100 530 002 1 000	COMMUNICATIONS		699.18	N
01 1100 530 004 0 000	COMMUNICATIONS		699.18	N

<b>Vendor ID: SEWARDCOU1</b>	<b>Seward County Independent</b>	<b>PO Number:</b>	<b>Invoice Number: 219822</b>	<b>Amount: 153.00</b>
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Description: EMPLOYMENT ADS/SUBSCRIPTION		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51453	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2310 540 001 2 000	ADV/PRINTING		35.00		N
01 2310 540 002 1 000	ADVERTISING/PRINTING		35.00		N
01 2310 540 004 0 000	ADVERTISING		35.00		N
01 2320 610 001 2 000	GENERAL SUPPLIES		16.00		N
01 2320 610 002 1 000	SUPPLIES - SUPT OFFICE		16.00		N
01 2320 610 004 0 000	GENERAL SUPPLIES		16.00		N

<b>Vendor ID: SHERWIN</b>	<b>SHERWIN WILLIAMS CO, THE</b>	<b>PO Number:</b>	<b>Invoice Number: 7/25 PAINT</b>	<b>Amount: 242.47</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date: CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
08 2620 610 000 0 000	SUPPLIES		242.47	

<b>Vendor ID: SIEMENS</b>	<b>SIEMENS INDUSTRY, INC</b>	<b>PO Number:</b>	<b>Invoice Number: 5332030365</b>	<b>Amount: 2,480.00</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/30/2025	Status: P 1099 Amount: 2,480.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51454	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2620 431 001 2 000	NON-TECH REPAIRS		826.67	826.67 N
01 2620 431 002 1 000	NON-TECH REPAIRS		826.67	826.67 N
01 2620 431 004 0 000	NON-TECH REPAIRS		826.66	826.66 N

<b>Vendor ID: SITEONE</b>	<b>SITE ONE LANDSCAPE SUPPLY</b>	<b>PO Number:</b>	<b>Invoice Number: 156834707-001</b>	<b>Amount: 315.08</b>
Description: HERBICIDE/MOSQUITO TRAP		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51455	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2630 610 001 2 000	HERBICIDE/MOSQUITO TRAP		105.02	
01 2630 610 002 1 000	HERBICIDE/MOSQUITO TRAP		105.03	
01 2630 610 004 0 000	HERBICIDE/MOSQUITO TRAP		105.03	

<b>Vendor ID: STAPLES</b>	<b>STAPLES</b>	<b>PO Number:</b>	<b>Invoice Number: ESUCC-643873</b>	<b>Amount: 3,120.69</b>
Description:		Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P 1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51456	Check Date: 08/12/2025 CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 1200 610 004 0 000	SUPPLIES 6-8		72.82	
01 1200 610 001 2 000	SUPPLIES - SEC SPED		24.20	
01 1200 610 002 1 000	SUPPLIES - ELEM SPED		33.68	
01 1100 610 001 2 000	SUPPLIES - SECONDARY		1,196.00	
01 1100 610 002 1 000	SUPPLIES - ELEMENTARY		1,345.50	
01 1100 610 004 0 000	SUPPLIES - MS		448.49	

<b>Vendor ID: STEPKIM</b>	<b>STEPHENS, KIMBERLY</b>	<b>PO Number:</b>	<b>Invoice Number: 7/25</b>	<b>Amount: 285.00</b>
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Description: SCHOOL CENSUS Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51457 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2310 310 001 2 000 SCHOOL CENSUS 95.00 N  
 01 2310 310 002 1 000 SCHOOL CENSUS 95.00 N  
 01 2310 310 004 0 000 SCHOOL CENSUS 95.00 N

**Vendor ID: SUMFIRE SUMMIT FIRE PROTECTION PO Number: Invoice Number: 3433883 Amount: 1,907.00**

Description: FIRE EXTINGUISHER INSPECTIONS Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51458 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2670 431 001 2 000 NON-TECH REPAIRS 635.67 N  
 01 2670 431 002 2 000 NON-TECH REPAIRS 635.67 N  
 01 2670 431 004 2 000 NON-TECH REPAIRS 635.66 N

**Vendor ID: SUPREM SUPREME SCHOOL SUPPLY PO Number: Invoice Number: 192833 Amount: 57.42**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51459 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2410 610 001 2 000 SUPPLIES - SEC OFFICE 28.71 N  
 01 2410 610 004 0 000 SUPPLIES 28.71 N

**Vendor ID: TCHRDIRECT TEACHER DIRECT PO Number: Invoice Number: 2025-00081 Amount: 1,503.60**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51460 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 002 1 000 SUPPLIES - ELEMENTARY 1,503.60 N

**Vendor ID: TREND TREND ENTERPRISES PO Number: Invoice Number: 2191415 RI Amount: 167.78**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51461 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 002 1 000 SUPPLIES - ELEMENTARY 156.80 N  
 01 1100 610 004 0 000 SUPPLIES - MS 10.98 N

**Vendor ID: TRUCKCEN TRUCK CENTER COMPANIES PO Number: Invoice Number: RA108044387:01 Amount: 1,123.19**

Description: 23A Invoice Date: 08/07/2025 Due Date: 08/07/2025 Status: P 1099 Amount: 0.00  
 Sequence: 1 Check Type: Check Checking Account ID: 1 Check Number: 51462 Check Date: 08/12/2025 CC:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2710 431 001 2 000 23A 374.40 N  
 01 2710 431 002 2 000 23A 374.39 N  
 01 2710 431 004 0 000 23A 374.40 N

**Vendor ID: VERIZONC VERIZON CONNECT PO Number: Invoice Number: 332000073641 Amount: 379.00**

Description: Invoice Date: 07/01/2025 Due Date: 07/31/2025 Status: P 1099 Amount: 0.00

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Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51463	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2710 643 001 2 000	WEB/CLOUD SOFTWARE		126.33		N
01 2710 643 002 1 000	WEB/CLOUD SOFTWARE		126.34		N
01 2710 643 004 0 000	WEB/CLOUD SOFTWARE		126.33		N

**Vendor ID: VERIZON      VERIZON WIRELESS      PO Number:      Invoice Number: 6117438484      Amount: 60.08**

Description:	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51464	Check Date: 08/12/2025
CC:	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>
	01 1100 382 001 2 000	DISTANCE EDUCATION/TELECOMM		20.03
	01 1100 382 002 1 000	DISTANCE EDUCATION/TELECOMM		20.03
	01 1100 382 004 0 000	DISTANCE EDUCATION/TELECOMM		20.02

**Vendor ID: VILLAG      VILLAGE OF UTICA      PO Number:      Invoice Number: JULY 25      Amount: 1,264.30**

Description:	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51465	Check Date: 08/12/2025
CC:	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>
	01 2610 410 001 2 000	WATER & SEWER		421.43
	01 2610 410 002 1 000	WATER & SEWER		421.43
	01 2610 410 004 0 000	WATER & SEWER		421.44

**Vendor ID: VOLZKE      VOLZKE CORP      PO Number:      Invoice Number: CHZ12546      Amount: 1,344.15**

Description: CONCRETE FOR PARKING LOT REPAIRS	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
CC:	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>
	08 2620 431 000 0 000	CONCRETE FOR PARKING LOT REPAIRS		1,344.15

**Vendor ID: VOYAGER      VOYAGER SOPRIS LEARNING      PO Number:      Invoice Number: 8791946      Amount: 652.30**

Description: ELEMENTARY MUSIC	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51466	Check Date: 08/12/2025
CC:	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>
	01 1100 640 002 1 000	ELEMENTARY MUSIC		652.30

**Vendor ID: WESTMUS      WEST MUSIC      PO Number:      Invoice Number: SI2539634      Amount: 979.01**

Description: ELEMENTARY MUSIC	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51467	Check Date: 08/12/2025
CC:	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>
	01 1100 610 002 1 000	ELEMENTARY MUSIC		979.01

**Vendor ID: WINDST      WINDSTREAM      PO Number:      Invoice Number: 7/24/25      Amount: 532.89**

Description:	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 1	Check Number: 51468	Check Date: 08/12/2025
CC:	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>
	01 2510 382 001 2 000	DISTANCE EDUCATION/TELECOMM		177.63

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01 2510 382 002 1 000	DISTANCE EDUCATION/TELECOMM	177.63	N
01 2510 382 004 0 000	DISTANCE EDUCATION/TELECOMM	177.63	N

**Vendor ID: YORKNE      YORK NEWS TIMES      PO Number:      Invoice Number: 6-8/25      Amount: 122.75**

Description:	Invoice Date: 08/07/2025	Due Date: 08/07/2025	Status: P	1099 Amount: 0.00
Sequence: 1      Check Type: Check	Checking Account ID: 1	Check Number: 51469	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 2310 540 001 2 000	ADV/PRINTING		40.92	N
01 2310 540 002 1 000	ADVERTISING/PRINTING		40.91	N
01 2310 540 004 0 000	ADVERTISING		40.92	N

**Vendor ID: ZANERB      ZANER-BLOSER      PO Number:      Invoice Number: INVZB83724      Amount: 1,016.18**

Description:	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1      Check Type: Check	Checking Account ID: 1	Check Number: 51470	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 640 002 1 000	TEXTBOOKS - ELEM		1,016.18	N

**Vendor ID: ZITO      ZITO BUSINESS      PO Number:      Invoice Number: 452443      Amount: 155.58**

Description:	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1      Check Type: Check	Checking Account ID: 1	Check Number: 51471	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 1100 530 001 2 000	COMMUNICATIONS		51.86	N
01 1100 530 002 1 000	COMMUNICATIONS		51.86	N
01 1100 530 004 0 000	COMMUNICATIONS		51.86	N

**Vendor ID: ZOROCOM      ZORO.COM      PO Number:      Invoice Number: 8/6/25      Amount: 1,200.58**

Description:	Invoice Date: 07/01/2025	Due Date: 07/31/2025	Status: P	1099 Amount: 0.00
Sequence: 1      Check Type: Check	Checking Account ID: 1	Check Number: 51472	Check Date: 08/12/2025	CC:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
01 2620 610 001 2 000	SUPPLIES		58.80	N
01 2620 610 002 1 000	SUPPLIES		58.80	N
01 2620 610 004 0 000	SUPPLIES		58.79	N
01 2610 733 001 2 000	FURNITURE & EQUIP - CUSTODIAL		341.39	N
01 2610 733 002 1 000	FURN/EQUIP		341.40	N
01 2610 733 004 0 000	FURN/EQUIP		341.40	N

Report 1099 Total: 4,661.86

Report Total: 462,281.92

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>	
<u>Checking</u>				
	1			
<b>Checking</b>	<b>1</b>	<b>Fund: 01 GENERAL FUND</b>		
U.S. BANK		CREDIT CARD PAYMENT	19,168.23	
				<b>Fund Total: 19,168.23</b>
				<b>Checking Account Total: 19,168.23</b>
<u>Checking</u>				
	8			
<b>Checking</b>	<b>8</b>	<b>Fund: 08 SPECIAL BUILDING FUND</b>		
U.S. BANK		CREDIT CARD PAYMENT	708.36	
				<b>Fund Total: 708.36</b>
				<b>Checking Account Total: 708.36</b>

August 2025 Board Meeting July 2025 Bank Statements		<b>CENTENNIAL PUBLIC SCHOOL TREASURER'S REPORT</b>						
FUND	BANK	TYPE OF INVESTMENT			AMOUNT	INT. REC.		
Lunch Fund	First Bank of Utica	Checking			<u>\$1,882.58</u>			
				Total	\$1,882.58			
Depreciation Fund	Farmers & Merchants	MMA			<u>\$43,181.82</u>	\$14.67		
				Total	\$43,181.82			
Unemployment Ins.	Cornerstone Bank	CD			\$61,387.94	\$0.00	(No activity in July)	
	Cornerstone Bank	MMA			<u>\$7,382.38</u>	<u>\$5.38</u>		
				Total	\$68,770.32	\$5.38		
Building Fund	First Bank of Utica	Building Fund			\$516,817.32	\$1,283.75		
		Bond Fund			<u>\$806,059.98</u>	<u>\$1,704.16</u>		
				Total	\$1,322,877.30	\$2,987.91		
General Account	York State, Gresham	CD			\$200,501.32	\$0.00	(No activity in July)	
	First Bank of Utica	PayFlex Acct			\$18,280.71			
	Cornerstone	CD			\$500,000.00			
	First Bank of Utica	MMA			<u>\$1,000,958.19</u>	\$958.19		
				Total	\$1,719,740.22			
	First Bank of Utica	Checking			<u>\$2,463,963.35</u>	\$3,798.06		
		General Fund Total	\$4,183,703.57					
		Total Invested All Accounts Combined			<u>\$5,620,415.59</u>			
		Total amount invested at Farmers & Merchants . . . . .	\$43,181.82					
		Total amount invested at First Bank of Utica . . . . .	\$4,807,962.13					
		Total amount invested at Cornerstone Bank, Waco . . .	\$568,770.32					
		Total amount invested at York State, Gresham . . . . .	<u>\$200,501.32</u>					
		Total Invested	\$5,620,415.59					

Account Balances - As of 8/7/2025

Account	8/7/2025 Balance
<b>Bank Accounts</b>	
Elementary	26,012.13
Reading Classic	0.00
Savings	3,019.22
<b>TOTAL Bank Accounts</b>	<b>29,031.35</b>
<b>Liability Accounts</b>	
BACKPACK	-6,463.76
Books	-203.84
Boxtops	-1,738.94
Camp Invention	-1,570.00
Fundraiser	-11,163.04
General	-2,203.86
Girls on the Run	-363.94
Pictures	0.00
Polk Grant	0.00
Supplies Grant	-3,997.65
<b>TOTAL Liability Accounts</b>	<b>-27,705.03</b>
<b>OVERALL TOTAL</b>	<b>1,326.32</b>

**COMMUNITIES UNITED FOR A BRIGHTER TOMORROW**  
EMPOWER, CHALLENGE, AND SUPPORT EVERY STUDENT, EVERY DAY.

**2025 - 2026**



**CENTENNIAL  
PUBLIC SCHOOL**

**Elementary Student/Parent Handbook**

Centennial Public School  
Elementary Student/Parent Handbook  
2025-26 School Year

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RECEIPT OF THE 2025-26 STUDENT-PARENT HANDBOOK  
PARENT/STUDENT AGREEMENT  
RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS  
STUDENT’S INTERNET ACCEPTABLE USE AGREEMENT

**Section 1 Intent of Handbook**

This handbook is intended to be used by students, parents and staff as a guide to the rules, regulations, and general information about Centennial Elementary School. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in the handbook is detailed and specific on many topics, this handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise

during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the wellbeing of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

**Dear Centennial Elementary Parents/Guardians and Students,**

We welcome all of you to the start of the 2025-26 school year at Centennial Elementary School. We want you to enjoy the school experience, to profit from the time spent, and to take advantage of the many opportunities offered at Centennial.

The educational experience is a joint effort between student, parent, and school. We at Centennial encourage the students to “put their best foot forward”, and the parents to become actively involved with your child’s education and the school. Cooperation and communication between all parties involved will create the best possible circumstances necessary to meet your child’s educational needs.

The elementary staff and administration look forward to the opportunity to work with parents and students. We wish you a very satisfying, challenging and successful school year.

Sincerely,

Brad Luce, Elementary Principal  
and the Centennial Elementary Staff

**Section 2 Member of the Board of Education**

Name	Position
Jason Richters	President
Lana Hoffschneider	Vice-President
Derek Tomes	Secretary
Doug Cast	Treasurer
Bryce Borchers	Member
Cole Henderson	Member

**Section 3 Administrative Staff**

Name	Position
------	----------

Ford, Seth	Superintendent
Bargen, Colin	Secondary Principal
Luce, Brad	Elementary Principal
Stoll, Cara	Special Education Director
Wagner, Jenny	Assistant Principal/Activities Director
Klanecky, Evan	Dean of Students
Tesar, Dan	Operations Director/Technology Coordinator

#### Section 4 Teachers and Counselors

Name	Department	Grades
Anstine, Alex	Special Education	K-9
Anderson, Arne	Agriculture/STS	8-12
Bargen, Jennifer	Mathematics	10-12
Barjenbruch, Craig	Business	7-12
Barjenbruch, Jordan	5th Grade	5
Breitkreutz, Jessica	Technology Integrationist/Library Media Specialist	PK-12
Chrisman, Dana	Preschool	PK
Dannehl, Emma	Art	K-12
Dey, Julie	6th Grade	6
Eitzmann, Barry	Mathematics	8-12
Eitzmann, Taylor	Preschool	PK
Everson, Kelly Jo	Instrumental Music	K-12
Fehlhafer, Kelly	Speech-Language Pathologist	PK-12
Fowler, Jarrett	2nd Grade	2
Geiger, Rochelle	Elementary Counselor	PK-6
Hedke, Jack	Social Studies/Criminal Justice	10-12
Heine, Bridget	Kindergarten	K
Hirschfeld, Tricia	Interventionist	4-8

Jablonski, Molly	3rd Grade	3
Johansen, Rob	Industrial Tech	7-12
Jorgensen, Crystal	3rd Grade	3
Klanecky, Evan	PE	7-12
Klanecky, Nikki	Special Education	7-12
Kloke, Eric	PE	K-6
Kucera, McKenna	4th Grade	4
Luebbe, Jessica	Vocal Music	K-12
McFadden, Kandi	Science	10-12
Morenzoni, Liz	5th Grade	5
Ostendorf, Riley	JAG	9-12
Pankoke, Leah	Business/Technology	7-12
Payne, Phil	Social Studies	7-9
Petersen, Emily	Spanish	8-12
Pulliam, Laura	Title I	K-6
Reimers, Mark	Science	9-12
Richters, Haden	Language Arts	6-8
Robinson, Chelsea	Special Education	K-6
Rodine, Drew	Math/Coding and Robotics	6-8
Rodine, Shauna	1st Grade	1
Saunders, Rachel	Language Arts	9-12
Scholl, Cam	Special Education/PE	7-12
Schutt, Kaylee	4th Grade	4
Sluka, Anna	Preschool	PK
Soliz, Danae	1st Grade	1
Solomon, Shevin	Science	6-8
Struckman, Amanda	Language Arts	10-12
Stutzman, Edith	2nd Grade	2

Waller, Zachary	Guidance Counselor	7-12
Warm, Molly	Kindergarten	K
Zegers, Tonya	Family Consumer Science	7-12

## Section 5 Support Staff

Name	Position
Pedersen, Melanie	Nurse
Richters, Nancy	Business Manager
Fickel, Teri	Special Education Secretary
Dickey, Susan	Superintendent Secretary
Jackson, PJ	Secondary Secretary
Javorsky, Nichole	Secondary Secretary
Crawford, Megan	Elementary Secretary
Fortner, Si	Maintenance Technician
Borncamp, Socorro	Custodian
Kirkpatrick, Diana	Custodian
Neujahr, Kevin	Custodian
Obediah Tierney-Fortner	Custodian
Adrienne Heater	Head Custodian/Transportation
Townsend, Ryan	Athletic Trainer
Walgren, Donna	Food Service
Allen, Dani	Food Service
Hays, Jenn	Food Service
Kiley Heidtbrink	Food Service
Mitch Nisly	Food Service
Dumpert, Nicole	Transportation
Erks, Barb	Transportation
Erks, Ron	Transportation

Gierhan, Brenda	Transportation
Gierhan, Bryant	Transportation
Gumaer, Carrie	Transportation/Paraprofessional
Heine, Kathy	Transportation
Nisly, Mitch	Transportation
Dann Franzen	Transportation Supervisor
Yamber, Dana	Media/Paraprofessional
Black, Heather	Transportation/Paraprofessional
Baumann, Emily	Paraprofessional
Butzke, Angela	Paraprofessional
Ford, Keshia	Paraprofessional
Hoops, Dayna	Paraprofessional
LeDoux, Sarah	Paraprofessional
Prochaska, Vicki	Paraprofessional
Rathjen, Teresa	Paraprofessional
Scholl, Amber	Paraprofessional
Stephens, Kim	Paraprofessional
Stuhr, Wendy	Paraprofessional

**Section 6 School Calendar**

Centennial Public School						
2024-2025 School Calendar						
August '24						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
FD-11 EO-1 SD - 15						
September '24						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
FD-17 EO-1 SD-20*						
October '24						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
FD-22 SD-22						
November '24						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
FD-17 SD-18						
December '24						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
FD-14 EO-1 SD-15						
January '25						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
FD-19 SD-20						
February '25						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
FD-17 EO-1 SD-20*						
March '25						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
FD-18 SD-18						
April '25						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
FD-20 SD-20						
May '25						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
FD-15 EO-1 SD-17						
June '25						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
July '25						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- School Closed/ Holidays
- Teacher in-Service Day (no school for students)
- 1:30pm Dismissal
- PT Conferences - (1:30pm Dismissal)
- Start/End of Quarter
- Graduation
- Noon Dismissal
- Inservice (No School)& Evening PT Conference

**REVISED: 6/18/2024 - Updated 3rd Quarter Color, and P/T Conference dismissal clarification**

Q1-43; Q2-41; Q3-45; Q4-46  
 Totals: FD-170 EO-S; SD - 185  
 FD-6.83, 410 FR- 5.83, 350 EO-4.83, 290  
 1161.1+19.32+3.83=1184.25

## **ARTICLE 1 – MISSION & GOALS**

### **Section 1 School Identity/Mission/Vision Statements**

#### **WHO WE ARE...**

Communities United for a Brighter Tomorrow

#### **WHAT WE ARE ALL ABOUT...**

Empower, Challenge, and Support Every Student, Every Day

#### **WHERE WE ARE HEADED...**

We will:

- Engage students in rigorous, relevant and fun learning opportunities that promote academic, physical, social and emotional growth.
- Implement student-centered educational programs that challenge all students to perform at their highest potential.
- Inspire students to be critical thinkers and problem solvers through a variety of methods.
- Support our students when they face challenges and conflicts.
- Build leaders at all grade levels.
- Instill a deep sense of pride in school, community, state and country.
- Build confidence, leadership skills, and workforce skills for all students.
- Provide service opportunities for all students.
- Partner with local businesses and community members to set up real world education, connections and opportunities for all students at all ages.
- Create a positive Culture amongst all employees, families and students.
- Help our students build relationships that last a lifetime.

### **Section 2 Mutual Respect**

The Centennial Public School expects every staff member and student to be treated with respect and dignity. A show of disrespect toward a staff member or insubordination on the part of the student will not be tolerated.

### **Section 3 Right of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term “custodial parent” refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students’ records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent's request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

#### **Section 4 Complaint Procedures**

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

#### **Complaint and Appeal Process**

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.
  - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
  - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
  - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
  - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
  - a) Determine whether the complainant has discussed the matter with the staff member involved.

- 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
  - 2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Interview the complainant to determine:
    - 1) All relevant details of the complaint;
    - 2) All witnesses and documents which the complainant believes support the complaint;
    - 3) The action or solution which the complainant seeks.
  - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.
4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint, he or she may appeal the decision to the superintendent.
- a) This appeal must be in writing.
  - b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.
  - c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.
5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint, he or she may appeal the decision to the board.
- a) This appeal must be in writing.
  - b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.
  - c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.
  - e) There is no appeal from a decision of the board.
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the superintendent.
    - 1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
    - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.

- d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

**No Retaliation.** The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

**Bad Faith or Serial Filings.** The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Complaints filed (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

### **Section 5 Child Abuse and Neglect**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; or (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

## **ARTICLE 2 – SCHOOL DAY**

### **Section 1 Daily Schedule**

The Centennial Elementary School attendance day begins at 8:10 a.m. and ends at 3:26 p.m. unless otherwise noted. Students are allowed to go to their classrooms beginning at 8:05 a.m.

### **Section 2 Severe Weather and School Cancellations**

#### **SCHOOL CLOSINGS**

Advance notice of school closings will be announced by the following radio and TV stations:

KZKX in Lincoln – 96.9 FM

KLKN TV in Lincoln

KAWL in York – 104.9 FM, 1370 AM

KFAB in Omaha – 1110 AM

KOLN TV in Lincoln

KZEN in Central City – 100.3

**In addition, the school alert system will be activated.**

**After School Starts:** Every attempt will be made to avoid closing school once classes are in session. In some instances, closing school during the day is inevitable if children are to safely return home before the brunt of a major storm hits. In these cases, as much advance notice as possible will be given to parents. If school is closed during the day, the notice will be broadcast by the media and the school alert system will be activated. **Parents should have a plan in place to accommodate these circumstances.**

**What Not To Do:** Parents should not attempt to come to school during a tornado warning. **School officials are not permitted to release students from the school building during a tornado**

**warning.** Tornado safety procedures are practiced regularly by students and staff members. Also, parents are urged not to call radio and television stations and school buildings during severe weather. Every effort will be made to provide accurate and timely information through the media.

Emergency Conditions: Centennial Public School has a signal which, when activated, includes the necessity to either evacuate the building or to move to safer areas of the building. All regular drills are held as required by law through the school year. There are plans for Emergency Exit system, Tornado Warning System, and Critical Incident Response.

Tornado Drills: Students are to move quietly and promptly to the location noted by the teacher. Follow all directions that are given.

Fire Drills: Sec. 81-52 of Nebraska School Law requires fire drills to be held once a month. When the alarm sounds, all people (employees included) will file out in a quiet and orderly fashion through the prescribed exit to a predetermined location.

**ABSOLUTELY NO RUNNING.** The proper exit location from all rooms will be shared by each teacher. When the "return to building" announcement is given, students are requested to return quietly to their respective rooms.

### **Section 3 Closed Campus**

All students are required to remain on campus during the school day.

## **ARTICLE 3 – USE OF BUILDING & GROUNDS**

### **Section 1 Arrival at School**

Students are expected to arrive at school **NO MORE THAN 20 MINUTES PRIOR** to the first class or school program which they are participating. **Prior to that time, the school is not responsible for supervision of the students.** Students are to enter through their assigned entrance and proceed to designated areas.

### **Section 2 Dismissal from School**

Students will be dismissed at the end of the last period of the school day unless there are other circumstances (early dismissal, detention, etc.). Upon dismissal, students must leave the school grounds and proceed home or to a previously designated location unless participating in a school-sponsored activity. **The school is not responsible for supervision of students once the students are to have left school grounds.**

### **Section 3 Late Starts and Early Dismissals**

Certain days on the calendar are "shortened days," meaning that the school day starts or ends other than on the normal schedule. Parents are strongly encouraged to be aware of those days so their children are not left in an unsupervised situation or without a means to get home upon dismissal.

### **Section 4 Signing a Child In and Out of School**

Parents or guardians are required to sign their children in and/or out of school if they are entering after their first class or leaving prior to their final class. The parent or guardian must report to the main office for this purpose. The schools will only release children to adults designated by the parent.

If there is a special circumstance, such as a court order limiting access to a student by a parent or guardian, affecting who a student can be released to, the parent must inform the Principal and provide the Principal with a copy of that order to maintain on file at the school.

### **Section 5 Supervision at Dismissal**

Parents or guardians of children in grades K to 5, where the child does not use district-provided transportation after dismissal, may request the school or program not release the child to walk home after dismissal unless the child is released to the parent or legal guardian or an escort designated by the parent or guardian. The parent or guardian may designate up to 2 escorts. Parents or guardians requesting their children only be released to the parent or guardian or a designated escort after dismissal must submit a completed written request with the Principal to this effect.

Students who leave before the end of the day are to be signed out by a parent or guardian or an escort designated by the parent or guardian.

### **Section 6 Emergency Closing Procedures**

Parents are requested to provide an emergency contact telephone number to have on file in the event of an emergency closing or any other general or individual situation that requires the immediate presence of a parent/guardian. In the event that parents do not have such a number or cannot be contacted, it will be assumed that the parent has instructed their children concerning the procedure they are to follow should school be dismissed early. Realizing that the school might be unable to reach all parents, it is suggested that all children be advised as to what they are to do should they ever be dismissed early. It is recommended that parents give their children an alternate destination and that the building principal be made aware of this information.

If conditions allow and supervision is available in the event of an early dismissal, the child will be held in school until the normal dismissal time. If the parent or guardian has not arrived to pick up the child by the normal dismissal time, law enforcement or child protective services may be contacted to ensure the safety of the child.

### **Section 7 Visitors**

Upon entering the main entrance, all visitors must report to the superintendent's office to sign-in and receive a visitor's pass. For the safety of our students and staff, visitors who check into our building will need to have a staff member escort them throughout the building to their destination. If dropping off supplies for your child, you will be asked to leave these supplies in the Superintendent's Office, and the supplies will be delivered to your child by a staff member. When exiting the building, you will also need to be escorted by a staff member.

Parents are welcome at all times, as long as your visit is not disruptive to the learning environment. Please sign-in/out at the superintendent's office upon entering/exiting the school. Visitations during the first week of school and the last week of school will require extraordinary reasons or permission from administration. Please notify the child's teacher IN ADVANCE OF YOUR VISIT to avoid scheduling conflicts. Visits of two hours or less in duration are allowable.

### **Section 8 Smoke-Free Building**

Centennial Public School declares our entire school building to be smoke-free. We would appreciate your help in meeting the goal of a smoke and tobacco-free environment for our children. When you attend school events, including athletic events, please remember that our buildings are smoke and tobacco-free, and abide by our District's policy.

### **Section 9 Care of School Property**

1. Students are responsible for the proper care of all books, equipment, supplies and furniture supplied by the school.
2. Students who disfigure property, break windows, or do other damage to school property or equipment will be required to pay for the damage done or replace the item.

Fines are determined on books according to the following criteria:

1. **Broken covers** – replacement cost of the textbook
2. **Obscenities (words or pictures) written** – replacement cost of the textbook
3. **Torn pages** – tape if possible; if not possible, \$2.00 per page to cost of the textbook

4. **Torn or damaged cover** - \$5.00
5. **Ink marks (if not erasable)** - \$2.00 per page to cost of the textbook
6. **Water damage** - \$5.00 for minor damage; replacement cost of the textbook for major damage
7. **Defacing cover, edges, etc.** - \$10.00
8. **Lost** – replacement cost of the textbook
9. **Broken binding** - \$10.00
10. **Missing pages** – replacement cost of the textbook

School-issued items that are stolen or damaged from unlocked lockers are the responsibility of the student to whom they were issued. Students must pay all fines before they can receive school publications and final grades.

### **Section 10 Lockers**

Each student in grades 3-5 will be assigned a locker. Each locker will be provided with a built-in lock for security. Students must use their own lockers and are not to share lockers with other students except as assigned by school officials. We recommend that the locker remain locked at all times when not open for use by the student to whom it is assigned. Students are responsible for the cleanliness inside their locker and the door of their locker. Students may be assessed a fine for damage to lockers.

### **Section 11 Search of Lockers and Other Types of Searches**

Student lockers, desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration.

The following rules shall apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search must be conducted in a reasonable manner under the circumstances.
2. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon shall be confiscated and delivered to law enforcement officials as soon as practicable.
3. Items which have been or are reasonably expected to be used to disrupt or interfere with the educational process (that is, "nuisance items") may be removed from student possession.

### **Section 12 Video Surveillance**

The Board of Education has authorized the use of video cameras on School District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent.

Notice is hereby given that video surveillance may occur on District property. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state or federal laws, the video surveillance recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

### **Section 13 Recordings Made by Parents/Guardians and Patrons**

Parents/guardians and patrons may make recordings of school activities in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Violation of this policy may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

### **Section 14 Recordings Made by Students**

This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day without the express consent of a staff member or as required by the student's education plan. Student use of assistive technology that has the capacity to record and/or transmit recordings (e.g. AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Students who violate this policy may be subject to discipline up to and including expulsion.

### **Section 15 Use of Phone**

Incoming Calls: The office will attempt to cooperate with parents or guardians in order to deliver messages to students during school hours. Messages will be written and delivered to students. Only in cases of extreme urgency will students be called out of class. Calls for students during school hours are disturbing to normal school routine and should be held to a minimum and for emergency purposes only.

Out-Going Calls: The school telephone is primarily for school business and shall not be used for personal calls. Students finding it necessary to make calls are to come to the office to gain permission to use the school's phone. In an emergency, an office phone may be used with permission from office personnel.

### **Section 16 Bicycles**

Bicycles must be parked in the racks provided. All bicycles should be equipped with locks. The school is not responsible for damage or theft of parts while bicycles are on school property.

### **Section 17 Personal Items**

The school provides the necessary equipment for classroom and school day activities. **Students should not bring items such as athletic equipment, electronic devices, toys, or other similar personal items to school unless they have the prior permission of their classroom teacher or a school administrator. The school is not responsible for damaged or lost personal items or equipment.**

### **Section 18 Exercise and Fresh Air**

The school believes in exercise and fresh air for active, healthy children. Because of that, all children will be expected to go outside except under extreme circumstances. Parents/Guardians should see that children are provided with appropriate dress and protective footwear. We realize that circumstances arise which make it necessary for the students to remain inside. Parents/Guardians are asked to send a

written request when they do not want their child to go outside because of some short term cold or illness.

### **Section 19 Personal Party Invitations**

Birthday and other party invitations may be distributed, so long as all students in the grade or homeroom are invited and no student is excluded. All private party arrangements must be made outside of school -- this includes bringing overnight bags, sleeping bags and presents to school. **The school will not release directory type information about our students, including addresses or phone numbers, to be used for invitations.**

### **Section 20 Lost and Found**

Students who find lost articles are asked to take them to the office, where the articles can be claimed by the owner. If articles are lost at school, report that loss to office personnel. **It is recommended to put your students name on all items that may be removed while at school, to assist in getting lost items back to the rightful owner.**

### **Section 21 Accidents**

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the Principal or another district administrator.

### **Section 22 Insurance**

Under Nebraska law, the District may not use school funds to provide general student accident or athletic insurance. The District requires that all student participants in athletic programs have injury and accident insurance and encourages all students who are in classes with risk of personal injury or accident to have insurance coverage. The district does not make recommendations, nor handle the premiums or claims for any insurance company, agent, or carrier. Information about student insurance providers will be available in the school office or on school bulletin boards.

### **Section 23 Bulletins and Announcements**

Bulletin boards and display cases are available for school-related and approved materials to be posted and displayed. Posters to be used in the halls or materials for distribution will need to be approved by the Principal's office. The person or organization responsible for distributing the posters is responsible to see that all posters are removed within a week after the event.

### **Section 24 Copyright and Fair Use Policy**

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

## **ARTICLE 4 – ATTENDANCE**

## Section 1 Attendance Policy

Regular and punctual student attendance is required. The Board's policies require such attendance, the administration is responsible for developing further attendance rules and regulations, and students and parents are responsible for developing behaviors which will result in regular and punctual student attendance.

## Section 2 Attendances and Absences

### Absences From School - Definitions

An absence from school will be reported as: (a) an excused absence or (b) an unexcused absence.

#### 1. Excused Absences

Absences should be cleared through the Principal's office in advance whenever possible. An absence or tardy, even by parental approval, may not be excused. All absences, except for illness and/or death in the family, require advance approval. An absence for any of the following reasons will be excused, provided the required procedures have been followed:

- (A) Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents),
- (B) Physical or mental illness which causes a student to be absent from school (A doctor's note will be required after four consecutive days absent for illness OR if the school nurse sent the student home), NOTE: Just because a student visited the school nurse does not mean that going home will be excused.
- (C) Medical appointments which require student to be absent from school, (**with note from doctor or dentist to verify excuse**)
- (D) Court appearances that are required by a court order and the **student is not responsible for needing to be in court**,
- (E) School sponsored activities which require students to be absent from school,
- (F) Family trips in which student accompanies parent(s)/legal guardian(s) **IF AND ONLY IF** the following conditions are met: 1) approval by the principal in advance; 2) the student communicates with all of his/her teachers prior to the trip and makes mutually agreed upon plan with each teacher for completing work prior to the trip and/or setting due dates for work that can be completed upon the student's return to school; 3) successfully meeting all deadlines for schoolwork set forth in condition #2.
- (G) Severe Weather
- (H) Suspensions and Expulsions
- (I) Other absences which have received prior approval from the Principal.

**The Principal has the discretion to deny approval for the latter two reasons, depending on circumstances such as the student's number of other absences, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.**

1. Unexcused Absences: An absence which is not excused is unexcused. If a student's absence is unexcused, the student will be required to make-up work and may be required to make up the time missed.

A student who engages in unexcused absences may be considered truant as per state law, Neb.Rev.Stat. § 79-201. Truancy is a violation of school rules. The consequence of such action may include suspension from classes, and the student may be required to make up the time missed. Students who leave the school premises without permission during the school day will be considered truant.

### Mandatory Ages of Attendance

A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

### Exceptions for Younger Students

Attendance is not mandatory for a child who has reached the age of 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that 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 (2) that 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.

### Exceptions for Older Students

Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

### Early Withdrawal for Students Enrolled in Accredited or Approved Schools

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

### Exit Interview

The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in Centennial Public School or resides in Centennial Public School and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- 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
- 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, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must 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:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- 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.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child OR may rescind the written request for the withdrawal.

#### Withdrawal Form

Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also 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
- 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 Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

#### Early Withdrawal for Students Enrolled in an Exempt School (Home Schools)

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects 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.

### **Section 3      Absence Procedures**

Attendance is taken in each homeroom starting at 8:10 AM. By 9:00 AM, if your student is absent and there is no communication regarding your child's whereabouts, follow-up calls/texts will be made by the Elementary Office. By 10:00 AM, if multiple attempts to reach a parent/guardian are unsuccessful, a call for a well child check from the local sheriff's department you reside in may be made.

A student will not be allowed to enter class after an absence until an admit slip, based upon a written parental excuse, is issued by the Principal's office. Work must be made up within the time allowed on the admit slip. Students missing classes for school activities must present a completed activities dismissal slip to the sponsor before being allowed to leave for the activity.

For excused absences, two school days will be allowed to make up the work for each day missed with a maximum of ten (10) days allowed to make up work. If requested, assignment sheets will be prepared for students who are ill. If parents and/or students request assignment sheets, the school should be contacted by no later than 9:30 a.m.

For unexcused absences, the student will receive a failing mark for or in each class period missed.

### **Section 4      Make-Up Work**

Written make-up work may be assigned for each day missed, regardless of the type of absence. If make-up work is not completed, students will receive no credit for the work required. The time each student is allowed will be determined by mutual agreement between the student and teacher. The student has the responsibility to contact teachers, initially, regarding make-up assignments.

## **Section 5 Attendance is Required to Participate in or Attend Activities**

Students must attend school all day the day of any scheduled school activity in order to participate in or attend the activity. This includes sports contests, practices, and music programs. Failure to attend on that day will result in a student being withheld from participation in or attendance at the activity. The principal retains the right to grant participation should exceptional circumstances prevail.

## **Section 6 Truancy**

### **Reporting and Responding to Truant Behavior**

Any administrator, teacher, or member of the Board of Education who knows of any failure on the part of any child age 6 to 18 to attend school regularly without lawful reason shall within three days report such violation to the Superintendent. The Superintendent shall immediately cause an investigation into any such report to be made. The Superintendent shall also investigate any case when, of his or her personal knowledge, or by report or complaint from any resident of the district, the Superintendent believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior. Such services shall include, as appropriate, the services listed under the "Excessive Absenteeism" policy.

### **Excessive Absenteeism**

When a student receives 5 unexcused absences or the hourly equivalent in any semester, the Attendance Officer will follow the attached procedure for addressing barriers to the student's attendance.

When a student is absent more than twenty days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may/must file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 23 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

### **Excessive Absenteeism - Procedure**

Students who accumulate five (5) absences in a quarter and/or twenty (20) absences in a school year shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis or a per class basis for secondary students. When a student has excessive absences, the following procedures may be implemented:

1. Referral to the Seward County Truancy Prevention Office.
2. One or more meetings may be held between a school attendance officer, school social worker, the school principal or a member of the school administrative staff as designated by the school administration, the parent/guardian, and the student to develop a collaborative plan to improve regular attendance. If the parent/guardian refuses to participate in such meeting, the principal shall place in the student's attendance records documentation of such refusal.
3. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child.
4. Referral to Student Assistance Team and/or an educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the excessive absenteeism problem, supplemented by specific efforts by the school to help remedy any condition diagnosed.
5. Investigation of the excessive absenteeism problem by the Seward County Truancy Prevention Office to identify conditions which may be contributing to the excessive absenteeism problem. If services for the child and his or her family are determined to be needed, the person performing

the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the excessive absenteeism problem.

#### Reporting Excessive Absenteeism to the County Attorney

- A. Twenty Excused Absences: If a student accumulates more than twenty (20) absences per year and all of the absences are due to documented illness that makes attendance impossible or impracticable or are otherwise excused by school authorities, the attendance officer may report such information to the county attorney of the county in which the person having control of the student resides.
- B. Twenty Unexcused Absences: If a student accumulates more than twenty (20) absences per year, and any of the absences are not excused, the attendance officer shall file a report with the county attorney of the county in which the person having control of the student resides. The report shall be made on a form which includes the following two statements, one of which must be designated by the school representative signing the report: (a) The school representative requests additional time to work with the student prior to intervention by the county attorney; and (b) the school representative believes that the school has used all reasonable efforts to resolve the student's excessive absenteeism without success and recommends county attorney intervention. If further action is necessary to address the child's attendance, the initial meeting between the parent or guardian of the child, the school, and the county attorney or his or her designee shall be at a location determined by the school.
- C. Other: A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

#### Reporting Excessive Absenteeism to the Commissioner

The Superintendent or designee shall report on a quarterly basis to the Commissioner of Education as directed by the Commissioner regarding the number of and reason for any long-term suspension, expulsion, or excessive absenteeism of a student; referral of a student to the office of the county attorney for excessive absenteeism; or contacting of law enforcement officials (other than law enforcement officials employed by or contracted with by the District as school resource officers) by the District relative to a student enrolled in the District.

#### Advisory Procedures

- A. Advisory letters will be sent to parents or guardians when their child has accrued four (4) and seven (7) absences per class during the semester.
- B. After seven (7) absences, the parent/guardian/student will be notified of potential retention by the principal.

#### Student's Rights to Due Process

The following procedure will be followed to ensure due process.

- A. THE FACULTY COMMITTEE ON ABSENTEEISM
  - 1. Parents/Guardians/Students who wish to appeal the potential retention must make this request within seven (7) days of notification. Requests for appeal must be made in writing on forms supplied by the principal.
  - 2. The Faculty Committee on Absenteeism shall review all absences/tardies and exceptions to the limitation on absences. Chronic and/or extended illness and/or other unusual circumstances will be considered.
  - 3. A determination will be made individually on each case.

4. The Faculty Committee on Absenteeism shall not exercise the right to take credits from a student.
5. The Faculty Committee on Absenteeism shall make its recommendation in writing to the principal.

**B. THE PRINCIPAL, PARENT/GUARDIAN, AND STUDENT**

1. The principal will render a decision within three (3) days after receiving the committee's recommendation and notify the student/parent/guardian.
2. The request for a hearing may be filed by the student or the student's parents/guardians and presented within seven (7) days following the notification of pending loss of credit.

**C. THE SUPERINTENDENT**

Upon rendering a decision, the principal will forward the decision to the superintendent. If the student is to be denied credit, the superintendent will either support the denial or grant an extension of absences. If the superintendent supports the principal's decision, he/she will notify the student/parent/guardian. The affected party may then request a hearing before the Board of Education. This request must be made within seven (7) days after receiving notification.

**D. THE BOARD OF EDUCATION**

1. The Board of Education shall serve as the appeal body and may grant or deny an extension of absences after hearing the case.
2. The administration and Board of Education reserve the right to ask for a medical opinion in cases of prolonged or chronic illness.

Attendance Hearings

All attendance hearings will be scheduled for the last week of the semester.

**Section 7 Tardiness**

Students will be considered tardy to school if they are not seated in their assigned class or ready and attentive in their assigned area when the bell for their first class rings.

**Section 8 Leaving School**

Students who must leave school for any reason during the school day must check out at the office before leaving. Students leaving school must be cleared in advance by a note or phone call from the student's parent or legal guardian. Upon returning to school that same day, students are expected to check in at the office. Students who leave without permission and/or without signing out in the proper manner will be considered truant.

**ARTICLE 5 – SCHOLASTIC ACHIEVEMENT**

**Section 1 Grading System**

**Standards-Based Grading Policy**

Beginning in the 2025-2026 school year, Centennial Elementary will implement a **standards-based grading** (SBG) system for English Language Arts (ELA), Physical Education (PE), Music, Art, and Library for all grades K-5. Kindergarten has traditionally graded students in this manner and will continue to do so in all areas. In future years, this system will expand to include Math, Science, and Social Studies in grades 1-5. Standards-based grading is designed to provide more accurate and meaningful feedback on student learning and progress.

**Grading Scale**

Student performance will be assessed using the following proficiency levels:

- **Exceeds (E)** – The student demonstrates an advanced understanding of the standard and applies knowledge independently and consistently. The student is performing above grade level expectations.
- **Meets (M)** – The student demonstrates proficiency in the standard and applies knowledge with minimal support. The student is performing at grade level expectations.
- **Progressing (P)** – The student is developing understanding but requires additional support to meet the standard.
- **Beginning (B)** – The student is beginning to develop an understanding but needs significant support to meet the standard.

### Assessment and Reporting

- Teachers will assess students through observations, classwork, projects, and other forms of assessment aligned with state and district standards.
- Report cards will reflect a student's progress in each standard rather than a traditional letter grade.
- Teachers will communicate with families regularly about student progress, including conferences and progress reports.
- Each grade level/area will define for students how learning is demonstrated.

### 1st-5th Grade Math, Science, and Social Studies

- Progress in these areas will follow the grading practices from previous years. They are listed below:
  - Grades 1 and 2
    - Grading Symbol and Effort Code
      - O = 95 – 100 Outstanding
      - S+= 90- 94 Very good
      - S = 80 – 89 Satisfactory
      - N = 70 – 79 Needs Improvement
      - U = 0 – 69 Unsatisfactory
  - Grade 3-5
    - Grading System Achievement
      - A+ = 99-100 A = 95-98 A- = 93-94
      - B+ = 91-92 B = 88-90 B- = 86-87
      - C+ = 84-85 C = 80-83 C- = 78-79
      - D+ = 76-77 D = 72-75 D- = 70-71
      - F = 0-69

### Section 2 Promotion and Retention

Any elementary teacher considering the retention of a student must submit a report of the reasons to the elementary principal. The report shall include a summary of conferences held with the parents/guardians.

The teacher, parents and elementary principal will attempt to reach a unanimous decision on whether or not a student will be retained. If agreement cannot be reached the final decision will be made by the elementary principal.

### **Section 3 Interim Reports**

Various supplemental reports may be sent to parents throughout the school year concerning student's performance. These reports may describe student work of an exceptional nature or work which needs improving. These reports will be sent as the teacher determines.

### **Section 4 Report Cards**

Report cards are issued at the end of each quarter, or nine-week sessions. Grades are used to designate a student's progress.

### **Section 5 Parent-Teacher Conferences**

Parent-teacher conferences will be held during the 1st quarter and 3rd quarter. Refer to the school calendar for the schedule. Conferences with teachers, at any other time, are possible by calling the school office and making arrangements with one or more teachers as needed.

### **Section 6 Academic Integrity**

#### **A. Policy Statement**

Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

#### **B. Definitions**

The following definitions provide a guide to the standards of academic integrity:

1. "**Cheating**" means to intentionally misrepresent the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others.

Cheating includes, but is not limited to:

- a. **Tests** (includes tests, quizzes, and other examinations or academic performances):
  - i. **Advance Information**: Obtaining, reviewing, or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
  - ii. **Use of Unauthorized Materials**: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices, or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
  - iii. **Use of Other Student Answers**: Copying or looking at another student's answers or work, or sharing answers or work with another student when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

- iv. Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.
  - v. Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.
- b. Papers (includes papers, essays, lab projects, and other similar academic work):
- i. Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
  - ii. Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.
  - iii. Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.
  - iv. Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.
  - v. Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.
- c. Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.
2. "Plagiarism" means to take and present as one's own material a portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works.

Plagiarism includes but is not limited to:

- i. Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
  - ii. Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
3. "Contributing" to academic integrity violations means to participate or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at

test answers, to copy papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

### **C. Sanctions**

The following sanctions will occur for academic integrity offenses:

1. Academic Sanction. The instructor will refuse to accept the student's work in which the cheating or plagiarism took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work. Credit for the class may be withheld pending successful completion of the replacement test or project.
2. Report to Parents and Administration. The instructor will notify the principal of the offense and the instructor or principal will notify the student's parents or guardian.
3. Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in a serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

## **Section 7      Schedule Changes**

All student schedule change requests must be communicated with the Principal. Schedule changes may be initiated by a teacher, the Principal, or the student's parent/guardian. Final approval for any schedule change rests solely with the Principal.

Band is the only elective offered at the elementary level. Any approved changes involving Band will take effect at the beginning of the next academic quarter.

## **ARTICLE 6 – SUPPORT SERVICES**

### **Section 1      Special Education Identification and Placement Procedures**

#### What Does Special Education Mean?

Special education means educational experiences, curriculum and services, including transportation, through the use of staff, facilities, equipment and classrooms which have been adapted to provide special instruction for students with disabilities. In addition, special education provides the support services necessary for evaluation, placement, and instruction for students with disabilities. These services are free to parents, unless they elect to place their child in a program other than one approved by the school district.

#### How are Students With Disabilities Identified?

The first step is for parents to provide written permission to have their child evaluated. The request for permission will include a description of the action to be taken and a description of each evaluation procedure. Written statements showing the results of the evaluation and the reasons for placement in a special education program must be kept on file. Within 30 days after a student has been verified as having a disability, a conference will be held with parents. Advance notice will be given. At the conference, an Individual Education Program (IEP) will be developed.

#### Students Who May Benefit

A student verified as having autism, behavior disorder, hearing impairment, mental handicap, orthopedic impairment, other health impairment, specific learning disability, speech language impairment, traumatic brain injury, or visual handicap may be placed in regular education with support services or may benefit from a special education classroom or service.

### Independent Evaluation

If a parent disagrees with an evaluation completed by the school district, the parent has a right to request an independent educational evaluation at public expense. Parents should direct inquiries to school officials to determine if the school district will arrange for further evaluation at public expense. If school district officials feel the original evaluation was appropriate and the parents disagree, a due process hearing may be initiated. If it is determined that the original evaluation was appropriate, parents still have the right to an independent educational evaluation at their own expense.

### Re-evaluation

Students identified for special education will be reevaluated at least every three years by the IEP team. The IEP team will review existing evaluation data on the student and will identify what additional data, if any, are needed. The school district shall obtain parental consent prior to conducting any reevaluation of a student with a disability.

### Individual Education Program (IEP)

Each student with a disability must have a written IEP prepared by the staff in cooperation with parents specifying programs and services which will be provided by the schools. If necessary, the district will arrange for interpreters or other assistants to help parents in preparing and understanding the IEP. Once in place, the program is reviewed on a regular basis with the parent.

An IEP is developed in a conference setting. Parents will be notified of the persons who will be in attendance. The IEP conference shall include at least the following:

1. A representative of the school district;
2. An individual who can interpret the instructional implications of evaluation results;
3. One or both parents;
4. The child (when appropriate);
5. At least one regular education teacher if the child is or may be participating in the regular education environment;
6. At least one special education teacher;
7. A representative of the nonpublic school if the child is attending a nonpublic school;
8. A representative of a service agency if the child is receiving services from an approved service agency; and
9. Other individuals, at the discretion of the parent or school district.

It is permissible for parents to bring other persons to the IEP meeting, but it is a good idea to inform the school before the scheduled meeting. The school district will provide parents with a copy of the IEP.

### Special Education Placement

The student's placement in a special education program is dependent on the student's educational needs as outlined in the Individual Education Program (IEP). The school district must assure that students with disabilities are educated to the maximum extent possible with students who do not have disabilities. Students are entitled to have supplementary aids and services to help them in a regular educational setting. Students with disabilities may be placed in special classes, separate schools, or other situations outside the regular educational environment when the nature of the child's needs require specialized educational techniques which are not available in current settings. Determination of a student's educational placement will be made by a team of persons who knows the student and who

understands the tests and procedures that assess the student's learning abilities. Team members know the available programs and services which might help the student. Parents are asked for written consent to determine whether they approve of the educational placement recommended for their child. If the parent does not speak English or is hearing impaired, an interpreter may be requested. Written notice shall be given to parents in a reasonable time before the school district: 1. Proposes to initiate or change the identification, evaluation, verification, or educational placement of a child or the provision of a free appropriate public education; or 2. Refuses to initiate or change the identification, evaluation, or educational placement of the child or the provision of a free appropriate public education to the child.

#### Alternative Programs

Parents have a right to know about available private and public programs, other than those offered by the schools. The school district staff will provide information about those programs on request. If parents place the student in one of those programs, however, the school district is not required to pay for the student's education.

#### Transportation of Students Receiving Special Education

The district special education staff will make arrangements for transportation for eligible students to the extent such is required by the student's IEP. Students assigned to special education programs requiring attendance at schools outside their regular attendance area will be transported. Special conditions may warrant that special education students receive transportation to their assigned schools. If parents are dissatisfied with a transportation decision, they may contact the superintendent for a review.

#### Access to Student Records

Parents have the right to inspect and review any education records relating to their child which are collected, maintained, or used by the school district in providing educational services.

#### Nonpublic School Students

Students in state-approved nonpublic schools may participate in special education programs in the same manner as public school students.

#### Parental Review of Programs

Parents who want to review their child's placement for any reason should request an IEP team meeting. If parents are not satisfied with the results of the conference, they may appeal to the Nebraska Department of Education for a formal hearing to be conducted by a state hearing officer. Parents dissatisfied by the findings and decisions made in a state level hearing have the right to bring civil action.

#### Plans and Budget

With the exception of personally identifiable student records, district special education plans and budgets are available for public inspection.

This is a summary of the Centennial Public School district plan for special education students. Anyone interested in obtaining a copy of the complete district policy or a copy of the Nebraska Department of Education Rule 51 (complaint procedures) or Rule 55 (appeal procedures) may contact the superintendent at the Centennial Public School Superintendent's Office.

### **Section 2     Guidance Services**

The Centennial Public School employs a guidance counselor for the purpose of assisting with the District's testing program, to assist with scheduling. If students wish to see a counselor, they are encouraged to stop by the counselor's office and make arrangements for an appointment.

### **Section 3     Health Services**

#### School Nurse

Centennial Public School employs a full-time school nurse. All students who become ill during the school day must visit the nurse's office. If she determines the illness warrants going home, she will initiate such proceedings.

### Student Illnesses

School health personnel will notify parents when a student needs to be sent home from school due to illness. Conditions requiring a student be sent home include: temperature greater than 100°F., vomiting, diarrhea, unexplained rashes, live head lice, or on determination by the school nurse that the child's condition prevents meaningful participation in the educational program, presents a health risk to the child or others, or that medical consultation is warranted unless the condition resolves. Students with a fever of 100°F or greater need to have a temperature of less than 100°F for at least 24 hours without the aid of fever reducing medication prior to returning to school.

Parents are encouraged to include emergency daytime phone numbers on each child's enrollment card so parents can be reached if their child becomes ill or injured while at school. Parents should also inform the school health office staff of health related information they feel is important for their student's success in the classroom and/or safety at school.

### Guidelines for Administering Medication

Whenever possible, children should be provided medications by parents outside of school hours. In the event it is necessary that a child takes or has medication available at school, the parents/guardians must provide a signed written consent for the child to be given medication at school. A consent form is available at the school health office. If a child has asthma or diabetes and is capable of self-managing his or her health condition, parents should contact the health office to develop a self-management plan.

Medications must be provided to the school by the parent/guardian in the pharmacy-labeled or manufacturer-labeled bottle. Repackaged medications will not be accepted. All medications also require a physician's authorization to be given at school. The school nurse may limit medications to those set forth in the Physician's Desk Reference (PDR). Parents should limit the amount of medication provided to the school to a two-week supply.

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

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact the school nurse.

### Essential Oils

Use/Application in school: No staff member, including the school nurse, will be allowed to administer or diffuse homeopathic remedies such as essential oils, creams, or lotions containing essential oils.

Parents may administer these remedies to their own children, unless the scent from these remedies triggers an adverse reaction to other students or staff in school.

Reasons for the decision:

1. Not FDA regulated;
2. Known to trigger asthma attacks in asthmatics;
3. Known to trigger allergic reactions in some;
4. Chemical sensitivities - headaches, nausea, dizziness, rashes, respiratory difficulty (including asthmatic episodes), and cognitive dysfunction. The more immune-compromised a person is, the more likely they are to have these sensitivities;
5. Seizures - those who are prone to seizures may be adversely affected.

### School Health Screening

Children in Preschool and Kindergarten through fourth grade, as well as children in seventh and tenth grades, are screened for vision, hearing, dental defects, height, and weight. Scoliosis screening is not

required by the state and will not be done unless a request is made by the parent/guardian. Students entering the Student Assistance Process at any grade level, and those about whom health concerns are identified to the school nurse, may also be screened. Parents who do not wish their child to participate in the school screening program must communicate this in writing to the school health office at the start of the school year. Because Nebraska statutes require school-age screening, parents who remove their child from the screening program must submit findings from an alternate medical provider to the school by December 1.

#### Physical and Visual Examination

Evidence of a physical examination and a visual evaluation is required within six months prior to entrance into kindergarten and, in the case of transfer from out of state, to any other grade. A physical examination is also required prior to entrance into the seventh grade. The physical examination is to be completed by a physician, a physician's assistant, or an advanced practice registered nurse; the visual evaluation is to be completed by any of the forgoing or an optometrist. A parent or guardian who objects to the physical examination and/or visual evaluation may submit a written statement of refusal for his or her child. Waiver forms are available in the school health office. Additional physical examination requirements exist for students participating in athletic participation.

#### Immunizations

Students must show proof of immunization. A student who does not comply with the immunization requirements will not be permitted to continue in school. Students with medical conditions or sincerely held religious beliefs which do not allow immunizations must complete a waiver statement or affidavit. Forms are available in school health offices. Unimmunized students may be excluded from school in the event of a disease outbreak.

### **Summary of the School Immunization Rules and Regulations for the 2025-2026 School Year**

Student Age Group	Required Vaccines
Ages 2 through 5 years enrolled in a school based program not licensed as a child care provider	4 doses of DTaP, DTP, or DT vaccine 3 doses of Polio vaccine 3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of age 3 doses of pediatric Hepatitis B vaccine 1 dose of MMR or MMRV given on or after 12 months of age 1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. 4 doses of pneumococcal or 1 dose of pneumococcal given on or after 15 months of age
Students entering school (Kindergarten or 1 <sup>st</sup> Grade depending on the school district's entering grade)	3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4 <sup>th</sup> birthday 3 doses of Polio vaccine 3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age 2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month 2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.
Students entering 7 <sup>th</sup> grade	Must be current with the above vaccinations AND receive 1 dose of Tdap (contain Pertussis booster)
Students transferring from outside the state at any grade	Must be immunized appropriately according to the grade entered.

Source: Nebraska Immunization Program, Nebraska Department of Health and Human Services. For additional information, call 402-471-6423.

The School Rules & Regulations are available on the internet:

<http://dhhs.ne.gov/Immunization/School-Summary-RR-English.pdf> (Title 173: Control of Communicable Diseases - Chapter 3; revised and implemented 2011) **Updated 01/26/2011**

### Birth Certificate Requirements

State law requires that a certified copy of a student's birth certificate be provided within 30 days of enrollment of a student in school for the first time. A certified copy may be obtained from the Bureau of Vital Statistics in the state in which the child was born. Assistance in obtaining birth certificates may be obtained from Health Records Management, P.O. Box 95065, Lincoln, NE 68509-5065. There is a fee per certificate.

**Please note: The document parents receive from the hospital looks like a birth certificate, but it is not a certified copy. A certified copy has the raised seal of the state of Nebraska on it and is signed by the director of vital statistics.**

If a birth certificate is unavailable, other reliable proof of a student's identity may be used. These documents could include naturalization or immigration documents showing date of birth or official hospital birth records, a passport, or a translation of a birth certificate from another country. The documents must be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.

### Communicable Diseases

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a “best practice” guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child’s health condition or if you know your child has contracted a contagious or communicable disease or condition, please call the school nurse’s office.

#### Guidelines for Head Lice

The following guidelines are in place to better control a nuisance condition, reduce absenteeism due to head lice, and involve parents as partners with the school’s control efforts:

1. Children will be sent home from school for live head lice. In the event a child has two cases of live lice in a semester, the child will be sent home until free of both live lice and nits (eggs).
2. Health office staff will provide written treatment information and instructions, including how to check and identify head lice\*.
3. A child who is sent home from school for head lice should miss no more than two school days.
4. A child who has been sent from school due to head lice must come to the health office for inspection before returning to class.
5. A child who returns to class with nits (eggs) will be checked again in 7-10 days.
6. Families are encouraged to report head lice to the school health office.
7. Classroom-wide or school-wide head checks will be conducted as needed in order to control the condition at school.

\*Nit removal will be emphasized for effective management of the condition. For more information, call the nurse at school.

#### **Section 4 Transportation Services**

Transportation to and from school is provided to students in accordance with law and Board policy. Students may also be provided transportation on field trips and when participating in school activities. Students are expected to follow the behavioral expectations for riding school buses which are listed in

#### **Section 5 Seward County Wellness for All Services**

Centennial Public School, in cooperation with Milford Public Schools, Seward Public Schools, Memorial Health, ESU 6, and ESU 5, participates in the Seward County Wellness for All program. Through this program, a Licensed Mental Health Professional will provide support to all students and staff members through tier one interventions and programming. Individual counseling will also be available to students with parent/guardian permission.

### **ARTICLE 7 – DRUGS, ALCOHOL, & TOBACCO**

#### **Section 1 Drug-Free Schools**

The District implements regulations and practices which will ensure compliance with the Federal Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District’s safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

#### **Section 2 Education and Prevention**

This District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this School District. Further, this District will have proper in-service orientation and training for all employed staff.

#### Drug and Alcohol Use and Prevention

By this handbook, each student of the District is hereby provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities.

#### Drug and Alcohol Education and Prevention Program of the District Pursuant to the Safe and Drug-Free Schools and Communities Laws and Regulations

All students are provided age appropriate, developmentally based drug and alcohol education and prevention programs for all students of the schools. It shall be the policy of the District to require instruction at such grade level concerning the adverse effects resulting from the use of illicit drugs and alcohol. Such instruction shall be designed by affected classroom teachers or as otherwise directed by the Board to be appropriate to the age of the student exposed to such instruction. One of the primary objectives shall be the prevention of illicit drug and alcohol use by students. It shall further be the policy of the District to encourage the use of outside resource personnel such as law enforcement officers, medical personnel, and experts on the subject of drug and alcohol abuse, so that its economic, social, educational, and physiological consequences may be made known to the students of the District.

It shall further be the policy of the District, through the instruction earlier herein referred to, as well as by information and consistent enforcement of the Board's policy pertaining to student conduct as it relates to the use of illicit drugs and the unlawful possession and use of alcohol, that drug and alcohol abuse is wrong and is harmful both to the student and the District, as well as its educational programs.

#### Drug and Alcohol Counseling, Rehabilitation and Re-entry Programs

All students shall be provided information concerning available drug and alcohol counseling, rehabilitation, and re-entry programs within sixty miles of the administrative offices of the District or, where no such services are found, within the State of Nebraska. Information concerning such resources shall be presented to all of the students of the District upon request by the Guidance Counselor.

In the event of disciplinary proceedings against any student for any District policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel shall confer with any such student and his or her parents or guardian concerning available drug and alcohol counseling, rehabilitation, and re-entry programs that appropriate school personnel shall consider to be of benefit to any such student and his or her parent or parents or guardian.

### **Section 3 Standards of Student Conduct Pertaining to Drugs, Alcohol & Tobacco**

(In addition to standards of student conduct elsewhere adopted by Board policy or administrative regulation to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or alcohol on school premises or as a part of any of the school's activities.) This shall include such unlawful possession, use, or distribution of illicit drugs and alcohol by any student of the District during regular school hours or after school hours at school sponsored activities on school premises, and at school sponsored activities off school premises.

Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession of any controlled substance, possession of which is prohibited by law.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession of alcohol on school premises or as a part of any of the school's activities.
4. Use of any illicit drug.
5. Distribution of any illicit drug.
6. Use of any drug in an unlawful fashion.
7. Distribution of any drug or controlled substance when such distribution is unlawful.
8. The possession, use, or distribution of alcohol.

9. The use or possession of any tobacco product, including the use of vapor products, or any other such look-alike product.

It shall further be the policy of the district that violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion, and referral to appropriate authorities for criminal prosecution.

#### Drugs and Alcohol Prohibited - Standards of Conduct for Students and Employed Staff

The manufacture, possession, selling, dispensing, use or being under the influence of alcohol or any alcoholic beverage or alcoholic liquor on school grounds, or during an educational function, or event off school grounds, or off school grounds if there is a substantial interference with school purposes, is prohibited.

The possession, selling, dispensing, use or being under the influence of any controlled substance or drug, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant on school grounds, or during the educational function or event off school grounds, or off school grounds if there is a substantial interference with school purposes, is prohibited.

The possession, selling, dispensing, use or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes on school grounds or during an educational function, or event off school grounds, is prohibited.

The possession, selling, dispensing or use of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes on school grounds or during an educational function, or event off school grounds, is prohibited.

Any prescription or non-prescription drug, medicine, vitamin or other chemical may not be taken unless authorized as stated in the next section on AUTHORIZED USE.

#### Authorized Use

Any student whose parent or guardian requests that he or she be given any prescription or non-prescription medicine, drug, or vitamin shall provide signed permission by parent or physician.

#### Disciplinary Sanctions

1. Violation of this policy may result in suspension or expulsion. Prohibited substances will be confiscated and could be turned over to law enforcement authorities. The student may be referred for counseling or treatment. Parents or legal guardian will be notified.
2. If the student is observed to be violating this policy, the student will be escorted to the Principal/Superintendent's office immediately, or if not feasible, the Principal/Superintendent will be notified. The student's parents or legal guardian will be requested to pick up the student. If it appears there is imminent danger to other students, school personnel, or students involved, the Principal/Superintendent, or such other personnel as authorized by the Principal/Superintendent, may have the student removed by authorized medical or law enforcement personnel.
3. Parents and students shall be given a copy of the standards of conduct and disciplinary sanctions required and shall be notified that compliance with the standards of conduct is mandatory.

#### Intervention

The Centennial Public School District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational climate

or activity, the school then has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff. The school will issue a statement to all students and employed staff that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The school shall make available to students and employed staff information about any drug and alcohol counseling, and rehabilitation and re-entry programs, which are available to students.

#### Administration

The administration is authorized to adopt such administrative rules, regulations, or practices necessary to properly implement this policy. Such regulations, rules, or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations, and practices may include administrative forms, such as checklists, to be used by staff to record observed behavior and to determine the proper plan of action.

#### Safe and Drug-Free Schools -- Parental Notice

**NOTICE TO PARENTS:** Pursuant to the provisions of the No Child Left Behind Act, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice, the student will be withdrawn from the program or activity to which parental objection has been made.

### **ARTICLE 8 – STUDENT RIGHTS, CONDUCT, RULES & REGULATIONS**

#### **Section 1 Student Conduct and Discipline Policies**

The common goal of students, parents, faculty, and administration of Centennial Public School is to maintain a school atmosphere which is conducive to learning. In order to achieve this, Centennial Public School will continue to review and distribute a set of reasonable and fair rules and policies. VIOLATIONS OF THE CENTENNIAL PUBLIC SCHOOL'S RULES AND POLICIES WILL RESULT IN DISCIPLINARY ACTION.

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

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

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

Any student who is suspended or expelled from school pursuant to this policy may not participate in and/or attend any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

## **Section 2 Forms of School Discipline**

### **Short-Term Suspension:**

Students may be excluded by the principal or his designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Centennial Public School Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

### **The following process will apply to short-term suspensions:**

1. The principal or the principal's designee shall make a reasonable investigation of the facts and circumstances. In addition, such short-term suspension will be made only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary following the suspension, (not to exceed an additional 48 hours) the principal or administrator will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the principal or administrator ordering the short-term suspension before or at the time the student returns to school. The principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.
4. Students who are short-term suspended will be given the opportunity to complete classwork, including but not limited to examinations, under the conditions outlined by the principal at the time of the suspension.
5. A student on short-term suspension shall not be permitted to be on school grounds or at any school activity without the express permission of the principal.

### **Emergency Exclusion**

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

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

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

### **Long-Term Suspension:**

Students may be excluded by the principal or the principal's designee from school or any school function for a period of more than five school days but less than twenty school days on (long-term suspension) the conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is hereinafter set forth.

## **Pre-Kindergarten through Second Grade Students**

An elementary school shall not suspend a student in pre-kindergarten through second grade unless the student brings a deadly weapon as defined in section 28-109 on school grounds, in a vehicle owned,

leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event. As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.

### **Expulsion:**

1. **Meaning of Expulsion.** Expulsion shall mean exclusion from attendance in all schools, grounds, and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the Board of Education or a committee of school board members took the final action to expel the student, the student may be readmitted only by action of the Board. Otherwise, the student may be readmitted by action of the superintendent.
3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures:** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

### **Section 3 Student Conduct Expectations**

Students have an opportunity to learn by sharing some of the responsibility for creating a good learning environment. To help maintain a quality instructional environment for all students attending Centennial Public School, all students are expected to refrain from the following conduct.

#### **Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment**

The following conduct shall constitute grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
  - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
  - c. Violating school bus rules as set by the school district or district staff;
  - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.;

- e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
- f. Possession of pornography;
- g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
- h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
- i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
- j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; and
- k. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

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

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment:

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

- The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
- A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
- A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
- A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
- A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's parent or guardian may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's parent or guardian must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.

6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent or guardian of the time and place for the hearing.

7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with

consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent or guardian, except with the consent of all the parties.

8. The principal or legal counsel for the school, the student, and the student's parent, guardian, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.

9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

#### **Section 4 Additional Student Conduct Rules**

The following additional student conduct rules are established. Failure to comply with such rules is grounds for disciplinary action, up to and including expulsion, as further specified in these rules. These rules govern student conduct on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event.

##### Student Appearance Policy

Students at Centennial Public School are expected to dress in a way that is appropriate for a school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate. Such list is not exclusive, and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing or jewelry that is gang related;
- b. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants); no holes in pants above the knee. Shorts, skirts, and skorts should be mid-thigh in length at the minimum.
- c. Clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- d. Clothing or jewelry that advertises beer, alcohol, tobacco, or illegal drugs;
- e. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play";
- f. Head wear including hats, caps, bandannas, and scarves;
- g. Clothing or jewelry which exhibits nudity, makes sexual references, or carries double meanings;

Consideration will be made for students who wear special clothing as required by religious beliefs, disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the principal or superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the principal's office.

Coaches, sponsors, or teachers may have additional requirements for students who are in special lab classes, students who are participants in performing groups, or students who are representing the school as part of an extracurricular activity program.

On a first offense of the dress code, the student may call home for proper apparel, change it, turn it inside out, cover it, or spend the remainder of the day assigned to in-school suspension. Students will not be allowed to leave campus to change clothes. Continual violations of the dress code will result in disciplinary actions under the Student Code of Conduct previously mentioned. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of profanity, and the like), a first offense of the dress code may result in discipline, up to expulsion.

#### Electronic Device Policy

##### A. PURPOSE AND PHILOSOPHY

Centennial Public School District encourages the appropriate use of electronic devices at school. Although the inappropriate use of electronic devices can be disruptive to the educational process and electronic devices are frequently lost or stolen, Centennial Public School District recognizes the benefits that the incorporation of technology can bring to the curriculum. The District is not responsible for the security and safekeeping of these items and is not financially responsible for any damage, destruction, or loss of electronic devices. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices. **NOTE: By bringing an electronic device to school, students and parents/guardians consent to a search of the device if approved by the administration.**

##### B. DEFINITIONS

"Electronic devices" include, but are not limited to, cell phones, Mp3 players, iPods, e-readers, tablets, portable game consoles, cameras, digital scanners, laptop computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

##### C. ELECTRONIC DEVICE USE

1. Students are not permitted to possess and use electronic devices during the school day (8:16 a.m.-3:26 p.m.) except as otherwise provided by this policy. Cell phone and text transmitting device (ex: iPod touch) usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.
2. Students are permitted to possess and use electronic devices before school hours, provided that the student does not commit any abusive use of the device (see paragraph [D][1]). Administrators have the discretion to prohibit student possession and use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use. **CELL PHONES ARE TO BE TURNED OFF AND STORED IN STUDENT LOCKERS DURING THE SCHOOL DAY.**

3. Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of an e-reader during independent reading time; student use of a lap top computer for a class presentation).
4. Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan.

#### D. VIOLATIONS

1. Students shall not possess or use electronic devices at any time or place for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; or (f) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.
2. The use of electronic devices in locker rooms and restrooms is strictly prohibited.
3. Electronic devices used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.

**First Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a detention, and a conference between the student and school principal. The electronic device shall remain in the possession of the school administration until such time as the student serves their detention and personally comes to the school's main office and retrieves the electronic device.

**Second Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a double detention, and a conference between the student and his/her parent/guardian and the school principal. The electronic device shall remain in the possession of the school administration until such time as the student serves their double detention and the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

**Third Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student has served their suspension and the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

**Subsequent Violations:** Students who are repeat offenders of this policy shall be subject to the imposition of any appropriate disciplinary action, which may include suspension and expulsion from school.

Students and/or parents/guardians, as applicable, are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices after this time period.

**Search:** Electronic devices confiscated under this policy shall be subject to reasonable searches, including search of phone number directory, voice mail, and text messages, upon determination by school officials that the facts and circumstances establish reasonable grounds for believing that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school.

### Artificial Intelligence

As used in this policy, artificial intelligence tools (“AI Tools”) mean machine based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Google Bard, and other chatbots.

The board recognizes that among other resources, when properly used, AI Tools may provide valuable source information to students and teachers in relation to the district’s academic curriculum and assignments. Student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers will decide for each individual assignment the extent to which students may use AI Tools for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.
2. Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.
3. If a student uses any AI Tools in connection with a school assignment, the student must comply with the following:
  - a. The student must explicitly disclose to the teacher in writing that the student used an AI Tool and the specific AI Tool used.
  - b. In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give proper attribution to the AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.
  - c. In no instance may the output from one or more AI Tools be copied and placed within a student’s work as if the student wrote such a section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.

4. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.

5. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

### **Policy 6038**

Adopted on: 7/10/2023\_\_\_\_\_

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

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

#### Transportation

Students are expected to abide by the rules and regulations as set forth in the Centennial Public School Bus Information Pamphlet. Please read and review these rules with your children. Safety is our first consideration, when transporting children to school. If the bus driver is distracted, danger exists. This is why rigid standards of discipline have been established and must be maintained for our children's safety.

Parents are reminded that school buses are operated for the purpose of providing transportation for children to and from school. Once the bus arrives at the school, the students must enter the school and are subject to the discipline and rules. If for some reason you have not received a School Bus Information pamphlet, notify the Elementary Principal's office.

Parents are asked to call the bus barn (402-534-4711) if their child or children will not be riding the bus on a given morning.

**A note or phone call from a parent/guardian will be required before a driver will allow a student to get off the bus at a location other than his/her regular unloading area.**

#### Altering Bus Routes

If some students are not riding the bus on certain days, drivers may vary their routes. Bad road conditions may also cause a bus driver to alter the route.

#### Library Books

Students are allowed to check-out two books from the school library at any given time. Students will be charged for damaged or lost library books. Additional books will not be checked out until the previous overdue books are returned. At the end of the school year, report cards will be held until restitution is made.

#### Internet Safety and Acceptable Use Policy

##### A. Internet Safety Policy

It is the policy of Centennial Public School to comply with the Children's Internet Protection Act (CIPA). With respect to the District's computer network, the District shall: (a) prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) prevent unauthorized access, including so-called "hacking," and other unlawful activities online; (d)

prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (e) implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors.

1. Definitions. Key terms are as defined in CIPA. "Inappropriate material" for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
2. Access to Inappropriate Material. To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.
3. Inappropriate Network Usage. To the extent practical, steps shall be taken to promote the safety and security of users of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors. Supervision and Monitoring. It shall be the responsibility of all members of the District staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent and the Superintendent's designees.
4. Social Networking. Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response. The plan shall be for all students to be provided education on these subjects. The Superintendent or the Superintendent's designee shall be responsible for identifying educational materials, lessons, and/or programs suitable for the age and maturity level of the students and for ensuring the delivery of such materials, lessons, and/or programs to students.
5. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.

#### B. Computer Acceptable Use Policy

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

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, computers and related technology equipment, all forms of e-mail and electronic communications, and the internet.
2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and

shall require that employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access.

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

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

3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.
4. Unacceptable Uses.

The following are unacceptable uses of the technology resources:

- a. **Personal Gain:** Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
- b. **Personal Matters:** Technology resources shall not be used, and no person shall authorize its use, for personal matters.

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

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

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

- c. **Campaigning:** Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- d. **Technology-Related Limitations:** Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,

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

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

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

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

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

Date of Adoption: June 11, 2012

#### HARASSMENT AND BULLYING POLICY

One of the missions of Centennial Public School is to provide safe and secure environments for all students and staff. Positive behaviors (non-violence, cooperation, teamwork, understanding, and acceptance of others) are encouraged in the educational program and required of all students and staff. Inappropriate behaviors (bullying, intimidation, and harassment) are to be identified and corrected. Students and staff are to avoid such behaviors. Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors.

"Bullying" is behavior where one person or group engages in harmful action towards another person or group acting on a real or perceived imbalance of power or view of superiority. The behavior typically includes verbal (e.g. teasing or name-calling) and physical aggression (e.g., hitting, pushing), threatening, excluding or ignoring, spreading rumors, or taking, defacing or destroying the others' property. "Harassment" includes the same actions, though not necessarily from a standpoint of perceived power. Harassment is prohibited. Bullying and harassment are violations of student conduct rules, and appropriate disciplinary measures, up to expulsion, will be enforced. When bullying or harassment is done on the basis of gender, disability, race, or other protected status, it is considered a

very serious offense for which expulsion may be a likely consequence depending on the severity of the conduct.

Students who are the victim of bullying or harassment or who observe such occurring are to promptly report the problem to their teacher, counselor, or principal so the problem can be addressed. Students who make reports of bullying activity will not be retaliated against for making the report. If students are not comfortable reporting the situation to a teacher or administrator, they are encouraged to use the district's anonymous platform, [Safe2Help Nebraska](#), to make this report.

It is the policy of Centennial Public School that "bullying" type behavior is not to be permitted. These guidelines are established to respond specifically to bullying behavior. Students and parents are advised that other response measures are also in place and set forth in of this handbook for behavior which is discriminatory or harassing on unlawful grounds (e.g., sexual harassment, harassment of students with disabilities, race harassment, etc.).

**Step I:** The first time school personnel become aware of a possible harassment or bullying situation, the accused student will be informed that such a complaint has been filed. At that time a warning will be given regarding this kind of behavior. The consequences for this kind of behavior in the future will be clearly outlined for the student. If, in the school's opinion, the first occurrence of harassment behavior is severe, the school may move immediately to any of the four steps in the harassment policy. In other words, the policy may or may not be used sequentially. Moreover, at any stage the student may be disciplined under the student code by actions which may include expulsion, in the event the conduct is also a violation of other provisions of the student code.

**Step II:** The second time school personnel become aware of a harassment incident, the accused student's parents will be notified. A conference will be requested at that time. If it is determined that the student has harassed another student, consequences will be assigned. A student may stay on the second step as long as school authorities feel the consequences are effectively correcting the harassment behaviors. If it is determined that there is no basis for the harassment accusation, no consequences will be assigned. If the school determines that a student is intentionally making a false accusation against another student, an appropriate response will be made.

**Step III:** If the school authorities determine that the student continues to harass another student or the student fails to agree to not harass in the future, the school may assign the student to the Harassment Program level set forth below which the school authorities determine to be appropriate.

**Step IV:** If a student fails to respond positively to the corrective measures of the Harassment Program, the student will be suspended from school for a minimum of five school days, up to expulsion. School authorities will determine the action necessary to insure a safe learning environment for all students.

#### Harassment and Bullying Program--Levels:

Purpose: All students have the right to attend Centennial Public School free from verbal and physical harassment and bullying. The purpose of the Harassment and Bullying Program is to protect students and staff from those who fail or refuse to comply with school guidelines regarding the treatment of others.

**Level I:** The guidelines for a Level I placement are listed below.

- a) The length of the assignment will be for a minimum of two weeks.
- b) The student will report to the office no later than 8:10 a.m. each morning.
- c) The student will eat on campus at an assigned table.

- d) The student will report to an assigned room at the end of the day and will remain until 3:55 p.m. This will allow all other students to leave the school grounds in safety.

**Level II:** The guidelines for a Level II placement are listed below.

- a) The length of the assignment will be for a minimum of two weeks.
- b) The student will report to the office no later than 8:10 a.m. in the morning.
- c) The student will eat on campus at an assigned table.
- d) The student will report to an assigned room at the end of the day and remain until 3:55 p.m.
- e) The student will remain in class at the end of each period. The student will be under direct teacher supervision during passing time. The teacher will dismiss the student at the end of the passing period. The student will then have three minutes to get to his/her next class.

**Level III:** This is a long-term assignment. The guidelines are listed below.

All items listed in Level II will be used, except the length of the assignment will be no less than six weeks, and may remain in effect until the end of the school year and continue into the next, if determined to be appropriate.

#### INAPPROPRIATE PUBLIC DISPLAYS OF AFFECTION (PDA or IPDA)

Inappropriate Public Displays of Affection will not be tolerated on school property or at school activities. Such conduct includes: hugging, kissing or any other types of affection that would be considered inappropriate or an undue distraction to others. Students will face the following consequences if this type of behavior occurs.

**1st Offense:** Student will be confronted and directed to cease.

**2nd Offense:** Student will be confronted, directed to cease, and parents will be notified.

**3rd Offense:** Students will be suspended from school for a minimum of 1 day, and the parents and student will need to meet with administrator(s) and counselor.

\*If this type of behavior continues, the student could face long-term suspension or expulsion.

#### SPECIFIC RULE ITEMS

The following conduct may result in disciplinary action which, in the event of repeated violations, may result in discipline up to expulsion.

- a. Gum, candy, seeds, etc. are not allowed in the school building or classrooms, without prior approval.
- b. Students are expected to bring all books and necessary materials to class. This includes study halls.
- c. Assignments for all classes are due as assigned by the teacher.
- d. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
- e. Students are to be in their classroom and ready for class on the tardy bell.
- f. Students are not to bring items to school that are not required for educational purposes as they may be taken from lockers and will not be allowed in the classroom. These items are classified as "nuisance items" and include but are not limited to: a) personal stereos, b) cell phones, c) beepers, and d) laser pointers.
- g. Snow and water balloon handling is prohibited.

#### Section 5 Reporting Student Law Violations

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the

victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

Student behavior is always subject to possible legal sanctions, regardless of where the behavior occurs, it shall be the policy of the Centennial Public School to notify the proper legal authorities when a student engages in any of the following behaviors on school grounds or at a school sponsored event:

- a. Knowingly possessing illegal drugs or alcohol.
- b. Assault.
- c. Vandalism resulting in significant property damage.
- d. Theft of school or personal property of a significant nature.
- e. Automobile accident.
- f. Any other behavior which significantly threatens the health or safety of students, staff, or other persons or which is required by law to be reported.

## **ARTICLE 9 – EXTRA-CURRICULAR ACTIVITIES STUDENT RIGHTS, CONDUCT, RULES & REGULATIONS**

### **Section 1 Student Conduct at Activities**

Elementary students are required to be escorted by a parent/guardian to all school activities, programs or performances. We encourage your support in the fostering of proper conduct of students at programs and activities. Any conduct that interferes with others in attendance, such as running around, being loud, destructive, distracting, etc., could constitute a need for correction.

### **Section 2 Student Fee Policy**

The board realizes some activities may require additional expenditures which are properly to be borne by students as a separate charge. Such charges may be waived as specified below depending upon the student's eligibility for the free and reduced-price lunch program. [In other special cases where the parent/guardian requests that the student be exempted from charges, the superintendent shall determine granting of waivers.] No fees, specialized or non-specialized attire, or equipment shall be required of students outside this policy. This policy does not apply to tuition payments by nonresident students.

For the purposes of this policy, the following definitions shall apply:

1. Extra-curricular activities means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district;
2. Postsecondary education costs means tuition and other fees associated with obtaining credit from postsecondary educational institution.

The district may charge student fees or require students to provide specialized equipment or attire in the following areas:

1. Participation in extracurricular activities, including extracurricular music courses;
3. Admission fees and transportation charges for spectators attending extracurricular activities;
4. Postsecondary education costs, limited to tuition and fees associated with obtaining credits from the postsecondary institution;
5. Transportation fees for option students not qualifying for free lunches and nonresident students as allowed by state statute;
6. Copies of student files or records as allowed by state statute;
7. Reimbursement to the district for property lost or damaged by the student;
8. Before-and-after-school or prekindergarten services in accordance with state statute;
9. Summer school or night school; and
10. Breakfast and lunch programs.

The district may also require students to furnish musical instruments for participation in optional music courses that are not extracurricular activities. Students qualifying for free or reduced-price lunches shall

be provided with a musical instrument of the school's choice.

Waiver for any of the following shall be provided for students who qualify for free or reduced-price lunches:

- Section 1 Fees and specialized equipment and specialized attire required for participation in extracurricular activities;
- Section 2 Admission fees for onsite district-sponsored extra-curricular activities and district transportation charges for spectators attending offsite extracurricular activities; and
- Section 3 Materials required for course projects where the project becomes the property of the student upon completion.

The superintendent shall establish a Student Fee Fund and ensure the funds collected as fees for the following purposes are properly recorded and deposited to it:

- Section 4 Participation in extracurricular activities;
- Section 5 Postsecondary education costs; and
- Section 6 Summer school or night school.

The superintendent shall promulgate regulations outlining the purposes for which fees in these three areas are collected and shall ensure such fees are spent for those purposes.

The superintendent shall promulgate regulations to be published annually in the student handbook authorizing and governing:

1. Any non-specialized clothing required for specified courses and activities;
2. Any personal or consumable items a student will be required to furnish for specified courses and activities;
3. Any materials required for course projects if the project becomes the property of the student upon completion; and
4. Any specialized equipment or specialized attire which a student will be required to provide for any extracurricular activity, including extracurricular music courses.
5. The superintendent shall also promulgate regulations authorizing and governing the following areas:
6. All fees to be collected within the nine numbered areas of the third paragraph of this policy;
7. Any other types of specialized equipment or attire to be provided by all students in the nine numbered areas of the third paragraph of this policy;
8. Procedures and forms for students or parent/guardians to apply for waivers under this policy;
9. Deadlines for waivers for all types of fees;
10. Procedures for allowing facilities use for NSAA District events to avoid conflict with this policy;
11. Procedures [to avoid the direct handling of fees; for the handling of fees] for students receiving postsecondary education credits;
12. Procedures for handling of fees related to summer school or night school;
13. Attendance requirements and procedures in connection with evening, weekend or summer use of facilities related to all extracurricular activities to avoid conflict with this policy;
14. Procedures for admitting students on waiver to extracurricular activities; and
15. Procedures for transportation of student spectators to extracurricular activities and collection of any related fees.

Public concerns or complaints regarding required fees, attire or equipment shall be addressed under Policy 1003.3 Complaints.

This policy will be reviewed and re-adopted annually by August 1 at a regular or special meeting of the Board. This shall include a review of the amount of money collected under this policy and the use of waivers as provided by this policy. The policy shall be published in the student handbook provided at no cost to each student.

Legal Reference: Neb. Constitution, Art VII, Sect. 1  
Neb. Statute 79-215 (tuition)  
79-241 (option student busing)  
79-605 (nonresident busing)  
79-611 (transportation fee)  
79-734 (books, equipment and supplies)  
79-2,104 (student files)  
79-2,125 to 2,134 (student fees law)  
79-1104 (before-and-after-school services)  
79-1106 to 1108 (learners with high ability)

### **Section 3 Physical Condition and Injuries**

A student will not be permitted to participate in physical education or recess if the student, his/her parents or teacher feel that the student is not in sufficiently good physical condition. The school principal and/or athletic director will be notified of the student's physical condition if there is a question regarding participation.

If a student sustains a serious physical injury, other than a concussion, that requires a physician's attention, and the student's parents do not want him/her to participate in physical education or recess, the student must submit his/her physician's written permission before he/she will be permitted to return to physical education or recess.

#### **Concussions**

Any student who has suffered a confirmed concussion will be removed from physical education and recess. The student will not be permitted to return to participation until evaluated by an appropriate licensed health care professional and a written and signed clearance form (RTP-Return to Play) is provided by the health care provider and parent. The school will provide concussion educational training to all coaches and staff. Concussion information can be obtained from numerous internet sites or contact an administrator. It is very important that communication between the school, student and parents be held to provide a safe environment for our students.

The Centennial Concussion Management Team (CMT) consists of administration, the school nurse, and the athletic trainer. Return to Learn Protocol will be as follows:

1. Concussion occurs; family is notified of possible concussion.
2. Encourage parent to obtain medical confirmation of concussion from a licensed health care provider.
3. Parent signs Release of Information form allowing the school to be notified of concussion by the health care provider and for information sharing.
4. CMT Contact person notified of concussion by parent, teacher or health care provider.
5. CMT Contact person informs appropriate school personnel of concussed student and specifies general accommodations from health care provider, if available.
6. CMT implements a gradual Return to Learn Protocol based on the individual needs of the student.
7. CMT documents physical, cognitive, behavioral and emotional symptoms of concussed student and assesses the student's needs based on symptoms.
8. CMT designs individual academic adjustments/accommodation plan with school staff and reviews with student and family.
9. CMT-Teachers monitor the effectiveness of adjustments, accommodations, and symptoms of concussion and report progress/recovery data results to CMT contact person.
10. CMT makes adjustments and readjustments to individual plan until student no longer has special needs in the classroom resulting from the concussion.
11. CMT and family agree the student is symptom free and function is "back to baseline" in

- classroom.
12. Student returns to the classroom full-time with no adjustments or accommodations.
  13. Parent/guardians deliver medical clearance from healthcare provider to the CMT and parent provides written permission for the Return to Play Progression to begin.
  14. Student begins Return to Play Progression after a successful Return to Learn.
  15. CMT ensures that the concussion date and adjustments for Return to Learn are documented in the student's file.
  16. Once the Return to Play Progression has been successfully completed, the student is cleared for participation without restriction.

## **ARTICLE 10 – STATE and FEDERAL PROGRAMS**

### **Section 1 Notice of Discrimination**

Centennial Public School does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Name: Colin Bargaen  
 Title: Secondary Principal  
 Address: PO Box 187, 1301 Centennial Ave, Utica, NE 68456  
 Telephone: (402) 534-2321  
 E-mail: [colin.bargaen@centennialbroncos.org](mailto:colin.bargaen@centennialbroncos.org)

For further information on notice of nondiscrimination call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Board Policy 3053 – Nondiscrimination.

### **Section 2 Designation of Coordinator(s)**

Any person having inquiries concerning this district's compliance with anti-discrimination laws or policies or other programs should contact or notify the following person(s) who are designated as the coordinator for such laws, policies or programs.

<b>Law, Policy or Program</b>	<b>Issue or Concern</b>	<b>Coordinator</b>
Title VI	Discrimination or harassment based on race, color, or national origin;	Brad Luce
Title IX	Discrimination or harassment based on sex; gender equity	Colin Bargaen
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	Cara Stoll
Homeless student laws	Children who are homeless	Seth Ford
Safe and Drug Free Schools and Communities	Safe and drug free schools	Colin Bargaen

### **Section 3 Anti-Discrimination and Harrassment**

The school district prohibits discrimination and harassment based upon or related to race, color, national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following

Section 504 Coordinator: Cara Stoll at (402) 534-2321, [cara.stoll@centennialbroncos.org](mailto:cara.stoll@centennialbroncos.org), or in person at school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Colin Bargaen at (402) 534-2321, [colin.bargaen@centennialbroncos.org](mailto:colin.bargaen@centennialbroncos.org), or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact Brad Luce at (402) 534-2321, [brad.luce@centennialbroncos.org](mailto:brad.luce@centennialbroncos.org), or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

#### **Section 4 Title IX Policy**

As required by Title IX of the Education Amendments of 1972, it is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report must be made by any means to the district's Title IX Coordinator whose contact information can be found on the district's website and in the district's student and staff handbooks. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

#### **Section 5 Right of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term "custodial parent" refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students' records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent's request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

#### **Section 6 Complaint Procedures**

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.
  - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
  - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
  - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
  - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
  - a) Determine whether the complainant has discussed the matter with the staff member involved.
    - 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
    - 2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Interview the complainant to determine:
    - 1) All relevant details of the complaint;
    - 2) All witnesses and documents which the complainant believes support the complaint;
    - 3) The action or solution which the complainant seeks.
  - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.
4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint, he or she may appeal the decision to the superintendent.
  - a) This appeal must be in writing.
  - b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.
  - c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint, he or she may appeal the decision to the board.
  - a) This appeal must be in writing.
  - b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.
  - c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.
  - e) There is no appeal from a decision of the board.
  
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
  - a) Determine whether the complainant has discussed the matter with the superintendent.
    - 1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
    - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
  - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

### **No Retaliation**

The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

### **Special Rules Regarding Educational Services and Related Services to Students with Disabilities**

Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504

Coordinator. The Director of Special Education or 504 Coordinator will either refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

### **Bad Faith or Serial Filings**

The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Complaints filed (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

### **Section 7 Opting Out of Assessments**

The Board of Education has adopted a policy on approval or denial of state and federal assessments opt-out requests, which is based on requirements in law. The policy can be viewed online by visiting: [5018 Parent and Guardian Involvement In Education Practices](#) or can be obtained by submitting a written request to the superintendent.

### **Section 8 Multi-Cultural Education Policy**

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize the rich diversity of the population of the United States.

The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations. The superintendent shall provide the board with a report on the status of the district's multicultural education program annually.

### **Section 9 Notice to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973**

The following is a description of the rights granted by federal law to qualifying students with disabilities. The intent of the law is to keep you fully informed concerning the decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right to:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disability.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation or placement of your child.
4. Have your child receive a free appropriate public education.
5. Have your child receive services and be educated in facilities which are comparable to those provided to every student.
6. Have evaluation, educational and placement decisions made based on a variety of information sources and by persons who know the student and who are knowledgeable about the evaluation data and placement options.
7. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
8. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
9. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement.
10. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. (You

- and your child may take part in the hearing. Hearing requests are to be made to the Superintendent).
11. File a local grievance.

### **Section 10 Notice Concerning Student Records**

The Family Education Rights and Privacy Act ("FERPA") provides parents certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the date the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If parents believe one of their student's records is inaccurate, they should write to the school principal, clearly identify the part of the record they want changed, and specify why they believe it is inaccurate. If the school decides not to amend the record as requested, it will notify the parents of the decision and advise them of their right to a hearing regarding the request for amendment.

### **Section 11 Routine Directory Information**

FERPA and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children. The school district has designated the following as directory information:

name and grade, name of parent and/or guardian, address, telephone number, including the student's cell phone number, e-mail address, date and place of birth, dates of attendance, the image or likeness of students in pictures, videotape, film or other medium, major field of study, participation in activities and sports, degrees and awards received, social media usernames and handles, weight and height of members of athletic teams, most recent previous school attended, certain class work which may be published onto the Internet, classroom assignment and/or home room teacher, student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems (but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user). Directory information does not include a student's social security number.

Directory information about students may be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that market or manufacture class rings, sell student photographs or publish student yearbooks.

Federal law requires school districts to provide military recruiters and institutions of higher education with the names, addresses, and telephone listings of high school students unless parents have notified the school district in writing that they do not want this information disclosed without prior written parental consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Parents who **OBJECT** to the disclosure of any directory information about their student should write a letter to the principal. This letter should specify the particular categories of directory information that the parents do not wish to have released about their child or the particular types of outside organizations to which they do not wish directory information to be released. This letter must be received by the school district no later than September 1, 2025.

### Non-Directory Information

All of the other personally identifiable information about students that is maintained in the school district's education records will generally not be disclosed to anyone outside the school system except under one of two circumstances: (1) in accordance with the provisions of the FERPA statutes and related administrative regulations, or (2) in accordance with the parent's written instructions.

One FERPA exception permits disclosure to school officials with legitimate educational interests without consent. A school official includes, but is not necessarily limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

The district will share information with the Department of Education necessary to comply with the requirement of state law that all third- year high school students take a college entrance exam. Any re-disclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

#### Transfer of Records Upon Student Enrollment

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform parents when it makes a disclosure under this provision.

#### Complaints

Individuals who wish to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA may contact the Office that administers FERPA:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

### **Section 12 Notice Concerning Staff Qualifications**

The Every Student Succeeds Act of 2015 gives parents/guardians the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Centennial Public School will give parents/guardians the following information about their child's classroom teacher:

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under an emergency or provisional teaching certificate.
3. The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree. We will also, upon request, tell parents/guardians whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional. The request for information should be made to an administrator in your child's school building. The information will be provided to you in a timely manner. Finally, Centennial Public School will give timely notice to you if your child has been

assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet the requirements of the Act.

### **Section 13 Protection of Pupil Rights**

The Centennial Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA).

#### **1. Surveys**

- a. Surveys Created by a Third Party
  - i. This section applies to every survey:
    1. that is created by a person or entity other than a district staff member or student;
    2. regardless of whether the student answering the questions can be identified; and
    3. regardless of the subject matter of the questions
  - ii. Parents have the right to inspect any survey created by a third party before that survey is distributed to their student.
- b. Surveys Requesting Particular Sensitive Information
  - i. Sensitive information shall include:
    1. Political affiliations or beliefs of the student or the student's parent(s);
    2. Mental or psychological problems of the student or the student's family;
    3. Sexual behavior or attitudes;
    4. Illegal, anti-social, self-incriminating, or demeaning behavior;
    5. Critical appraisals of other individuals with whom respondents have close family relationships;
    6. Legally recognized privileged or analogous relationships, such as those of lawyers; physicians, and ministers;
    7. Religious practices, affiliations, or beliefs of the student or student's parent(s); or
    8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.
  - ii. No student shall be required to submit to a survey, analysis, or evaluation that requests sensitive information.
  - iii. If a survey requesting sensitive information is funded, in whole or in part, by a program administered by the U.S. Department of Education, the school district must obtain the written consent of a student's parent(s) before the student participates in the survey.
  - iv. School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey (created by any person or entity, including the district) containing any sensitive information.
  - v. Parents have the right to inspect any survey which requests sensitive information before that survey is distributed to their student.
- c. Survey Inspection Requests
  - i. School officials shall inform parents of their right to inspect surveys requesting sensitive information before the surveys are distributed to any student.
  - ii. All survey inspection requests must be in writing to the building principal and delivered to the building principal prior to the date on which the survey is scheduled to be administered to the students.
  - iii. The principal shall respond to survey inspection requests without delay.

**NOTE:** Students taking the ACT exam will be prompted to complete a short, optional questionnaire addressing a number of topics. If you wish to review this questionnaire prior to

the administration of the exam, please submit a written request to the superintendent.

## **2. Invasive Physical Examinations**

- a. The term “invasive physical examination” means:
  - i. any medical examination that involves the exposure of private body parts;  
or
  - ii. any act during such examination that includes incision, insertion, or injection into the body; and
  - iii. does not include a hearing, vision, or scoliosis screening.
- b. Parents may refuse to allow their student to participate in any non-emergency, invasive physical examination or screening that is:
  - i. required as a condition of attendance;
  - ii. administered by the school and scheduled by the school in advance; and
  - iii. not necessary to protect the immediate health and safety of the student, or of other students.
- c. This policy does not apply to any physical examination or screening that:
  - i. is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification;
  - ii. is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*)
  - iii. is otherwise authorized by Board policy.

## **3. Collection of Personal Information from Students for Marketing**

- a. The term “personal information” means individually identifiable information including:
  - i. student’s and parent(s)’ first and last name;
  - ii. home or other physical address;
  - iii. telephone number; and/or
  - iv. social security number.
- b. No school official or staff member shall administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information.
- c. This policy does not apply to the collection, disclosure or use of personal information for the exclusive purpose of providing educational services to students, such as the following:
  - i. post-secondary education recruitment;
  - ii. military recruitment;
  - iii. tests and assessments to provide cognitive, evaluative, diagnostic or achievement information about students; and/or
  - iv. student recognition programs.

## **4. Inspection of Instructional Material**

- a. Definition
  - i. The term “instructional materials” means instructional content that is provided to a student regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet).
  - ii. The term does not include academic tests or academic assessments.
- b. Parents may inspect, upon their request, any instructional material used as part of their child’s education curriculum.
- c. Curriculum inspection requests must be made to the building principal in writing.
- d. Building principals shall respond to inspection requests within a reasonable amount of time.

## **5. Notification of Rights and Procedures**

- a. The superintendent shall notify parents of:
  - i. this policy and its availability upon request from the office of the district;
  - ii. how to opt their child out of participation in activities as provided for in this

- policy;
  - iii. the approximate dates during the school year when a survey requesting personal information is scheduled or expected to be scheduled; and
  - iv. how to request access to any survey or other material described in this policy.
- b. This notification shall be given to parents as least annually, at the beginning of the school year and within a reasonable period after any substantive change in this policy.

#### **Section 14 Parent & Guardian Involvement in Education Practices**

The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
  - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
  - b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
  - c. A parental request to review specific standardized and criterion- referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NSCAS assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
  - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.
  - b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
  - a. Building principals may excuse a student from any single school experience at the parent's written request.
  - b. When appropriate, alternative experiences will be provided for the student by the school.
4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
  - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.

- b. State Assessments - The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.
  - c. National Assessment of Educational Progress - As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.  
The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least three school days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.
7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.
- a. The principal must approve all surveys intended to gather information from students before they are administered to students.
  - b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

**Section 15 Title I Parental Involvement Policy**

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parent and family engagement in the Title I program. Parent and family engagement in the Title I Program shall include, but is not limited to:

- 1. An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
- 2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards, type and extent of participation, parental input in educational decisions, coordination, and integration with other Federal, State, and district programs, and evaluations of progress.
- 3. Opportunities for participation in parent involvement activities, such as training to help parents work with their children to improve achievement. A goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
- 4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, parents with limited literacy, are economically disadvantaged, are of a racial or minority background or parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.
- 5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.

6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.

The district will educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

### **Section 16 Homeless Students Policy**

Homeless children for purposes of this Policy generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable federal and state law.

#### No Stigmatization or Segregation of Homeless Students:

It is the District's policy and practice to ensure that homeless children are not stigmatized or segregated by the District on the basis of their status as homeless.

#### Homeless Coordinator:

The Superintendent shall serve as the District's designated Homeless Coordinator. The Homeless Coordinator shall serve as the school liaison for homeless children and youth and shall ensure that: (1) homeless children are identified by school personnel; (2) homeless children enroll in, and have a full and equal opportunity to succeed in, school; (3) homeless children and their families receive educational service for why they are eligible and referrals to health, dental, and mental health services and other appropriate services; (4) the parents or guardians of homeless children are informed of the educational and related opportunities available to their children and provided with meaningful opportunities to participate in the education of their children; (5) public notice of the educational rights of homeless children is disseminated where such children receive services under the federal homeless children laws, such as schools, family shelters, and soup kitchens; (6) enrollment disputes are mediated in accordance with law; and (7) the parents or guardians of homeless children, and any unaccompanied youth, are fully informed of transportation services available under law. The Homeless Coordinator shall coordinate with State coordinators and community and school personnel responsible for the provisions of education and related services to homeless children. The Homeless Coordinator may designate duties hereunder as the Homeless Coordinator determines to be appropriate.

#### Enrollment of and Services to Homeless Children:

A homeless child shall be enrolled in compliance with law and be provided services comparable to services offered to other students in the school in which the homeless child has been placed. Placement of a homeless child is determined based on the child's "school of origin" and the "best interests" of the child. The "school of origin" means the school that the child attended when permanently housed or the school in which the child was last enrolled. Placement decisions shall be made according to the District's determination of the child's best interests, and shall be at either: (1) the child's school of origin for the duration of the child's homelessness (or, if the child becomes permanently housed during the school year, for the remainder of that school year) or (2) the school of the attendance area where the child is actually living. To the extent feasible, the placement shall be in the school of origin, except when such is contrary to the wishes of the homeless child's parent or legal guardian. If the placement is not in the school of origin or a school requested by the homeless child's parent or legal guardian, the District shall provide a written explanation of the placement decision and a statement of appeal rights to the parent or guardian. If the homeless child is an unaccompanied youth, the Homeless Coordinator shall assist in the placement decision, consider the views of the unaccompanied youth, and provide the unaccompanied youth with notice of the right to appeal. In the event of an enrollment dispute, the placement shall be at the school in which enrollment is sought, pending resolution of the dispute in accordance with the dispute resolution process. The homeless child shall be immediately enrolled in the school in which the District has determined to place the child, even

if the child is unable to produce records normally required for enrollment, such as previous academic records, medical records, proof of residency, or other documentation. The District shall immediately contact the school last attended by the homeless child to obtain relevant academic and other records. If the homeless child needs to obtain immunizations or medical records, the District shall immediately refer the parent or guardian of the homeless child to the Homeless Coordinator, who shall assist in obtaining necessary immunizations or medical records. The District may nonetheless require the parent or guardian of the homeless child to submit contact information.

Transportation will be provided to homeless students, to the extent required by law and comparable to that provided to students who are not homeless, upon request of the parent or guardian of the homeless child, or by the Homeless Coordinator in the case of an unaccompanied youth, as follows: (1) if the homeless child's school of origin is in the Centennial Public School, and the homeless child continues to live in the Centennial Public School district, transportation to and from the school or origin shall be provided by the Centennial Public School; and (2) if the homeless child lives in a school district other than the Centennial Public School, but continues to attend the Centennial Public School based on it being the school of origin, the new school and the Centennial Public School shall agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin and, if they are unable to agree, the responsibility and cost for transportation shall be shared equally.

### **Section 17 School Wellness Policy**

The Centennial Public School (CPS) District is committed to providing school environments that promote and protect children's health well-being, and ability to learn by supporting healthy eating and physical activity. [Policy 5052- School Wellness](#).

### **Section 18 Breakfast and Lunch Programs**

The Centennial Public School has agreed to participate in the National School Lunch Program and accepts responsibility for providing free and reduced-price meals to eligible children in the schools under its jurisdiction. The school food authority assures the State Department of Education that the school system will uniformly implement the following policy to determine children's eligibility for free and reduced-price meals in all National School Lunch Programs. The District provides the United States Department of Agriculture's required nondiscrimination statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

In fulfilling its responsibilities, the school food authority, Centennial Public School:

1. Agrees to serve meals free to children from families whose income meets eligibility guidelines.
2. Agrees to serve meals at a reduced price to children from families whose income falls between free meal scale and the poverty guidelines.
3. Agrees to provide these benefits to any child whose family's income falls within the criteria in Attachment A after deductions are made for the following special hardship conditions which could not reasonably be anticipated or controlled by the household: Unusually high medical expenses; shelter costs in excess of 30 percent of reported income; special education expenses due to the mental or physical condition of a child; disaster or casualty losses.
4. In addition, agrees to provide these benefits to children from families who are experiencing strikes, layoffs and unemployment which cause the family income to fall within the criteria set forth in federal guidelines.
5. Agrees there will be no physical segregation of, nor any other discrimination against, any child because of his inability to pay the full price of the meal. The names of the children eligible to receive free and reduced-price meals shall not be published, posted or announced in any manner and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Further assurance is given that children eligible for free or reduced-price meals shall not be required to: Work for their meals; use a separate lunch room; go through a separate serving line; enter the lunchroom through a separate entrance; eat meals at a different time; or eat a meal different from the one sold to children paying the full price.
6. Agrees in the operation of child nutrition programs, no child shall be discriminated against because of race, sex, color, or national origin.
7. Agrees to establish and use a fair hearing procedure for parental appeals to the school's decisions on applications and for school officials' challenges to the correctness of information contained in an application or to be continued eligibility of any child for free or reduced-price meals. During the appeal and hearing the child will continue to receive free or reduced priced meals. A record of all such appeals and challenges and their dispositions shall be retained for three (3) years. Prior to initiating the hearing procedures, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing. The hearing procedure shall provide the following:
  - i. A publicly-announced, simple method for making an oral or written request for a hearing.
  - ii. An opportunity to be assisted or represented by an attorney or other person.
  - iii. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal.
  - iv. Reasonable promptness and convenience in scheduling a hearing and adequate notice as to the time and place of the hearing.
  - v. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference.
  - vi. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses.
  - vii. The hearing be conducted and the decision made by a hearing official who did not participate in the decision under appeal or in any previous conference.

- viii. The parties concerned and any designated representative thereof be notified in writing of the decision of the hearing official.
8. Agrees to designate the Superintendent to review applications and make determinations of eligibility. This official will use the criteria outlined in this policy to determine which individual children are eligible for free or reduced-price meals.
  9. Agrees to develop and send to each child's parent or guardian a letter as outlined by the State Department of Education including an application form for free or reduced-price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.

The following attachments will be available in the office of the Superintendent:

- Eligibility criteria for free and reduced meals
- Parent letter and application
- Public release
- Collection procedure

**Breakfast and Lunch Prices for 2025-26**

Group	Breakfast	Lunch	Milk
PreK - 5th Grade Students	\$2.50	\$3.45	\$0.65
Adults	\$3.00	\$5.00	\$0.65
Students' lunch money will be credited to a "family account" versus an "individual account."			

**RECEIPT OF THE 2025-2026 STUDENT-PARENT HANDBOOK  
OF CENTENNIAL PUBLIC SCHOOL**

This Student Handbook is distributed in accordance with Nebraska State Law, Section 79-262, paragraph three which states in part: "Rules and Standards which form the basis for discipline shall be distributed to students and parents at the beginning of each school year or at the time of enrollment..."

**PARENT/STUDENT AGREEMENT**

I have received and read the Student Handbook that describes the Centennial School District's discipline policies, regulations, rules, and expectations to be followed by students enrolled in Centennial Public School, including the Drug Free School Policy. My child and I have discussed these policies and understand that we must comply with them.

**RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS**

In light of the unique challenges and circumstances posed by the outbreak of the novel coronavirus and the recent promulgation of expansive federal regulations, the rules and information provided in this handbook may be supplemented or amended by the School District's administration at any time, consistent with applicable law and board policy. All parents shall be provided notice of any such changes by the district's regular means of contact. By signing below, you agree that you will read any such information and communications, discuss them with your child, and recognize that you must comply with all rules, procedures, and requirements as they apply at that time.

**Parent (or guardian) and students are required to sign & return  
the receipt form below by August 22, 2025.**

Student #1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #3 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #4 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #5 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Legal Guardian's Signature: \_\_\_\_\_

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

## STUDENT'S INTERNET ACCEPTABLE USE AGREEMENT

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

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

I agree not to hold the Centennial Public School, any of its employees, or any institution providing network access to Centennial Public School responsible for the performance of the system or the content of any material accessed through it.

Student #1 Name (Printed): \_\_\_\_\_

Student #1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #2 Name (Printed): \_\_\_\_\_

Student #2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #3 Name (Printed): \_\_\_\_\_

Student #3 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #4 Name (Printed): \_\_\_\_\_

Student #4 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #5 Name (Printed): \_\_\_\_\_

Student #5 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Please return this page, signed, to the Centennial Secondary Office no later than Friday, August 22, 2025.**

Sincerely,

**Brad Luce**  
Elementary Principal

**COMMUNITIES UNITED FOR A BRIGHTER TOMORROW**  
**EMPOWER, CHALLENGE, AND SUPPORT EVERY STUDENT, EVERY DAY.**

**2025 - 2026**



**CENTENNIAL  
PUBLIC SCHOOL**

**Middle School/High School  
Student/Parent Handbook**

Centennial Public School  
MiddleSchool/High School  
Student/Parent Handbook  
2025-26 School Year

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**Section 1 Intent of Handbook**

August 1, 2025

Centennial students and parents:

Welcome back to the 2025-2026 school year. I trust that you have had an enjoyable summer vacation and are looking forward to rejoining your friends for another school year. It is the desire of the Centennial family of teachers, staff members, and administrators to make this a rewarding and profitable year for our students.

This handbook is intended to be used by students, parents, and staff as a guide to the rules, regulations, and general information about Centennial Middle/High School. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all-encompassing so as to cover every situation and circumstance that may arise during any school day or school year. This handbook does not create a "contract." The administration reserves the right to make decisions and rule revisions at any time to ensure a productive, orderly, and safe learning environment for our students and staff. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

Sincerely,



Colin Barga  
Secondary Principal  
Centennial Public School

**Section 2 Member of the Board of Education**

<b>Name</b>	<b>Position</b>
Jason Richters	President
Lana Hoffschneider	Vice-President
Derek Tomes	Secretary
Doug Cast	Treasurer
Bryce Borchers	Member
Cole Henderson	Member

**Section 3 Administrative Staff**

<b>Name</b>	<b>Position</b>
Ford, Seth	Superintendent
Bargen, Colin	Secondary Principal
Luce, Brad	Elementary Principal
Stoll, Cara	Special Education Director
Wagner, Jenny	Assistant Principal/Activities Director
Klanecky, Evan	Dean of Students
Tesar, Dan	Operations Director/Technology Coordinator

**Section 4 Teachers and Counselors**

<b>Name</b>	<b>Department</b>	<b>Grades</b>
Anderson, Arne	Agriculture	8-12
Anstine, Alex	Special Education	K-9
Bargen, Jennifer	Mathematics	10-12
Barjenbruch, Craig	Business	7-12

Barjenbruch, Jordan	5th Grade	5
Breitkreutz, Jessica	Technology Integrationist/Library Media Specialist	PK-12
Chrisman, Dana	Preschool	PK
Dannehl, Emma	Art	K-12
Dey, Julie	6th Grade	6
Eitzmann, Barry	Mathematics	8-12
Eitzmann, Taylor	Preschool	PK
Everson, Kelly Jo	Instrumental Music	K-12
Fehlhafer, Kelly	Speech-Language Pathologist	PK-12
Fowler, Jarrett	2nd Grade	2
Geiger, Rochelle	Elementary Counselor	PK-6
Hedke, Jack	Social Studies/Criminal Justice	10-12
Heine, Bridget	Kindergarten	K
Hirschfeld, Tricia	Interventionist	4-8
Johansen, Rob	Industrial Tech	7-12
Jorgensen, Crystal	3rd Grade	3
Klanecky, Evan	PE	7-12
Klanecky, Nikki	Special Education	7-12
Kloke, Eric	PE	K-6
Kucera, McKenna	4th Grade	4
Luebbe, Jessica	Vocal Music	K-12
McFadden, Kandi	Science	10-12
Morenzoni, Liz	5th Grade	5
Ostendorf, Riley	JAG	9-12
Pankoke, Leah	Business/Technology	7-12
Payne, Phil	Social Studies	7-9
Petersen, Emily	Spanish	8-12
Pracheil, Molly	3rd Grade	3

Pulliam, Laura	Title I	K-6
Reimers, Mark	Science	9-12
Richters, Haden	Language Arts	6-8
Robinson, Chelsea	Special Education	K-6
Rodine, Drew	Math/Coding and Robotics	6-8
Rodine, Shauna	1st Grade	1
Saunders, Rachel	Language Arts	9-12
Scholl, Cam	Special Education/PE	7-12
Schutt, Kaylee	4th Grade	4
Sluka, Anna	Preschool	PK
Soliz, Danae	1st Grade	1
Solomon, Shevin	Science/PE	K-8
Struckman, Amanda	Language Arts	10-12
Stutzman, Edith	2nd Grade	2
Waller, Zachary	Guidance Counselor	7-12
Warm, Molly	Kindergarten	K
Zegers, Tonya	Family Consumer Science	7-12

## Section 5 Support Staff

Name	Position
Pedersen, Melanie	Nurse
Richters, Nancy	Business Manager
Fickel, Teri	Special Education Secretary
Dickey, Susan	Superintendent Secretary
Bohlen, Michelle	Secondary Secretary
Javorsky, Nichole	Secondary Secretary
Crawford, Megan	Elementary Secretary
Fortner, Si	Maintenance Technician

Borncamp, Socorro	Custodian
Kirkpatrick, Diana	Custodian
TBA	Custodian
TBA	Custodian
TBA	Custodian
Adrienne Heater	Head Custodian/Transportation
Brueggemann, Jayson	Athletic Trainer
Walgren, Donna	Food Service
Allen, Dani	Food Service
Hays, Jenn	Food Service
Heidtbrink, Kiley	Food Service
TBA	Food Service
Dumpert, Nicole	Transportation
Erks, Barb	Transportation
Erks, Ron	Transportation
Gierhan, Brenda	Transportation
Gierhan, Bryant	Transportation
Gumaer, Carrie	Transportation/Paraprofessional
Heine, Kathy	Transportation
Nisly, Mitch	Transportation
Franzen, Dann	Transportation Supervisor
TBA	Paraprofessional
Yamber, Dana	Media/Paraprofessional
Black, Heather	Transportation/Paraprofessional
Baumann, Emily	Paraprofessional
Butzke, Angela	Paraprofessional
Ford, Keshia	Paraprofessional
TBA	Paraprofessional

LeDoux, Sarah	Paraprofessional
Prochaska, Vicki	Paraprofessional
Rathjen, Teresa	Paraprofessional
Scholl, Amber	Paraprofessional
TBA	Paraprofessional
Stephens, Kim	Paraprofessional
Stuhr, Wendy	Paraprofessional

Section 6 2025-2026 School Calendar

Centennial Public School						
2025-2026 School Calendar						
August '25						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
FD-11 EO-1 SD-15						
September '25						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
FD-18 EO-1 SD-21*						
October '25						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
FD-22 SD-22						
November '25						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
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FD-17 SD-17						
December '25						
Su	M	Tu	W	Th	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
FD-14 EO-1 SD-15						
January '26						
Su	M	Tu	W	Th	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
FD-19 SD-20						
February '26						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
FD-17 EO-1 SD-20*						
March '26						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
FD-19 SD-19						
April '26						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
FD-19 SD-20						
May '26						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
FD-14 EO-1 SD-16						
June '26						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
July '26						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Q1-43; Q2-42; Q3-45; Q4-45 Totals: FD-170 EO-5; SD - 185 FD-6.83, 410 FR-5.83, 350 EO-4.83, 290 1161.1+19.32+3.83=1184.25						

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|---|--|
| <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; margin-right: 5px;"></span> School Closed/ Holidays</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; margin-right: 5px;"></span> 1:30pm Dismissal</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; margin-right: 5px;"></span> Start/End of Quarter</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #ff00ff; margin-right: 5px;"></span> Noon Dismissal</li> </ul> | <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #d3d3d3; margin-right: 5px;"></span> Teacher in-Service Day (no school for students)</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; margin-right: 5px;"></span> PT Conferences - (1:30pm Dismissal)</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #800000; margin-right: 5px;"></span> Graduation</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #0000ff; margin-right: 5px;"></span> Inservice (No School)&amp; Evening PT Conference</li> </ul> |
|---|--|

## **ARTICLE 1 – MISSION & GOALS**

### **Section 1 School Identity/Mission/Vision Statements**

#### **WHO WE ARE...**

Communities United for a Brighter Tomorrow

#### **WHAT WE ARE ALL ABOUT...**

Empower, Challenge, and Support Every Student, Every Day

#### **WHERE WE ARE HEADED...**

We will:

- Engage students in rigorous, relevant and fun learning opportunities that promote academic, physical, social and emotional growth.
- Implement student-centered educational programs that challenge all students to perform at their highest potential.
- Inspire students to be critical thinkers and problem solvers through a variety of methods.
- Support our students when they face challenges and conflicts.
- Build leaders at all grade levels.
- Instill a deep sense of pride in school, community, state and country.
- Build confidence, leadership skills, and workforce skills for all students.
- Provide service opportunities for all students.
- Partner with local businesses and community members to set up real world education, connections and opportunities for all students at all ages.
- Create a positive Culture amongst all employees, families and students.
- Help our students build relationships that last a lifetime.

### **Section 2 Middle School Description**

At Centennial, we have transitioned to a middle school concept by having our 6th-8th graders all be on an 8 period schedule. The primary purpose of a middle school is to serve as an educational facility to help in the transition from elementary to secondary education, often by combining elements of both upper elementary and lower secondary educational settings to create an environment that is both familiar and new to its students to help them grow and succeed throughout their educational journey.

Middle schoolers have very different needs than high school and elementary students. Their bodies begin changing, their emotions feel stronger, and their thoughts get more internal and complex. Everyday they confront issues that shape their morality and future place in society. They yearn for physical activity and intellectual inspiration. They want to use their hands to learn and create and they crave interaction with their peers. Middle schoolers need learning environments that ignite their curiosity and empower them to be active participants in their classrooms. By moving to a middle school concept we will create practices to aid our young adolescents with their development such as advisory for emotional support and socialization, exploratory classes and cocurricular activities to help students find and develop their interests, and teams to build community and provide more individualized support.

## Goals of the Middle School

1. Provide the students with skills for coping with everyday pressure.
2. Encourage students to respect differences among their peers.
3. Encourage open communication between the school and the home.
4. Stimulate a career awareness in students.
5. Develop decision-making skills of students.
6. Provide the opportunity for students to learn and utilize independent study skills.
7. Provide the opportunity for students to develop good citizenship skills.
8. Recognize that reading, writing, and computing are skills basic to success in our society and that the teaching of them is not restricted to any one academic discipline, but is rather a shared responsibility of students and teachers.
9. Assist the development of academic, social, aesthetic, emotional, and physical skills.
10. Encourage students to become increasingly self-directing, moving from dependent childhood to self-actuating adolescence.

### Section 3 Mutual Respect

The Centennial Public School expects every staff member and student to be treated with respect and dignity. A show of disrespect toward a staff member or insubordination on the part of the student will not be tolerated.

## ARTICLE 2 – SCHOOL DAY

### Section 1 Daily Schedule

Enter School Building	8:00
Class Warning Tone	8:05
Period 1	8:10 --- 8:56
Period 2	8:59 --- 9:45
Bronco Period	9:48 --- 10:06
Period 3	10:09 --- 10:55
Period 4	10:58 --- 11:44
Middle School Lunch	11:44 --- 12:14
Period 5 (Middle School)	12:17 --- 1:03
Period 5 (High School)	11:47 --- 12:33
High School Lunch	12:33 --- 1:03
Period 6	1:06 --- 1:52
Period 7	1:55 --- 2:41
Period 8	2:44 --- 3:30

### Section 2 1:30 Dismissal Schedule

Enter School Building	8:00
Class Warning Tone	8:05
Period 1	8:10 --- 8:44
Period 2	8:47 --- 9:21
Period 3	9:24 --- 9:58
Period 4	10:01 --- 10:35

Period 6	10:38 --- 11:12
Period 7	11:15 --- 11:49
Middle School Lunch	11:49 --- 12:19
Period 5 (Middle School)	12:22 --- 12:56
Period 5 (High School)	11:52 --- 12:26
High School Lunch	12:26 --- 12:56
Period 8	12:59 --- 1:30

### **Section 3 2:30 Dismissal Schedule**

Enter School Building	8:00
Class Warning Tone	8:05
Period 1	8:10 --- 8:51
Period 2	8:54 --- 9:35
Period 3	9:38 --- 10:19
Period 4	10:22 --- 11:03
Period 6	11:06 --- 11:47
Middle School Lunch	11:47 --- 12:17
Period 5 (Middle School)	12:20 --- 1:02
Period 5 (High School)	11:50 --- 12:32
High School Lunch	12:32 --- 1:02
Period 7	1:05 --- 1:46
Period 8	1:49 --- 2:30

### **Section 4 2 Hour Late Start Schedule**

Enter School Building	10:00
Class Warning Tone	10:05
Period 1	10:10 --- 10:44
Period 2	10:47 --- 11:21
Period 3	11:24 --- 11:58
Middle School Lunch	11:58 --- 12:28
Period 5 (Middle School)	12:31 --- 1:06
Period 5 (High School)	12:01 --- 12:36
High School Lunch	12:36 --- 1:06
Period 4	1:09 --- 1:42
Period 6	1:45 --- 2:18
Period 7	2:21 --- 2:54
Period 8	2:57 --- 3:30

### **Section 5 Severe Weather and School Cancellations**

#### SCHOOL CLOSINGS

Advance notice of school closings will be announced by the following radio and TV stations:

KZKX in Lincoln – 96.9 FM

KLKN TV in Lincoln

KAWL in York – 104.9 FM, 1370 AM

KFAB in Omaha – 1110 AM

KOLN TV in Lincoln

KZEN in Central City – 100.3

**In addition, the school alert system will be activated.**

After School Starts: Every attempt will be made to avoid closing school once classes are in session. In some instances, closing school during the day is inevitable if children are to safely return home before the brunt of a major storm hits. In these cases, as much advance notice as possible will be given to parents. If school is closed during the day, the notice will be broadcast by the media and the school alert system will be activated. **Parents should have a plan in place to accommodate these circumstances.**

What Not To Do: Parents should not attempt to come to school during a tornado warning. **School officials are not permitted to release students from the school building during a tornado warning.** Tornado safety procedures are practiced regularly by students and staff members. Also, parents are urged not to call radio and television stations and school buildings during severe weather. Every effort will be made to provide accurate and timely information through the media.

Emergency Conditions: Centennial Public School has a signal which, when activated, includes the necessity to either evacuate the building or to move to safer areas of the building. All regular drills are held as required by law through the school year. There are plans for Emergency Exit system, Tornado Warning System, and Critical Incident Response.

Tornado Drills: Students are to move quietly and promptly to the location noted by the teacher. Follow all directions that are given.

Fire Drills: Sec. 81-52 of Nebraska School Law requires fire drills to be held once a month. When the alarm sounds, all people (employees included) will file out in a quiet and orderly fashion through the prescribed exit to a predetermined location.

**ABSOLUTELY NO RUNNING.** The proper exit location from all rooms will be shared by each teacher. When the "return to building" announcement is given, students are requested to return quietly to their respective rooms.

## **Section 6 Entering and Leaving the Building**

### Beginning of School

Students should not be on school grounds earlier than necessary. **Prior to 8:00 a.m., the school is not responsible for supervision of the students.** The first bell will ring at 8:00 a.m. Students are to stay in the commons area or cafeteria and are not to go to any other part of the building without permission until the first bell.

### During the School Day

Students are to remain on campus unless excused in accordance with school policies.

### End of School

Our regular school day ends at 3:30 p.m. It is important that students who are involved in after school activities report to the designated area on time. All other students must clear the building as soon as possible. **The school is not responsible for supervision of students once the students are to have left school grounds.**

## **ARTICLE 3 – USE OF BUILDING & GROUNDS**

### **Section 1 Visitors**

Upon entering the main entrance, all visitors must report to the superintendent's office to sign-in and receive a visitor's pass. For the safety of our students and staff, visitors who check into our building will need to have a staff member escort them throughout the building to their destination. If dropping off supplies for your child, you will be asked to leave these supplies in the superintendent's office, and the

supplies will be delivered to your child by a staff member. When exiting the building, you will also need to be escorted by a staff member.

Parents are welcome at all times, as long as your visit is not disruptive to the learning environment. Please sign-in/out at the superintendent's office upon entering/exiting the school. Visitations during the first week of school and the last week of school will require extraordinary reasons or permission from administration. Please notify the child's teacher IN ADVANCE OF YOUR VISIT to avoid scheduling conflicts. Visits for two hours or less in duration are allowable.

## **Section 2 Smoke-Free Environment**

Centennial declares all of our school buildings to be smoke-free. We would appreciate your help in meeting the goal of smoke, vape, and tobacco-free buildings for our children. When you attend school events, including athletic events, please remember that our buildings are smoke, vape, and tobacco-free, and abide by our District's policy.

## **Section 3 Care of School Property**

Students are responsible for the proper care of all books, equipment, supplies and furniture supplied by the school.

1. Students who disfigure property, break windows, or do other damage to school property or equipment will be required to pay for the damage done or replace the item.

Fines are determined on books according to the following criteria:

1. **Broken covers** – replacement cost of the textbook
2. **Obscenities (words or pictures) written** – replacement cost of the textbook
3. **Torn pages** – tape if possible; if not possible, \$2.00 per page to cost of the textbook
4. **Torn or damaged cover** - \$5.00
5. **Ink marks (if not erasable)** - \$2.00 per page to cost of the textbook
6. **Water damage** - \$5.00 for minor damage; replacement cost of the textbook for major damage
7. **Defacing cover, edges, etc.** - \$10.00
8. **Lost** – replacement cost of the textbook
9. **Broken binding** - \$10.00
10. **Missing pages** – replacement cost of the textbook

School-issued items that are stolen or damaged from unlocked lockers are the responsibility of the student to whom they were issued. Students must pay all fines before they can receive school publications and final grades.

## **Section 4 Lockers**

Each student will be assigned a locker. Each locker will be provided with a built-in lock for security. Students must use their own lockers and are not to share lockers with other students except as assigned by school officials. We recommend that the locker is locked and remains locked at all times. Students are expected to keep all books, etc., in their assigned locker. **Students are not allowed to take their book bags into classrooms; thus, having a well-organized locker will be essential to getting to class on time with all required materials.** Students are also responsible for the cleanliness inside their locker and the door of their locker. Students may be assessed a fine for damage to lockers.

## **Section 5 Search of Lockers & Other Types of Searches**

Student lockers, desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding

usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration. Additionally, the board of education has authorized the use of sniffer dogs to assist in the process of keeping school grounds free of illegal items such as illegal drugs, over the counter drugs, alcohol, guns, ammunition, etc. The protocol for the use of sniffer dogs is addressed more specifically in the Centennial School Board Policy Manual.

The following rules shall apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search must be conducted in a reasonable manner under the circumstances.
2. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon shall be confiscated and delivered to law enforcement officials as soon as practicable.
3. Items which have been or are reasonably expected to be used to disrupt or interfere with the educational process (that is, "nuisance items") may be removed from student possession.

## **Section 6 Video Surveillance & Photographs**

The Board of Education has authorized the use of video cameras on school district property to ensure the health, welfare, and safety of all staff, students and visitors, and to safeguard District facilities and equipment. Video cameras may be used in locations deemed appropriate by the Superintendent. If a video surveillance recording captures a student or other building user violating school policies or rules or local, state, or federal laws, it may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

## **Section 7 Recordings Made by Parents/Guardians and Patrons**

Parents/guardians and patrons may make recordings of school activities intending to be public in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student's IEP or 504 Plan. Violation of this policy will result in immediate termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

## **Section 8 Recordings Made by Students**

This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day without the express consent of a staff member or as required by the student's education plan. Student use of assistive technology that has the capacity to record and/or

transmit recordings (e.g. AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Students who violate this policy may be subject to discipline up to and including expulsion.

## **Section 9 Use of Telephone**

Incoming Calls: The office will attempt to cooperate with parents or guardians in order to deliver messages to students during school hours. Messages will be written and delivered to students. Only in cases of extreme urgency will students be called out of class. Calls for students during school hours are disturbing to normal school routine and should be held to a minimum and for emergency purposes only.

Out-Going Calls: The school telephone is primarily for school business and shall not be used for personal calls. Students finding it necessary to make calls are to come to the office to gain permission to either use the school's phone or gain permission to use their cell phone while in the office. In an emergency, an office phone may be used with permission from office personnel.

## **Section 10 Bicycles**

Bicycles must be parked in the racks provided. All bicycles should be equipped with locks. The school is not responsible for damage or theft of parts while bicycles are on school property.

## **Section 11 Student Valuables**

Students, not the school, are responsible for their personal property. Students are cautioned not to bring large amounts of money or items of value to school. If it is necessary to bring valuable items or more money than is needed to pay for lunch, leave the money or valuables with a staff member in the school office for temporary safe-keeping. Even then, the school is not in a position to guarantee that the student's property will not be subject to loss, theft, or damage.

## **Section 12 Lost & Found**

Students who find lost articles are asked to take them to the office, where the articles can be claimed by the owner. If articles are lost at school, report that loss to office personnel.

## **Section 13 Accidents**

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the Principal/Athletic Director.

## **Section 14 Laboratory Safety Glasses**

As required by law, approved safety glasses will be required of every student and teacher while participating in or observing vocational, technical, industrial technology, science, and art classes. All visitors to these areas must check out a pair of safety glasses when entering any of these areas.

## **Section 15 Insurance**

Under Nebraska law, the District may not use school funds to provide general student accident or athletic insurance. The District requires that all student participants in athletic programs have injury and accident insurance and encourages all students who are in classes with risk of personal injury or accident to have insurance coverage. The district does not make recommendations, nor handle the

premiums or claims for any insurance company, agent, or carrier. Information about student insurance providers will be available in the school office or on school bulletin boards.

## **Section 16    Bulletins & Announcements**

Bulletin boards and display cases are available for school-related and approved materials to be posted and displayed. Posters to be used in the halls or materials for distribution will need to be approved by the Principal's office. The person or organization responsible for distributing the posters is responsible to see that all posters are removed within a week after the event.

## **Section 17    Copyright & Fair Use Policy**

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

# **ARTICLE 4 – ATTENDANCE**

## **Section 1    Attendance Policy**

Regular and punctual student attendance is required. The Board's policies require such attendance, the administration is responsible for developing further attendance rules and regulations, and students and parents are responsible for developing behaviors which will result in regular and punctual student attendance.

## **Section 2    Attendances & Absences**

### Absences From School - Definitions

An absence from school will be reported as: (a) an excused absence or (b) an unexcused absence.

#### 1.    Excused Absences

Absences should be cleared through the Principal's office in advance whenever possible. An absence or tardy, even by parental approval, may not be excused. All absences, except for illness and/or death in the family, require advance approval. An absence for any of the following reasons will be excused, provided the required procedures have been followed:

- (A)    Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents),
- (B)    Physical or mental illness which causes a student to be absent from school (A doctor's note will be required after four consecutive days absent for illness OR if the school nurse sent the student home), NOTE: Just because a student visited the school nurse does not mean that going home will be excused.

- (C) Medical appointments which require student to be absent from school, (**with note from doctor or dentist to verify excuse**)
- (D) Court appearances that are required by a court order and the **student is not responsible for needing to be in court**,
- (E) School sponsored activities which require students to be absent from school,
- (F) Family trips in which student accompanies parent(s)/legal guardian(s) **IF AND ONLY IF** the following conditions are met: 1) approval by the principal in advance; 2) the student communicates with all of his/her teachers prior to the trip and makes mutually agreed upon plan with each teacher for completing work prior to the trip and/or setting due dates for work that can be completed upon the student's return to school; 3) successfully meeting all deadlines for schoolwork set forth in condition #2.
- (G) Severe Weather
- (H) Suspensions and Expulsions
- (I) Other absences which have received prior approval from the Principal.

**The Principal has the discretion to deny approval for the latter two reasons, depending on circumstances such as the student's number of other absences, the student's academic status, the number of instances of suspension, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.**

2. Unexcused Absences

An absence which is not excused is unexcused. If a student's absence is unexcused, the student may receive zeros for any class work missed during the absence and may be required to make-up work and the time missed.

A student who engages in unexcused absences may be considered truant as per state law, Neb.Rev.Stat. § 79-201. Truancy is a violation of school rules. The consequence of such action may include suspension from classes, and the student may be required to make up the time missed. Students who leave the school premises without permission during the school day will be considered truant.

3. Mandatory Ages of Attendance

A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

Exceptions for Younger Students

Attendance is not mandatory for a child who has reached the age of 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that 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 (2) that 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.

Exceptions for Older Students

Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or

approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

#### Early Withdrawal for Students Enrolled in Accredited or Approved Schools

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if a signed, written request that demonstrates that the student meets the legal criteria allowing for disenrollment is submitted to the superintendent, an exit interview is conducted, and a withdrawal form is signed.

#### Exit Interview

The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in Centennial Public School or resides in Centennial Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- 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
- 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, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must 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:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- 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.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child OR may rescind the written request for the withdrawal.

#### Withdrawal Form

Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also 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
- 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 Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

#### Early Withdrawal for Students Enrolled in an Exempt School (Home Schools)

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects 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.

### **Section 3    Absence Procedures**

A student will not be allowed to enter class after an absence until an admit slip, based upon a written parental excuse, is issued by the Principal's office. Work must be made up within the time allowed on the admit slip. Students missing classes for school activities must submit a completed pre-planned absence form to the sponsor before being allowed to leave for the activity. Since students are aware of the absence in advance, all assignments due on the day of the activity must be turned in prior to departing for the activity and students are expected to have other assignments completed upon their return to school.

For excused absences that are not pre-planned, two school days will be allowed to make up the work for each day missed with a maximum of ten (10) days allowed to make up work. If requested, assignment sheets will be prepared for students who are ill. If parents and/or students request assignment sheets, the school should be contacted by no later than 9:30 a.m.

For unexcused absences, the student will receive a failing mark for or in each class period missed.

### **Section 4    Make-Up Work**

Written make-up work may be assigned for each day missed, regardless of the type of absence. If make-up work is not completed by the due date, students will be required to attend "9<sup>th</sup> Hour" to complete their work and **will receive temporary zeros in PowerSchool for the work until it is completed.** The time each student is allowed will be determined by mutual agreement between the student and teacher. The student has the responsibility to contact teachers, initially, regarding make-up assignments. Assignment sheets will be sent only for extended absences such as chicken pox, hospitalization, or other prolonged illnesses. No assignment sheets will be sent out until after at least three (3) days of absence. If the parents or students have concerns prior to the three (3) days, they are encouraged to contact the teacher.

### **Section 5    Attendance is Required to Participate in or Attend School Activities**

Students must attend school all day the day of any scheduled school activity in order to participate in or attend the activity. This includes sports contests, practices, and dances. Failure to attend on that day

will result in a student being withheld from participation in or attendance at the activity. The principal retains the right to grant participation should exceptional circumstances prevail.

## **Section 6 Truancy**

### **Reporting and Responding to Truant Behavior**

Any administrator, teacher, or member of the Board of Education who knows of any failure on the part of any child age 6 to 18 to attend school regularly without lawful reason shall within three days report such violation to the Superintendent. The Superintendent shall immediately cause an investigation into any such report to be made. The Superintendent shall also investigate any case when, of his or her personal knowledge, or by report or complaint from any resident of the district, the Superintendent believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior. Such services shall include, as appropriate, the services listed under the "Excessive Absenteeism" policy.

### **Excessive Absenteeism**

If at any time in the semester a student is on pace to exceed missing 10% of the scheduled school days (typically about 17 days), the Attendance Officer may follow the attached procedure for addressing barriers to the student's attendance. Previous attendance records and documentation of current school year absences will be considered on a case by case basis to determine the steps that the Attendance Officer will follow.

When a student is absent more than **eighteen (18)** days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may/must file a report with the county attorney of the county in which the student resides. For example, if the student accumulates twenty three (23) days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

### **Excessive Absenteeism - Procedure**

Students who accumulate **eight (8) absences in a semester** shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis or a per class basis for secondary students. When a student has excessive absences, the following procedures may be implemented:

1. **Students that accumulate more that eight (8) absences per semester will have their semester grade reduced 1% point per absence more than the eight (8) allowable absences per class. For example, if a student has a semester grade of 85% and has missed 12 days during the semester, the student's final semester grade would be an 81%. A student will have the opportunity to make up for excess absences to earn back points taken off of their final grade. Students can serve a detention before or after school (no lunch detentions) to earn back 1 point in a class. In this example the student could serve 4 detentions to earn back all 4 points in the class.**
2. Referral to the Seward County Attendance Support Office.
3. One or more meetings may be held between a school attendance officer, school social worker, the school principal or a member of the school administrative staff as designated by the school administration, the parent/guardian, and the student to develop a collaborative plan to improve regular attendance. If the parent/guardian refuses to participate in such meeting, the principal shall place in the student's attendance records documentation of such refusal.
4. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child.

5. Referral to the Student Assistance Team and/or an educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the excessive absenteeism problem, supplemented by specific efforts by the school to help remedy any condition diagnosed.
6. Investigation of the excessive absenteeism problem by the Seward County Attendance Support Office to identify conditions which may be contributing to the excessive absenteeism problem. If services for the child and his or her family are determined to be needed, the person performing the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the excessive absenteeism problem.

### **Reporting Excessive Absenteeism to the County Attorney**

- A. **Eighteen Excused Absences:** If a student accumulates more than eighteen (18) absences per year and all of the absences are due to documented illness that makes attendance impossible or impracticable or are otherwise excused by school authorities, the attendance officer may report such information to the county attorney of the county in which the person having control of the student resides.
- B. **Eighteen Unexcused Absences:** If a student accumulates more than eighteen (18) absences per year, and any of the absences are not excused, the attendance officer shall file a report with the county attorney of the county in which the person having control of the student resides. The report shall be made on a form which includes the following two statements, one of which must be designated by the school representative signing the report: (a) The school representative requests additional time to work with the student prior to intervention by the county attorney; and (b) the school representative believes that the school has used all reasonable efforts to resolve the student's excessive absenteeism without success and recommends county attorney intervention. If further action is necessary to address the child's attendance, the initial meeting between the parent or guardian of the child, the school, and the county attorney or his or her designee shall be at a location determined by the school.
- C. **Other:** A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

### **Reporting Excessive Absenteeism to the Commissioner**

- A. The Superintendent or designee shall report on a quarterly basis to the Commissioner of Education as directed by the Commissioner regarding the number of and reason for any long-term suspension, expulsion, or excessive absenteeism of a student; referral of a student to the office of the county attorney for excessive absenteeism; or contacting of law enforcement officials (other than law enforcement officials employed by or contracted with by the District as school resource officers) by the District relative to a student enrolled in the District.

### **Advisory Procedures.**

- A. Advisory letters will be sent to parents or guardians when their child has accrued four (4) and seven (7) absences per class during the semester.
- B. After seven (7) absences, the parent/guardian/student will be notified of potential loss of points on the student's semester grade if the student exceeds 8 absences. An Appeal Form will be included with the 7 absences letter.

### **Student's Rights to Due Process**

The following procedure will be followed to ensure due process.

#### **A. THE FACULTY COMMITTEE ON ABSENTEEISM**

1. If a student's absences exceed that allowable amount (8 absences), the parent and student can appeal the potential loss of points on the final semester grade by 1) completing the appeal form that was sent with the 7 absences letter and returning it to the high school office. 2) Upon receiving

the appeal form, the Attendance Officer will call the parents to set up a meeting with the Faculty Committee on Absenteeism. The parent/guardian and the student must be in attendance at this meeting. Appeal meetings will be scheduled during the final three (3) weeks of each semester.

2. After the Appeal Meeting has occurred, the Faculty Committee on Absenteeism shall review all absences/tardies and exceptions to the limitation on absences. Chronic and/or extended illness and/or other unusual circumstances will be considered.

3. A determination will be made individually on each case.

4. The Faculty Committee on Absenteeism shall not exercise the right to take points off of the student's final semester grade(s).

5. The Faculty Committee on Absenteeism shall make its recommendation in writing to the principal.

#### **B. THE PRINCIPAL, PARENT/GUARDIAN, AND STUDENT**

1. The principal will render a decision within three (3) days after receiving the committee's recommendation and notify the student/parent/guardian.

2. An appeal to the principal's decision may be filed by the student or the student's parents/guardians and presented within seven (7) days following the notification of pending loss of points on the final semester grade.

#### **C. THE SUPERINTENDENT**

1. Upon receiving an appeal to the principal's decision, the principal will forward the information and decision to the superintendent. If the student is going to lose points on the final semester grade, the superintendent will either support the denial or grant an extension of absences. If the superintendent supports the principal's decision, he/she will notify the student/parent/guardian. The affected party may then request a hearing before the Board of Education. This request must be made within seven (7) days after receiving notification.

#### **D. THE BOARD OF EDUCATION**

1. The Board of Education shall serve as the appeal body and may grant or deny an extension of absences after hearing the case.

2. The administration and Board of Education reserve the right to ask for a medical opinion in cases of prolonged or chronic illness.

#### **Attendance Hearings**

All attendance hearings will be scheduled for the last three weeks of the semester.

#### **Section 7 Tardiness**

**Tardy to School:** Students will be considered tardy to school if they are not seated in their assigned class or ready and attentive in their assigned area when the bell for their first class rings.

**Tardy to Class:** Students will be considered tardy to class if they are not in their classroom when the tardy bell rings, unless they have a pass from the teacher who detained them. Specific tardy guidelines once students are in the classroom doorway are at the discretion of the classroom teacher. Students have a sufficient time period between all class changes to make it to their next assigned class on time.

**Excessive Tardiness:** Students are allowed 3 tardies per academic quarter without consequence. Upon the 4<sup>th</sup> tardy and each additional tardy, the student will be issued a detention. See **Detention Policy** in **Article 8** for additional information regarding detentions.

#### **Section 8 Arriving and Leaving School**

Students that arrive at school after school is in session for the day must check in at the office prior to going to class.

Students who leave school for any reason during the school day must check out at the office before leaving. Students leaving school must be cleared in advance by a note or phone call from the student's parent or legal guardian. Students who leave without permission will be considered truant.

**Check-Out Procedures**

The procedure for checking out at the end of the school year is as follows:

1. Obtain a check-out form from first period instructor.
2. Return all school books, library books, school-owned material, and pay all bills and fines.
3. Teachers, coaches, sponsors, counselor, and librarian must sign each check-out form for clearance.
4. Check-out forms will be checked and collected before year-end dismissal.

**Withdrawal Procedures**

The procedure for withdrawal is as follows:

1. Authorization for withdrawal must be made in writing or in person by the parent or guardian.
2. Obtain appropriate forms from the principal's office.
3. Return all books and school owned equipment, and pay all fines and bills.
4. Take completed forms to the principal's office for final clearance.

**ARTICLE 5 – SCHOLASTIC ACHIEVEMENT**

**Section 1 Grading System**

Centennial will use the letter grading system as follows:

A	93 - 100	Excellent
B	86 - 92	Above Average
C	78 - 85	Average
D	70 - 77	Below Average
F	Below 70	Failing
I		Incomplete, failure unless removed

Each teacher should define for students the grading procedures to be used in their classes.

**Section 2 Graduation Requirements**

The Centennial Board of Education believes the many benefits of a high school education cannot be fully realized in less than four years. Further, it views the entire senior year as an important period during which the student should be able to enjoy many experiences providing academic growth and enrichment, exploration of new areas, and social growth and maturity.

All students (grades 9-12) are required to register for and complete a minimum of 60 hours of credit each year. Exception: (Students enrolled in vocal music may register for 56 hours of credit.) All seniors are required to successfully complete a minimum of 45 hours of credit in their fourth year of high school.

<u>Required Credit Hours</u>	<u>Credits</u>
<b>ENGLISH - 40 CREDIT HOURS</b>	
Grade 9 English 9	10
Grade 10 English 10, Creative Writing, Holocaust Lit	10
Grade 11 English 11, Creative Writing, Holocaust Lit	10
Grade 12 <u>Choices</u> : English 12, Advanced English, Applied English 12	10
<b>MATHEMATICS - 30 CREDIT HOURS</b>	
Grade 9 Algebra A, Algebra I	10
Grade 10 Algebra B, Algebra I, Algebra II, Geometry, Applied Math	10
Grade 11-12 <u>Choices</u> : Algebra II, Geometry, Applied Math, Consumer Math, Trig/Pre-Calculus, College Prep Math, College Algebra, Calculus	10
<b>SCIENCE - 30 CREDIT HOURS</b>	
Grade 9 Physical Science	10
Grade 10 General Biology	10
Grade 11 <u>Choices</u> : Chemistry I/II, Zoology, Marine Biology, Anatomy, Forensic Science, Environmental Science	10
Grade 12 <u>Choices</u> : Physics, Anatomy, Chemistry I/II, Advanced Biology Marine Biology, Zoology, Forensic Science, Environmental Science	10
<b>SOCIAL STUDIES - 30 CREDIT HOURS</b>	
Grade 9 World History	10
Grade 10 American History	10
Grade 11-12 Government	10
<b>BUSINESS - 10 CREDIT HOURS</b>	
Grade 11-12 Economics	5
Grade 11-12 Personal Finance	5
<b>PHYSICAL EDUCATION - 10 CREDIT HOURS</b>	
Grade 9 P.E/Health	10
<b>COMPUTER TECHNOLOGY - 10 CREDIT HOURS</b>	
Grade 9-12 Information Technology I	5
Grade 9-12 Computer Science	5
<b>SPEECH - 5 CREDIT HOURS</b>	
Grade 10-12 Speech	5
ALL OF THE ABOVE CLASSES MERIT FIVE (5) CREDIT HOURS PER SEMESTER	
TOTAL REQUIRED CREDIT HOURS -	165
TOTAL ELECTIVE CREDIT HOURS -	<u>+75</u>
TOTAL CREDIT HOURS FOR GRADUATION -	240

## COMMUNITY SERVICE REQUIREMENT - 60 HOURS (15 hours/school year)

Community Service Hours **MUST BE PRE-APPROVED** by the principal or guidance counselor.

**In an effort to help students keep pace over their 4 years of high school, students will not be able to participate in the Homecoming Dance, Winter Formal, Prom, or Class Competition Day Out-of-School if they have not met the following:**

- Freshman (must have 3 hours completed & turned in by Winter Formal and 5 hours completed & turned in by Prom/Day Out of School)
- Sophomores (must have 15 hours completed & turned in by Homecoming, 18 hours completed & turned in by Winter Formal, and 20 hours completed & turned in by Prom/Day Out of School)
- Juniors (must have 30 hours completed & turned in by Homecoming, 33 hours completed & turned in by Winter Formal, and 35 hours completed & turned in by Prom/Day Out of School)
- Seniors (must have 45 hours completed & turned in by Homecoming, 48 hours completed & turned in by Winter Formal, and 50 hours completed & turned in by Prom/Day Out of School)

## DRIVER EDUCATION

Students successfully completing driver education at Centennial will receive three (3) credit hours. Driver education grades do not count toward student grade point averages.

## GRADUATION REQUIREMENT: EXTRACURRICULAR PARTICIPATION

### Purpose

The Board of Education believes that participation in extracurricular activities enhances students' overall educational experience by fostering personal growth, leadership, and teamwork. The Board recognizes that these activities provide valuable opportunities for students to explore interests, develop talents, and build meaningful relationships with peers and mentors. Research indicates that students engaged in extracurricular programs often achieve higher academic success, develop strong time management skills, and feel a greater sense of belonging within their school community. Furthermore, involvement in athletics, fine arts, clubs, and other school-sponsored activities helps students build resilience, responsibility, and essential life skills that prepare them for success beyond high school.

### Requirement

Effective beginning with the graduating class of 2027, all students must participate in at least one extracurricular activity during their high school years as a requirement for graduation.

### Definition of Extracurricular Activity

An extracurricular activity is defined as any school-sponsored club, organization, athletic team, fine arts program, or academic competition.

These activities include but are not limited to:

- FFA, FBLA, FCCLA, Student Council, Quiz Bowl, Speech, One Act, Band, Jazz Band, Choir, Show Choir, Chess Club, Yearbook, Edrising, Journalism, Digital Media, eSports, Dance, Cross

Country, Softball, Volleyball, Football, Wrestling, Basketball, Unified Bowling, Track, Baseball, Golf, and other clubs that have been approved by the administration.

### **Participation Criteria**

- Students must actively participate in at least one extracurricular activity for a full season or designated period as determined by the sponsor or coach.
  - For activities such as: FFA, FBLA, FCCLA, Student Council, Quiz Bowl, Chess Club, Yearbook, Edrising, Journalism, Digital Media, eSports, and other activities approved by administration a full season will be defined as one semester of participation.
- Students who are unable to physically participate due to injury or health conditions may still fulfill this requirement if they remain a member of the team or group, attend practices, and contribute in a meaningful way as determined by the sponsor or coach.
- Transfer students who enroll after the start of high school must meet the participation requirement to the extent feasible during their time at Centennial Public School. Reasonable adjustments will be made based on the time of enrollment and prior participation at other accredited schools.
- All activities must be approved by the school administration.

### **Verification of Participation**

- The school administration will maintain records of student participation.
- Students must submit a verification form, signed by the activity sponsor or coach, to their school counselor by May 1st of their junior year.

### **Exceptions and Waivers**

- Exceptions may be granted in cases of extenuating circumstances, such as medical conditions, employment obligations, or other approved reasons.
- Requests for exemptions must be submitted in writing to the school principal for review and approval.
- Students that are barred from interscholastic competitions for disciplinary reasons are still expected to participate in practices and team activities to the extent possible to meet this graduation requirement.

### **Implementation and Support**

- School staff will provide students with information on available extracurricular opportunities.
- Accommodations will be made to ensure all students have access to participate, including students with disabilities, financial limitations, or other barriers to involvement.
- A designated staff member will be available to assist students in identifying and enrolling in suitable extracurricular activities.

## **Section 3 College and Dual Credit Courses**

Centennial offers a variety of options for students wanting to earn Centennial graduation and college credit simultaneously (dual credit) and/or college credit while in high school. As a general rule, students must pay all costs associated with such post-secondary courses. Students and/or parents should talk

to the guidance counselor to inquire about options available to Centennial students. Grades and credits for the aforementioned college and dual credit courses will be handled as follows:

### **Dual Credit Classes Taught by a Centennial Teacher or Through a Centennial Cooperative**

(EX - Calculus, Advanced Algebra, Welding, etc.):

Students will be graded on the Centennial Grading System listed earlier in this section and the semester 1 and semester 2 grades will be factored into the student's Grade Point Average (GPA). The credit hours earned in dual credit courses counts towards the 240 hours needed to graduate from Centennial.

### **Dual Credit Classes Taught by a Non-Centennial Teacher**

(EX - Any SENCAP {Southeast Nebraska Career Academy Partnership} courses):

Students will be graded on whatever grading system is shared by the teacher at the beginning of the course and will be on the student's transcript as either PASS or FAIL for semester 1 and semester 2. Pass/Fail courses are not factored into the student's GPA. Despite the GPA not being affected, the credit hours earned count towards the 240 hours needed to graduate from Centennial.

### **College Courses**

(EX - Any college classes that students work on independently while in high school):

Students will be graded on the respective grading system that the college and/or professor shares at the beginning of the course. College coursework is not listed on a student's Centennial transcript. It will be the student's responsibility to get transcripts for their college coursework to the post-secondary school that they attend after graduation from Centennial. College coursework does not count towards the 240 hours needed to graduate from Centennial.

## **Section 4 Class Competition**

Centennial High School classes will be involved in some friendly competition throughout the school year. Grades 9-12 will be judged on the following:

1. Highest quarterly grade point average
2. Quarterly attendance
3. Quarterly tardies
4. Parent/guardian attendance at parent/teacher conference
5. Bronco Week Activities
6. Other activities deemed necessary by principal.

### **Scoring**

1 <sup>st</sup> place	. . . 20 points
2 <sup>nd</sup> place	. . . 15 points
3 <sup>rd</sup> place	. . . 10 points
4 <sup>th</sup> place	. . . 5 points

As a reward for winning the class competition, the winning class will be excused from school for one day. **In the situation that there is a tie between two classes, PBIS Rewards points will be used to break the tie.**

## **Section 5     Schedule Changes**

Students needing schedule changes should notify the Principal and/or counselor. Schedule changes must be initiated by the teachers involved, the Principal or counselor, and the student's parent. Final approval of all schedule changes will be made by the Principal only.

## **Section 6     Commencement**

No student shall receive a diploma for graduation unless he/she has previously met the requirements for graduation prior to the graduation ceremony. Students who have not met the requirements for graduation at the time of commencement may not participate in the ceremony unless the principal rules otherwise. Commencement is considered an extracurricular activity and students that are in violation of the Centennial Extracurricular Activity Code of Conduct may not be allowed to participate.

As seniors near graduation, all are reminded that participation in the Commencement Exercise is dependent upon successfully meeting all academic and non-academic requirements in a timely manner. Centennial does not award certificates of attendance to non-graduates. School officials will not accept excuses, i.e. "I sent my senior announcements to my family and friends," for granting participation in this exercise. It is the student's responsibility to check on grade status and related issues prior to sending out announcements.

## **Section 7     Promotion/Retention**

Students in grades 7 & 8 need to average a 70% in their four core classes (English, Math, Science, & Social Studies) in order to advance to the next grade level. Students who do not meet the 70% guideline will be considered on a case by case basis, and a meeting with the parties involved will be scheduled to discuss promotion/retention and the possibility of attending summer school. If possible, this will include the student, parents/guardians, teachers, guidance counselor, and principal. Areas given consideration will be grades, test scores, and maturity. Parent cooperation is desired but if a unanimous decision cannot be reached, the final decision will be made by the secondary principal.

Students in grades 10-11-12 will maintain grade classification by the total number of hours earned; a minimum of 60 hours for Sophomores, 120 hours for Juniors, and 180 hours for Seniors. A student must earn the necessary hours for graduation set by the Centennial Public School Board of Education. Requirements are 165 hours of required subjects and 75 hours of elective subjects for a total of 240 credit hours.

## **Section 8     Mandatory 9th Period Study Hall**

The office will run a "Downlist" every Monday (or first day of the week that school is in session) at 9AM. Students who are failing one or more classes will be listed as "Down." Students on the downlist for the week will be required to attend a 9th period study hall on Thursday and Friday from 3:30-4:00PM. Students can work with their teacher(s) to complete a "Check-In" form for each class that they were down in on Monday and turn it/them into the high school office prior to 3:15PM in order to not have to attend 9th period study hall. 9th period study hall will be supervised by teachers who will be able to assist students if needed. Students who are down should take advantage of this study time and do their best to raise their grades to a passing level. Students who skip will be reassigned to a 9th period study hall and will have an additional detention to serve. Additional instances of skipping 9th period study hall may result in additional disciplinary action deemed appropriate by administration including but not limited to Saturday School attendance, in-school suspension, and/or out-of-school suspension.

## **Section 9     9th Period Academic Assistance**

Students may use 9<sup>th</sup> period (3:30-4:00PM) to complete late or missing work. Teachers will assign a 9<sup>th</sup> period to students that have missing work or do not meet deadlines for makeup work from excused or unexcused absences.

## **Section 10 Progress Reports**

Various supplemental reports may be sent to parents throughout the school year concerning student's performance. These reports may describe student work of an exceptional nature or work which needs improving. These reports will be sent as the teacher determines.

## **Section 11 Report Cards**

Report cards are issued at the end of each quarter (or nine-week sessions). Letter grades are used to designate a student's progress. Incompletes shall be designated by an "I".

## **Section 12 Parent-Teacher Conferences**

Parent-teacher conferences will be held this year during the 1st quarter and 3rd quarter. Refer to the school calendar for the schedule. Conferences with teachers, at any other time, are possible by contacting the teacher directly or calling the school office and making arrangements with one or more teachers as needed.

## **Section 13 Honor Roll**

The purpose of the honor roll is to recognize those students who demonstrate academic excellence. Honor rolls will be determined for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> quarters and for 1<sup>st</sup> and 2<sup>nd</sup> semesters. Students will be recognized accordingly.

## **Section 14 Scholarship and Honor Roll Awards**

High school (9-12) students who maintain a GPA of 3.5 average or higher over the defined period of quarter 1, quarter 2, & quarter 3 for the current school year shall be awarded medals at Honors Night. A student who maintains a GPA of 3.0 - 3.5 will be awarded with a Scholastic certificate. Those students whose averages fall within the previously mentioned GPA ranges must be enrolled in a minimum of 6 in-person or SENCAP academic courses in order to be eligible AND must have less than 5 unexcused absences each quarter in order to be eligible for scholastic awards.

A gold medal shall be awarded to those students who maintain a GPA between 3.75 up to 4.0.

A silver medal shall be awarded to those students who maintain a GPA between 3.5 - 3.75.

A certificate shall be awarded to those students who maintain a GPA between 3.0 - 3.5.

Middle school (6-8) students who maintain a three (3) consecutive quarter average of 3.5 or 3.0 will be awarded certificates at Honors Night. For those students with a 3.5 average or above, the certificates shall read Honor Student. For those students with a 3.0 to 3.5 average, the certificates shall read Honorable Mention.

The point system used to figure the averages will be as follows:

A = 4 points    B = 3 points    C = 2 points

Any student receiving a D or F will not be considered for Scholarship or Honor Roll awards.

An example of how this might work: A student carrying 25 hours and earning three (3) A's, one (1) B,

and one (1) C would have a total of 17 points. This 17 divided by the five (5) classes he or she is carrying would give him or her a 3.4 average.

Honor Roll and Honorable Mention for quarter and semester honor rolls will be awarded on the same grade point averages as the scholastic awards. A GPA of 3.5 - 4.0 will be considered Honor Roll and a GPA of 3.0 - 3.5 will be considered Honorable Mention. Those students whose averages fall within the previously mentioned GPA ranges must be enrolled in a minimum of 6 in-person or SENCAP academic courses AND must have less than 5 unexcused absences in the quarter and less than 10 unexcused absences in the semester in order to be eligible for honor roll.

### **Section 15 President's Education Award**

The President's Education Award program is designed to recognize those students at the exit grades of 8 and 12 in our school who have maintained a B (3.3) or above grade average and have scored at or above the 80<sup>th</sup> percentile on a standardized test during their junior high and high school careers.

### **Section 16 National Honor Society**

The National Honor Society chapter of Centennial Public School is a duly chartered and affiliated chapter of this prestigious national organization.

#### **Selection Guidelines**

The faculty council will use the following guidelines in their consideration of candidates for membership in the National Honor Society:

1. Leadership – The student who exercises leadership:
  - Is resourceful in applying principles and making suggestions
  - Demonstrates initiative in promoting school activities
  - Exercises influence on peers in upholding school ideals
  - Contributes ideas that improve the civic life of the school
  - Is able to delegate responsibilities
  - Exemplifies positive attitudes
  - Inspires positive behavior in others
  - Demonstrates academic initiative
  - Successfully holds school offices or positions of responsibility, conducts business effectively and efficiently, and without prodding, demonstrates reliability and dependability
  - Is a forerunner in the classroom, at work, and in school or community activities
  - Is thoroughly dependable in any responsibility accepted
2. Service – The student who serves:
  - Is willing to uphold scholarship and maintain a loyal school attitude
  - Participates in some outside activity: Scouts, church groups, volunteer services for the aged, poor, disadvantaged; family duties
  - Volunteers dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance

- Works well with others and is willing to take on difficult or inconspicuous responsibilities
- Cheerfully and enthusiastically renders any requested service to the school
- Is willing to represent the class or school in inter-class and interscholastic competition
- Does committee work efficiently and without complaint
- Shows courtesy by assisting visitors, teachers, and students

3. Character—The student of character:

- Takes criticism willingly and accepts recommendations graciously
- Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability)
- Upholds principles of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Has powers of concentration and sustained attention as shown by perseverance and application to studies
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
- Actively helps rid the school of bad influences or environment

### **Removal from National Honor Society**

A student may be removed from the NHS by action of the principal upon a determination by the principal that the student:

1. Prior Conduct. Engaged in conduct prior to induction which was not known at the time of induction and which, if known, would have caused denial of induction;
2. Post-Induction Conduct. Engaged in conduct after induction which is grounds for a student to be long-term suspended or expelled from school under the student code of conduct contained in this handbook, which is grounds for suspension or removal from any extracurricular activity of the school, or which would cause denial of induction if such conduct had taken place prior to the time of induction.

The student may appeal the principal's decision to the superintendent by giving written notice of appeal to the superintendent within ten calendar days of receipt of the principal's removal decision. The appeal procedures shall be established at the discretion of the superintendent such as to allow a fair opportunity for the student's views and information to be considered. The decision of the superintendent on the appeal shall be final.

### **Section 17 ACT Exam**

Students taking the ACT Exam will be prompted to complete a short, optional questionnaire addressing a number of topics. If you wish to review this questionnaire prior to the administration of the exam, please submit a written request to the superintendent.

### **Section 18 Academic Integrity**

#### **A. Policy Statement**

Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

## **B. Definitions**

The following definitions provide a guide to the standards of academic integrity:

1. "Cheating" means to intentionally misrepresent the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others.

Cheating includes, but is not limited to:

(a) Tests

(includes tests, quizzes, and other examinations or academic performances):

(1) Advance Information: Obtaining, reviewing, or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.

(2) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices, or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.

(3) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

(4) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.

(5) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

(b) Papers (includes papers, essays, lab projects, and other similar academic work):

(1) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.

(2) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.

(3) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a

student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.

(4) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.

(5) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

(c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

2. "Plagiarism" means to take and present as one's own material a portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works.

Plagiarism includes but is not limited to:

(1) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.

(2) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.

3. "Contributing" to academic integrity violations means to participate or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at test answers, to copy papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

### C. Sanctions

The following sanctions will occur for academic integrity offenses:

1. Academic Sanction. The instructor will refuse to accept the student's work in which the cheating or plagiarism took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work. Credit for the class may be withheld pending successful completion of the replacement test or project.

2. Report to Parents and Administration. The instructor will notify the principal of the offense and the instructor or principal will notify the student's parents or guardian.

3. Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in a serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

## **Section 19 Academic Probation**

Students that do not pass their courses or demonstrate adequate progress towards their diploma will be considered for Academic Probation on a case by case basis. If placed on Academic Probation, students are unable to participate in or attend any extracurricular events outside of the school day. Additional supports may be enacted on a case-by-case basis as well in order to help the student be more successful. Academic Probation will be reevaluated at the end of each quarter.

## **ARTICLE 6 – SUPPORT SERVICES**

### **Section 1 Special Education Identification and Placement Procedures**

#### **What Does Special Education Mean?**

Special education means educational experiences, curriculum and services, including transportation, through the use of staff, facilities, equipment and classrooms which have been adapted to provide special instruction for students with disabilities. In addition, special education provides the support services necessary for evaluation, placement, and instruction for students with disabilities. These services are free to parents, unless they elect to place their child in a program other than one approved by the school district.

#### **How are Students With Disabilities Identified?**

The first step is for parents to provide written permission to have their child evaluated. The request for permission will include a description of the action to be taken and a description of each evaluation procedure. Written statements showing the results of the evaluation and the reasons for placement in a special education program must be kept on file. Within 30 days after a student has been verified as having a disability, a conference will be held with parents. Advance notice will be given. At the conference, an Individual Education Program (IEP) will be developed.

#### **Students Who May Benefit**

A student verified as having autism, behavior disorder, hearing impairment, mental handicap, orthopedic impairment, other health impairment, specific learning disability, speech language impairment, traumatic brain injury, or visual handicap may be placed in regular education with support services or may benefit from a special education classroom or service.

#### **Independent Evaluation**

If a parent disagrees with an evaluation completed by the school district, the parent has a right to request an independent educational evaluation at public expense. Parents should direct inquiries to school officials to determine if the school district will arrange for further evaluation at public expense. If school district officials feel the original evaluation was appropriate and the parents disagree, a due process hearing may be initiated. If it is determined that the original evaluation was appropriate, parents still have the right to an independent educational evaluation at their own expense.

#### **Reevaluation**

Students identified for special education will be reevaluated at least every three years by the IEP team. The IEP team will review existing evaluation data on the student and will identify what additional data, if any, are needed. The school district shall obtain parental consent prior to conducting any reevaluation of a student with a disability.

#### **Individual Education Program (IEP)**

Each student with a disability must have a written IEP prepared by the staff in cooperation with parents specifying programs and services which will be provided by the schools. If necessary, the district will arrange for interpreters or other assistants to help parents in preparing and understanding the IEP. Once in place, the program is reviewed on a regular basis with the parent.

An IEP is developed in a conference setting. Parents will be notified of the persons who will be in attendance. The IEP conference shall include at least the following:

1. A representative of the school district;
2. An individual who can interpret the instructional implications of evaluation results;
3. One or both parents;
4. The child (when appropriate);
5. At least one regular education teacher if the child is or may be participating in the regular education environment;
6. At least one special education teacher;
7. A representative of the nonpublic school if the child is attending a nonpublic school;
8. A representative of a service agency if the child is receiving services from an approved service agency; and
9. Other individuals, at the discretion of the parent or school district.

It is permissible for parents to bring other persons to the IEP meeting, but it is a good idea to inform the school before the scheduled meeting. The school district will provide parents with a copy of the IEP.

### **Special Education Placement**

The student's placement in a special education program is dependent on the student's educational needs as outlined in the Individual Education Program (IEP). The school district must assure that students with disabilities are educated to the maximum extent possible with students who do not have disabilities. Students are entitled to have supplementary aids and services to help them in a regular educational setting. Students with disabilities may be placed in special classes, separate schools, or other situations outside the regular educational environment when the nature of the child's needs require specialized educational techniques which are not available in current settings. Determination of a student's educational placement will be made by a team of persons who knows the student and who understands the tests and procedures that assess the student's learning abilities. Team members know the available programs and services which might help the student. Parents are asked for written consent to determine whether they approve of the educational placement recommended for their child. If the parent does not speak English or is hearing impaired, an interpreter may be requested. Written notice shall be given to parents a reasonable time before the school district: 1. Proposes to initiate or change the identification, evaluation, verification, or educational placement of a child or the provision of a free appropriate public education; or 2. Refuses to initiate or change the identification, evaluation, or educational placement of the child or the provision of a free appropriate public education to the child.

### **Alternative Programs**

Parents have a right to know about available private and public programs, other than those offered by the schools. The school district staff will provide information about those programs on request. If parents place the student in one of those programs, however, the school district is not required to pay for the student's education.

### **Transportation of Students Receiving Special Education**

The district special education staff will make arrangements for transportation for eligible students to the extent such is required by the student's IEP. Students assigned to special education programs requiring attendance at schools outside their regular attendance area will be transported. Special conditions may warrant that special education students receive transportation to their assigned schools. If parents are dissatisfied with a transportation decision, they may contact the superintendent for a review.

### **Access to Student Records**

Parents have the right to inspect and review any education records relating to their child which are collected, maintained, or used by the school district in providing educational services.

### **Nonpublic School Students**

Students in state-approved nonpublic schools may participate in special education programs in the same manner as public school students.

### **Parental Review of Programs**

Parents who want to review their child's placement for any reason should request an IEP team meeting. If parents are not satisfied with the results of the conference, they may appeal to the Nebraska Department of Education for a formal hearing to be conducted by a state hearing officer. Parents dissatisfied by the findings and decisions made in a state level hearing have the right to bring civil action.

### **Plans and Budget**

With the exception of personally identifiable student records, district special education plans and budgets are available for public inspection.

This is a summary of the Centennial Public School district plan for special education students. Anyone interested in obtaining a copy of the complete district policy or a copy of the Nebraska Department of Education Rule 51 (complaint procedures) or Rule 55 (appeal procedures) may contact the superintendent at the Centennial Public School Superintendent's Office.

### **Section 2     Guidance Services**

The Centennial Public School employs a guidance counselor for the purpose of assisting with the District's testing program, to assist with scheduling classes, to assist with college/career planning and for students to discuss problems and resolve conflicts. If students wish to see a counselor, they are encouraged to stop by the counselor's office and make arrangements for an appointment.

### **Section 3     Health Services**

#### **School Nurse**

Centennial Public School employs a full-time school nurse. All students who become ill during the school day must visit the nurse's office. If she determines the illness warrants going home, she will initiate such proceedings.

#### **Student Illnesses**

School health personnel will notify parents when a student needs to be sent home from school due to illness. Conditions requiring a student be sent home include: temperature greater than 100°F., vomiting, diarrhea, unexplained rashes, live head lice, or on determination by the school nurse that the child's condition prevents meaningful participation in the educational program, presents a health risk to the child or others, or that medical consultation is warranted unless the condition resolves. Students with a fever of 100°F or greater need to have a temperature of less than 100°F for at least 24 hours without the aid of fever reducing medication prior to returning to school.

Parents are encouraged to include emergency daytime phone numbers on each child's enrollment card so parents can be reached if their child becomes ill or injured while at school. Parents should also inform the school health office staff of health related information they feel is important for their student's success in the classroom and/or safety at school.

#### **Communicable Diseases**

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a "best practice" guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child's health condition or if you know your child has contracted a contagious or communicable disease or condition not otherwise specified in board policy or this handbook, please call the school nurse.

## **Guidelines for Administering Medication**

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

### **Prescription medication**

(1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

### **Non-prescription medication**

(1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

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

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact the school nurse.

## **Essential Oils**

Use/application in school: No staff member, including the school nurse, will be allowed to administer or diffuse homeopathic remedies such as essential oils, creams, or lotions containing essential oils. Parents may administer these remedies to their own children, unless the scent from these remedies triggers adverse reaction to other students or staff in school.

Rationale:

1. Not FDA regulated;
2. Known to trigger asthma attacks in asthmatics;
3. Know to trigger allergic reactions in some;
4. Chemical sensitivities – headaches, nausea, dizziness, rashes, respiratory difficulty (including asthmatic episodes), and cognitive dysfunction. The more immune-compromised a person is, the more likely they are to have these sensitivities;
5. Seizures – those who are prone to seizures may be adversely affected.

## **School Health Screening**

Children in Preschool and Kindergarten through fourth grade, as well as children in seventh and tenth grades, are screened for vision, hearing, dental defects, height, and weight. Scoliosis screening is not required by the state and will not be done unless a request is made by the parent/guardian. Students entering the Student Assistance Process at any grade level, and those about whom health concerns are identified to the school nurse, may also be screened. Parents who do not wish their child to participate in the school screening program must communicate this in writing to the school health office at the start of the school year. Because Nebraska statutes require school-age screening, parents who

remove their child from the screening program must submit findings from an alternate medical provider to the school by December 1.

**Physical and Visual Examination**

Evidence of a physical examination and a visual evaluation is required within six months prior to entrance into kindergarten and, in the case of transfer from out of state, to any other grade. A physical examination is also required prior to entrance into the seventh grade. The physical examination is to be completed by a physician, a physician’s assistant, or an advanced practice registered nurse; the visual evaluation is to be completed by any of the forgoing or an optometrist. A parent or guardian who objects to the physical examination and/or visual evaluation may submit a written statement of refusal for his or her child. Waiver forms are available in the school health office. Additional physical examination requirements exist for students participating in athletic participation.

**Immunizations**

Students must show proof of immunization. A student who does not comply with the immunization requirements will not be permitted to continue in school. Students with medical conditions or sincerely held religious beliefs which do not allow immunizations must complete a waiver statement or affidavit. Forms are available in school health offices. Unimmunized students may be excluded from school in the event of a disease outbreak.

**Summary of the School Immunization Rules and Regulations for the 2025-2026 School Year**

Student Age Group	Required Vaccines
Ages 2 through 5 years enrolled in a school based program not licensed as a child care provider	4 doses of DTaP, DTP, or DT vaccine 3 doses of Polio vaccine 3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of age 3 doses of pediatric Hepatitis B vaccine 1 dose of MMR or MMRV given on or after 12 months of age 1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. 4 doses of pneumococcal or 1 dose of pneumococcal given on or after 15 months of age
Students entering school (Kindergarten or 1 <sup>st</sup> Grade depending on the school district’s entering grade)	3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4 <sup>th</sup> birthday 3 doses of Polio vaccine 3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age 2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month 2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.
Students entering 7 <sup>th</sup> grade	Must be current with the above vaccinations AND receive 1 dose of Tdap (contain Pertussis booster)
Students transferring from outside the state at any grade	Must be immunized appropriately according to the grade entered.

Source: Nebraska Immunization Program, Nebraska Department of Health and Human Services. For additional information, call 402-471-6423.

The School Rules & Regulations are available on the internet:  
<http://dhhs.ne.gov/Immunization/School-Summary-RR-English.pdf> (Title 173: Control of Communicable Diseases - Chapter 3; revised and implemented 2011) **Updated 01/26/2018**

### **Birth Certificate Requirements**

State law requires that a certified copy of a student's birth certificate be provided within 30 days of enrollment of a student in school for the first time. A certified copy may be obtained from the Bureau of Vital Statistics in the state in which the child was born. Assistance in obtaining birth certificates may be obtained from Health Records Management, P.O. Box 95065, Lincoln, NE 68509-5065. There is a fee per certificate.

**Please note: The document parents receive from the hospital looks like a birth certificate, but it is not a certified copy. A certified copy has the raised seal of the state of Nebraska on it and is signed by the director of vital statistics.**

If a birth certificate is unavailable, other reliable proof of a student's identity may be used. These documents could include naturalization or immigration documents showing date of birth or official hospital birth records, a passport, or a translation of a birth certificate from another country. The documents must be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.

### **Guidelines for Head Lice**

Students found to have head lice, louse eggs, or nits will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice, louse eggs, or nits, the student's parent(s) or guardian(s) will be notified, and if appropriate will be asked to pick up the student from school immediately. Students will not be permitted to return to school until the district finds that no live lice, eggs, or nits can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined. **The student cannot ride the school bus until the district has cleared the student to return to school.**

### **Pregnant or Parenting Students**

Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. In order to accommodate lactating and breastfeeding students, the district will provide reasonable opportunities to express breast milk or breastfeed in a place, other than a bathroom, which is shielded from view and free from intrusion from district students, employees, and the public. The District's policy regarding pregnant or parenting students is fully outlined in the Centennial School Board Policy Manual.

The District will not discriminate in its education program or activity against any student absent on the student's current, potential, or past pregnancy. Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming in collaboration with the Title IX Coordinator.

### **Guidelines for Seizures**

The following guidelines are in place in order to consistently deal with student seizures and to involve parents as partners with the school's efforts.

1. **1st Time Seizure:** Emergency medical personnel will be notified and the student will be transported to the emergency room. Parents will be notified immediately as well. A Seizure Plan provided by the family's medical provider will be put into place for the student.
2. **Any Additional Seizures:** The school will follow the student's Seizure Plan that was provided by the family's medical provider.

#### **Section 4 Transportation Services**

Transportation to and from school is provided to students in accordance with law and Board policy. Students may also be provided transportation on field trips and when participating in school activities. Students are expected to follow the behavioral expectations for riding school buses which are listed in **Article 8** under **Student Conduct Expectations**.

#### **Section 5 Seward County Wellness for All Services**

Centennial Public School, in cooperation with Milford Public Schools, Seward Public Schools, Memorial Health, ESU 6, and ESU 5, participates in the Seward County Wellness for All program. Through this program, a Licensed Mental Health Professional will provide support to all students and staff members through tier one interventions and programming. Individual counseling will also be available to students with parent/guardian permission.

### **ARTICLE 7 – DRUGS, ALCOHOL, & TOBACCO**

#### **Section 1 Drug-Free Schools**

The District implements regulations and practices which will ensure compliance with the Federal Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

#### **Section 2 Education and Prevention**

This District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this School District. Further, this District will have proper in-service orientation and training for all employed staff.

#### **Drug and Alcohol Use and Prevention**

By this handbook, each student of the District is hereby provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities.

#### **Drug and Alcohol Education and Prevention Program of the District Pursuant to the Safe and Drug-Free Schools and Communities Laws and Regulations**

All students are provided age appropriate, developmentally based drug and alcohol education and prevention program for all students of the schools. It shall be the policy of the District to require instruction at such grade level concerning the adverse effects resulting from the use of illicit drugs and alcohol. Such instruction shall be designed by affected classroom teachers or as otherwise directed by the Board to be appropriate to the age of the student exposed to such instruction. One of the primary objectives shall be the prevention of illicit drug and alcohol use by students. It shall further be the policy of the District to encourage the use of outside resource personnel such as law enforcement officers, medical personnel, and experts on the subject of drug and alcohol abuse, so that its economic, social, educational, and physiological consequences may be made known to the students of the District.

It shall further be the policy of the District, through the instruction earlier herein referred to, as well as by information and consistent enforcement of the Board's policy pertaining to student conduct as it relates to the use of illicit drugs and the unlawful possession and use of alcohol, that drug and alcohol abuse is wrong and is harmful both to the student and the District, as well as its educational programs.

#### **Drug and Alcohol Counseling, Rehabilitation and Re-entry Programs**

All students shall be provided information concerning available drug and alcohol counseling, rehabilitation, and re-entry programs within sixty miles of the administrative offices of the District or, where no such services are found, within the State of Nebraska. Information concerning such

resources shall be presented to all of the students of the District upon request by the Guidance Counselor.

In the event of disciplinary proceedings against any student for any District policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel shall confer with any such student and his or her parents or guardian concerning available drug and alcohol counseling, rehabilitation, and re-entry programs that appropriate school personnel shall consider to be of benefit to any such student and his or her parent or parents or guardian.

### **Section 3 Standards of Student Conduct Pertaining to Drugs, Alcohol and Tobacco**

(In addition to standards of student conduct elsewhere adopted by Board policy or administrative regulation to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or alcohol on school premises or as a part of any of the school's activities.) This shall include such unlawful possession, use, or distribution of illicit drugs and alcohol by any student of the District during regular school hours or after school hours at school sponsored activities on school premises, and at school sponsored activities off school premises.

Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession of any controlled substance, possession of which is prohibited by law.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession of alcohol on school premises or as a part of any of the school's activities.
4. Use of any illicit drug.
5. Distribution of any illicit drug.
6. Use of any drug in an unlawful fashion.
7. Distribution of any drug or controlled substance when such distribution is unlawful.
8. The possession, use, or distribution of alcohol.
9. The use or possession of any tobacco product, **including the use of vapor products**, or any other such look-alike product.

It shall further be the policy of the district that violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion, and referral to appropriate authorities for criminal prosecution.

#### **Drugs and Alcohol Prohibited - Standards of Conduct for Students and Employed Staff**

The manufacture, possession, selling, dispensing, use or being under the influence of alcohol or any alcoholic beverage or alcoholic liquor on school grounds, or during an educational function, or event off school grounds, or off school grounds if there is a substantial interference with school purposes, is prohibited.

The possession, selling, dispensing, use or being under the influence of any controlled substance or drug, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant on school grounds, or during the educational function or event off school grounds, or off school grounds if there is a substantial interference with school purposes, is prohibited.

The possession, selling, dispensing, use or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes on school grounds or during and educational function, or event off school grounds, is prohibited.

The possession, selling, dispensing or use of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes on school grounds or during an educational function, or event off school grounds, is prohibited.

Any prescription or non-prescription drug, medicine, vitamin or other chemical may not be taken unless authorized as stated in the next section on AUTHORIZED USE.

### **Authorized Use**

Any student whose parent or guardian requests that he or she be given any prescription or non-prescription medicine, drug, or vitamin shall provide signed permission by parent or physician.

### **Disciplinary Sanctions**

1. Violation of this policy may result in suspension or expulsion. Prohibited substances will be confiscated and could be turned over to law enforcement authorities. The student may be referred for counseling or treatment. Parents or legal guardian will be notified.
2. If the student is observed to be violating this policy, the student will be escorted to the Principal/Superintendent's office immediately, or if not feasible, the Principal/ Superintendent will be notified. The student's parents or legal guardian will be requested to pick up the student. If it appears there is imminent danger to other students, school personnel, or students involved, the Principal/Superintendent, or such other personnel as authorized by the Principal/Superintendent, may have the student removed by authorized medical or law enforcement personnel.
3. Parents and students shall be given a copy of the standards of conduct and disciplinary sanctions required and shall be notified that compliance with the standards of conduct is mandatory.

### **Intervention**

The Centennial Public School District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational climate or activity, the school then has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff. The school will issue a statement to all students and employed staff that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The school shall make available to students and employed staff information about any drug and alcohol counseling, and rehabilitation and re-entry programs, which are available to students.

### **Administration**

The administration is authorized to adopt such administrative rules, regulations, or practices necessary to properly implement this policy. Such regulations, rules, or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations, and practices may include administrative forms, such as checklists, to be used by staff to record observed behavior and to determine the proper plan of action.

### **Safe and Drug-Free Schools -- Parental Notice**

**NOTICE TO PARENTS:** Pursuant to the provisions of the Every Student Succeeds Act, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice, the student will be withdrawn from the program or activity to which parental objection has been made.

## **ARTICLE 8 – STUDENT RIGHTS, CONDUCT, RULES, & REGULATIONS**

### **Section 1 Student Conduct and Discipline Procedures**

The common goal of students, parents, faculty, and administration of Centennial Public School is to maintain a school atmosphere which is conducive to learning. In order to achieve this, Centennial Public School will continue to review and distribute a set of reasonable and fair rules and policies. VIOLATIONS OF THE CENTENNIAL PUBLIC SCHOOL'S RULES AND POLICIES WILL RESULT IN DISCIPLINARY ACTION.

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

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

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

Any student who is suspended or expelled from school pursuant to this policy may not participate in and/or attend any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

### **Section 2 Forms of School Discipline**

#### **Short-Term Suspension:**

Students may be excluded by the principal or his designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Centennial Public School Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

#### **The following process will apply to short-term suspensions:**

1. The principal or the principal's designee shall make a reasonable investigation of the facts and circumstances. In addition, such short-term suspension will be made only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary following the suspension, (not to exceed an additional 48 hours) the principal or administrator will

send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the principal or administrator ordering the short-term suspension before or at the time the student returns to school. The principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork, including but not limited to examinations, under the conditions outlined by the principal at the time of the suspension.
5. A student on short-term suspension shall not be permitted to be on school grounds or at any school activity without the express permission of the principal.

### **Emergency Exclusion**

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

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

**Firearms.** No student may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy.

**Definition of Firearm.** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm)

**Exceptions Regarding Firearms.** The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

**Consequences - Firearm.** Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

### **Long-Term Suspension:**

Students may be excluded by the principal or the principal's designee from school or any school function for a period of more than five school days but less than twenty school days on (long-term suspension) the conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is hereinafter set forth.

### **Expulsion:**

1. **Meaning of Expulsion.** Expulsion shall mean exclusion from attendance in all schools, grounds, and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the

- expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the Board of Education or a committee of school board members took the final action to expel the student, the student may be readmitted only by action of the Board. Otherwise, the student may be readmitted by action of the superintendent.
  3. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
  4. Alternative School or Pre-expulsion Procedures: The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

### **Section 3 Student Conduct Expectations**

Students have an opportunity to learn by sharing some of the responsibility for creating a good learning environment. To help maintain a quality instructional environment for all students attending Centennial Public School, all students are expected to refrain from the following conduct.

#### **Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment**

The following conduct shall constitute grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes; The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct";
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);

6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
  - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
  - c. Violating school bus rules as set by the school district or district staff;
  - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation, or electronic cigarettes, vapor pens, etc.;
  - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
  - f. Possession of pornography; including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically); including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - h. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of

“hazing” as defined below. Initiations are prohibited except by permission of the superintendent;

- i. Engaging in hazing as defined by state law and this policy hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault;
- j. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to message or send email to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
- k. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
- l. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or “look-a-like” weapon;
- m. Using any object to simulate possession of a weapon;
- n. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation; and
- o. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

#### **Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;

2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students; or
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes.

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

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment:

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

- The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
- The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
- A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
- A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
- A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
- A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.
5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's parent or guardian may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's parent or guardian must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.
6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent or guardian of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent or guardian, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, and the student's parent, guardian, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.
10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

#### **Section 4 Additional Student Conduct Rules**

The following additional student conduct rules are established. Failure to comply with such rules is grounds for disciplinary action, up to and including expulsion, as further specified in these rules. These rules govern student conduct on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event.

### **Student Appearance Policy**

Students at Centennial Public School are expected to dress in a way that is appropriate for a school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate. Such list is not exclusive, and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing or jewelry that is gang related;
- b. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, strapless tops, sagging pants); no large holes in pants above the knee. Shorts, skirts, and skorts should be mid-thigh in length at the minimum.
- c. Clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- d. Clothing or jewelry that advertises beer, alcohol, tobacco, or illegal drugs;
- e. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play";
- f. Head wear including hats, caps, bandannas, and scarves;
- g. Clothing or jewelry which exhibits nudity, makes sexual references, or carries double meanings;
- h. Clothing that is "pajama-like" in nature and gives the impression of coming to school directly from bed. Slippers are not allowed.

Consideration will be made for students who wear special clothing as required by religious beliefs, disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the principal or superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the principal's office.

Coaches, sponsors, or teachers may have additional requirements for students who are in special lab classes, students who are participants in performing groups, or students who are representing the school as part of an extracurricular activity program.

On a first offense of the dress code, the student may call home for proper apparel, change it, turn it inside out, cover it, or spend the remainder of the day assigned to in-school suspension. Students will not be allowed to leave campus to change clothes. Continual violations of the dress code will result in disciplinary actions under the Student Code of Conduct previously mentioned. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of profanity, and the like), a first offense of the dress code may result in discipline, up to expulsion.

### **Electronic Device Policy**

#### **1. PURPOSE AND PHILOSOPHY**

Centennial Public School District encourages the appropriate use of electronic devices at school. Although the inappropriate use of electronic devices can be disruptive to the educational process and electronic devices are frequently lost or stolen, Centennial Public School District recognizes the benefits that the incorporation of technology can bring to the curriculum, which is why the district provides a Chromebook for each student. The District is not responsible for the security and safekeeping of these items and is not financially responsible for any damage, destruction, or loss of electronic devices. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address

student misuse of electronic devices. NOTE: By bringing an electronic device to school, students and parents/guardians consent to a search of the device if approved by the administration.

## 2. DEFINITIONS

“Electronic devices” include, but are not limited to cell phones, iPods, smart watches/Fitbits, e-readers, tablets, personal digital assistants (PDAs), portable game consoles, cameras, digital scanners, laptop computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

## 3. ELECTRONIC DEVICE USE

3.1 Students enrolled in Centennial Public School District are permitted to possess and use their school issued Chromebook during the school day (8:10 a.m. - 3:30 p.m.) except as otherwise provided by this policy. Personal electronic devices such as cell phones and voice/text transmitting device (ex: eReader, Apple Watch, Fitbit, etc.) usage is strictly prohibited during the school day (8:10 a.m. - 3:30 p.m.); including voice usage, digital imaging, or text messaging. High school students may have their device(s) with them prior to school but must silence or turn off the device(s) and then turn them into the “device caddy” in the commons area or leave them in their academic locker (devices are not allowed in locker room lockers during the school day) prior to reporting to 1st period or must leave them in their vehicle. Middle school students will turn off or silence their device(s) and then turn them into the device caddy at the beginning of their 1st period class. The “device caddies” will then be kept in the high school office for the duration of the school day. Middle school students will retrieve their devices at the end of the school day at the HS office. High school students will retrieve their devices at the end of the school day in the commons area.

3.1.1 School issued electronic devices (Chromebooks) may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a journalism class; student use of a laptop computer for a class presentation).

3.1.2 Students may ask and be granted permission to access their personal electronic device(s) at the high school office during the school day if there is an usual circumstance or unique situation that warrants it. Students and parents just need to communicate with us.

3.1.3 Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan.

## 4. VIOLATIONS

4.1 Students shall not possess or use electronic devices at any time or place for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; or (f) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.

4.2 The use of any electronic devices in locker rooms, restrooms and other locations where privacy is reasonable expectation is strictly prohibited.

4.3 Any student who is found to be in possession of any cellular phone, or other electronic device (personally owned tablet, gaming device, Apple watch, Fitbit, etc.) during school hours is in violation of this policy and the student code of conduct. Electronic devices used in violation of this policy will be confiscated by school personnel and returned to the student’s parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the high school office to be identified, placed in a secure area, and returned to the student’s parent/guardian in a consistent and orderly way.

4.4 **First Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a detention, and a conference between the student and school principal. The electronic device shall remain in the possession of the school administration until such time as the student serves their detention and the student’s parent/guardian comes to the high school office and retrieves the electronic device.

4.5 **Second Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, detention and/or suspension, and a conference between the student and his/her parent/guardian and the school principal. The electronic device shall remain in the possession of the school administration until such time as the student serves their disciplinary consequences and the student's parent/guardian personally comes to the high school office and retrieves the electronic device.

4.6 **Subsequent Violations:** Students who are repeat offenders of this policy shall be subject to the imposition of any appropriate disciplinary action, which may include suspension and expulsion from school.

4.7 Students and/or parents/guardians, as applicable, are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices after this time period.

5. **SEARCH:** Electronic devices confiscated under this policy shall be subject to reasonable searches, including search of phone number directory, voice mail, and text messages, upon determination by school officials that the facts and circumstances establish reasonable grounds for believing that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school.

### **Automobile Use & Driving**

Student drivers must know and obey the following rules:

1. Written permission from the principal or his designee is required to drive from school grounds during school hours.
2. Speeding or careless driving on the school grounds and on the streets bordering the school is prohibited.
3. Sitting in cars during the school day is not allowed (this includes the lunch period). If students wish to go to their car for any reason during the day, they must obtain permission from the principal or his designee at the high school office and an adult will accompany the student to their car.
4. Students must leave their cars after arrival at the school.
5. Students must obtain written permission to enter the student parking lot during the school day.
6. Parallel parking will not be permitted in the student parking lot.
7. The driveway must be kept clear in the parking lot. Cars will not be permitted to park south of the dividing logs.
8. Students are assigned parking in the designated area north of the building and east of the football field. The closest row to the football field will be assigned to seniors, the next closest row to juniors, the next closest row to sophomores, and the next closest row to freshmen.
9. Students driving vehicles to school will park in the north parking lot. All parking stalls east of the school are reserved for school employees and visitors.
10. When school is dismissed, students are urged to drive with caution. Please remember that elementary students are walking home at this time.
11. Be mindful of the pedestrian crossing on Centennial Avenue north of the school prior to and following school. Pedestrians have the right of way, therefore automobiles should stop and let pedestrians cross prior to proceeding.
12. Students violating safe driving practices may be suspended and may be prohibited from driving their vehicles to school.
13. For safety reasons, students will be allowed to drive only bicycles and properly licensed motor vehicles to and from school.
14. For safety reasons, students will be required to ride inside cars and pick-up cabs while these vehicles are driven on school grounds.
15. Student vehicles parked inappropriately will be dealt with in the following manner:
  - 1<sup>st</sup> offense—a warning ticket will be issued
  - 2<sup>nd</sup> offense—a warning will be issued and parking will be assigned at the discretion of the administration for the remainder of the quarter/semester

- 3<sup>rd</sup> and additional offenses--students will not be allowed to park on the school grounds for the remainder of the school year
16. By driving personal vehicles to school and parking on school grounds, students consent to having that vehicle searched by school officials when they have reasonable suspicion that such a search will reveal a violation of school rules.

Any exception to the above rules must have written permission from parents and the principal. Authority for the Board of Education to exercise control in student cars driven to school originates with the prerogative in the law termed "in loco parentis."

**Please remember that children will be walking to and from school, and their safety is a primary concern.**

### **Cheating/Plagiarism**

Should a student be guilty of cheating, the teacher shall collect the paper, mark a zero for the work, and notify the parent and office immediately as to the action taken. The second offense will bring an automatic in-school suspension. Additional offenses will result in more severe disciplinary action. See **Academic Integrity** in **Article 5** for additional information regarding Cheating/Plagiarism.

### **Artificial Intelligence**

As used in this policy, artificial intelligence tools ("AI Tools") mean machine based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Google Bard, and other chatbots.

The board recognizes that among other resources, when properly used, AI Tools may provide valuable source information to students and teachers in relation to the district's academic curriculum and assignments. Student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers will decide for each individual assignment the extent to which students may use AI Tools for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.
2. Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.
3. If a student uses any AI Tools in connection with a school assignment the student must comply with the following:
  - a. The student must explicitly disclose to the teacher in writing that the student used an AI Tool and the specific AI Tool used.
  - b. In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give proper attribution to the AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

- c. In no instance may the output from one or more AI Tools be copied and placed within a student's work as if the student wrote such a section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.
4. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
5. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

### **Food & Pop**

Gum, breath mints, and cough drops will be permitted as long as wrappers are disposed of properly and gum is kept off all school and personal property. All food must be consumed in the lunchroom, commons area, or lunch study hall room during the lunch period.

The following is the list of areas in which it is appropriate to consume food or drink:

- Lunch Room
- Family Consumer Science Room
- Gym
- Vo-Ag Room
- Art Room
- Teacher's Workplace
- Commons Area/Concessions Area

Students will be allowed to carry water to their classes.

#### **Requirements of water being carried:**

- Must be in a clear plastic water bottle
- Must include a cap (screw on or pull type)
- No personalized plastic or Styrofoam cups

If it is a safety hazard (example: Chemistry lab) to have water during class, the classroom teacher has the right to ask for all water bottles to remain out of the classroom on this day.

If carrying water bottles to class interferes with the normal routine of the school day, consequences will be enforced.

### **Initiation Into Classes & Activities**

The practice of holding an initiation (hazing) into classes or organizations of Centennial Public School is prohibited. Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of any individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization.

Students should receive assistance and encouragement to become worthwhile members of group activities and to contribute to activities that have educational value. Students who participate in non-approved initiations or hazing after-school or before-school, as well as during the school day, will be subject to disciplinary action as permitted by policy and law.

The philosophy of Centennial Public School provides for individual dignity and personal pride for all students. Hazing and initiation ceremonies are considered incompatible with the fundamental privilege of a member of the Centennial Public School student body. Exception: The National Honor Society, FFA, and some other organizations have rather formal initiation ceremonies that are in the best interest of the students.

### **Transportation Policy:**

It is the belief of the Centennial Board of Education that students must be well-behaved when riding school buses. The Board of Education believes this is a necessary part of safe transportation. The following list contains examples of behavior that will not be tolerated on school buses:

1. Moving about on the bus when the bus is in motion;
2. Use of profanity, engaging in obscene behavior such as, but not limited to, displaying obscene materials, hand gestures, or using obscene speech or other obscene communication;
3. Excessive noise (determined by the bus driver);
4. Teasing or harassing other students or the driver;
5. Throwing of objects;
6. Failure to sit in an assigned seat if a driver deems this necessary;
7. Any disruptive actions;
8. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
9. Willfully causing or attempting to cause substantial damage to private or school property, stealing or attempting to steal private or school property of substantial value, or repeated damage or theft involving private or school property of small value (students causing damage to a school bus will be required to pay for repair or replacement costs);
10. Causing or attempting to cause physical injury to a school employee or to any student. Physical injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
11. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student;
12. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon;
13. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or alcoholic liquor or tobacco products or vapor products or any other such look-alike products;
14. Snakes will not be allowed on buses. Advance approval (preferably one day) must be obtained from the bus driver to board other animals. Animals must be in plastic or cardboard containers. NO GLASS CONTAINERS WILL BE ALLOWED. Containers shall be taped shut to prevent accidental opening.
15. Consumption of any food/drinks will not be permitted on the bus routes;
16. Bus drivers/van drivers have the authority to report to the appropriate principal any school rule violations at bus stops or within view of the bus stops. The principals will have the authority to discipline students for school rule violations;

17. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes;
18. A repeated violation of any rules validly established pursuant to section 79-4, 176 of this act if such violations constitute a substantial interference with school purposes.

Bus drivers have the primary responsibility of maintaining order and discipline of all student passengers. Students receive a copy of the Transportation Policy at the outset of each school year. Drivers are to read this policy to the students so everyone is aware of expectations and discipline measures.

Prior to reporting any student behavior problems, the bus driver/transportation supervisor may administer his/her own discipline alternatives. These alternatives may include a student/parent conference, requiring the student to wash the bus, sweep out the bus, wash the inside windows, clean out between the seats, etc.

When the bus driver/transportation supervisor feels his/her efforts to effectively modify student behavior have been unsuccessful, he/she will complete an Unsatisfactory Bus Conduct Report and forward it to the appropriate principal. The principal, upon receiving and confirming the report, will take the following steps:

### **FIRST OFFENSE**

If a student is suspected of breaking one of the above mentioned examples, said student will meet with the driver, principal, or superintendent. The student will receive a warning. A certified letter will be sent to the parents/guardians informing them of their child's behavior and outlining the consequences of any repeated violations.

### **SECOND OFFENSE**

The principal may deny any student the right to ride the bus for up to five (5) days. A certified letter will be sent to the parents/guardians notifying them of the decision.

Parents/guardians may be requested to meet with the bus driver, student, principal, and transportation supervisor prior to riding the bus again.

### **FUTURE OFFENSES**

The student will be denied the right to ride the school bus for the remainder of the semester. A certified letter will be sent to the parents/guardians notifying them of the decision.

Note: For more serious violations, students may be disciplined under 79-4170 - 79-4205 (Board Policy 502.2) in lieu of the above.

**A note or phone call from a parent/guardian will be required before a driver will allow a student to get off the bus at a location other than his/her regular unloading area.**

**Altering Bus Routes** - If some students are not riding the bus on certain days, drivers may vary their routes. Bad road conditions may also cause a bus driver to alter the route.

### **Activity Bus**

An activity bus will transport students to Beaver Crossing, Gresham, and Waco after activity practice daily. Students must sign up to ride the activity bus each day that they intend to ride on the sheets located on the bulletin board across from the HS office. Activity drivers will not unload students enroute. Students who are not out for an activity may ride the activity bus with special permission from the principal's office. Students serving a detention will not be permitted to ride the activity bus. (Exception: Students may ride the bus if they attend and participate in practice after serving their detention.)

## **Media Center Use**

Students are welcome to come to the media center to carry out research or to select reading materials. The following procedures will be followed:

1. Upon arrival in the media center, students shall present their pass to the adult in charge. Passes will be kept at the desk until departure.
2. A student must have a pre-signed pass from the teacher for whom he/she is doing assignments to be released from study halls, etc., in order to use the media center for research.
3. A student may get a pass from any teacher in order to come into the media center to select reading materials to read in their study hall/classroom. Once a selection is made, the student is expected to return to his/her study hall or class.
4. Students wishing to read current magazines found in the blue binders may sign these materials out at the check-out desk to read in their study hall/classroom for one period. Such materials are due back before the end of the period.
5. Any student not engaged in research or the selection of reading materials will be asked to leave the media center.
6. Any student disrupting others by loud talking or other means will be asked to leave the media center immediately.
7. No book bags will be allowed in the media center.
8. Detentions may be assigned when overdue materials are not renewed or returned.
9. Upon check-out, students shall have the supervising adult sign their pass.

## **Internet Safety and Acceptable Use Policy**

### **A. Internet Safety Policy**

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

1. Definitions. Key terms are as defined in CIPA. "Inappropriate material" for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
2. Access to Inappropriate Material. To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene

or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

3. Inappropriate Network Usage. To the extent practical, steps shall be taken to promote the safety and security of users of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.
4. Supervision and Monitoring. It shall be the responsibility of all members of the District staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent and the Superintendent's designees.
5. Social Networking. Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response. The plan shall be for all students to be provided education on these subjects. The Superintendent or the Superintendent's designee shall be responsible for identifying educational materials, lessons, and/or programs suitable for the age and maturity level of the students and for ensuring the delivery of such materials, lessons, and/or programs to students.
6. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.

#### B. Computer Acceptable Use Policy

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

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, computers and related technology equipment, all forms of e-mail and electronic communications, and the internet.
2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and shall require that employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access.  
The Superintendent and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this Policy.  
The technology resources are not a public forum. The District reserves the right to restrict any communications and to remove communications that have been posted.
3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.
4. Unacceptable Uses.  
The following are unacceptable uses of the technology resources:
  - a. Personal Gain: Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with

- prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
- b. **Personal Matters:** Technology resources shall not be used, and no person shall authorize its use, for personal matters. Occasional use that the Superintendent or designee determines to ultimately facilitate the mission of the District is not prohibited by this provision. Examples of occasional use that may be determined to ultimately facilitate the mission of the District: sending an e-mail to a minor child or spouse; sending an e-mail related to a community group in which an employee is a member where the membership in the community group facilitates the District's mission. This occasional use exception does not permit use by employees contrary to the expectations of their position. For example, employees may not play games or surf the net for purposes not directly related to their job during duty time; nor may students do so during instructional time. The occasional use exception also does not permit use of the technology resources for private business, such as searching for or ordering items on the internet for non-school use; or sending an e-mail related to one's own private consulting business.
- c. **Campaigning:** Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- d. **Technology-Related Limitations:** Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,
1. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members). Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.
  2. Users shall not access resources not specifically granted to the user or engage in electronic trespassing.
  3. Users shall not engage in "hacking" to gain unauthorized access to the operating system software or unauthorized access to the system of other users.
  4. Users shall not copy, change, or transfer any software without permission from the network administrators.
  5. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or similar name.
  6. Users shall not engage in any form of vandalism of the technology resources.
  7. Users shall follow the generally accepted rules of network etiquette. The Superintendent or designees may further define such rules.
- e. **Other Policies and Laws:** Technology resources shall not be used for any purpose contrary to any District policy, any school rules to which a student user is subject, or any applicable law. Without limitation, this means that technology resources may not be used:
1. to access any material contrary to the Internet Safety Policy; or to create or generate any such material.
  2. to engage in unlawful harassment or discrimination, such as sending emails that contain sexual jokes or images.

3. to engage in violations of employee ethical standards and employee standards of performance, such as sending emails that are threatening or offensive or which contain abusive language; use of end messages on emails that may imply that the District is supportive of a particular religion or religious belief system, a political candidate or issue, or a controversial issue; or sending emails that divulge protected confidential student information to unauthorized persons.
  4. to engage in or promote violations of student conduct rules.
  5. to engage in illegal activity, such as gambling.
  6. in a manner contrary to copyright laws.
  7. in a manner contrary to software licenses.
5. Disclaimer. The technology resources are supplied on an “as is, as available” basis. The District does not imply or expressly warrant that any information accessed will be valuable or fit for a particular purpose or that the system will operate error free. The District is not responsible for the integrity of information accessed, or software downloaded from the Internet.
  6. Filter. A technology protection measure is in place that blocks and/or filters access to prevent access to Internet sites that are not in accordance with policies and regulations. In addition to blocks and/or filters, the District may also use other technology protection measures or procedures as deemed appropriate.  
Notwithstanding technology protection measures, some inappropriate material may be accessible by the Internet, including material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Users accept the risk of access to such material and responsibility for promptly exiting any such material.  
The technology protection measure that blocks and/or filters Internet access may be disabled only by an authorized staff member for bona fide research or educational purposes: (a) who has successfully completed District training on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of the Superintendent. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for a minor to access a site for bona fide research or other lawful purposes provided the minor is monitored directly by an authorized staff member.
  7. Monitoring. Use of the technology resources, including but not limited to internet sites visited and e-mail transmitted or received, is subject to monitoring by the administration and network administrators at any time to maintain the system and insure that users are using the system responsibly, without notice to the users. Users have no privacy rights or expectations of privacy with regard to use of the District’s computers or Internet system. All technology equipment shall be used under the supervision of the Superintendent and the Superintendent’s designees.
  8. Sanctions. Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students and termination of employees. Use that is unethical may be reported to the Commissioner of Education. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use.

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

Date of Adoption: June 11, 2012

## Computer Lab Use

A student must have a pre-signed pass from the teacher for which he/she is doing assignments to be released from study halls, etc. in order to have the privilege of working in the Computer Lab.

### Computer Lab Rules & Regulations

1. The student signs in with his/her name, class, computer number, and time of arrival. He/she will pin the pink pass to the bulletin board. When leaving the lab, he/she will sign out with the time of departure and have either Mr. Tesar, Mr. Barjenbruch, Mrs. Pankoke, or other principal designee sign the pass.
2. "Pass" students using the lab will use an available computer nearest the north end of the room.
3. "Pass" students are not to interfere with or interact with students in the room who are there as part of an organized class.
4. Any student not working on a computer will be asked to leave the lab.
5. If there are no computers available in the lab, students should check with Mr. Tesar, Mr. Barjenbruch, or Mrs. Pankoke for computer accessibility in their classrooms.
6. Students must do only school-related work in the computer lab. Games will not be permitted; playing games will cause immediate dismissal from the lab.
7. Students who are unable to log onto the computer system through one of their classes may contact Mr. Tesar, Mr. Barjenbruch, or Mrs. Pankoke to gain access to the computers.

### Teachers Scheduling Computer Lab Use For An Entire Class

When a teacher wants to take his/her entire class to the computer lab, please reserve the lab in the Google Calendar using the "Middle Lab" calendar to indicate the dates, the class periods, and the number of computers needed. Because many teachers will want to use the lab at various times, it is understandable that we will all need to be flexible.

Teachers must accompany their classes to the lab when the entire class is working.

### Parent Permission Letter

Parent/guardian written permission must be given the school for the privilege of accessing the Internet. An **Acceptable Use Agreement** form will be given to each student user. The first two pages of the AUA list the rules and sanctions of Computer Technology Use and are to be kept on file by the parent/guardian. The third page must be signed and returned to the office or technology coordinator before access to computers will be granted.

### Risks of Facebook, Snapchat, Twitter, Instagram, TikTok, and other Social Networking

The purpose of this message is to give our students information about the risks of using Facebook, Pinterest, Twitter, Instagram, Snapchat, TikTok, and similar social networking sites.

These sites are public sources of information. The information may be seen by school administrators, parents, and law enforcement. It is also accessible to people who users don't even know now, but may later want to impress—such as university admissions and scholarship officials and prospective employers. In fact, many large companies now search the internet as a means of conducting

background checks on job applicants. What users say now on Facebook may affect him/her years later.

What students say now on Facebook and other social media sites may also affect them right now. Pictures or writings that show that a student has violated the student conduct rules may result in school discipline. A picture of a student drinking a beer may very well lead to a suspension from activities if the school learns about it. Criminal charges may be filed against students based on information posted on social media.

MySpace has published a Guide for schools with some suggestions that we would like to share. Here are some common sense guidelines that all users should follow when using MySpace and the Internet in general:

- Don't forget that your profile and MySpace forums are public spaces. Don't post anything you wouldn't want the world to know (e.g., your phone number, address, IM screens name, or specific whereabouts).
- Avoid posting anything that would make it easy for a stranger to find you, such as where you hang out every day after school.
- People aren't always who they say they are. Be careful about adding strangers to your friends list. It's fun to connect with new MySpace friends from all over the world, but avoid meeting people in person whom you do not fully know. If you must meet someone, do it in a public place and bring a friend or trusted adult.
- Harassment, hate speech, and inappropriate content should be reported. If you feel someone's behavior is inappropriate, react. Talk with a trusted adult, or report it to MySpace or the authorities.
- Don't post anything that would embarrass you later. Think twice before posting a photo or information you wouldn't want your parents or boss to see!
- Don't mislead people into thinking that you're older or younger. If you lie about your age, MySpace will delete your profile.

We urge all students to following these common sense guidelines when online.

### **Laser Pens/Pointers**

Students are prohibited from the use and/or possession of any laser device in school or at any school sponsored activity. Use or possession of these devices at school sponsored activities will result in confiscation of the laser device and immediate removal from the activity. Laser pointers may be allowed for in-class demonstrations or presentations with teacher approval.

### **Harassment & Bullying Policy**

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as "any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated." Nebraska statute defines bullying as "an ongoing pattern of physical, verbal or electronic abuse." The District's administrators are authorized to use both of these definitions to determine whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal. Students

may always confer with their parents or guardians about bullying they experience or witness, but the student must also ultimately report the situation to a teacher or administrator. If students are not comfortable reporting the situation to a teacher or administrator, they are encouraged to use the district's anonymous platform, [Safe2Help Nebraska](#), to make this report.

It is the policy of Centennial Public School that "bullying" type behavior is not to be permitted. These guidelines are established to respond specifically to bullying behavior. Students and parents are advised that other response measures are also in place and set forth in of this handbook for behavior which is discriminatory or harassing on unlawful grounds (e.g., sexual harassment, harassment of students with disabilities, racial harassment, etc.).

**Step I:** The first time school personnel become aware of a possible harassment or bullying situation, the accused student will be informed that such a complaint has been filed. At that time a warning will be given regarding this kind of behavior. The consequences for this kind of behavior in the future will be clearly outlined for the student. If, in the school's opinion, the first occurrence of harassment behavior is severe, the school may move immediately to any of the four steps in the harassment policy. In other words, the policy may or may not be used sequentially. Moreover, at any stage the student may be disciplined under the student code by actions which may include expulsion, in the event the conduct is also a violation of other provisions of the student code.

**Step II:** The second time school personnel become aware of a harassment incident, the accused student's parents will be notified. A conference will be requested at that time. If it is determined that the student has harassed another student, consequences will be assigned. A student may stay on the second step as long as school authorities feel the consequences are effectively correcting the harassment behaviors. If it is determined that there is no basis for the harassment accusation, no consequences will be assigned. If the school determines that a student is intentionally making a false accusation against another student, an appropriate response will be made.

**Step III:** If the school authorities determine that the student continues to harass another student or the student fails to agree to not harass in the future, the school may assign the student to the Harassment Program level set forth below which the school authorities determine to be appropriate.

**Step IV:** If a student fails to respond positively to the corrective measures of the Harassment Program, the student will be suspended from school for a minimum of five school days, up to expulsion. School authorities will determine the action necessary to insure a safe learning environment for all students.

#### **Harassment and Bullying Program--Levels:**

Purpose: All students have the right to attend Centennial Public School free from verbal and physical harassment and bullying. The purpose of the Harassment and Bullying Program is to protect students and staff from those who fail or refuse to comply with school guidelines regarding the treatment of others.

**Level I:** The guidelines for a Level I placement are listed below.

- a) The length of the assignment will be for a minimum of two weeks.
- b) The student will report to the office no later than 8:05 a.m. each morning.
- c) The student will eat on campus at an assigned table.
- d) The student will report to an assigned room at the end of the day and will remain until 3:55 p.m. This will allow all other students to leave the school grounds in safety.

**Level II:** The guidelines for a Level II placement are listed below.

- a) The length of the assignment will be for a minimum of two weeks.
- b) The student will report to the office no later than 8:05 a.m. in the morning.

- c) The student will eat on campus at an assigned table.
- d) The student will report to an assigned room at the end of the day and remain until 3:55 p.m.
- e) The student will remain in class at the end of each period. The student will be under direct teacher supervision during passing time. The teacher will dismiss the student at the end of the passing period. The student will then have three minutes to get to his/her next class.

**Level III:** This is a long-term assignment. The guidelines are listed below.

- a) All items listed in Level II will be used, except the length of the assignment will be no less than six weeks, and may remain in effect until the end of the school year and continue into the next, if determined to be appropriate.

### **Bullying Investigations**

School district staff will investigate allegations for bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

### **Inappropriate Public Displays of Affection (PDA or IPDA)**

Inappropriate Public Displays of Affection will not be tolerated on school property or at school activities. Such conduct includes: hugging, kissing or any other types of affection that would be considered inappropriate or an undue distraction to others. Students will face the following consequences if this type of behavior occurs.

- 1st Offense:** Student will be confronted and directed to cease.
- 2nd Offense:** Student will be confronted, directed to cease, and parents will be notified.
- 3rd Offense:** Students will be suspended from school for a minimum of 1 day, and the parents and student will need to meet with administrator(s) and counselor.
  - i. If this type of behavior continues, the student could face long-term suspension or expulsion.

### **Specific Rule Items**

The following conduct may result in disciplinary action which, in the event of repeated violations, may result in discipline up to expulsion.

- a. Students are not given locker passes, restroom passes, or telephone passes to leave a classroom or study hall unless special circumstances arise.
- b. Students in the hallway during class time must have a pass with them.
- c. Candy, seeds, etc. are not allowed in the school building or classrooms, without prior approval.
- d. Students are expected to bring all books and necessary materials to class. This includes study halls.
- e. Assignments for all classes are due as assigned by the teacher.
- f. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
- g. Students are to be in their classroom and ready for class on the tardy bell.
- h. Special classes such as Industrial Technology, Art, P.E., and computers courses will have other safety or clean-up rules that will be explained by that teacher which must be followed.
- i. Students are not to bring items to school that are not required for educational purposes as they may be taken from lockers and will not be allowed in the classroom. These items are classified as “nuisance items” and include but are not limited to: a) personal stereos, b) cell phones, c) beepers, and d) laser pointers.
- j. Snow and water balloon handling is prohibited.

## **Section 5 Reporting Student Law Violations**

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

Student behavior is always subject to possible legal sanctions, regardless of where the behavior occurs, it shall be the policy of the Centennial Public School to notify the proper legal authorities when a student engages in any of the following behaviors on school grounds or at a school sponsored event:

1. Knowingly possessing illegal drugs or alcohol.
2. Assault.
3. Vandalism resulting in significant property damage.
4. Theft of school or personal property of a significant nature.
5. Automobile accident.
6. Any other behavior which significantly threatens the health or safety of students, staff, or other persons or which is required by law to be reported.

## **Section 6 Dating Violence Prevention**

The Board prohibits behavior that has a negative impact on student health, welfare, safety, and the school's learning environment. Incidents of dating violence will not be tolerated on school grounds, in district vehicles, or at school-sponsored activities or school-sponsored athletic events.

Dating violence is defined as a pattern of behavior where one person uses threats of, or actually uses physical, sexual, verbal, or emotional abuse to control his or her dating partner. Dating partner means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long-term.

The district will provide appropriate training to staff and incorporate within its educational program age-appropriate dating violence education that shall include, but not be limited to defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

## **Section 7 Threat Assessment and Response**

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

### **1. Definitions**

- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
  - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
  - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
  - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.

- i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.
- ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

## **2. Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

**THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.**

## **3. Threat Assessment Team**

The threat assessment team shall consist of the superintendent, building principals, counselor, teachers, and local law enforcement. Not every team member need participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

## **4. Threat Assessment Investigation and Response**

When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior.

The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur

consistent with board policy and Nebraska law.

### 5. Communication with the Public about Reported Threats

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

### 6. Coordination with the Crisis Team After Resolution of Threat

The threat assessment team will confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School Safety Plan.

## Section 8 Detention Policy

Detention periods are assigned before and/or after school for school rule violations or actions constituting unacceptable student behavior. Detention periods will be scheduled Monday - Thursday from 7:40 to 8:05 and 3:35 to 4:00. Students are required to report to the assigned room on the date the detention is received. Exception: To allow for students requiring bus transportation to arrange for alternative transportation, these students may serve their assigned detention on the next regularly scheduled school day in which detentions may be served. Example: A detention received on Thursday by a student requiring bus transportation would be allowed to serve the detention on the following Monday. Students should express this need to the teacher assigning the detention so the alternative date may be noted on the detention slip.

Students should understand that any certificated or support staff member in the building has the authority to correct misconduct at any time. Therefore, it is conceivable that any staff member may assign a detention to a student who is in violation of school rules.

### Detention Period Rules

1. Detention hall will be held before school and/or after school in a designated classroom. Detention time runs from 7:40 a.m. to 8:05 a.m. before school and 3:35 p.m. to 4:00 p.m. after school.
2. If a student shows up after 7:40 a.m./3:35 p.m. without the principal's approval, he/she will be requested to report the next two (2) school days for detention hall.
3. Detention hall will be used to work on academic work. If a student does not bring work, the student will be assigned the task of copying a section of the Student Handbook. Devices are to be turned into the supervisor upon arriving at detention.
4. Students will be silent and studying the entire 25 minutes.
5. Students will not be allowed to leave the detention hall without the permission of the monitor. (Emergencies only)
6. Failure to attend an assigned detention hall without prior approval of the principal will automatically result in a double detention to be served the following day. **Note: Double detentions are served Monday - Thursday from 3:35 - 4:25. p.m.**
7. Students who fail to serve their double detention will be assigned a day of In-School Suspension and will still be required to serve the double detention on the same day as the In-School Suspension, or on a date as determined by the principal.
8. Students assigned 2 detentions on the same day will be assigned a day of In-School Suspension or will receive one (1) day assignment to the Saturday Adjustment Center (SAC).
9. Students assigned an excess of three (3) detentions in a quarter will receive one (1) day assignment to the Saturday Adjustment Center (SAC).
10. Additional detentions in excess of four (4) per quarter will result in the student being assigned to the Saturday Adjustment Center (SAC) and/or one (1) to five (5) days of in school suspension.
11. Students waiting for students serving a detention are to wait outside the building or, if severe weather exists, just inside the entryway. Waiting students who create a problem will be assigned a

detention period.

12. Bus riders shall not be exempt from detention periods. They shall, however, be allowed one day to make arrangements for a ride home before they make-up their detention periods.
13. Students receiving detentions will not be allowed to ride the activity bus unless they have reported to practice after serving the assigned detention. Students receiving a detention who regularly participate in a sponsored strength training/conditioning program after school must get a bus pass from the weight room instructor. Note: Only students who have been pre-approved and are regular participants in the strength program will be given activity bus passes.

Detentions are very rarely overruled or postponed. If students have a problem involving an assigned detention, Mr. Barga will consider the matter only if it is discussed with the student and the teacher/staff member assigning the detention individually (not as a group of students) prior to the date the detention is to be served. However, some emergencies may merit an overruling or postponement.

### **Section 9 Saturday Adjustment Center Criteria (SAC)**

The principal may assign a student to the Saturday Adjustment Center for the following, but not limited to, reasons:

- failure to respond to detention responsibilities
- receiving more than three detentions in a quarter
- failure to adhere to attendance policies
- excessive office referrals
- any behavior requiring intermediary discipline

Students may also be assigned to the SAC as an alternative to in-school suspension, or if in-school suspension has proven ineffective in changing student behavior. Students will be required to attend the Saturday Adjustment Center on the assigned day and time. Students failing to attend or conduct themselves appropriately while in attendance will be assigned two days of in-school suspension the following week in which school is in session. They will also be rescheduled to attend the next day of scheduled Saturday School.

### **Saturday Adjustment Center Rules**

1. Students must be prompt. Students are to report to the commons area. The doors to the school will be locked at **8:00 a.m.** The session will be held from **8:00 a.m. until noon.** Any student arriving after 8:00 a.m. will be refused admission and considered a "no show."
2. Call in for illness must be made between 7:45 a.m. - 8:00 a.m. to the high school office at 534-2321. The student will be reassigned to the next SAC session. Acceptance of illness excuses will be left solely with the administration and **must** be documented by a medical doctor for consideration.
3. In cases of inclement weather, students will be notified no later than 7:30 a.m.
4. All Student Handbook rules apply.
5. Students must be on task the entire time with absolutely NO talking. Students must bring all homework prior to the start of the session. No locker passes will be allowed.
6. No excuses will be accepted for failure to attend (FTA) Saturday School. Only documented, unforeseen, extenuating circumstances approved by the administration will be considered. Examples might include: death in the family or a medical doctor documented illness.
7. Failure to comply with the rules or showing disrespect for the supervisor will result in dismissal from SAC and two days of in-school suspension the following week. The student will be reassigned to the next day SAC is in session.

## **ARTICLE 9 – EXTRA-CURRICULAR ACTIVITIES - STUDENT RIGHTS, CONDUCT, RULES, & REGULATIONS**

### **Section 1 Extra-Curricular Activity Philosophy**

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally, and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community, and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill, and emotional patterns that they possess, thereby making them better individuals and citizens.

### **Safety**

The District's philosophy is to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

### **Equipment**

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment that has been checked out. Students should secure their athletic lockers with combination locks.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been check out to him/her and is lost or stolen.

### **Warning for Participants and Parents**

The purpose of this warning is to bring attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis, or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment, and strict observance of the rules, injuries are still a possibility.

### **Chain of Command**

There is a 24 hour rule that is in place where there is no talking with coaches/sponsors/administrators about any issues for the first 24 hours after the completion of the contest.

If a meeting is needed here are the steps in the Chain of Command:

1. Athlete will meet with the coach(es)
2. Athlete and Parent(s) will meet with coach(es)
3. Athlete and Parent(s) will meet with coach(es) and AD
4. Athlete and Parent(s) will meet with coach(es), AD, and Principal
5. A Complaint Form may be filed with the Superintendent and a meeting will be held
6. A meeting will be held with all the previous parties and the Board of Education

## **Section 2 Physical Examination for Competitive Athletics**

### **Physical Examination**

Students who take part in competitive athletics are required to undergo an annual physical examination by a physician. Students will not be allowed to practice or participate in any contest until records of this examination and the physician's approval are on file in the athletic director's office. Students' families are responsible for paying the cost of these examinations.

### **Physical Condition and Injuries – Sports**

A student will not be permitted to participate in a sport activity if the student, his/her parents, coach or athletic trainer feel that the student is not in sufficiently good physical condition. The school principal and/or athletic director will be notified of the student's physical condition if there is a question regarding participation.

If a student sustains a serious physical injury, other than a concussion, that requires a physician's attention, and the student's parents do not want him/her to compete, practice or participate in sports or sports activities, the student must submit his/her physician's written permission before he/she will be permitted to return to practice or to participate in sports or sports activities.

### **Concussions**

Any student who has suffered a confirmed concussion will be removed from play and will be held out of physical participation in contests, practices, physical education, and recess. The student will not be permitted to return to participation until evaluated by an appropriate licensed health care professional and a written and signed clearance form (RTP-Return to Play) is provided by the health care provider and parent. The school will provide concussion educational training to all coaches and staff and provide concussion information to the students and parents. Centennial will provide additional information for parents at the annual sports parent meetings and all parents of students involved in extra curricular activities and their students are required to read and sign off on our "Heads Up Concussion Fact Sheet" in FinalForms. If a parent is unable to attend the annual sports parent meetings or additional information is desired, it can be obtained from numerous internet sites or contact an administrator. It is very important that communication between the school, student and parents be held to provide a safe environment for our students.

The Centennial Concussion Management Team (CMT) consists of administration, the school nurse, and the athletic trainer. Return to Learn Protocol will be as follows:

1. Concussion occurs; family is notified of possible concussion.
2. Encourage parent to obtain medical confirmation of concussion from a licensed health care provider.
3. Parent signs Release of Information form allowing the school to be notified of concussion by the health care provider and for information sharing.
4. CMT Contact person notified of concussion by parent, coach/sponsor, athletic trainer or health care provider.
5. CMT Contact person informs appropriate school personnel of concussed student and specifies general accommodations from health care provider, if available.

6. CMT implements a gradual Return to Learn Protocol based on the individual needs of the student.
7. CMT documents physical, cognitive, behavioral and emotional symptoms of concussed student and assesses the student's needs based on symptoms.
8. CMT designs individual academic adjustments/accommodation plan with school staff, works with SAT process to coordinate adjustments during recovery, and reviews with student and family.
9. CMT-Teachers monitor the effectiveness of adjustments, accommodations, and symptoms of concussion and report progress/recovery data results to CMT contact person.
10. CMT makes adjustments and readjustments to individual plan until student no longer has special needs in the classroom resulting from the concussion.
11. CMT and family agree the student is symptom free and function is "back to baseline" in classroom.
12. Student returns to the classroom full-time with no adjustments or accommodations.
13. Student successfully completes post-injury ImpACT Test.
14. Parent/guardians deliver medical clearance from healthcare provider to the CMT and parent provides written permission for the Return to Play Progression to begin.
15. Student begins Return to Play Progression after a successful Return to Learn.
16. CMT ensures that the concussion date and adjustments for Return to Learn are documented in the student's file.
17. Once the Return to Play Progression has been successfully completed, the student is cleared for participation without restriction.

### **Section 3 Extra-Curricular Activity Code of Conduct**

This activity code of conduct is supplemental to the Centennial Public School student code of conduct which is in this handbook, and any action taken hereunder may be in addition to any action under the student code of conduct said policy.

#### **Grounds for Extra-Curricular Discipline**

The grounds for suspension from practices, participation in interscholastic competition, or other participation in extracurricular activities and competitions are set forth below. In becoming familiar with the conduct rules for extra-curricular activities, participants need to remember that they are not only representing themselves, but also their school and community in all of their actions. Special conduct rules exist for the reasons that:

Participants in Activities Assume Responsibility for Leadership and are Representatives of Our School: Participants in extra-curricular activities assume a leadership role. The student body, the community, and other communities judge our school on the students conduct and attitudes, and how they contribute to our school spirit and community image. The students' performance and devotion to high ideals make their school and community proud.

Activities are a Privilege: Extra-curricular activities have an important place in the educational program of Centennial Public School. It is a privilege for the students who choose to participate. Students who participate and are accepted into the program are expected to demonstrate cooperation, patience, pride, character, self respect, self-discipline, teamwork, sportsmanship, and respect for authority. It is the belief that accepting responsibility for one's actions is a part of that philosophy.

The conduct rules apply to conduct of the student, regardless of whether the conduct occurs on and off school grounds. (If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct). The conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by

the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes.
3. Sexual assault or attempting to sexually assault any person.
4. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property.
5. Causing or attempting to cause personal injury to a school employee, to a school volunteer, to any student, or to any other person.
6. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student.
7. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon.
8. Engaging in the selling, using, possessing or dispensing of alcoholic beverages, tobacco, vapor products, narcotics, drugs, controlled substances, or inhalants, or being under the influence of any of the above; or possession of drug paraphernalia. (Note: The term "under the influence" for school purposes has a less strict meaning than it does under criminal law. For school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant. In addition, "possession" of alcohol or drugs will be considered to have occurred for purposes of school rules if the student is in such close proximity to alcohol or drug (for example, a student being in a car where alcohol is in the back seat and no adults are present in the car) or to others who are consuming alcohol or drugs (for example, being at a student party at which other students are drinking) that school officials may reasonably determine that the student was in "possession" of the items as well).
9. Engaging in the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401, of the Nebraska statutes, or material represented to be alcoholic beverages, narcotics, drugs, controlled substance or inhalant.
10. Truancy or failure to attend assigned classes or assigned activities.
11. Tardiness to school, assigned classes, or assigned activities.
12. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
13. Public indecency.
14. Repeated violation of any of the rules adopted by the school district or the school.
15. Engaging in any unlawful activity as determined by the United States or the State of Nebraska.
16. Dressing in a manner wherein such dress is dangerous to the student's health and safety or to the health and safety of others or is distracting or indecent to the extent that it interferes with the learning and educational process.
17. Willfully violating the behavioral expectations for those students riding Centennial Public School buses.
18. The knowing and intentional possession, use, or transmission of a firearm or other dangerous weapon in a place where such items are prohibited.
19. The knowing and intentional use of force in causing, or attempting to cause, personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect

- some other person and the extent of force used was reasonably believed to be necessary.
20. Failure to report for the activity at the beginning of each season; reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
  21. Failure to participate in regularly scheduled classes on the day of an athletic/activity event.
  22. Failure to attend all scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach. Every reasonable effort should be made to notify the coach or supervisor prior to all missed practices or meetings.
  23. All other reasonable rules or regulations adopted by the coach or supervisor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or supervisor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation.
  24. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

### **Drug, alcohol, and tobacco violations**

Students who are found to be in violation of sub-paragraphs 8 or 9 of the above conduct rules shall be subject to the following disciplinary action **if the student or parent “self-reports” the incident to the high school principal or activities director within one week of the violation.** **If the student or parent does not self-report the violation with the one week window, the disciplinary action for each violation listed below doubles in length and the suspension will begin on the date of the student’s next extracurricular activity.**

#### 1. First Violation –

- a. Suspension from extra-curricular program for designated activities for four (4) weeks from the date of findings or violation

-OR-

- b. Students and parents agree to participate in a school-approved program for chemical dependency. Said program must be administered by a certified alcohol and drug abuse counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of program must be submitted in writing to school’s principal or principal’s designee. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extra-curricular activities for four (4) weeks from date of finding of violation. The student must not compete or participate in the designated activities for two (2) calendar weeks. All costs associated with the program are to be borne by the student/parent or guardian.

#### 2. Second Violation –

- a. Suspension from extra-curricular program for designated activities for eight (8) weeks from the date of findings or violation

-OR-

- b. Students and parents agree to participate in a school-approved program for chemical dependency. Said program must be administered by a certified alcohol and drug abuse counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of program must be submitted in writing to school’s principal or principal’s

designee. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extra-curricular activities for eight (8) weeks from date of finding of violation. The student must not compete or participate in the designated activities for four (4) calendar weeks. All costs associated with the program are to be borne by the student/parent or guardian.

3. Subsequent Violations –

- a. Upon finding of a subsequent violation, the student will be suspended from all designated activities for one calendar year from the date of determination that a subsequent violation has occurred.

**Procedures for Extracurricular Discipline**

Students may be suspended by the principal or the principal's designee from practices or participation in interscholastic competition or participation in extracurricular activities for violation of rules and standards of behavior adopted by the Centennial Public School Board of Education or the administrative staff of the school.

The following procedures will be followed with regard to suspension:

1. The school official(s) considering the suspension will make a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with school purpose.
2. Prior to commencement of the suspension, the student is to be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the school has, and be given the opportunity to explain the student's version of the facts.
3. If the student is not readily available to meet with the school official for this purpose before the suspension is to begin, then the suspension may be imposed at that time so long as the opportunity for the student to hear the charges and evidence and for the student to tell his or her side of the story occurs as soon as reasonably practicable. An effort to schedule a meeting for this purpose should be made by the student and the student's parent or guardian as well. Given the fact that extracurricular activity suspension actions at times need to be taken outside the regular school day, a telephone conference may be used to give the student the opportunity to provide the student's position.
4. Within two school days or such additional time as is reasonably necessary following the suspension, the principal or principal's designee will send a written statement to the student and the student's parents, or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reason for the action taken and the right to a hearing upon request on the specified charges.
5. An opportunity will be afforded the student, parents, or guardian of the student, at their request, to confer on an informal basis with regard with the school official who has imposed the suspension and to give that school official any further information in the student's defense.
6. If the student or student's parents or guardian are not satisfied with the determination of the school official, an informal hearing may be requested before the superintendent. A form to request such a hearing must be signed by the parent or guardian will either be

provided with the initial notice letter or be made available in the principal's office. This request must be received by the building principal within five days of receiving the initial written notice of suspension.

7. If a hearing is requested, it shall be held within ten calendar days of the request. The superintendent will notify the participants of the time and place of the hearing within five days of receiving the request. There will be no stay of the penalty imposed pending an appeal.
8. Upon conclusion of the hearing, a written decision will be rendered within five school days. The written decision will be mailed or otherwise delivered to the participant, parents or guardian. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the hearing itself) shall be kept by the school.
9. Nothing contained in this regulation shall prevent the participant, parents, guardian, or representative from discussing and settling the matter with the appropriate school personnel at any stage.

#### **Section 4 Attendance**

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have "excessive absences" as determined under the school's attendance policy may be ineligible to participate in extracurricular activity contests or performances. Students who have eight or more unexcused absences in the semester of participation may be ineligible to participate in extracurricular activity contests or performances. Exceptions may be made for extenuating circumstances and student absences will be considered on a case by case basis.
2. Be on time for all scheduled practices, contests, and departure for contests. In the event a participant is unable to attend a practice or contests, the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance, or other activity, be in attendance for the full day.  
A student who is not in attendance the full day is ineligible for the contest, performance, or activity. Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

#### **Section 5 Academic Requirements for Extracurricular Eligibility**

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the principal mission and responsibility for each student is to establish a firm academic foundation. Therefore, the following Nebraska School Activities Association (NSAA) and Centennial Public School Eligibility Requirements must be met by all 7-12 grade students in order to be eligible to participate in extracurricular activities:

#### **NSAA – Eligibility Requirements Summary**

Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found in their entirety online at <http://nsaahome.org/nsaaforms/pdf/elgposter.pdf>. In order to represent Centennial

Junior/Senior High School in any activity sponsored by the Nebraska School Activities Association these requirements must be met. Below is a summary of the NSAA's eligibility requirements:

1. Must carry at least 20 semester hours.
2. Must have passing grades in four subjects for the present semester.
3. Must have been enrolled on or before the 1st day of school.
4. Must have passed 20 semester hours the previous semester.
5. Must meet requirements of the school as to conduct, personal habits, and training.

**Ineligible if:**

1. You were 19 years of age before August 1.
2. You have attended school more than 8 semesters (grades 9-12).
3. You were not enrolled in school by the 1st day of school.
4. You were not in school the immediate preceding semester.
5. You did not receive 20 semester hours of credit the immediate preceding semester.
6. You have graduated from high school.
7. You compete in any athletic contest other than as a representative of your school during the season of the sport involved.
8. You play on an all-star team while a high school undergraduate.
9. You have changed schools without your parents changing domicile.
10. Your parents have changed their domicile to another school district and you have remained in your present school. (Exception: if your parents have moved after school has started, you will be eligible to complete the current school year.) Check the NSAA Yearbook for the definition of legal domicile.
11. You participate in a contest under an assumed name.

### **Centennial Public School – Academic Eligibility Requirements Grades 6-12**

Grades in all subjects, including non-core classes, will be reported at the end of each school week beginning the third week of the 1st and 3rd quarter (nine week grading period) and will be continuous throughout the entire semester. During the 1st and 3rd quarters the current quarter average grade will be the grade reported each week. During the 2nd and 4th quarters the semester average grade will be the grade reported each week. Any student failing two or more classes OR failing a single class for three consecutive weeks will be ineligible to represent Centennial Public School in interscholastic competition. The period of ineligibility will be from the following Monday to Sunday of the school week when a student has attained ineligible status. The first time each semester that a student fails to meet the criteria for eligibility, the student will be extended a one-week "grace period" of eligibility to raise his/her grades to meet this policy. Participants will only be given one "grace period" per semester. Failing two or more classes OR failing a single class for three consecutive weeks at the end of the school week during the quarter after the "grace period" has been used will result in ineligibility. Ineligible students will not be allowed to participate in any extra-curricular activity (this includes any activity that is not for a grade in a class), including athletic contests, until the above requirement has been met. Students are expected to practice with their team during the ineligibility period unless otherwise told by their coach/sponsor.

### **Section 6 Student Seating and Sportsmanship at Contests**

The Student Section is based upon first come first serve basis. The designated Student Section allows for students to stand and cheer. Anyone not cheering for Centennial and occupying space may be asked to move to allow students wanting to cheer in that spot. The principal will reserve the right for final decisions.

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents, and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA

sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed.

**Responsibilities of Spectators Attending  
Interscholastic Athletics and Other Extracurricular Activities**

1. Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
2. Show proper respect for opening ceremonies by standing at attention and remaining silent when the National Anthem is played.
3. Understand that gaining admittance to observe the contest is a privilege, not a license to verbally attack others or be obnoxious. Maintain self-control.
4. Do not “boo,” stomp feet, or make disrespectful remarks toward players or officials.
5. Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
6. Know that noisemakers of any kind are not proper for athletic events.
7. Obey and respect officials and faculty supervisors who are responsible for keeping order. Respect the integrity and judgment of game officials.
8. Stay off the playing area at all times.
9. Do not disturb others by throwing material onto the playing area.
10. Show respect for officials, coaches, cheerleaders, dance teams, and student-athletes.
11. Pay attention to the half-time program and do not disturb those who are watching.
12. Respect public property by not damaging the equipment or the facility.
13. Know that the school officials reserve the right to refuse attendance of individuals whose conduct is not proper.
14. Refrain from the use of alcohol and drugs on the site of the contest.

**Section 7 Senior Royalties**

A senior may serve on only one of the following royalties:

**Bronco Week**–King/Queen

**Prom**–King/Queen

**Athletic**–King/Queen

**Section 8 Academic Eligibility Requirements for Officers**

Any student in grades 9-12 must be passing four (4) subjects or 20 hours in order to hold a class or organizational office. This average must be maintained each semester. No student may hold more than one of the following major offices in any one year:

1. Student Council president
2. Senior Class president
3. Junior Class president
4. FFA president

**Section 9 Dances/Party Rules**

A school sponsored dance is a school activity subject to all provisions of the Student Activity Code and is a privilege available to students meeting all requirements for participation including Academic Eligibility and being in compliance with the Attendance Policy. More specifically, in order to be eligible for dances, a student must have had less than 5 unexcused absences in the quarter previous to the quarter that the dance is in and must be at less than 5 unexcused absences in the current quarter.

Standards for the administration of school dances and parties:

1. All activities are to be held within the school premises (if facilities are available). These activities will be on either Friday or Saturday night and must terminate no later than midnight, unless otherwise approved by administration.
2. Dances with street shoes are NOT permitted in the new high school gym.
3. The use, possession, or distribution of tobacco, vapor products, alcohol, or illegal drugs will not be permitted at any school function. Any person who has been drinking shall be denied admission to the party or will be detained until parents or guardians are notified and arrangements made to transport the student home.
4. No student will be allowed entrance to the dance after 9:30 p.m. or an announced, designated time set by the principal.
5. Any student leaving the activity will not be allowed to re-enter.
6. Each activity shall be under the sponsorship of a school organization or sponsor.
7. Students are permitted "outside" dates for specific school activities but must file the names of the date in the principal's office and have the appropriate paperwork completed by the deadline. Administration reserves the right to deny the admittance of any outside date. Centennial students will be held responsible for their date's understanding and obeying the rules and regulations pertaining to the activity. No dates over the age of 20 will be allowed to participate.
8. All persons attending the prom must wear either formal or semi-formal attire. Attire for other activities must conform (as a minimum) to the dress for regular school days or to the appropriateness for the event.
9. All activities must have a sponsor present. Events must be approved and scheduled through the principal's office.
10. Any school group, with sponsor authorization, may invite all faculty, board members, and spouses, free of charge.
11. All contracts for dance bands or disc jockeys must have the signature of the principal.

## **Section 10 School Sponsored Trips**

On all activity trips the student must travel to and from the activity in transportation provided by the school. The only exceptions are listed below:

1. Injury to participant which would require alternative transportation.
2. Prior arrangement between the coach/sponsor and participant's parent/guardian. Only Octoberparent/guardian may transport a student from an activity, without prior arrangement. The parent/guardian must notify the coach/sponsor in writing of the intent to transport their child(ren) home from the activity.
3. Students will not be permitted to ride home from a school activity with any minor. (Under age 21)

**All school sponsored trips are considered an extension of classroom; therefore, all school rules and regulations apply. Participation in classroom related trips will be at the discretion of the classroom teacher and the principal. Students who are struggling academically and/or behaviorally will be considered on a case by case basis.**

## **Section 11 Student Fees Policy**

The board realizes some activities may require additional expenditures which are properly to be borne by students as a separate charge. Such charges may be waived as specified below depending upon the student's eligibility for the free and reduced-price lunch program. [In other special cases where the parent/guardian requests that the student be exempted from charges, the superintendent shall determine granting of waivers.] No fees, specialized or non-specialized attire, or equipment shall be

required of students outside this policy. This policy does not apply to tuition payments by nonresident students.

For the purposes of this policy, the following definitions shall apply:

1. Extra-curricular activities means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district;
2. Postsecondary education costs means tuition and other fees associated with obtaining credit from postsecondary educational institution.  
The district may charge student fees or require students to provide specialized equipment or attire in the following areas:
3. Participation in extracurricular activities, including extracurricular music courses;
4. Admission fees and transportation charges for spectators attending extracurricular activities;
5. Postsecondary education costs, limited to tuition and fees associated with obtaining credits from the postsecondary institution;
6. Transportation fees for option students not qualifying for free lunches and nonresident students as allowed by state statute;
7. Copies of student files or records as allowed by state statute;
8. Reimbursement to the district for property lost or damaged by the student;
9. Before-and-after-school or prekindergarten services in accordance with state statute;
10. Summer school or night school; and
11. Breakfast and lunch programs.

The district may also require students to furnish musical instruments for participation in optional music courses that are not extracurricular activities. Students qualifying for free or reduced-price lunches shall be provided with a musical instrument of the school's choice.

Waiver for any of the following shall be provided for students who qualify for free or reduced-price lunches:

- Section 1** Fees and specialized equipment and specialized attire required for participation in extracurricular activities;
- Section 2** Admission fees for onsite district-sponsored extracurricular activities and district transportation charges for spectators attending offsite extracurricular activities; and
- Section 3** Materials required for course projects where the project becomes the property of the student upon completion.

The superintendent shall establish a Student Fee Fund and ensure the funds collected as fees for the following purposes are properly recorded and deposited to it:

- Section 4** Participation in extracurricular activities;
- Section 5** Postsecondary education costs; and
- Section 6** Summer school or night school.

The superintendent shall promulgate regulations outlining the purposes for which fees in these three areas are collected and shall ensure such fees are spent for those purposes.

The superintendent shall promulgate regulations to be published annually in the student handbook authorizing and governing:

1. Any non-specialized clothing required for specified courses and activities;
2. Any personal or consumable items a student will be required to furnish for specified courses and activities;
3. Any materials required for course projects if the project becomes the property of the student upon completion; and
4. Any specialized equipment or specialized attire which a student will be required to provide for any extracurricular activity, including extracurricular music courses.
5. The superintendent shall also promulgate regulations authorizing and governing the following areas:
  6. All fees to be collected within the nine numbered areas of the third paragraph of this policy;
  7. Any other types of specialized equipment or attire to be provided by all students in the nine numbered areas of the third paragraph of this policy;
  8. Procedures and forms for students or parent/guardians to apply for waivers under this policy;
    1. Deadlines for waivers for all types of fees;
    2. Procedures for allowing facilities use for NSAA District events to avoid conflict with this policy;
    3. Procedures [to avoid the direct handling of fees; for the handling of fees] for students receiving postsecondary education credits;
    4. Procedures for handling of fees related to summer school or night school;
    5. Attendance requirements and procedures in connection with evening, weekend or summer use of facilities related to all extracurricular activities to avoid conflict with this policy;
    6. Procedures for admitting students on waiver to extracurricular activities; and
    7. Procedures for transportation of student spectators to extracurricular activities and collection of any related fees.

Public concerns or complaints regarding required fees, attire or equipment shall be addressed under Policy 1003.3 Complaints.

This policy will be reviewed and re-adopted annually by August 1 at a regular or special meeting of the Board. This shall include a review of the amount of money collected under this policy and the use of waivers as provided by this policy. The policy shall be published in the student handbook provided at no cost to each student.

Legal Reference:       Neb. Constitution, Art VII, Sect. 1  
                              Neb. Statute 79-215 (tuition)  
  79-241 (option student busing)  
  79-605 (nonresident busing)  
  79-611 (transportation fee)  
  79-734 (books, equipment and supplies)  
  79-2,104 (student files)  
  79-2,125 to 2,134 (student fees law)  
  79-1104 (before-and-after-school services)  
  79-1106 to 1108 (learners with high ability)

## **ARTICLE 10 – STATE & FEDERAL PROGRAMS**

### **Section 1 Notice of Discrimination**

Centennial Public School does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Name: Colin Bargaen  
Title: Secondary Principal  
Address: PO Box 187, 1301 Centennial Ave, Utica, NE 68456  
Telephone: (402) 534-2321  
E-mail: [colin.bargaen@centennialbroncos.org](mailto:colin.bargaen@centennialbroncos.org)

For further information on notice of nondiscrimination call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Board Policy 3053 – Nondiscrimination.

### **Section 2 Designation of Coordinator(s)**

Any person having inquiries concerning this district's compliance with anti-discrimination laws or policies or other programs should contact or notify the following person(s) who are designated as the coordinator for such laws, policies or programs.

<b>Law, Policy or Program</b>	<b>Issue or Concern</b>	<b>Coordinator</b>
Title VI	Discrimination or harassment based on race, color, or national origin;	Brad Luce
Title IX	Discrimination or harassment based on sex; gender equity	Colin Bargaen
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	Cara Stoll
Homeless student laws	Children who are homeless	Seth Ford
Safe and Drug Free Schools and Communities	Safe and drug free schools	Colin Bargaen

### **Section 3 Anti-Discrimination and Harassment**

The school district prohibits discrimination and harassment based upon or related to race, color, national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Section 504 Coordinator: Cara Stoll at (402) 534-2321, [cara.stoll@centennialbroncos.org](mailto:cara.stoll@centennialbroncos.org), or in person at school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Colin Bargaen at (402) 534-2321, [colin.bargaen@centennialbroncos.org](mailto:colin.bargaen@centennialbroncos.org), or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact Brad Luce at (402) 534-2321, [brad.luce@centennialbroncos.org](mailto:brad.luce@centennialbroncos.org), or in person at school. Students

may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

#### **Section 4 Title IX Policy**

As required by Title IX of the Education Amendments of 1972, it is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report must be made by any means to the district's Title IX Coordinator whose contact information can be found on the district's website and in the district's student and staff handbooks. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

#### **Section 5 Right of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term "custodial parent" refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students' records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent's request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

#### **Section 6 Complaint Procedures**

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.
  - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
  - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

- c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
  - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the staff member involved.
    - 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
    - 2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Interview the complainant to determine:
    - 1) All relevant details of the complaint;
    - 2) All witnesses and documents which the complainant believes support the complaint;
    - 3) The action or solution which the complainant seeks.
  - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.
4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint, he or she may appeal the decision to the superintendent.
- a) This appeal must be in writing.
  - b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.
  - c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.
5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint, he or she may appeal the decision to the board.
- a) This appeal must be in writing.
  - b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.

- c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.
  - e) There is no appeal from a decision of the board.
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the superintendent.
    - 1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
    - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
  - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

**No Retaliation**

The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

**Special Rules Regarding Educational Services and Related Services to Students with Disabilities**

Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either

refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

### **Bad Faith or Serial Filings**

The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Complaints filed (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

### **Section 7     Opting Out of Assessments**

The Board of Education has adopted a policy on approval or denial of state and federal assessments opt-out requests, which is based on requirements in law. The policy can be viewed online by visiting: [5018 Parent and Guardian Involvement In Education Practices](#) or can be obtained by submitting a written request to the superintendent.

### **Section 8     Child Abuse and Neglect**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; or (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

### **Section 9     Multicultural Education Policy**

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize the rich diversity of the population of the United States.

The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations. The superintendent shall provide the board with a report on the status of the district's multicultural education program annually.

### **Section 10    Notice to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973**

The following is a description of the rights granted by federal law to qualifying students with disabilities. The intent of the law is to keep you fully informed concerning the decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right to:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disability.
2. Have the school district advise you of your rights under federal law.

3. Receive notice with respect to identification, evaluation or placement of your child.
4. Have your child receive a free appropriate public education.
5. Have your child receive services and be educated in facilities which are comparable to those provided to every student.
6. Have evaluation, educational and placement decisions made based on a variety of information sources and by persons who know the student and who are knowledgeable about the evaluation data and placement options.
7. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
8. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
9. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement.
10. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. (You and your child may take part in the hearing. Hearing requests are to be made to the Superintendent).
11. File a local grievance.

### **Section 11 Notice Concerning Student Records**

The Family Education Rights and Privacy Act ("FERPA") provides parents certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the date the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If parents believe one of their student's records is inaccurate, they should write to the school principal, clearly identify the part of the record they want changed, and specify why they believe it is inaccurate. If the school decides not to amend the record as requested, it will notify the parents of the decision and advise them of their right to a hearing regarding the request for amendment.

### **Section 12 Routine Directory Information**

FERPA and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children. The school district has designated the following as directory information:

name and grade, name of parent and/or guardian, address, telephone number, including the student's cell phone number, e-mail address, date and place of birth, dates of attendance, the image or likeness of students in pictures, videotape, film or other medium, major field of study, participation in activities and sports, degrees and awards received, social media usernames and handles, weight and height of members of athletic teams, most recent previous school attended, certain class work which may be published onto the Internet, classroom assignment and/or home room teacher, student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems (but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification

number (PIN), password, or other factor known or possessed only the authorized user). Directory information does not include a student's social security number.

Directory information about students may be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that market or manufacture class rings, sell student photographs or publish student yearbooks.

Federal law requires school districts to provide military recruiters and institutions of higher education with the names, addresses, and telephone listings of high school students unless parents have notified the school district in writing that they do not want this information disclosed without prior written parental consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Parents who **OBJECT** to the disclosure of any directory information about their student should write a letter to the principal. This letter should specify the particular categories of directory information that the parents do not wish to have released about their child or the particular types of outside organizations to which they do not wish directory information to be released. This letter must be received by the school district no later than September 1, 2019.

#### Non-Directory Information

All of the other personally identifiable information about students that is maintained in the school district's education records will generally not be disclosed to anyone outside the school system except under one of two circumstances: (1) in accordance with the provisions of the FERPA statutes and related administrative regulations, or (2) in accordance with the parent's written instructions.

One FERPA exception permits disclosure to school officials with legitimate educational interests without consent. A school official includes, but is not necessarily limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

The district will share information with the Department of Education necessary to comply with the requirement of state law that all third- year high school students take a college entrance exam. Any re-disclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

#### Transfer of Records Upon Student Enrollment

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform parents when it makes a disclosure under this provision.

## Complaints

Individuals who wish to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA may contact the Office that administers FERPA:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

### **Section 13 Notice Concerning Staff Qualifications**

The Every Student Succeeds Act of 2015 gives parents/guardians the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Centennial Public School will give parents/guardians the following information about their child's classroom teacher:

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under an emergency or provisional teaching certificate.
3. The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree. We will also, upon request, tell parents/guardians whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional. The request for information should be made to an administrator in your child's school building. The information will be provided to you in a timely manner. Finally, Centennial Public School will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet the requirements of the Act.

### **Section 14 Protection of Pupil Rights**

The Centennial Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA). This policy can be accessed at this site: [5015 Protection of Pupil Rights](#) or is available upon request from the district office. Parents may opt their student(s) out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

### **Section 15 Parent & Guardian Involvement in Education Practices**

The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
  - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.

- b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
    - c. A parental request to review specific standardized and criterion-referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NSCAS assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
  2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
    - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.
    - b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
  3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
    - a. Building principals may excuse a student from any single school experience at the parent's written request.
    - b. When appropriate, alternative experiences will be provided for the student by the school.
  4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
  5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
  6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
    - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.
    - b. State Assessments - The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.
    - c. National Assessment of Educational Progress - As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary. The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least three school days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.
  7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.

- a. The principal must approve all surveys intended to gather information from students before they are administered to students.
- b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

## **Section 16 Homeless Students Policy**

Homeless children for purposes of this Policy generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable federal and state law.

### No Stigmatization or Segregation of Homeless Students:

It is the District's policy and practice to ensure that homeless children are not stigmatized or segregated by the District on the basis of their status as homeless.

### Homeless Coordinator:

The Superintendent shall serve as the District's designated Homeless Coordinator. The Homeless Coordinator shall serve as the school liaison for homeless children and youth and shall ensure that: (1) homeless children are identified by school personnel; (2) homeless children enroll in, and have a full and equal opportunity to succeed in, school; (3) homeless children and their families receive educational service for why they are eligible and referrals to health, dental, and mental health services and other appropriate services; (4) the parents or guardians of homeless children are informed of the educational and related opportunities available to their children and provided with meaningful opportunities to participate in the education of their children; (5) public notice of the educational rights of homeless children is disseminated where such children receive services under the federal homeless children laws, such as schools, family shelters, and soup kitchens; (6) enrollment disputes are mediated in accordance with law; and (7) the parents or guardians of homeless children, and any unaccompanied youth, are fully informed of transportation services available under law. The Homeless Coordinator shall coordinate with State coordinators and community and school personnel responsible for the provisions of education and related services to homeless children. The Homeless Coordinator may designate duties hereunder as the Homeless Coordinator determines to be appropriate.

### Enrollment of and Services to Homeless Children:

A homeless child shall be enrolled in compliance with law and be provided services comparable to services offered to other students in the school in which the homeless child has been placed. Placement of a homeless child is determined based on the child's "school of origin" and the "best interests" of the child. The "school of origin" means the school that the child attended when permanently housed or the school in which the child was last enrolled. Placement decisions shall be made according to the District's determination of the child's best interests, and shall be at either: (1) the child's school of origin for the duration of the child's homelessness (or, if the child becomes permanently housed during the school year, for the remainder of that school year) or (2) the school of the attendance area where the child is actually living. To the extent feasible, the placement shall be in the school of origin, except when such is contrary to the wishes of the homeless child's parent or legal guardian. If the placement is not in the school of origin or a school requested by the homeless child's parent or legal guardian, the District shall provide a written explanation of the placement decision and a statement of appeal rights to the parent or guardian. If the homeless child is an unaccompanied youth, the Homeless Coordinator shall assist in the placement decision, consider the views of the unaccompanied youth, and provide the unaccompanied youth with notice of the right to appeal. In the event of an enrollment dispute, the placement shall be at the school in which enrollment is sought, pending resolution of the dispute in accordance with the dispute resolution process. The homeless child shall be immediately enrolled in the school in which the District has determined to place the child, even if the child is unable to produce records normally required for

enrollment, such as previous academic records, medical records, proof of residency, or other documentation. The District shall immediately contact the school last attended by the homeless child to obtain relevant academic and other records. If the homeless child needs to obtain immunizations or medical records, the District shall immediately refer the parent or guardian of the homeless child to the Homeless Coordinator, who shall assist in obtaining necessary immunizations or medical records. The District may nonetheless require the parent or guardian of the homeless child to submit contact information.

Transportation will be provided to homeless students, to the extent required by law and comparable to that provided to students who are not homeless, upon request of the parent or guardian of the homeless child, or by the Homeless Coordinator in the case of an unaccompanied youth, as follows: (1) if the homeless child's school of origin is in the Centennial Public School, and the homeless child continues to live in the Centennial Public School district, transportation to and from the school or origin shall be provided by the Centennial Public School; and (2) if the homeless child lives in a school district other than the Centennial Public School, but continues to attend the Centennial Public School based on it being the school of origin, the new school and the Centennial Public School shall agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin and, if they are unable to agree, the responsibility and cost for transportation shall be shared equally.

### **Section 17 School Wellness Policy**

The Centennial Public School (CPS) District is committed to providing school environments that promote and protect children's health well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the Centennial Public School District that:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the U.S. Dietary Guidelines for Americans. • Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students and will provide clean, safe, and pleasant settings and adequate time for students to eat. • To the maximum extent practicable, our district will participate in available federal school meal programs.
- The district will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity.

TO ACHIEVE THESE POLICY GOALS:

#### **I. Wellness Team**

The school district will create, strengthen, or work within the existing wellness team to develop, implement, monitor, review, and, as necessary, revise school nutrition and physical activity policies. The team will also serve as resources for implementing these policies. (The wellness team consists of a group of individuals representing the school and community, and may include parents, students, representatives of the school food authority, members of the school board, school administrators, teachers, health professionals, and members of the public.) The team will plan to meet two times/semester.

#### **II. Nutritional Quality of Foods and Beverages Sold and Served on Campus School Meals**

Meals served through the National School Food Program will meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations.

### **Free and Reduced-price Meals**

CPS will make every effort to eliminate any social stigma attached to, and prevent the overt identification of students who are eligible for free and reduced-price school meals.

### **A la Carte Items**

Are offered in compliance with USDA regulations prohibiting the sale of “foods of minimal nutritional value” where school meals are served or eaten during the meal period.

**Competitive Beverages (only the following beverages are allowed)** 100% full strength fruit and vegetable juices with no sweeteners (nutritive or non nutritive).

- Water or water flavored with fruit/fruit juices

### **Definition of Foods of Minimal Nutritional Value**

For purposes of this regulations, “foods of minimal nutritional value” has the same meaning as in the federal regulations for the National School Lunch Program. Specific foods of minimal nutritional value include, but are not necessarily limited to:

- a. Soda, pop, energy drinks
- b. Water ices except those which contain fruit or fruit juices
- c. Chewing gum
- d. Processed candies
- e. Fruit snacks or gummies
- f. Non-baked potato chips
- g. Cakes, cookies, brownies

### **Definition of Healthy Foods**

For purposes of this regulation, “healthy foods” means foods that are not foods of minimal nutritional value, and that are low in fats, sodium and sugars, and high per serving in the nutrients which are needed to meet Reference Daily Intakes.

### **Vending Machines**

The sale of foods of minimal nutritional value is not allowed on school property in areas accessible to students during the school day but will be available outside of school hours.

### **School Activities/Events**

Concession stands at school activities and events will include healthy food choices.

### **Fundraising Activities**

To support children’s health and school nutrition-education efforts, CPS will encourage school fundraising activities that do not involve food or will use only food that meet the above nutrition and portion size standards for foods and beverages sold individually. On an infrequent basis foods of minimal nutritional value may be allowed. CPS will also encourage fundraising activities that will promote physical activity.

### **Snacks**

Snacks served during the school day will make a positive contribution to children’s diets and health. CPS will assess if and when to offer snacks based on timing of school meals, children’s nutritional needs, children’s ages, and other considerations.

### **Rewards**

CPS will use foods or beverages that meet the nutrition standards for foods and beverages sold individually (above), as rewards for academic performance or good behavior. CPS will not withhold food or beverages (including food served through school meals) as a punishment.

### **Celebrations**

CPS will limit celebrations that involve food during the school day. The district will provide parents a list of foods that meet the district's snack standards and ideas for healthy celebration/parties.

## **III. Nutrition and Physical Activity Promotion and Food Marketing Nutrition Education and Promotion**

Centennial Public School District aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion that:

- Is offered at each grade level to all students; including those with disabilities, special health care needs and in alternative education settings.
- Encouraged in not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects;
- Administrators will inform teachers about opportunities to attend training on nutrition and the importance of role modeling healthful habits for students;
- Enables teachers to secure recommended nutrition resources in adequate quantities for their students; and
- Enables teachers to access nutrition resources via Nebraska Action for Healthy Kids website and the Nebraska Department of Education Nutrition Services website.

### **Family & Community**

Parents will be invited to join students for school meals. If a lunch is sent to school, parents are encouraged to pack healthy lunches and snacks. The district will provide parents a list of foods that meet the district's snack standards and ideas for healthy celebrations/parties, rewards, and fundraising activities.

### **Staff Wellness**

Centennial Public School District highly values the health and well-being of every staff member and will plan and implement activities and policies that support personal efforts by staff to maintain a healthy lifestyle.

## **IV. Physical Activity Opportunities and Physical Education**

### **Daily Physical Education (P.E.) K-12**

- All students in grades, K-12, including students with disabilities, special health-care needs, and in alternative educational settings, will be provided the opportunity to receive daily physical education for the entire school year.
- Students will spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.
- The curriculum will be sequential and consistent with Nebraska Department of Education Physical Education Essential Learnings for Kindergarten through grade 12.

### **Daily Recess**

- Elementary students will have at least 20 minutes a day of supervised recess, preferably outdoors.
- Moderate to vigorous physical activity will be encouraged verbally and through the provision of adequate space and age-appropriate equipment.

### **Physical Activity and Punishment**

Teachers and other school and community personnel will not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment. (This guideline does not apply to extracurricular sport teams).

### **Integrating Physical Activity into Classroom Setting**

For students to receive the nationally-recommended amount of daily physical activity (i.e., at least 60 minutes per day) and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- Classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- Opportunities for physical activity will be incorporated into other subject lessons;
- When circumstances make it necessary for students to remain indoors and inactive for two or more hours, the students will be given periodic breaks during which they will be encouraged to stand and be moderately active;
- School administrators will inform teachers about opportunities to attend training on physical activity/physical education and the importance of modeling healthful habits for students; and
- Teachers will be able to access physical education/physical activity resources via Nebraska Action for Healthy Kids website and the Nebraska Department of Education PE Health website.

### **Safe Routes to School**

The school district will assess and, if necessary and to the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate, the district will work together with local public works, public safety, and/or police departments in those efforts. The school district will explore the availability of federal “safe routes to school” funds, administered by the state department of transportation, to finance such improvements.

### **Use of School Facilities Outside of School Hours**

School spaces and facilities should be available to students, staff and community members before and after the school day, on weekends, and during school vacations. These spaces and facilities also should be available to community agencies and organizations offering physical activity and nutrition programs. School policies concerning safety will apply at all times.

### **Family & Community**

Information will be provided to help families incorporate physical activity into the lives of all household members. Families and community members will be encouraged to institute programs that support physical activity.

## **V. Monitoring and Policy Review**

## Monitoring

The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies. The elementary and high school principal or designee will ensure compliance with those policies in their school and will report on the school's compliance to the school district superintendent or designee.

School food service staff will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent. If the district has not received a SMI review from the state agency within the past five years, the district will request from the state agency that a SMI review be scheduled as soon as possible.

The superintendent or designee will develop a summary report every three years on district-wide compliance with the district's established nutrition and physical activity wellness policies based on both elementary and high school input. That report will be provided to the school board and will be available for public review in the superintendent's office.

## Policy Review

To help with the initial development of the district's wellness policies, a baseline assessment of the school's existing nutrition and physical activity environments was conducted in 2017 utilizing the *School Health Index* from the Centers for Disease Control and Prevention. As part of that review, the school district reviewed nutrition and physical activity policies, provisions of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. The district will as necessary revise the wellness policies and develop work plans to facilitate their implementation and the School Health Index will be reviewed at least every three years.

Adopted on: 6/12/2017

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

Reviewed on: 5/9/2023

## Section 18 Breakfast and Lunch Programs

The Centennial Public School has agreed to participate in the National School Lunch Program and accepts responsibility for providing free and reduced-price meals to eligible children in the schools under its jurisdiction. The school food authority assures the State Department of Education that the school system will uniformly implement the following policy to determine children's eligibility for free and reduced-price meals in all National School Lunch Programs. The District provides the United States Department of Agriculture's required nondiscrimination statement:

- In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.
- Persons with disabilities who require alternative means of communication for program information (e.g Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.
- To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the

form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

In fulfilling its responsibilities, the school food authority, Centennial Public School:

1. Agrees to serve meals free to children from families whose income meets eligibility guidelines.
2. Agrees to serve meals at a reduced price to children from families whose income falls between free meal scale and the poverty guidelines.
3. Agrees to provide these benefits to any child whose family's income falls within the criteria in Attachment A after deductions are made for the following special hardship conditions which could not reasonably be anticipated or controlled by the household: Unusually high medical expenses; shelter costs in excess of 30 percent of reported income; special education expenses due to the mental or physical condition of a child; disaster or casualty losses.
4. In addition, agrees to provide these benefits to children from families who are experiencing strikes, layoffs and unemployment which cause the family income to fall within the criteria set forth in federal guidelines.
5. Agrees there will be no physical segregation of, nor any other discrimination against, any child because of his inability to pay the full price of the meal. The names of the children eligible to receive free and reduced-price meals shall not be published, posted or announced in any manner and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Further assurance is given that children eligible for free or reduced-price meals shall not be required to: Work for their meals; use a separate lunch room; go through a separate serving line; enter the lunchroom through a separate entrance; eat meals at a different time; or eat a meal different from the one sold to children paying the full price.
6. Agrees in the operation of child nutrition programs, no child shall be discriminated against because of race, sex, color, or national origin.
7. Agrees to establish and use a fair hearing procedure for parental appeals to the school's decisions on applications and for school officials' challenges to the correctness of information contained in an application or to be continued eligibility of any child for free or reduced-price meals. During the appeal and hearing the child will continue to receive free or reduced priced meals. A record of all such appeals and challenges and their dispositions shall be retained for three (3) years. Prior to initiating the hearing procedures, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing. The hearing procedure shall provide the following:
  - i. A publicly-announced, simple method for making an oral or written request for a hearing.
  - ii. An opportunity to be assisted or represented by an attorney or other person.
  - iii. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal.
  - iv. Reasonable promptness and convenience in scheduling a hearing and adequate notice as to the time and place of the hearing.

- v. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference.
  - vi. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses.
  - vii. The hearing be conducted and the decision made by a hearing official who did not participate in the decision under appeal or in any previous conference.
  - viii. The parties concerned and any designated representative thereof be notified in writing of the decision of the hearing official.
8. Agrees to designate the Superintendent to review applications and make determinations of eligibility. This official will use the criteria outlined in this policy to determine which individual children are eligible for free or reduced-price meals.
9. Agrees to develop and send to each child's parent or guardian a letter as outlined by the State Department of Education including an application form for free or reduced-price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.

The following attachments will be available in the office of the Superintendent:

- Eligibility criteria for free and reduced meals
- Parent letter and application
- Public release
- Collection procedure

#### LUNCH TICKETS

Students' lunch money will be credited to a "family account" versus an "individual account." Each day a student eats breakfast (\$2.50) and/or lunch (PK-5<sup>th</sup> -- \$3.45, 6<sup>th</sup>-12<sup>th</sup> -- \$3.55) will be subtracted from the family account. Should three 6<sup>th</sup>-12<sup>th</sup> grade children from the same family eat lunch on the same day, \$10.65 would be subtracted from the family account. Students will be notified when there are six meals \$21.30 remaining in the account. Students will still be expected to purchase a minimum of 10 lunches per student \$35.50.

Students purchasing lunches will receive a bar coded lunch ticket. As students go through the lunch line, a computer wand will scan the ticket and deduct the price of the meal from the student's family account.

**RECEIPT OF THE 2025-2026 STUDENT-PARENT HANDBOOK  
OF CENTENNIAL PUBLIC SCHOOL**

This Student Handbook is distributed in accordance with Nebraska State Law, Section 79-262, paragraph three which states in part: "Rules and Standards which form the basis for discipline shall be distributed to students and parents at the beginning of each school year or at the time of enrollment..."

**PARENT/STUDENT AGREEMENT**

I have received and read the Student Handbook that describes the Centennial School District's discipline policies, regulations, rules, and expectations to be followed by students enrolled in Centennial Public School, including the Drug Free School Policy. My child and I have discussed these policies and understand that we must comply with them.

**RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS**

In light of the unique challenges and circumstances posed by the outbreak of the novel coronavirus and the recent promulgation of expansive federal regulations, the rules and information provided in this handbook may be supplemented or amended by the School District's administration at any time, consistent with applicable law and board policy. All parents shall be provided notice of any such changes by the district's regular means of contact. By signing below, you agree that you will read any such information and communications, discuss them with your child, and recognize that you must comply with all rules, procedures, and requirements as they apply at that time.

**Parent (or guardian) and students are required to sign & return  
the receipt form below by August 22, 2025.**

Student #1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #3 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #4 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #5 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Legal Guardian's Signature: \_\_\_\_\_

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

## STUDENT'S INTERNET ACCEPTABLE USE AGREEMENT

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

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

I agree not to hold the Centennial Public School, any of its employees, or any institution providing network access to Centennial Public School responsible for the performance of the system or the content of any material accessed through it.

Student #1 Name (Printed): \_\_\_\_\_

Student #1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #2 Name (Printed): \_\_\_\_\_

Student #2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #3 Name (Printed): \_\_\_\_\_

Student #3 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #4 Name (Printed): \_\_\_\_\_

Student #4 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student #5 Name (Printed): \_\_\_\_\_

Student #5 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Please return this page, signed, to the Centennial Secondary Office no later than Friday,  
August 22, 2025.**

Sincerely,

**Colin Bargaen  
Secondary Principal**

## **Section 5 Academic Requirements for Extracurricular Eligibility**

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the principal mission and responsibility for each student is to establish a firm academic foundation. Therefore, the following Nebraska School Activities Association (NSAA) and Centennial Public School Eligibility Requirements must be met by all 6-12 grade students in order to be eligible to participate in extracurricular activities:

### **NSAA – Eligibility Requirements Summary**

Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found in their entirety online at <http://nsaahome.org/nsaforms/pdf/elgposter.pdf>. In order to represent Centennial Junior/Senior High School in any activity sponsored by the Nebraska School Activities Association these requirements must be met. Below is a summary of the NSAA's eligibility requirements:

1. Must carry at least 20 semester hours.
2. Must have passing grades in four subjects for the present semester.
3. Must have been enrolled on or before the 1st day of school.
4. Must have passed 20 semester hours the previous semester.
5. Must meet requirements of the school as to conduct, personal habits, and training.

#### **Ineligible if:**

1. You were 19 years of age before August 1.
2. You have attended school more than 8 semesters (grades 9-12).
3. You were not enrolled in school by the 1st day of school.
4. You were not in school the immediate preceding semester.
5. You did not receive 20 semester hours of credit the immediate preceding semester.
6. You have graduated from high school.
7. You compete in any athletic contest other than as a representative of your school during the season of the sport involved.
8. You play on an all-star team while a high school undergraduate.
9. You have changed schools without your parents changing domicile.
10. Your parents have changed their domicile to another school district and you have remained in your present school. (Exception: if your parents have moved after school has started, you will be eligible to complete the current school year.) Check the NSAA Yearbook for the definition of legal domicile.
11. You participate in a contest under an assumed name.

### **Centennial Public School – Academic Eligibility Requirements Grades 6-12**

Grades in all subjects, including non-core classes, will be reported on Monday (or first day of the week that school is in session) mornings at 9AM beginning the second full week of the 1st and 3rd quarter (nine week grading period) and will be continuously reported each week throughout the remainder of the semester. The current quarter average grade will be the grade reported each week for each class. Any student failing one or more classes will be ineligible to represent Centennial Public School in interscholastic competition or participate in any extracurricular activities. The period of ineligibility will be from Monday to the following Monday when a student has attained ineligible status unless all grades are passing on Thursday or Friday of that week. If a student has raised grades and is passing ALL CLASSES at any time on Thursday or Friday during the week of ineligibility, the student will regain eligibility at that time. Students that do not raise their grade(s) to a passing level will remain ineligible for the entire week. Each

student will receive one (1) Waiver Week per semester in which the student will remain eligible despite having one or more failing grades. The Waiver Week will automatically be used the first time a student reaches ineligible status (students cannot choose a specific week to use their Waiver Week). Ineligible students will not be allowed to participate in any extra-curricular activity (this includes any activity that is not for a grade in a class), including athletic contests, school dances, etc. until the above requirement has been met. Students are expected to practice with their team during the ineligibility period unless otherwise told by their coach/sponsor.

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## **Section 8     Mandatory 9th Period Study Hall**

The office will run a “Downlist” every Monday (or first day of the week that school is in session) at 9AM. Students who are failing one or more classes will be listed as “Down.” Students on the downlist for the week will be required to attend a 9th period study hall on Thursday and Friday from 3:30-4:00PM. Students can work with their teacher(s) to complete a “Check-In” form for each class that they were down in on Monday and turn it/them into the high school office prior to 3:15PM in order to not have to attend 9th period study hall. 9th period study hall will be supervised by teachers who will be able to assist students if needed. Students who are down should take advantage of this study time and do their best to raise their grades to a passing level. Students who skip will be reassigned to a 9th period study hall and will have an additional detention to serve. Additional instances of skipping 9th period study hall may result in additional disciplinary action deemed appropriate by administration including but not limited to Saturday School attendance, in-school suspension, and/or out-of-school suspension.

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## **Section 2     Attendances & Absences**

### Absences From School - Definitions

An absence from school will be reported as: (a) an excused absence or (b) an unexcused absence.

#### 1.     Excused Absences

Absences should be cleared through the Principal's office in advance whenever possible. An absence or tardy, even by parental approval, may not be excused. All absences, except for illness and/or death in the family, require advance approval. An absence for any of the following reasons will be excused, provided the required procedures have been followed:

- (A)     Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents),
- (B)     Physical or mental illness which causes a student to be absent from school (A doctor's note will be required after four consecutive days absent for illness OR if the school nurse sent the student home), NOTE: Just because a student visited the school nurse does not mean that going home will be excused.

- (C) Medical appointments which require student to be absent from school, **(with note from doctor or dentist to verify excuse)**
- (D) Court appearances that are required by a court order and the **student is not responsible for needing to be in court,**
- (E) School sponsored activities which require students to be absent from school,
- (F) Family trips in which student accompanies parent(s)/legal guardian(s) **IF AND ONLY IF** the following conditions are met: 1) approval by the principal in advance; 2) the student communicates with all of his/her teachers prior to the trip and makes mutually agreed upon plan with each teacher for completing work prior to the trip and/or setting due dates for work that can be completed upon the student's return to school; 3) successfully meeting all deadlines for schoolwork set forth in condition #2.
- (G) Severe Weather
- (H) Suspensions and Expulsions
- (I) Other absences which have received prior approval from the Principal.

**The Principal has the discretion to deny approval for the latter two reasons, depending on circumstances such as the student's number of other absences, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.**

2. Unexcused Absences

An absence which is not excused is unexcused. If a student's absence is unexcused, the student may receive zeros for any class work missed during the absence and may be required to make-up work and the time missed.

A student who engages in unexcused absences may be considered truant as per state law, Neb.Rev.Stat. § 79-201. Truancy is a violation of school rules. The consequence of such action may include suspension from classes, and the student may be required to make up the time missed. Students who leave the school premises without permission during the school day will be considered truant.

3. Mandatory Ages of Attendance

A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

Exceptions for Younger Students

Attendance is not mandatory for a child who has reached the age of 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that 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 (2) that 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.

### Exceptions for Older Students

Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

### Early Withdrawal for Students Enrolled in Accredited or Approved Schools

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if a signed, written request that demonstrates that the student meets the legal criteria allowing for disenrollment is submitted to the superintendent, an exit interview is conducted, and a withdrawal form is signed.

### Exit Interview

The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in Centennial Public School or resides in Centennial Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- 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
- 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, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must 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:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- 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.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child OR may rescind the written request for the withdrawal.

#### Withdrawal Form

Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also 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
- 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 Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

#### Early Withdrawal for Students Enrolled in an Exempt School (Home Schools)

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects 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.

### **Section 3      Absence Procedures**

A student will not be allowed to enter class after an absence until an admit slip, based upon a written parental excuse, is issued by the Principal's office. Work must be made up within the time allowed on the admit slip. Students missing classes for school activities must submit a completed pre-planned absence form to the sponsor before being allowed to leave for the activity. Since students are aware of the absence in advance, all assignments due on the day of the activity must be turned in prior to departing for the activity and students are expected to have other assignments completed upon their return to school.

For excused absences that are not pre-planned, two school days will be allowed to make up the work for each day missed with a maximum of ten (10) days allowed to make up work. If requested, assignment sheets will be prepared for students who are ill. If parents and/or students request assignment sheets, the school should be contacted by no later than 9:30 a.m.

For unexcused absences, the student will receive a failing mark for or in each class period missed.

### **Section 4      Make-Up Work**

Written make-up work may be assigned for each day missed, regardless of the type of absence. If make-up work is not completed by the due date, students will be required to attend "9<sup>th</sup> Hour"

to complete their work and will receive temporary zeros in PowerSchool for the work until it is completed. The time each student is allowed will be determined by mutual agreement between the student and teacher. The student has the responsibility to contact teachers, initially, regarding make-up assignments. Assignment sheets will be sent only for extended absences such as chicken pox, hospitalization, or other prolonged illnesses. No assignment sheets will be sent out until after at least three (3) days of absence. If the parents or students have concerns prior to the three (3) days, they are encouraged to contact the teacher.

## **Section 5 Attendance is Required to Participate in or Attend School Activities**

Students must attend school all day the day of any scheduled school activity in order to participate in or attend the activity. This includes sports contests, practices, and dances. Failure to attend on that day will result in a student being withheld from participation in or attendance at the activity. The principal retains the right to grant participation should exceptional circumstances prevail.

## **Section 6 Truancy**

### **Reporting and Responding to Truant Behavior**

Any administrator, teacher, or member of the Board of Education who knows of any failure on the part of any child age 6 to 18 to attend school regularly without lawful reason shall within three days report such violation to the Superintendent. The Superintendent shall immediately cause an investigation into any such report to be made. The Superintendent shall also investigate any case when, of his or her personal knowledge, or by report or complaint from any resident of the district, the Superintendent believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior. Such services shall include, as appropriate, the services listed under the "Excessive Absenteeism" policy.

### **Excessive Absenteeism**

If at any time in the semester a student is on pace to exceed missing 10% of the scheduled school days (typically about 17 days), the Attendance Officer may follow the attached procedure for addressing barriers to the student's attendance. Previous attendance records and documentation of current school year absences will be considered on a case by case basis to determine the steps that the Attendance Officer will follow.

When a student is absent more than eighteen (18) days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may/must file a report with the county attorney of the county in which the student resides. For example, if the student accumulates twenty three (23) days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

### **Excessive Absenteeism - Procedure**

Students who accumulate eight (8) absences in a semester shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis or a per class basis for secondary students. When a student has excessive absences, the following procedures may be implemented:

1. Students that accumulate more than eight (8) absences per semester will have their semester grade reduced 1% point per absence more than the eight (8) allowable absences per class. For example, if a student has a semester grade of 85% and has missed 12 days during the semester, the student's final semester grade would be an 81%. A student will have the opportunity to make up for excess absences to earn back points taken off of their final grade. Students can serve a detention before or after school (no lunch detentions) to earn back 1 point in a class. In this example the student could serve 4 detentions to earn back all 4 points in the class.
2. Referral to the Seward County Attendance Support Office.
3. One or more meetings may be held between a school attendance officer, school social worker, the school principal or a member of the school administrative staff as designated by the school administration, the parent/guardian, and the student to develop a collaborative plan to improve regular attendance. If the parent/guardian refuses to participate in such meeting, the principal shall place in the student's attendance records documentation of such refusal.
4. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child.
5. Referral to the Student Assistance Team and/or an educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the excessive absenteeism problem, supplemented by specific efforts by the school to help remedy any condition diagnosed.
6. Investigation of the excessive absenteeism problem by the Seward County Attendance Support Office to identify conditions which may be contributing to the excessive absenteeism problem. If services for the child and his or her family are determined to be needed, the person performing the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the excessive absenteeism problem.

### **Reporting Excessive Absenteeism to the County Attorney**

- A. **Eighteen Excused Absences:** If a student accumulates more than eighteen (18) absences per year and all of the absences are due to documented illness that makes attendance impossible or impracticable or are otherwise excused by school authorities, the attendance officer may report such information to the county attorney of the county in which the person having control of the student resides.
- B. **Eighteen Unexcused Absences:** If a student accumulates more than eighteen (18) absences per year, and any of the absences are not excused, the attendance officer shall file a report with the county attorney of the county in which the person having control of the student resides. The report shall be made on a form which includes the following two statements, one of which must be designated by the school representative signing the report: (a) The school representative requests additional time to work with the student prior to intervention by the county attorney; and (b) the school representative believes that the school has used all reasonable efforts to resolve the student's excessive absenteeism without success and recommends county attorney intervention. If further action is necessary to address the child's attendance, the initial meeting between the parent or guardian of the child, the school, and the county attorney or his or her designee shall be at a location determined by the school.

- C. Other: A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

### **Reporting Excessive Absenteeism to the Commissioner**

- A. The Superintendent or designee shall report on a quarterly basis to the Commissioner of Education as directed by the Commissioner regarding the number of and reason for any long-term suspension, expulsion, or excessive absenteeism of a student; referral of a student to the office of the county attorney for excessive absenteeism; or contacting of law enforcement officials (other than law enforcement officials employed by or contracted with by the District as school resource officers) by the District relative to a student enrolled in the District.

### **Advisory Procedures.**

- A. Advisory letters will be sent to parents or guardians when their child has accrued four (4) and seven (7) absences per class during the semester.
- B. After seven (7) absences, the parent/guardian/student will be notified of potential loss of points on the student's semester grade if the student exceeds 8 absences. An Appeal Form will be included with the 7 absences letter.

### **Student's Rights to Due Process**

The following procedure will be followed to ensure due process.

#### **A. THE FACULTY COMMITTEE ON ABSENTEEISM**

1. If a student's absences exceed that allowable amount (8 absences), the parent and student can appeal the potential loss of points on the final semester grade by 1) completing the appeal form that was sent with the 7 absences letter and returning it to the high school office. 2) Upon receiving the appeal form, the Attendance Officer will call the parents to set up a meeting with the Faculty Committee on Absenteeism. The parent/guardian and the student must be in attendance at this meeting. Appeal meetings will be scheduled during the final three (3) weeks of each semester.

2. After the Appeal Meeting has occurred, the Faculty Committee on Absenteeism shall review all absences/tardies and exceptions to the limitation on absences. Chronic and/or extended illness and/or other unusual circumstances will be considered.

3. A determination will be made individually on each case.

4. The Faculty Committee on Absenteeism shall not exercise the right to take points off of the student's final semester grade(s).

5. The Faculty Committee on Absenteeism shall make its recommendation in writing to the principal.

#### **B. THE PRINCIPAL, PARENT/GUARDIAN, AND STUDENT**

1. The principal will render a decision within three (3) days after receiving the committee's recommendation and notify the student/parent/guardian.

2. An appeal to the principal's decision may be filed by the student or the student's parents/guardians and presented within seven (7) days following the notification of pending loss of points on the final semester grade.

#### **C. THE SUPERINTENDENT**

1. Upon receiving an appeal to the principal's decision, the principal will forward the information and decision to the superintendent. If the student is going to lose points on the final semester grade, the superintendent will either support the denial or grant an extension of absences. If the superintendent supports the principal's decision, he/she

will notify the student/parent/guardian. The affected party may then request a hearing before the Board of Education. This request must be made within seven (7) days after receiving notification.

#### D. THE BOARD OF EDUCATION

1. The Board of Education shall serve as the appeal body and may grant or deny an extension of absences after hearing the case.
2. The administration and Board of Education reserve the right to ask for a medical opinion in cases of prolonged or chronic illness.

#### **Attendance Hearings**

All attendance hearings will be scheduled for the last three weeks of the semester.

**Centennial Public School**

*August Policy Review*

Policies 3056-3059; 4002-4007

<b>Current Centennial Policy</b>	<b>Redline (If Applicable)</b>	<b>KSB Model Policy</b>	<b>Summary - Notes</b>
<a href="#">3056</a>		<a href="#">3056</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent.
<a href="#">3057</a>		<a href="#">3057</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">3058</a>		<a href="#">3058</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">3059</a>		<a href="#">3059</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
N/A		<a href="#">3060</a>	<b>Centennial does not currently have this policy. We need to consider if we would like to adopt this policy. The policy sets rules for firearms for nonstudent adults.</b>
<a href="#">4002</a>		<a href="#">4002</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">4003</a>		<a href="#">4003</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">4004</a>		<a href="#">4004</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">4005</a>		<a href="#">4005</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">4006</a>		<a href="#">4006</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent
<a href="#">4007</a>		<a href="#">4007</a>	The Centennial-adopted version and the KSB model are fully aligned in content, language, and intent

ChatGPT Overview of these policies:

**3056 – Guest Speakers**

This policy outlines the expectations for inviting guest speakers into the classroom. It emphasizes educational relevance and appropriateness of content. Teachers must receive prior

approval from the building principal, and the district retains the right to limit or prohibit any speaker whose content is inconsistent with the district's educational mission.

### **3057 – Title IX**

The district's Title IX policy ensures compliance with federal nondiscrimination laws, specifically related to sex-based discrimination and harassment. It defines key terms (such as "complainant," "respondent," and "supportive measures") and details the formal grievance process, including timelines and responsibilities of Title IX coordinators and investigators. This policy is critical for protecting student and staff rights and maintaining due process.

### **3058 – Naming School Facilities and Property**

This policy governs the process of naming or renaming school district buildings and property. It requires that names reflect positive community values and avoid references to commercial enterprises or individuals unless they have made extraordinary contributions to the district. Final approval lies with the Board of Education.

### **3059 – Audio and Video Recording**

This policy regulates the use of audio and video recording in the school setting. It distinguishes between authorized recordings (e.g., security systems, athletic events, educational use) and those prohibited (e.g., covert recordings of staff or students). The policy aims to protect student privacy and maintain classroom integrity.

### **3060 – Firearms and Weapons – Non-Students**

This policy prohibits non-students—including parents, visitors, and contractors—from possessing firearms or weapons on school property, except under narrowly defined legal exceptions. This ensures alignment with Nebraska state law and enhances school safety.

### **4002 – Drug-Free Workplace**

Required by federal law, this policy affirms the district's commitment to maintaining a drug-free workplace. It prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances in the workplace and outlines consequences for violations, including potential termination and required participation in rehabilitation programs.

### **4003 – Drug Testing of Drivers**

This federally mandated policy applies to district employees who operate commercial motor vehicles. It outlines procedures for pre-employment, random, reasonable suspicion, and post-accident drug and alcohol testing in accordance with Department of Transportation (DOT) regulations.

### **4004 – Employment of Relatives, Domestic Partners, and Significant Others**

To prevent conflicts of interest and perceptions of favoritism, this policy restricts the employment of immediate family members or individuals in close personal relationships within supervisory chains or decision-making capacities. It requires disclosure and outlines mitigation procedures where applicable.

#### **4005 – Communication Between the Board and District Employees**

This policy defines appropriate communication channels between the Board of Education and school personnel. While the board values input from employees, it reinforces that communications regarding employment or operational matters should be directed through the Superintendent to preserve administrative integrity and chain of command.

#### **4006 – Workers' Compensation Insurance**

This policy affirms the district's participation in the Nebraska Workers' Compensation system. It outlines procedures for reporting injuries, filing claims, and returning to work. It also highlights the importance of timely documentation and district support for injured employees.

#### **4007 – Personnel Records**

The district maintains personnel files for each employee containing employment-related documents. This policy identifies who may access these records, the types of information maintained, and employees' rights to review their own files. It supports transparency and compliance with employee privacy laws.

	Bus Proposal Comparisons											
	Brand	Delivery Time	Fuel Type	Passengers	Wheelbase	Tank Size	Length	Warranty	Backup Camera	Price	DERA Grant Amount	Total Cost
2026	Blue Bird	April 2026	Diesel	65	273 in.	100 Gal.	33'3"	5 Year	Included	\$139,859	\$33,000	\$106,859
2026	Thomas	Oct 2025	Diesel	65	259 in.	100 Gal.	37'3"	3 Year (Engine 5, Transmission 7)	Included	\$124,035	\$33,000	\$91,035
2026	International	In Stock	Diesel	65	254 in.	65 Gal.	31'11"	3 year/50,000 miles	360 Deg. Camera	\$134,950	\$33,000	\$101,950
2027	International	April 2026	Diesel	65	254 in.	65 Gal.	31'11"	3 year/50,000 miles	360 Deg. Camera	\$139,250	\$33,000	\$106,250
2026	Blue Bird	April 2026	Gasoline	65	273 in.	100 Gal.	33'3"	5 Year	Included	\$137,589	\$48,156	\$89,433

Bus on the Lot

\$134,950



71 passenger Body for more leg room  
for students

## **2026 IC Bus, Next Gen 65-2 Premium**

Extended Kneeroom, 78" Headroom

Dash Air Conditioning- Factory Installed

250HP, 660 Torque Cummins Diesel

6 Speed Allison Automatic w/ Dble OD

Appearance Package

Safety-Star Enhanced Package

Interior Tube-Type Racks

Underfloor Luggage Compartments

Sales Proposal For:

### **Cornhusker Int'l Stock Bus**

Presented By:

## **CORNHUSKER INTERNATIONAL TRUCKS, INC**

**Prepared For:**  
Cornhusker Int'l Stock B  
Russ Folts  
3131 Cornhusker Hwy  
Lincoln, NE 68504-1593  
(402)331 - 8801  
Reference ID: N/A

**Presented By:**  
CORNHUSKER INTERNATIONAL TRUCKS, INC  
Russell Folts  
3131 CORNHUSKER HIGHWAY  
LINCOLN NE 68504 -  
(402)466-8461

Thank you for the opportunity to provide you with the following quotation on a new IC Corporation vehicle. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

**Model Profile**  
**2026 CE SCHOOL BUS (PB110)**

<b>AXLE CONFIG:</b>	4X2
<b>APPLICATION:</b>	School Transportation
<b>MISSION:</b>	Requested GVWR: 27500. Calc. GVWR: 29800 Calc. Start / Grade Ability: 26.41% / 2.08% @ 55 MPH Calc. Geared Speed: 88.6 MPH
<b>DIMENSION:</b>	Wheelbase: 254.00, CA: N/A, Axle to Frame: 152.00
<b>ENGINE, DIESEL:</b>	{Cummins B6.7 250} EPA 2024, 250HP @ 2400 RPM, 660 lb-ft Torque @ 1600 RPM, 2600 RPM Governed Speed, 250 Peak HP (Max), School Bus Only
<b>TRANSMISSION, AUTOMATIC:</b>	{Allison 2500 PTS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, Less PTO Provision, Less Retarder, with 33,000-lb GVW and GCW Max, School Bus
<b>CLUTCH:</b>	Omit Item (Clutch & Control)
<b>AXLE, FRONT NON-DRIVING:</b>	{Meritor MFS-10-122A} I-Beam Type, 10,000-lb Capacity
<b>AXLE, REAR, SINGLE:</b>	{Dana Spicer S140} Single Reduction, 19,800-lb Capacity, 190 Wheel Ends Gear Ratio: 5.57
<b>TIRE, FRONT:</b>	(2) 11R22.5 Load Range H R89 ALL POSITION (PIRELLI), 501 rev/mile, 75 MPH, All-Position
<b>TIRE, REAR:</b>	(4) 11R22.5 Load Range H R89 CS (PIRELLI), 494 rev/mile, 75 MPH, Drive
<b>SUSPENSION, REAR, SINGLE:</b>	19,800-lb Capacity, Two Stage Vari-Rate Springs
<b>PAINT:</b>	Cab schematic 100NB Location 1: 4421, School Bus Yellow (Std) Chassis schematic N/A

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

May 09, 2025

**Description**

Base Chassis, Model CE SCHOOL BUS with 254.00 Wheelbase, N/A CA, and 152.00 Axle to Frame.

Bus Body Plan, AABP00000Y

Seat Capacity, 65

**BODY PLANS**

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BODY, BUS Conventional; 78" Headroom, 31'11" Body Length, 72 Passenger, 254 WB

STATE OF OPERATION Nebraska

BODY PLAN, NON-SPECIAL NEEDS for CE, 31' 11" Body Length, 65 Passenger, 254" WB, DM0048A000

BODY PLAN, APPROVED VARIATION Number 001

**AXLE CONFIGURATION**

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AXLE CONFIGURATION 4x2

**ENGINE**

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ENGINE, DIESEL {Cummins B6.7 250} EPA 2024, 250HP @ 2400 RPM, 660 lb-ft Torque @ 1600 RPM, 2600 RPM Governed Speed, 250 Peak HP (Max), School Bus Only

EMISSION, CALENDAR YEAR {Cummins B6.7} EPA, OBD and GHG Certified for Calendar Year 2024

CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty

CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations

EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood

VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA/MA /OR/NJ/NY/WA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle.

Notes

: CANNOT BE REGISTERED IN CA. For vehicles that will be registered in States other than CA.

RADIATOR Aluminum, 2-Row, Down Flow, Front to Back System, 640 SqIn Louvered, with 383 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler

Includes

: RADIATOR HOSES Premium, Rubber

FAN DRIVE {Warner Electric FC550} On/Off Type, Electronically Activated and Controlled

Includes

: FAN Nylon

AIR CLEANER Single Element, Fire Retardant Media

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

BLOCK HEATER, ENGINE {Phillips} 120V/750W, for Cummins ISB/B6.7 Engines

Includes

: BLOCK HEATER SOCKET Receptacle Type; Mounted in Center Through Front Bumper

CRUISE CONTROL Electronic

OIL PAN 15 Quart Capacity, For Cummins ISB/B6.7 Engines

THROTTLE, HAND CONTROL Electronic

**Description**

**TRANSMISSION**

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TRANSMISSION, AUTOMATIC {Allison 2500 PTS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, Less PTO Provision, Less Retarder, with 33,000-lb GVW and GCW Max, School Bus

NEUTRAL AT STOP OMIT

SHIFT CONTROL PARAMETERS {Allison} 1000 or 2000 Series Transmissions, Performance Programming

TRANSMISSION OIL Synthetic; 20 thru 28 Pints

TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, for Allison 1000 & 2000 Series Transmission

**CLUTCH**

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CLUTCH Omit Item (Clutch & Control)

**REAR AXLES, SUSPENSIONS**

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AXLE, REAR, SINGLE {Dana Spicer S140} Single Reduction, 19,800-lb Capacity, 190 Wheel Ends . Gear Ratio: 5.57

SUSPENSION, REAR, SINGLE 19,800-lb Capacity, Two Stage Vari-Rate Springs

SHOCK ABSORBERS, REAR (2)

**FRONT AXLES**

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AXLE, FRONT NON-DRIVING {Meritor MFS-10-122A} I-Beam Type, 10,000-lb Capacity

**FRONT SUSPENSIONS**

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SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 10,000-lb Capacity, with Shock Absorbers

Includes

: SPRING PINS Rubber Bushings, Maintenance-Free

**CABS, COWLS, BODIES**

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COWL Flat Back

AIR CONDITIONER with Integral Heater and Defroster

CAB INTERIOR TRIM Classic, for Day Cab

GAUGE CLUSTER Base Level; English with English Electronic Speedometer

Includes

: GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for

: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure or Auxiliary Air Pressure (if Air Equipped)

: WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure, Primary and Secondary (if Air Equipped)

GAUGE, DEF FLUID LEVEL

GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission

HEATER SHUT-OFF VALVES (2) Ball Valve Type

INSTRUMENT PANEL Wing Panel

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

**Description**

WINDSHIELD Three Piece, Bonded, with Shaded Band  
WINDSHIELD WIPER BLADES Winter Type

**FRAMES**

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FRAME RAILS High Strength Low Alloy Steel (50,000 PSI Yield); 10.125" x 3.062" x 0.312" (257.2mm x 77.8mm x 8.0mm); 489.2" (12425mm) Maximum OAL

BUMPER, FRONT Contoured, Steel, Painted Gloss Black, Severe Duty

**Notes**

: Bumper Thickness is .25"

CROSSING GATE, FRONT Electric, Yellow Blade, Bumper Mounted

**Includes**

: CONTROL ASSEMBLY Solid State, Located Rear of Front Bumper, Heater not Required  
: CROSSING GATE, FRONT Matches Contour of Bumper

CROSSMEMBER, REAR, AF (2)

TOW HOOK, FRONT (2) Frame Mounted

TOW HOOK, REAR (2) Mounted on Lower Rail Flange

WHEELBASE RANGE 254" (645cm) Only

**BRAKES**

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BRAKE SYSTEM, HYDRAULIC {Wabco} Split System, with Automatic Adjustment and Four Channel ABS

TRACTION CONTROL, HYDRAULIC Automatic; Hydraulic Brake System, with Electronic Stability Control

BRAKE, PARKING {Bosch} DSSA Type, 12" x 3"; for Hydraulic Brake Chassis; Foot Operated in Cab; Differential Mounted

BRAKES, FRONT {Meritor Quadraulic} Hydraulic Disc Type, with Four 70mm Diameter Pistons, 12,000-lb Capacity

DUST SHIELDS, FRONT BRAKE for Hydraulic Brakes

BRAKES, REAR {Meritor Quadraulic} Hydraulic Disc Type, with Four 70mm Diameter Pistons, 21,000-lb Capacity per Axle

DUST SHIELDS, REAR BRAKE for Hydraulic Brakes

GVWR LIMITATION FOR BUS with Hydraulic Brakes, Limited to 29,800-lbs Maximum to meet FMVSS 105 Requirements, for Conventional Bus

PARKING BRAKE INTERLOCK Parking Brake Cannot be Released Until Ignition Switch is in "ON" Position and Service Brake Pedal is Applied, Use with Hydraulic Brake Chassis Only

**STEERING**

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STEERING GEAR {Sheppard M100} Power

STEERING COLUMN Tilting

STEERING WHEEL 4-Spoke; 18" Dia., Black Leather Wrapped

**DRIVELINES**

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DRIVELINE SYSTEM {Dana Spicer} SPL100, for 4x2/6x2

PROPSHAFT GUARD

**Description**

**EXHAUST SYSTEMS**

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EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Under Right Rail, for Single Long Horizontal Tail Pipe  
TAIL PIPE (1) Horizontal, Long, Exits Right Side Through Bumper

**ELECTRICAL SYSTEMS**

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ELECTRICAL SYSTEM 12-Volt, Standard Equipment

**Includes**

- : HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel
- : HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever
- : MISCELLANEOUS FEATURES Modular, Loom Protected, Grommets in all Applicable Body Openings, Assembled in Computer Assisted Fixture which Verifies Continuity and Correct Assembly Prior to Installation
- : PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light
- : STARTER SWITCH Electric, Key Operated
- : TURN SIGNAL SWITCH Self-Cancelling with Lane Change Feature
- : TURN SIGNALS, FRONT Includes Reflectors and Auxiliary Side Turn Signals, Solid State Flashers; Flush Mounted
- : WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever
- : WIRING, CHASSIS Color Coded and Continuously Numbered

ALTERNATOR {Leece-Neville AVI160P2003} Brush Type, 12 Volt, 240 Amp Capacity, Pad Mount

ANTENNA Shark Fin, Roof Mounted

BATTERY BOX Steel, with Powder Coat Sliding Tray, 25.25" Wide, for Standard Batteries, 1-3 Battery Capacity, Mounted Left Side Behind Front Axle Perpendicular to Frame Rail

BATTERY DISCONNECT SWITCH {Cole-Hersee 75920-06} 300 Amp, Disconnects Charging Circuits, Locks with Padlock, Battery Box Mounted

BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud

BRAKE WARNING INDICATOR Light and Audible Alarm; Parking Brake/Motion Warning System for Engaged Parking Brake

BK WARN IND,PARK BK NOT SET Visual and Audible Alarm, Active Upon Ignition Off and Parking Brake Not Set, Reminder to Set Parking Brake

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

COLLISION MITIGATION SYSTEM Omit

HEADLIGHT WARNING BUZZER Sounds When Head Light Switch is on and Ignition Switch is in "Off" Position

HEADLIGHTS Halogen, with Daytime Running Lights, Automatic Twilight Controlled

HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On

HORN, ELECTRIC (2) Trumpet Style

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

RADIO AM/FM/USB Input/Auxiliary Input, Includes Wiring and Antenna, with Public Address System

STARTING MOTOR {Mitsubishi Electric Automotive America 90P47} 12-Volt, with Soft-Start

TELEMATICS SYSTEM {ZONAR SYSTEMS V3} Installation Package, Less System; Includes Power Connector, J1939 Datalink Connector, Stop Arm and Entrance Door Inputs, Located Inside Dash Center Panel for Customer Installed Zonar V3 Module

TURN SIGNALS, FRONT Dual Face, LED, Amber/Amber, Mounted on Top of Fender, Used with Standard Flush Mounted Front Turn Signal, Side Marker Lamps, Parking Lights and Reflectors

**FRONT END**

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**Description**

FRONT END Tilting, Fiberglass, with Three Piece Construction, Dual Air Intakes

BUG SCREEN Mounted Behind Grille

GRILLE Molded in Black, with Chrome Surround

HOOD TILT ASSIST {EASY TILT} Mechanical

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

**SPEEDOMETER, TOOLS, MISC**

---

CHASSIS PAINT Full Chassis

COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360

MUD FLAPS, FRONT WHEELS (2) Rubber, Mounted on Fender Extension

PAINT SCHEMATIC, PT-1 Single Color, Design 100

**Includes**

: PAINT SCHEMATIC ID LETTERS "NB"

PAINT TYPE Urethane, One or Two Colors, Other than Imron or International.

PROMOTIONAL PACKAGE 7 Year Unlimited Miles/km Warranty, Limited Time Program for Allison 2500 Series Transmission on School and Commercial Buses (Supplied directly through Allison)

**FUEL TANKS**

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FUEL TANK Top Draw, Steel, Rectangular, 65 US Gal (246L), Includes Protective Cage, Mounted Between Frame Rails and Behind Rear Axle

DEF TANK 16.5 US Gal (62.5L) Capacity, Frame Mounted Outside Right Rail, Behind 0 Bow

FUEL/WATER SEPARATOR {Racor 400 Series,} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor

LOCATION FUEL/WATER SEPARATOR Mounted Under Hood, Left Side, Above Front Axle

**WHEELS, TIRES - FRONT**

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WHEELS, FRONT {Accuride 51408} DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

(2) TIRE, FRONT 11R22.5 Load Range H R89 ALL POSITION (PIRELLI), 501 rev/mile, 75 MPH, All-Position

**WHEELS, TIRES - REAR**

---

WHEELS, REAR {Accuride 51408} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

(4) TIRE, REAR 11R22.5 Load Range H R89 CS (PIRELLI), 494 rev/mile, 75 MPH, Drive

**BODY FEATURES**

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BUMPER, REAR Painted, 12" High, 3/16" Thick

SUPPORTS, REAR BUMPER Bolted to Frame

BODY, REAR Includes Emergency Door

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

**May 09, 2025**

**Description**

BOWS, ROOF 14 ga., One Piece Construction

Includes

: BOWS, ROOF Positioned Floor Line to Floor Line, Threaded Through Roof Strainers and Drip Rail

FASTENERS, HEADLINER Rivets

FLOOR, BODY with Wheel Wells

HANDLE, ASSIST Windshield Side Mounted, Left and Right, Chrome

HEADLINER, BODY Conventional; 25'11"-35'08" Body Length, Perforated Full Length with Sound Insulation Full Length

LIGHT BARS Plastic

LINING, SIDE INTERIOR, LOWER Embossed Steel, Clear Coated

RAILS, WRAP-AROUND Just Below Window Line

RUB RAILS, BODY (4) Conventional; Steel, 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths, Includes Snow Rail

Includes

: RUB RAILS Full Length, Primer Coated (Both Sides), Attached to Body without Cuts or Splices

SEALER Extra; Sidewall to Floor, In Wheel Pocket Area, and Rear Wall to Floor

SIDE SHEET, BODY, EXTERIOR Conventional, 16ga., Smooth, 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

SKIRT, BODY Conventional, 20", 16ga., 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

Includes

: SKIRT, BODY Extra Smooth Steel Supported by Floor Gussets

STEP, FRONT ENTRANCE DOOR 27 1/4" Depth; 14ga Steel, Formed Treads, Naviflex Finish

TIE DOWNS, BODY Grade 8 Bolts, Every Body Section

Includes

: TIE DOWNS, BODY with Formed Tab that Fits into Floor Structure to Prevent Turning

COVER, REAR DOOR INSIDE HANDLE Partial Coverage

DOOR, ENTRANCE, FRONT Electric, Outward Opening, with Single Pane Glass

FASTENERS, REAR DOOR Lag Screws, Rear Door To Body

HANDLE, ASSIST, ENTRANCE DOOR Outside Entrance

HANDLE, EXTERIOR, REAR Emergency Door; Chrome

HOLD BACK, REAR DOOR Stationary, No Cables, with Plastic Cover

KEYS ALIKE, LOCKS Entrance Door, 545 Keys

LATCH, REAR DOOR One Point Slide Bar, Cam Operated, with One Inch Stroke

LOCK, ENTRANCE DOOR in External Release, with Key

LOCK, REAR DOOR with Ignition Starter Interlock, Located at Bottom Edge of Rear Buzzer Box

COMPARTMENT, DRIVER STORAGE Bin, Sized to Hold Three Ring Binder, Includes (1) USB-A Port and (1) USB-C Port

COMPARTMENT, LUGGAGE, LT MID 87" x 24" x 22"

Includes

: HINGES Rubber

: LATCH, T-HANDLE, LOCKING Stainless Steel

COMPARTMENT, LUGGAGE, RT MID 79" X 24" X 22"

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

May 09, 2025

**Description**

Includes

: HINGES Rubber

: LATCH, T-HANDLE, LOCKING Stainless Steel

HOLD DOWN, BATTERY For Up To 3 Batteries

LUGGAGE RACK, INTERIOR Tubular, Below Light Bar, 20 Bow

WASTE CONTAINER Removable, Located in Driver Area

INSULATION, ROOF/SIDES/BULKHEAD 1.5"

UNDERCOAT, BODY Fire Resistant, Water Based, TT-C-730 Spec

Includes

: UNDERCOATING Performed Before and After Mounting on Chassis

UNDERCOAT, FLOOR/STEPWELL/SIDES for Engine Noise Reduction

BODY CERTIFICATION TAG Metal

BODY TAG, METAL Capacity to Include the Total Number of Passengers

LETTERS, BATTERY COMPARTMENT (01) Decal; "Battery"; 1" Black Letters, Centered on Standard Battery Box

LETTERS, CAPACITY 2" Black Decal, (1) Place, with Bus Number, For the State of Nebraska

LETTERS, DEF, I.D. Decal; "DEF ONLY", 1" Black, on DEF Filler Door

LETTERS, DOOR, REAR Decals; "EMERGENCY DOOR", 2" Black Letters Inside and Outside

LETTERS, FUEL I.D. Decal; "DIESEL FUEL", 2" Black, Adjacent to Fuel Filler Door

LETTERS, HEADER Decal; "WATCH YOUR STEP", 1" Black, Above Windshield

LETTERS, E/E WINDOW, LEFT (2) Decal Sets, "EMERGENCY EXIT", Black Inside and Outside

LETTERS, E/E WINDOW, RIGHT (2) Decal Sets, "EMERGENCY EXIT", Black, Inside and Outside

LETTERS, SCHOOL BUS FRONT/REAR Decal; "SCHOOL BUS"; with 8" Black Reflective Letters, 3M Fluorescent Diamond Grade, Yellow On Front and Rear Cap

LETTERS, STEPWELL Decal, "WATCH YOUR STEP", 2.5" Black, Behind Door on Step Riser

LOGO, ROOF LINE Decal; Wing and Shield, First Body Section, Above Driver Window and Entrance Door Over Driver Window and Entrance Door

OPERATING INSTRUCTIONS, REAR Decal, Inside Rear Emergency Door

PAINT COLOR, BODY INTERIOR 9384 Spring White

PAINT COLOR, BODY EXTERIOR 4421 School Bus Yellow

PAINT COLOR, BUMPER Rear, 0001 Canyon Black

PAINT FLASHER BACKGRD 0001 Canyon Black

PAINT HOOD AND FENDER To Match Body Exterior

PAINT, RUB RAIL Flange to Flange

PAINT COLOR, RUB RAILS 0001 Canyon Black

PAINT STREAMER On Roof, Both Sides 1" Above Drip Rail, 0001 Canyon Black

PAINT, WINDOW BOW CAPS 0001 Canyon Black, Side Only

SEAL, RUB RAILS Top Edge, All Rails

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

May 09, 2025

**Description**

STRIPING, BUMPER (4) Decal, Non-contrasting, Front and Rear

STRIPING, E/E WINDOW, LEFT {3M} (02) Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, E/E WINDOW, RIGHT {3M} (02) Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, PERIMETER, REAR Emergency Door, 1" Yellow Reflective

STRIPING, REAR END {3M} Yellow Fluorescent Diamond Grade, 1" Horizontal and 2" Vertical

STRIPING, ROOF HATCH, FRONT {3M} Decal, Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, ROOF HATCH, REAR {3M} Decal, Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, SEATLINE {3M} 2" Yellow Fluorescent Diamond Grade

WIRING DIAGRAM Schematic, Electrical

**Includes**

: ACCESS PANEL for Wiring Diagram Schematic Located on Inside of Electrical Panel Door, Below Driver Window

SUB FLOOR, PLYWOOD Conventional; B-C Exterior Grade, Less Sealed Edges, 5/8", 5 Ply, for 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

DISARM, POST TRIP INSPECTION Button Located on Light Bar at Rear of Bus

MONITOR, POST TRIP INSPECTION {Leave No Student Behind} Accessory Controlled, with Push Button Alarm Disable at Rear of Bus Prompts Driver to Walk to Back of Bus to Disable Alarm

SWITCH, LOCATION Steering Wheel; Includes Master Flasher, Flasher On/Off, Red Override, and Door Control

**Includes**

: SWITCH, STEERING WHEEL, LIGHT Includes Illuminated Switches

**BODY FEATURES**

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WINDOW, DRIVER Storm

COLOR, WINDOW FRAME, PASS Passenger Window, Natural Aluminum Finish

WINDOW, E/E, LEFT (2) Vertical Hinge

WINDOW, E/E, RIGHT (2) Vertical Hinge

WINDOW, PASSENGER, TINT Conventional; 28% Light, Laminated Glass, 78" Headroom, with 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

WINDOW, SASH (20) 27" Sections, 9"x 23" Opening

WINDOW, STOPS 12" Opening, Only with 78" Headroom

AISLE POSITION Center, for balanced seating

FLOOR COVERING, COLOR Blue

FLOOR COVERING, TRIM Aluminum

FLOOR COVERING, TYPE {Koroseal} All Body Lengths

STEP TREADS {Koroseal} Pebble White Nosing Only, with Non-Metal Backing, used with Formed Treaded Steps

WHEEL POCKET COVER Plastic, ABS

FAN, DEFOG LEFT CENTER 6.50" Diameter, Black, Mounted Left of Center Post, 2-Speed Switch in Panel

FAN, DEFOG RIGHT CENTER 6.50" Diameter, Black, Mounted Over Windshield, 6" Right of Centerline, 2 Speed Switch in Panel

HEATER, PASS, LT MIDSHIP 1ST 84,500 BTU

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

May 09, 2025

**Description**

Includes

: AIR FILTER

HEATER, PASS, LT REAR 84,500 BTU

Includes

: AIR FILTER

HEATER, STEPWELL with Fixed Angle Louver to Door Glass

HEATER, WATER PUMP {2 MPU 12} Self Priming, with Plastic Housing

ROOF HATCH, FRONT {Specialty Hybrid Adv H1975-025-191-0F} Emergency Exit with Outside Release, Alarm, English Decals

ROOF HATCH, REAR {Specialty Hybrid Adv H1975-025-191-0F} Emergency Exit with Outside Release, Alarm, English Decals

ROOF VENT, FRONT Static

ARM REST, DRIVER Left and Right

SEAT, DRIVER {National 2000SC} Self Contained with Compressor, High Back, with Mechanical Lumbar

Includes

: SEAT BELT, DRIVER Adjustable D-Loop Seat Belt, Single Locking Retractor

UPHOLSTERY, BARRIER, TYPE (1-2) Prevaill, 52 oz.

UPHOLSTERY, DRIVER SEAT, COLOR Drivers Seat, Graphite

UPHOLSTERY, DRIVER SEAT, STYLE Plain, with Cloth Insert

UPHOLSTERY, DRIVER SEAT, TYPE Prevaill, 42 oz.

BARRIER, CRASH, AFT ENTRY DOOR 39", 2 Leg

BARRIER, CRASH, AFT DRIVER 39", 1 Leg

HAND RAIL, ENTRANCE DOOR, AFT Dual Height Stainless Steel, Upper Rail 1.25" OD 28" Above Floor, Lower Rail 1" OD

HAND RAIL, ENTRANCE DOOR, FWD Dual Height Stainless Steel, Upper Rail 1.25" OD 28" Above Floor, Lower Rail 1" OD

PANEL, MODESTY, AFT ENTR DOOR Mounted Under Barrier

PANEL, MODESTY, AFT OF DRIVER Mounted Under Barrier

SEAT BELT, DRIVER, COLOR with Blaze Orange Seat Belt Webbing

SEAT BACK, PASSENGER High Back

SEAT,26",WALL,LT (01)

SEAT,39",WALL,LT (10)

SEAT,39",WALL,RT (11)

UPHOLSTERY, PASS SEATS, COLOR Blue, for Seats, Barriers and Head Bumpers

UPHOLSTERY, PASS SEATS, TYPE Prevaill, 42 oz.; for (21-22) Seats

CUSHION, SEAT 15" Depth

SHOULDER RAILS, PADDED Conventional Bus; with 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

UPHOLSTERY, SEAT, STITCHING Single

**BODY FEATURES**

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INSULATION, FUEL FILLER Rubber Isolator for Fuel Filler when Exhaust are on Same Side

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

May 09, 2025

**Description**

ALARM, BACKING {Ecco #850} 112 dB

CIRCUIT, PROTECTION Breakers, Manual Reset in Lieu of Fuses

FLASHER SYSTEM (8) Warning Lights, 8-Lamp System, Electronic Relay Flasher, Sequential Operation, Red Lights Activate after Amber Lights, Lights Deactivate with Door Closing

HOOD, WARNING LAMP (4) Black, 8-Lamp System, One Hood Above Two Lights

LIGHT, ENTRY DOOR {Sound Off/OptiLuxx} LED; 4" Oval; Light Mounted in Skirt Behind Entrance Door, Wired To Step Light

LIGHT, EXTERIOR, CHECK Automatically Activates Lights for Pre Trip Inspection

LIGHT, INDIC, WARNING LIGHTS Red and Amber

**Includes**

: LIGHTS, WARNING Indicator Located in Instrument Cluster

LIGHT, STEP {Sound Off/OptiLuxx} 4" Round LED, White, Wired to Clearance Lights, Operated by Entrance Door

LIGHT, STROBE LED, Specialty Man. Co. 845-3020, Low Profile, Double Flash, 3.60" High

LIGHT, STROBE, GUARD Brush Guard; for Strobe Light 3" to 5" High

LIGHTS, BACK UP (2) {Sound Off/OptiLuxx} LED, 7" Round Clear

LIGHTS, CLUSTER {Truck Lite} LED; Amber Front and Red Rear

LIGHTS, DIRECTIONAL, REAR (2) {Sound Off/OptiLuxx} LED, 7" Round Amber

LIGHTS, DIRECTIONAL, SIDE {Sound Off/OptiLuxx} (2) Slim-Line LED Armored, Amber, (1) Each Side First Section Aft Entrance Door

LIGHTS, DOME LED, Rectangular Recessed Type, Two Full Rows, for 29'08", 30'05", 31'02", 31'11", 32'08", 33'05" Body Lengths

LIGHTS, DOME, DRIVER (1) LED, Rectangular, Mounted in Light Bar in Ceiling, with Separate Switch

LIGHTS, MARKER, FRONT & REAR LED, Flush Mount, Amber Front and Red Rear

LIGHTS, MARKER, SIDE, INTERMED LED, Amber, Flush Mount, Intermediate, Centered, Required for Units 30 Foot or Longer

LIGHTS, STOP (2) {Sound Off/OptiLuxx} and Tail; 7" Round LED, Red

LIGHTS, TAIL, LICENSE PLATE (2) 4" Red with Light Window

LIGHTS, WARNING (8) {Sound Off/OptiLuxx} (4) 7" Round Red Strobing LED and (4) 7" Round Amber Strobing LED, 2 Front, 2 Rear Each Color

SPEAKERS AND WIRING (8) Flush Mounted In Light Bar

STOP ARM, FRONT Electric, Composite Blade, 18" Octagon, Double Sided, 1/2" White Border, Hi Intensity Grade, Strobing LED Lights

STOP ARM, LEFT REAR Electric, Composite Blade, 18" Octagon, Single Sided, 1/2" White Border, Hi Intensity Grade, Strobing LED Lights

SWITCH, DOME LIGHTS, DIMMER for All Passenger Dome Lights

SWITCH, DOME LIGHTS, SPLIT Front and Rear Operated with Separate 2 Position Switch, Quantity of Lights Split Equally

SWITCH, INTERRUPT CROSS GATE Single Cycle; with Auto Reset, Located In Driver Compartment

SWITCH, MASTER FLASHER Omit Master Flasher Switch, 8-Lamp System

SWITCH, NOISE SUPPRESSION Actuator Legend States, "NOISE SUPP ", for Separate Solenoid, with Red Switch in Panel

SWITCH, REAR DOOR BUZZER for Emergency Door

WIRING MOD, DOME LIGHTS Mounted in Ceiling

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

May 09, 2025

**Description**

MIRROR, CROSS VIEW, EXTERIOR (2) {Rosco High Definition} Black, Heated, with LED Downlit Front Lighting Activated when Headlights are on and Stop Arm is Extended

MIRROR, INSIDE 6" x 30", Clear Safety Glass, Metal Back, Round Corners

MIRROR, REAR VIEW, EXTERIOR {Rosco Open-View} Black, Motorized Head, Heated, Detent Breakaway Brackets

VISOR, INTERIOR, DRIVER LEFT 10" X 27" for Driver's Window

VISOR, INTERIOR, LEFT FRONT 6" x 30", Transparent, For Left Windshield

COMPARTMENT ABOVE DRIVER Left of the Driver

**Includes**

: COMPARTMENT ABOVE DRIVER Compartment Size: 39" x 10" x 10"

: HINGES Piano Type

FIRE EXTINGUISHER 5 lb 3A-40BC Minimum, with Flexible Hose and Metal Nozzle

FIRE EXTINGUISHER, FRONT LOC Located Behind Driver Seat

KIT, BODY FLUID Nebraska

KIT, FIRST AID Plastic; 24 Unit, Spec State

LATCH, COMPARTMENT Locking, for Overhead Storage Compartment

LOCATION, BODY FLUID KIT on Bulkhead

LOCATION, FIRST AID KIT Right Side Front Bulkhead with Screws

PADDING COMPART ABOVE DRIVER Window; Safety Equipment Compartment, with Cutout for Dome Light

REFLECTORS, REAR (2) 3", Red, Adhesive Back

REFLECTORS, SIDE, FRONT (2) 3", Amber; Adhesive Back, 1 Aft Drivers Window Left, 1 Aft Entrance Door Right

REFLECTORS, SIDE, INTERMEDIATE (2) 3" Amber, 1 Each Side, Below The Third Rub Rail From the Top, Adhesive Back

REFLECTORS, SIDE, REAR (2) 3", Red, Adhesive Back

SAFETY TRIANGLES Warning Reflectors, Mounted on Floor Between Driver Seat and Drivers Crash Barrier/Stanchion/Partition

CUTTER, SEAT BELT {TIE TECH Safecut} for Cutting Seat Belts

CUTTER, SEAT BELT, LOCATION Mounted on Panel Left of Driver

DEF FILLER DOOR with Locking Latch

FENDERS, RUBBER, REAR (2)

FUEL FILLER DOOR with Non-Locking Latch

FUEL FILLER PIPE Low Profile Neck Cap and Vent Hosing, for Use with Right Side Fill for Between the Rail Fuel Tanks, for Above the Floor Fuel Fill, for 25 GPM Fill Rate Only

INSPECTION PLATE Fuel Sending Unit 8" x 8" Steel

MUD FLAPS, REAR WHEELS (2) Rubber

**Services Section:**

**WARRANTY**

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WARRANTY Standard for CE, RE, BE School Bus Models, Effective with Vehicles Built March 1, 2017 or Later, CTS-3304H

**Vehicle Specifications**  
**2026 CE SCHOOL BUS (PB110)**

**May 09, 2025**

**Description**

SERVICES, TOWING Service Call to 24-Month/Unlimited Mileage to the Nearest IC Bus Dealer for Navistar Warrantable Failure as Contract Defined; Includes Engine Failure if Supplier Declines Tow Coverage & ESC Supplied thru Navistar; \$550 (USA) Maximum Benefit per Incident

SRV CONTRACT, EXT VEH COVERAGE To 36-Month/50,000 Miles (80,000 km), Covers 100% Parts and Labor; Includes Body; Excludes Extending Warranty for Engine, Transmission, Perforation or Corrosion of Cab/Cowl Structure and Paint

**BODY FEATURES**

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WARRANTY 5-Year, Limited

If we order

\$139,250

Delivery  
March - April



71 Passenger Body for more leg room for students

# 2027 IC Bus, CE Series

## 65-1Psp

Max kneeroom, 78" Headroom

250HP Cummins Diesel, Allison 6 speed Automatic

Air Conditioning- Dash, Air Driver's Seat

Dark Tinted Glass, Blue Floor, Blue Upholstery

Tilt Wheel, Cruise Control, Am/Fm/PA System

Full Heater Package, includes midship & rear

LED Exterior Lights, LED Dome Lights

Safety-Star Premium Package

Sales Proposal For:

## Centennial Public Schools

Presented By:

## CORNHUSKER INTERNATIONAL TRUCKS, INC

**Prepared For:**  
Cornhusker Int'l  
Russ Folts  
3131 Cornhusker Hwy  
Lincoln, NE 68504-1593  
(402)331 - 8801  
Reference ID: N/A

**Presented By:**  
CORNHUSKER INTERNATIONAL TRUCKS, INC  
Russell Folts  
3131 CORNHUSKER HIGHWAY  
LINCOLN NE 68504 -  
(402)466-8461

Thank you for the opportunity to provide you with the following quotation on a new IC Corporation vehicle. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

**Model Profile**  
**2027 CE SCHOOL BUS (PB110)**

<b>AXLE CONFIG:</b>	4X2
<b>APPLICATION:</b>	School Transportation
<b>MISSION:</b>	Requested GVWR: 27500. Calc. GVWR: 29800 Calc. Start / Grade Ability: 26.41% / 2.08% @ 55 MPH Calc. Geared Speed: 88.6 MPH
<b>DIMENSION:</b>	Wheelbase: 254.00, CA: N/A, Axle to Frame: 152.00
<b>ENGINE, DIESEL:</b>	{Cummins B6.7 250} EPA 2024, 250HP @ 2400 RPM, 660 lb-ft Torque @ 1600 RPM, 2600 RPM Governed Speed, 250 Peak HP (Max), School Bus Only
<b>TRANSMISSION, AUTOMATIC:</b>	{Allison 2500 PTS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, Less PTO Provision, Less Retarder, with 33,000-lb GVW and GCW Max, School Bus
<b>CLUTCH:</b>	Omit Item (Clutch & Control)
<b>AXLE, FRONT NON-DRIVING:</b>	{Meritor MFS-10-122A} I-Beam Type, 10,000-lb Capacity
<b>AXLE, REAR, SINGLE:</b>	{Dana Spicer S140} Single Reduction, 19,800-lb Capacity, 190 Wheel Ends Gear Ratio: 5.57
<b>TIRE, FRONT:</b>	(2) 11R22.5 Load Range H R89 ALL POSITION (PIRELLI), 501 rev/mile, 75 MPH, All-Position
<b>TIRE, REAR:</b>	(4) 11R22.5 Load Range H R89 CS (PIRELLI), 494 rev/mile, 75 MPH, Drive
<b>SUSPENSION, REAR, SINGLE:</b>	19,800-lb Capacity, Two Stage Vari-Rate Springs
<b>PAINT:</b>	Cab schematic 100NB Location 1: 4421, School Bus Yellow (Std) Chassis schematic N/A

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

Base Chassis, Model CE SCHOOL BUS with 254.00 Wheelbase, N/A CA, and 152.00 Axle to Frame.

Bus Body Plan, AABP00001W

Seat Capacity, 65

**BODY PLANS**

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BODY, BUS Conventional; 78" Headroom, 31'11" Body Length, 72 Passenger, 254 WB

STATE OF OPERATION Nebraska

BODY PLAN, NON-SPECIAL NEEDS for Bus Body Configurator, OMIT Body Plan

BODY PLAN, APPROVED VARIATION None

**AXLE CONFIGURATION**

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AXLE CONFIGURATION 4x2

**ENGINE**

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ENGINE, DIESEL {Cummins B6.7 250} EPA 2024, 250HP @ 2400 RPM, 660 lb-ft Torque @ 1600 RPM, 2600 RPM Governed Speed, 250 Peak HP (Max), School Bus Only

EMISSION, CALENDAR YEAR {Cummins B6.7} EPA, OBD and GHG Certified for Calendar Year 2025

CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty

CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations

EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood

VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA/MA/OR/NJ/NY/WA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle.

Notes

: CANNOT BE REGISTERED IN CA. For vehicles that will be registered in States other than CA.

RADIATOR Aluminum, 2-Row, Down Flow, Front to Back System, 640 SqIn Louvered, with 383 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler

Includes

: RADIATOR HOSES Premium, Rubber

FAN DRIVE {Warner Electric FC550} On/Off Type, Electronically Activated and Controlled

Includes

: FAN Nylon

AIR CLEANER Single Element, Fire Retardant Media

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection, Nitrite Free

BLOCK HEATER, ENGINE {Phillips} 120V/750W, for Cummins ISB/B6.7 Engines

Includes

: BLOCK HEATER SOCKET Receptacle Type; Mounted in Center Through Front Bumper

CRUISE CONTROL Electronic

OIL PAN 15 Quart Capacity, For Cummins ISB/B6.7 Engines

THROTTLE, HAND CONTROL Electronic

**Description**

**TRANSMISSION**

---

TRANSMISSION, AUTOMATIC {Allison 2500 PTS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, Less PTO Provision, Less Retarder, with 33,000-lb GVW and GCW Max, School Bus

NEUTRAL AT STOP OMIT

SHIFT CONTROL PARAMETERS {Allison} 1000 or 2000 Series Transmissions, Performance Programming

TRANSMISSION OIL Synthetic; 20 thru 28 Pints

TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, for Allison 1000 & 2000 Series Transmission

**CLUTCH**

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CLUTCH Omit Item (Clutch & Control)

**REAR AXLES, SUSPENSIONS**

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AXLE, REAR, SINGLE {Dana Spicer S140} Single Reduction, 19,800-lb Capacity, 190 Wheel Ends . Gear Ratio: 5.57

SUSPENSION, REAR, SINGLE 19,800-lb Capacity, Two Stage Vari-Rate Springs

SHOCK ABSORBERS, REAR (2)

**FRONT AXLES**

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AXLE, FRONT NON-DRIVING {Meritor MFS-10-122A} I-Beam Type, 10,000-lb Capacity

**FRONT SUSPENSIONS**

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SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 10,000-lb Capacity, with Shock Absorbers

**Includes**

: SPRING PINS Rubber Bushings, Maintenance-Free

**CABS, COWLS, BODIES**

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COWL Flat Back

AIR CONDITIONER with Integral Heater and Defroster

CAB INTERIOR TRIM Classic, for Day Cab

GAUGE CLUSTER Premium Level; English with English Electronic Speedometer

**Includes**

: GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for

: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure or Auxiliary Air Pressure (if Air Equipped)

: WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure, Primary and Secondary (if Air Equipped)

GAUGE, DEF FLUID LEVEL

GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission

HEATER SHUT-OFF VALVES (2) Ball Valve Type

INSTRUMENT PANEL Wing Panel

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

**Description**

WINDSHIELD Three Piece, Bonded, with Shaded Band

WINDSHIELD WIPER BLADES Winter Type

**FRAMES**

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FRAME RAILS High Strength Low Alloy Steel (50,000 PSI Yield); 10.125" x 3.062" x 0.312" (257.2mm x 77.8mm x 8.0mm); 489.2" (12425mm) Maximum OAL

BUMPER, FRONT Contoured, Steel, Painted Gloss Black, Severe Duty

**Notes**

: Bumper Thickness is .25"

CROSSING GATE, FRONT Electric, Yellow Blade, Bumper Mounted

**Includes**

: CONTROL ASSEMBLY Solid State, Located Rear of Front Bumper, Heater not Required

: CROSSING GATE, FRONT Matches Contour of Bumper

CROSSMEMBER, REAR, AF (2)

TOW HOOK, FRONT (2) Frame Mounted

TOW HOOK, REAR (2) Mounted on Lower Rail Flange

LICENSE PLATE HOLDER Includes Upper & Lower Mounting Plate Hardware, Mounted in Existing Holes in Front Bumper

WHEELBASE RANGE 254" (645cm) Only

**BRAKES**

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BRAKE SYSTEM, HYDRAULIC {Wabco} Split System, with Automatic Adjustment and Four Channel ABS

TRACTION CONTROL, HYDRAULIC Automatic; Hydraulic Brake System, with Electronic Stability Control

BRAKE, PARKING {Bosch} DSSA Type, 12" x 3"; for Hydraulic Brake Chassis; Foot Operated in Cab; Differential Mounted

BRAKES, FRONT {Meritor Quadraulic} Hydraulic Disc Type, with Four 70mm Diameter Pistons, 12,000-lb Capacity

DUST SHIELDS, FRONT BRAKE for Hydraulic Brakes

BRAKES, REAR {Meritor Quadraulic} Hydraulic Disc Type, with Four 70mm Diameter Pistons, 21,000-lb Capacity per Axle

DUST SHIELDS, REAR BRAKE for Hydraulic Brakes

GVWR LIMITATION FOR BUS with Hydraulic Brakes, Limited to 29,800-lbs Maximum to meet FMVSS 105 Requirements, for Conventional Bus

PARKING BRAKE INTERLOCK Parking Brake Cannot be Released Until Ignition Switch is in "ON" Position and Service Brake Pedal is Applied, Use with Hydraulic Brake Chassis Only

**STEERING**

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STEERING GEAR {Sheppard M100} Power

STEERING COLUMN Tilting

STEERING WHEEL 4-Spoke; 18" Dia., Black Leather Wrapped

**DRIVELINES**

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DRIVELINE SYSTEM {Dana Spicer} SPL100, for 4x2/6x2

PROPSHAFT GUARD

**Description**

**EXHAUST SYSTEMS**

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EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Under Right Rail, for Single Long Horizontal Tail Pipe

TAIL PIPE (1) Horizontal, Long, Exits Right Side Through Bumper

**ELECTRICAL SYSTEMS**

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ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel

: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever

: MISCELLANEOUS FEATURES Modular, Loom Protected, Grommets in all Applicable Body Openings, Assembled in Computer Assisted Fixture which Verifies Continuity and Correct Assembly Prior to Installation

: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light

: STARTER SWITCH Electric, Key Operated

: TURN SIGNAL SWITCH Self-Cancelling with Lane Change Feature

: TURN SIGNALS, FRONT Includes Reflectors and Auxiliary Side Turn Signals, Solid State Flashers; Flush Mounted

: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever

: WIRING, CHASSIS Color Coded and Continuously Numbered

ALTERNATOR {Leece-Neville AVI160P2003} Brush Type, 12 Volt, 240 Amp Capacity, Pad Mount, with Remote Sense

ANTENNA Shark Fin, Roof Mounted

BATTERY BOX Steel, with Powder Coat Sliding Tray, 25.25" Wide, for Standard Batteries, 1-3 Battery Capacity, Mounted Left Side Behind Front Axle Perpendicular to Frame Rail

BATTERY DISCONNECT SWITCH {Cole-Hersee 75920-06} 300 Amp, Disconnects Charging Circuits, Locks with Padlock, Battery Box Mounted

BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

COLLISION MITIGATION SYSTEM Omit

HEADLIGHT WARNING BUZZER Sounds When Head Light Switch is on and Ignition Switch is in "Off" Position

HEADLIGHTS Halogen, with Daytime Running Lights, Automatic Twilight Controlled

HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On

HORN, ELECTRIC (2) Trumpet Style

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

RADIO AM/FM/USB Input/Auxiliary Input, Includes Wiring and Antenna, with Public Address System

STARTING MOTOR {Mitsubishi Electric Automotive America 90P47} 12-Volt, with Soft-Start

TELEMATICS SYSTEM {ZONAR SYSTEMS V3} Installation Package, Less System; Includes Power Connector, J1939 Datalink Connector, Stop Arm and Entrance Door Inputs, Located Inside Dash Center Panel for Customer Installed Zonar V3 Module

TURN SIGNALS, FRONT Dual Face, LED, Amber/Amber, Mounted on Top of Fender, Used with Standard Flush Mounted Front Turn Signal, Side Marker Lamps, Parking Lights and Reflectors

**FRONT END**

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FRONT END Tilting, Fiberglass, with Three Piece Construction, Dual Air Intakes

BUG SCREEN Mounted Behind Grille

GRILLE Molded in Black, with Chrome Surround

**Description**

HOOD TILT ASSIST {EASY TILT} Mechanical

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

**SPEEDOMETER, TOOLS, MISC**

---

CHASSIS PAINT Full Chassis

COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360

MUD FLAPS, FRONT WHEELS (2) Rubber, Mounted on Fender Extension

PAINT SCHEMATIC, PT-1 Single Color, Design 100

**Includes**

: PAINT SCHEMATIC ID LETTERS "NB"

PAINT TYPE Urethane, One or Two Colors, Other than Imron or International.

PROMOTIONAL PACKAGE 7 Year Unlimited Miles/km Warranty, Limited Time Program for Allison 2500 Series Transmission on School and Commercial Buses (Supplied directly through Allison)

**FUEL TANKS**

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FUEL TANK Top Draw, Steel, Rectangular, 65 US Gal (246L), Includes Protective Cage, Mounted Between Frame Rails and Behind Rear Axle

DEF TANK 16.5 US Gal (62.5L) Capacity, Frame Mounted Outside Right Rail, Behind 0 Bow

FUEL/WATER SEPARATOR {Racor 400 Series,} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor

LOCATION FUEL/WATER SEPARATOR Mounted Under Hood, Left Side, Above Front Axle

**WHEELS, TIRES - FRONT**

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WHEELS, FRONT {Accuride 51408} DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

(2) TIRE, FRONT 11R22.5 Load Range H R89 ALL POSITION (PIRELLI), 501 rev/mile, 75 MPH, All-Position

**WHEELS, TIRES - REAR**

---

WHEELS, REAR {Accuride 51408} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

(4) TIRE, REAR 11R22.5 Load Range H R89 CS (PIRELLI), 494 rev/mile, 75 MPH, Drive

**BODY FEATURES**

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BUMPER, REAR Painted, 12" High, 3/16" Thick

SUPPORTS, REAR BUMPER Bolted to Frame

BODY, REAR Includes Emergency Door

BOWS, ROOF 14 ga., One Piece Construction

**Includes**

: BOWS, ROOF Positioned Floor Line to Floor Line, Threaded Through Roof Strainers and Drip Rail

FASTENERS, HEADLINER Rivets

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

FLOOR, BODY with Wheel Wells

HANDLE, ASSIST Windshield Side Mounted, Left and Right, Chrome

HEADLINER, BODY Conventional; 25'11"-35'08" Body Length, Perforated Full Length with Sound Insulation Full Length

LIGHT BARS Plastic

LINING, SIDE INTERIOR, LOWER Embossed Steel, Clear Coated

RAILS, WRAP-AROUND Just Below Window Line

RUB RAILS, BODY (4) Conventional; Steel, 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths, Includes Snow Rail

Includes

: RUB RAILS Full Length, Primer Coated (Both Sides), Attached to Body without Cuts or Splices

SEALER Extra; Sidewall to Floor, In Wheel Pocket Area, and Rear Wall to Floor

SIDE SHEET, BODY, EXTERIOR Conventional, 16ga., Smooth, 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

SKIRT, BODY Conventional, 20", 16ga., 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

Includes

: SKIRT, BODY Extra Smooth Steel Supported by Floor Gussets

STEP, FRONT ENTRANCE DOOR 27 1/4" Depth; 14ga Steel, Formed Treads, Naviflex Finish

TIE DOWNS, BODY Grade 8 Bolts, Every Body Section

Includes

: TIE DOWNS, BODY with Formed Tab that Fits into Floor Structure to Prevent Turning

COVER, REAR DOOR INSIDE HANDLE Partial Coverage

DOOR, ENTRANCE, FRONT Electric, Outward Opening, with Single Pane Glass

FASTENERS, REAR DOOR Lag Screws, Rear Door To Body

HANDLE, ASSIST, ENTRANCE DOOR Outside Entrance

HANDLE, EXTERIOR, REAR Emergency Door; Chrome

HOLD BACK, REAR DOOR Stationary, No Cables, with Plastic Cover

KEYS ALIKE, LOCKS Entrance Door, 545 Keys

LATCH, REAR DOOR One Point Slide Bar, Cam Operated, with One Inch Stroke

LOCK, ENTRANCE DOOR in External Release, with Key

LOCK, REAR DOOR with Ignition Starter Interlock, Located at Bottom Edge of Rear Buzzer Box

COMPARTMENT, DRIVER STORAGE Bin, Sized to Hold Three Ring Binder, Includes (1) USB-A Port and (1) USB-C Port

HOLD DOWN, BATTERY For Up To 3 Batteries

WASTE CONTAINER Removable, Located in Driver Area

INSULATION, ROOF/SIDES/BULKHEAD 1.5"

NOISE REDUCTION, ROOF BOW Conventional; Insulation, 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

UNDERCOAT, BODY Fire Resistant, Water Based, TT-C-730 Spec

Includes

: UNDERCOATING Performed Before and After Mounting on Chassis

UNDERCOAT, FLOOR/STEPWLL/SIDES for Engine Noise Reduction

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

BODY CERTIFICATION TAG Metal

BODY TAG, METAL Capacity to Include the Total Number of Passengers

LETTERS, BATTERY COMPARTMENT (01) Decal; "Battery"; 1" Black Letters, Centered on Standard Battery Box

LETTERS, DEF, I.D. Decal; "DEF ONLY", 1" Black, on DEF Filler Door

LETTERS, DOOR, REAR Decals; "EMERGENCY DOOR", 2" Black Letters Inside and Outside

LETTERS, FUEL I.D. Decal; "DIESEL FUEL", 2" Black, Adjacent to Fuel Filler Door

LETTERS, HEADER Decal; "WATCH YOUR STEP", 1" Black, Above Windshield

LETTERS, E/E WINDOW, LEFT (2) Decal Sets, "EMERGENCY EXIT", Black Inside and Outside

LETTERS, E/E WINDOW, RIGHT (2) Decal Sets, "EMERGENCY EXIT", Black, Inside and Outside

LETTERS, SCHOOL BUS FRONT/REAR Decal; "SCHOOL BUS"; with 8" Black Reflective Letters, 3M Fluorescent Diamond Grade, Yellow On Front and Rear Cap

LETTERS, STEPWELL Decal, "WATCH YOUR STEP", 2.5" Black, Behind Door on Step Riser

LOGO, ROOF LINE Decal; Wing and Shield, First Body Section, Above Driver Window and Entrance Door Over Driver Window and Entrance Door

OPERATING INSTRUCTIONS, REAR Decal, Inside Rear Emergency Door

PAINT COLOR, BODY INTERIOR 9384 Spring White

PAINT COLOR, BODY EXTERIOR 4421 School Bus Yellow

PAINT COLOR, BUMPER Rear, 0001 Canyon Black

PAINT FLASHER BACKGRD 0001 Canyon Black

PAINT HOOD AND FENDER To Match Body Exterior

PAINT, RUB RAIL Flange to Flange

PAINT COLOR, RUB RAILS 0001 Canyon Black

PAINT STREAMER On Roof, Both Sides 1" Above Drip Rail, 0001 Canyon Black

PAINT, WINDOW BOW CAPS 0001 Canyon Black, Side Only

SEAL, RUB RAILS Top Edge, All Rails

STRIPING, BUMPER (4) Decal, Non-contrasting, Front and Rear

STRIPING, E/E WINDOW, LEFT {3M} (02) Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, E/E WINDOW, RIGHT {3M} (02) Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, PERIMETER, REAR Emergency Door, 1" Yellow Reflective

STRIPING, REAR END {3M} Yellow Fluorescent Diamond Grade, 1" Horizontal and 2" Vertical

STRIPING, ROOF HATCH, FRONT {3M} Decal, Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, ROOF HATCH, REAR {3M} Decal, Perimeter, 1" Yellow Fluorescent Diamond Grade

STRIPING, SEATLINE {3M} 2" Yellow Fluorescent Diamond Grade

WIRING DIAGRAM Schematic, Electrical

**Includes**

: ACCESS PANEL for Wiring Diagram Schematic Located on Inside of Electrical Panel Door, Below Driver Window

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

SUB FLOOR, PLYWOOD Conventional; B-C Exterior Grade, Less Sealed Edges, 5/8", 5 Ply, for 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

DISARM, POST TRIP INSPECTION Button Located on Light Bar at Rear of Bus

MONITOR, POST TRIP INSPECTION {Leave No Student Behind} Accessory Controlled, with Push Button Alarm Disable at Rear of Bus Prompts Driver to Walk to Back of Bus to Disable Alarm

SWITCH, LOCATION Steering Wheel; Includes Master Flasher, Flasher On/Off, Red Override, and Door Control

**Includes**

: SWITCH, STEERING WHEEL, LIGHT Includes Illuminated Switches

**BODY FEATURES**

---

WINDOW, DRIVER Storm

COLOR, WINDOW FRAME, PASS Passenger Window, Natural Aluminum Finish

WINDOW, E/E, LEFT (2) Vertical Hinge

WINDOW, E/E, RIGHT (2) Vertical Hinge

WINDOW, PASSENGER, TINT Conventional; 28% Light, Laminated Glass, 78" Headroom, with 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

WINDOW, SASH (20) 27" Sections, 9"x 23" Opening

WINDOW, STOPS 12" Opening, Only with 78" Headroom

aisle POSITION Center, for balanced seating

FLOOR COVERING, COLOR Blue

FLOOR COVERING, TRIM Aluminum

FLOOR COVERING, TYPE {Koroseal} All Body Lengths

STEP TREADS {Koroseal} Pebble White Nosing Only, with Non-Metal Backing, used with Formed Treaded Steps

WHEEL POCKET COVER Plastic, ABS

FAN, DEFOG LEFT CENTER 6.50" Diameter, Black, Mounted Left of Center Post, 2-Speed Switch in Panel

FAN, DEFOG RIGHT CENTER 6.50" Diameter, Black, Mounted Over Windshield, 6" Right of Centerline, 2 Speed Switch in Panel

HEATER, PASS, LT MIDSHIP 1ST 84,500 BTU

**Includes**

: AIR FILTER

HEATER, PASS, LT REAR 84,500 BTU

**Includes**

: AIR FILTER

HEATER, STEPWELL with Fixed Angle Louver to Door Glass

HEATER, WATER PUMP {2 MPU 12} Self Priming, with Plastic Housing

ROOF HATCH, FRONT {Specialty Hybrid Adv H1975-025-191-0F} Emergency Exit with Outside Release, Alarm, English Decals

ROOF HATCH, REAR {Specialty Hybrid Adv H1975-025-191-0F} Emergency Exit with Outside Release, Alarm, English Decals

ROOF VENT, FRONT Static

ARM REST, DRIVER Left and Right

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

SEAT, DRIVER (National 2000SC) Self Contained with Compressor, High Back, with Mechanical Lumbar

**Includes**

: SEAT BELT, DRIVER Adjustable D-Loop Seat Belt, Single Locking Retractor

UPHOLSTERY, BARRIER, TYPE (1-2) Prevaill, 52 oz.

UPHOLSTERY, DRIVER SEAT, COLOR Drivers Seat, Graphite

UPHOLSTERY, DRIVER SEAT, STYLE Plain, with Cloth Insert

UPHOLSTERY, DRIVER SEAT, TYPE Prevaill, 42 oz.

BARRIER, CRASH, AFT ENTRY DOOR 39", 2 Leg

BARRIER, CRASH, AFT DRIVER 39", 1 Leg

HAND RAIL, ENTRANCE DOOR, AFT Dual Height Stainless Steel, Upper Rail 1.25" OD 28" Above Floor, Lower Rail 1" OD

HAND RAIL, ENTRANCE DOOR, FWD Dual Height Stainless Steel, Upper Rail 1.25" OD 28" Above Floor, Lower Rail 1" OD

PANEL, MODESTY, AFT ENTR DOOR Mounted Under Barrier

PANEL, MODESTY, AFT OF DRIVER Mounted Under Barrier

SEAT BELT, DRIVER, COLOR with Blaze Orange Seat Belt Webbing

SEAT BACK, PASSENGER High Back

SEAT,26",WALL,LT (01)

SEAT,39",WALL,LT (10)

SEAT,39",WALL,RT (11)

UPHOLSTERY, PASS SEATS, COLOR Blue, for Seats, Barriers and Head Bumpers

UPHOLSTERY, PASS SEATS, TYPE Prevaill, 42 oz.; for (21-22) Seats

CUSHION, SEAT 15" Depth

SHOULDER RAILS, PADDED Conventional Bus; with 31'2", 31'11", 32'8", 33'5", 34'2", 34'11", 35'8" Body Lengths

UPHOLSTERY, SEAT, STITCHING Single

**BODY FEATURES**

---

INSULATION, FUEL FILLER Rubber Isolator for Fuel Filler when Exhaust are on Same Side

ALARM, BACKING {Ecco #850} 112 dB

CIRCUIT, PROTECTION Breakers, Manual Reset in Lieu of Fuses

FLASHER SYSTEM (8) Warning Lights, 8-Lamp System, Electronic Relay Flasher, Sequential Operation, Red Lights Activate after Amber Lights, Lights Deactivate with Door Closing

HOOD, WARNING LAMP (4) Black, 8-Lamp System, One Hood Above Two Lights

LIGHT, ENTRY DOOR {Sound Off/OptiLuxx} LED; 4" Oval; Light Mounted in Skirt Behind Entrance Door, Wired To Step Light

LIGHT, EXTERIOR, CHECK Automatically Activates Lights for Pre Trip Inspection

LIGHT, INDIC, WARNING LIGHTS Red and Amber

**Includes**

: LIGHTS, WARNING Indicator Located in Instrument Cluster

LIGHT, STEP {Sound Off/OptiLuxx} 4" Round LED, White, Wired to Clearance Lights, Operated by Entrance Door

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

LIGHT, STROBE LED, Specialty Man. Co. 845-3020, Low Profile, Double Flash, 3.60" High

LIGHT, STROBE, GUARD Brush Guard; for Strobe Light 3" to 5" High

LIGHTS, BACK UP (2) {Sound Off/OptiLuxx} LED, 7" Round Clear

LIGHTS, CLUSTER {Truck Lite} LED; Amber Front and Red Rear

LIGHTS, DIRECTIONAL, REAR (2) {Sound Off/OptiLuxx} LED, 7" Round Amber

LIGHTS, DIRECTIONAL, SIDE {Sound Off/OptiLuxx} (2) Slim-Line LED Armored, Amber, (1) Each Side First Section Aft Entrance Door

LIGHTS, DOME LED, Rectangular Recessed Type, Two Full Rows, for 29'08", 30'05", 31'02", 31'11", 32'08", 33'05" Body Lengths

LIGHTS, DOME, DRIVER (1) LED, Rectangular, Mounted in Light Bar in Ceiling, with Separate Switch

LIGHTS, MARKER, FRONT & REAR LED, Flush Mount, Amber Front and Red Rear

LIGHTS, MARKER, SIDE, INTERMED LED, Amber, Flush Mount, Intermediate, Centered, Required for Units 30 Foot or Longer

LIGHTS, STOP (2) {Sound Off/OptiLuxx} and Tail; 7" Round LED, Red

LIGHTS, TAIL, LICENSE PLATE (2) 4" Red with Light Window

LIGHTS, WARNING (8) Quartz Halogen Beams, 7", 2 Front, 2 Rear, Red and Amber Lights

SPEAKERS AND WIRING (8) Flush Mounted In Light Bar

STOP ARM, FRONT Electric, Composite Blade, 18" Octagon, Double Sided, 1/2" White Border, Hi Intensity Grade, Strobing LED Lights

STOP ARM, LEFT REAR Electric, Composite Blade, 18" Octagon, Single Sided, 1/2" White Border, Hi Intensity Grade, Strobing LED Lights

SWITCH, DOME LIGHTS, DIMMER for All Passenger Dome Lights

SWITCH, DOME LIGHTS, SPLIT Front and Rear Operated with Separate 2 Position Switch, Quantity of Lights Split Equally

SWITCH, INTERRUPT CROSS GATE Single Cycle; with Auto Reset, Located In Driver Compartment

SWITCH, MASTER FLASHER Omit Master Flasher Switch, 8-Lamp System

SWITCH, NOISE SUPPRESSION Actuator Legend States, "NOISE SUPP ", for Separate Solenoid, with Red Switch in Panel

SWITCH, REAR DOOR BUZZER for Emergency Door

WIRING MOD, DOME LIGHTS Mounted in Ceiling

MIRROR, CROSS VIEW, EXTERIOR (2) {Rosco High Definition} Black, Heated, with LED Downlit Front Lighting Activated when Headlights are on and Stop Arm is Extended

MIRROR, INSIDE 6" x 30", Clear Safety Glass, Metal Back, Round Corners

MIRROR, REAR VIEW, EXTERIOR {Rosco Open-View} Black, Motorized Head, Heated, Detent Breakaway Brackets

VISOR, INTERIOR, DRIVER LEFT 10" X 27" for Driver's Window

VISOR, INTERIOR, LEFT FRONT 6" x 30", Transparent, For Left Windshield

COMPARTMENT ABOVE DRIVER Left of the Driver

**Includes**

: COMPARTMENT ABOVE DRIVER Compartment Size: 39" x 10" x 10"

: HINGES Piano Type

FIRE EXTINGUISHER 5 lb 3A-40BC Minimum, with Flexible Hose and Metal Nozzle

FIRE EXTINGUISHER, FRONT LOC Located Behind Driver Seat

KIT, BODY FLUID Nebraska

**Vehicle Specifications**  
**2027 CE SCHOOL BUS (PB110)**

July 15, 2025

**Description**

KIT, FIRST AID Plastic; 24 Unit, Spec State

LATCH, COMPARTMENT Locking, for Overhead Storage Compartment

LOCATION, BODY FLUID KIT on Bulkhead

LOCATION, FIRST AID KIT Right Side Front Bulkhead with Screws

PADDING COMPART ABOVE DRIVER Window; Safety Equipment Compartment, with Cutout for Dome Light

REFLECTORS, REAR (2) 3", Red, Adhesive Back

REFLECTORS, SIDE, FRONT (2) 3", Amber; Adhesive Back, 1 Aft Drivers Window Left, 1 Aft Entrance Door Right

REFLECTORS, SIDE, INTERMEDIATE (2) 3" Amber, 1 Each Side, Below The Third Rub Rail From the Top, Adhesive Back

REFLECTORS, SIDE, REAR (2) 3", Red, Adhesive Back

SAFETY TRIANGLES Warning Reflectors, Mounted on Floor Between Driver Seat and Drivers Crash Barrier/Stanchion/Partition

CUTTER, SEAT BELT {TIE TECH Safecut} for Cutting Seat Belts

CUTTER, SEAT BELT, LOCATION Mounted on Panel Left of Driver

DEF FILLER DOOR with Locking Latch

FENDERS, RUBBER, REAR (2)

FUEL FILLER DOOR with Non-Locking Latch

FUEL FILLER PIPE Low Profile Neck Cap and Vent Hosing, for Use with Right Side Fill for Between the Rail Fuel Tanks, for Above the Floor Fuel Fill, for 25 GPM Fill Rate Only

INSPECTION PLATE Fuel Sending Unit 8" x 8" Steel

MUD FLAPS, REAR WHEELS (2) Rubber

**Services Section:**

**WARRANTY**

---

WARRANTY Standard for CE, RE, BE School Bus Models, Effective with Vehicles Built March 1, 2017 or Later, CTS-3304H

SERVICES, TOWING Service Call to 24-Month/Unlimited Mileage to the Nearest IC Bus Dealer for Navistar Warrantable Failure as Contract Defined; Includes Engine Failure if Supplier Declines Tow Coverage & ESC Supplied thru Navistar; \$550 (USA) Maximum Benefit per Incident

SRV CONTRACT, EXT VEH COVERAGE To 36-Month/50,000 Miles (80,000 km), Covers 100% Parts and Labor; Includes Body; Excludes Extending Warranty for Engine, Transmission, Perforation or Corrosion of Cab/Cowl Structure and Paint

**BODY FEATURES**

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WARRANTY 5-Year, Limited

# PROPOSAL

2026  
65

Blue Bird Vision  
Passengers

**Gasoline School bus**

Created for: Centennial Public Schools

The quote is valid for: **60 days.**

Delivery: **Sept/Oct 2025**



NEBRASKA / CENTRAL  
EQUIPMENT, INC.  
BUS SALES & SERVICE

Quote ID #: 243183

**\$137,589.00** April Delivery



2026 **Blue Bird Vision**  
65 PASSENGERS



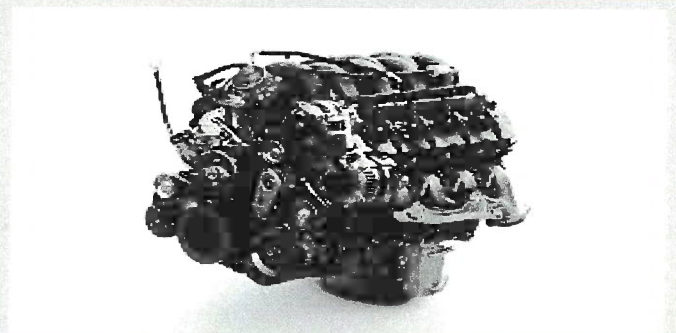
**Safe-Durable-Quality  
Construction**

# Chassis

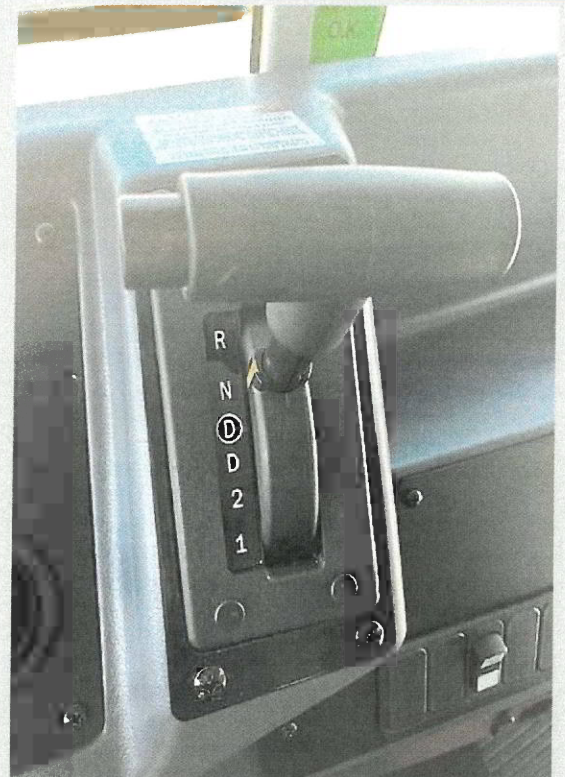
- Bright Yellow Exterior
- Chrome Grill and Black Bumpers
- Dual Rear Wheels
- Ford 7.3L 355HP Engine
- 273 in. Wheelbase
- Child Check System
- Transmission Oil Cooler
- 280 Amp Alternator
- Rear Hendrickson Air-Ride
- Front Soft-Tek Susp
- Real Axle Ratio- 6.14
- Driver's Seat- Air, Arm, HTD Rests, Lumbar,
- Ford Automatic 5 Speed
- Hydraulic Brakes with ABS
- Odometer
- Power Steering
- Cruise Control 75 MPH
- Fuel Tank Capacity 100 Gal
- 50-State Emissions System
- Radio (AM-FM-PA) Premium
- Dual Intermittent Wipers 18"
- Tires- Kumho 11R22.5 Mud
- Two Group 31 Batteries
- 2000 CCA on Batteries
- Tilt Steering Column
- Overall Length: 33' 03"



*Purpose built Blue Bird OEM chassis.*



*7.3L Ford Roush Engine 355HP*



*Ford Speed Select Shift Transmission.*

## Blue Bird Body

- **77 In.** Headroom
- **128 In.** Exterior Height
- **90.75 In.** Interior Width
- **96 In.** Exterior Width
- **27 In.** Air Dual Entry Doors with Clear 72" Tall Glass
- Stainless Steel Grab Rail, LH Side
- Step Well Lights
- Identification- Clearance and Directional Lights
- Exterior Heated Mirrors
- Black Color Flooring
- Decals: Emergency Exits
- Roof Vents Located Front & Rear.
- Tinted Windows with 4 Pushouts
- Body Undercoating/Wax Premium
- Driver Glove Box Storage
- 3m Body Reflectors
- Battery Disconnect



A larger **More-View** glass minimizes the A-pillar blind spot while improving visibility of the loading area.



Combined exterior mirrors(convex & standard) (Optional Heated mirror W/ Timer) 7 X 10 in. / 7X 6 in. (black brackets)



Premium student seating with increased durability.



## BLUE BIRD STANDARD FEATURES

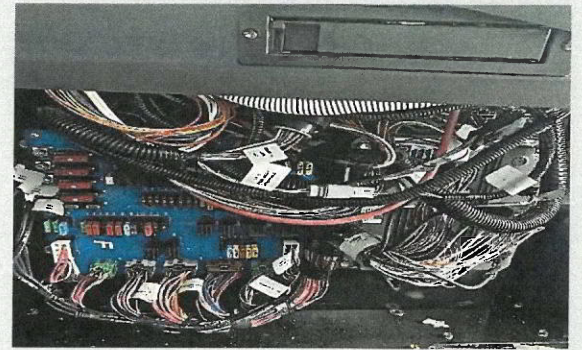
### Standard Front & Rear Camera

Blue Bird provides FR/RR camera system as standard equipment on our Vision buses, which allows drivers the ability to see a live video feed while the bus is in park & reverse.



### Body electrical control panel

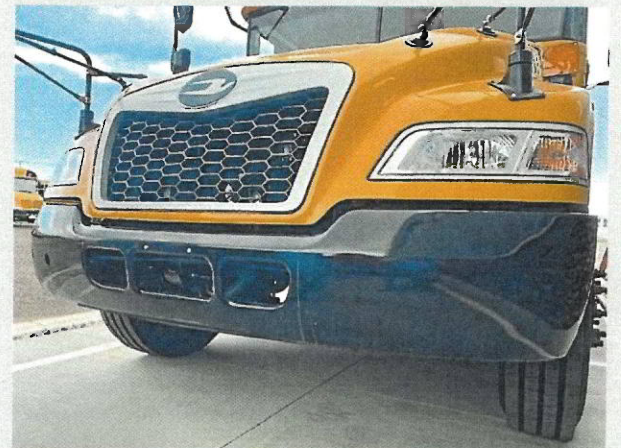
- The body electrical control panel is located underneath the center of the dash.
- Every circuit is protected by ATO® typefuses; 80-amp relay.
- Electrical diagram supplied at delivery.



### Bumper/Headlights LED

- The Vision's front bumper is the largest in the school bus industry. At 15" tall on both corners and 25% larger than the other school bus makes, it provides added protection and safety.

- Headlights with integrated turn signals and clear lens technology make regular maintenance and beam alignment easier than ever.



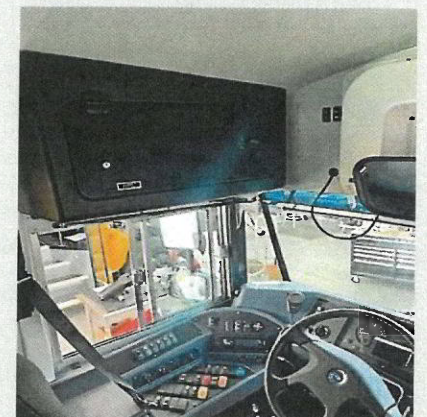
### Emergency package (FEDERAL SPECS) includes:

- Triangles (3)
- Body Fluid Kit
- First Aid Kit
- Fire Extinguisher, 5lb.



## Blue Bird Optional Features

- Heated Remote-Controlled Mirror, w/ 15-minute Timer.
- Acoustic Headlining Spray
- National Driver's Seat/Air/Lumbar/Premium/Htd
- 2026 Ergo Steering Wheel
- Auxiliary Fan, Upper Right
- Auxiliary Fan, Upper Center
- Interior White Roof Coating
- Dual 50K Heaters, Stepwell 50K, 12K Drivers
- Front LED Stop Sign
- Child Check System
- Drivers Glove Box
- Front & Rear Cameras with LED in Mirror Display
- Std Bench Seating (Blue Color)
- Driver Seat Armrests
- Dual Entry Grab Handles
- Driver's Overhead Storage



# 2026 Blue Bird Vision

65 PASSENGERS

CHECK HERE FOR LEASE

BODY, OPTIONS AND CHASSIS \$ 137,589.00 With AC \$146,789.00

**YOUR NET PURCHASE PRICE \$ 137,589. - pricing valid for 60 days**

### PREPAYMENT OPTIONS:

100%: \$ \_\_\_\_\_ Prepayment Discount, Deduct..... < \$2000.00 >

Please check the box & sign here if you would like to take advantage of our pre-pay discount.

Sign Here: \_\_\_\_\_

### OPTIONAL EQUIPMENT:

1.	5 Year Ford Engine Warranty	Included	
2.	5 Year Ford Transmission Warranty	Included	
3.	Front & Rear Camera System Including Monitor	Included	
4.	2026 Models: Exterior LED Lighting, LED Headlamps, Ergo Steering Wheel	Included	
5.	Air Door, Air Seat, Overhead Driver's Storage, Dual Grab Handles	Included	
6.	Spheros In-Wall Front & Rear High Efficiency Roof Top A/C Including Driver. Dual Compressors, Dual Condensers, 160,000 BTU	Add/Minus	\$9,200.00

ACCEPTANCE FOR (School or Organization):

SIGNATURE:

PRINTED:

TITLE:

DATE:

By: Jamie Egger

Date: 6/30/2025

**ESTIMATED COMPLETION DATE: Fall 2025**  
**ADD 30 EXTRA DAYS FOR AIR CONDITIONING**

ALL RESPONSIBILITIES OF OWNERSHIP AND LIABILITY ARE TRANSFERRED TO CUSTOMER AT DELIVERY ~ TERMS: NET CASH ON DELIVERY

\$139,859.<sup>00</sup>

April Delivery

# PROPOSAL

2026  
65

Blue Bird Vision  
Passengers

**Diesel School bus**

Created for: Centennial Public Schools

The quote is valid for: **60 days.**

Delivery: **Sept/Oct 2025**



NEBRASKA / CENTRAL  
EQUIPMENT, INC.  
bus sales & service

Quote ID #: 243182



2026 **Blue Bird Vision**  
65 PASSENGERS



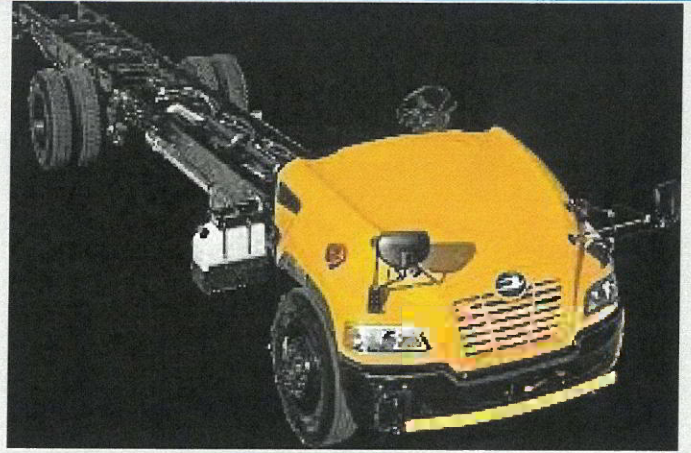
**Safe-Durable-Quality  
Construction**

# Chassis

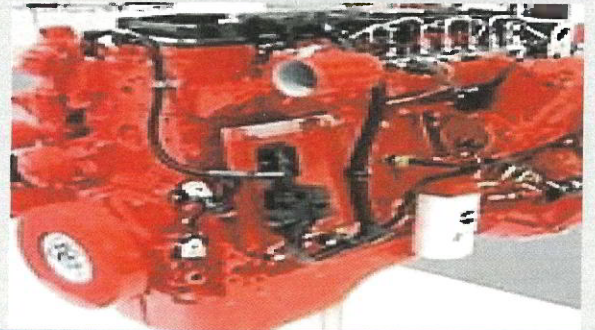
- Bright Yellow Exterior
- Chrome Grill and Black Bumpers
- Dual Rear Wheels
- Cummins 240HP Engine
- 273 in. Wheelbase
- Child Check System
- Transmission Oil Cooler
- 280 Amp Alternator
- Rear Hendrickson Air-Ride
- Front Soft-Tek Susp
- Real Axle Ratio- 5.29
- Driver's Seat- Air, Arm, HTD Rests, Lumbar,
- Allison Automatic 5 Speed
- Hydraulic Brakes with ABS
- Odometer
- Power Steering
- Cruise Control 75 MPH
- Fuel Tank Capacity 100 Gal
- 50-State Emissions System
- Radio (AM-FM-PA) Premium
- Dual Intermittent Wipers 18"
- Tires- Kumho 11R22.5 Mud
- Two Group 31 Batteries
- 2000 CCA on Batteries
- Tilt Steering Column
- Overall Length: 33' 03"



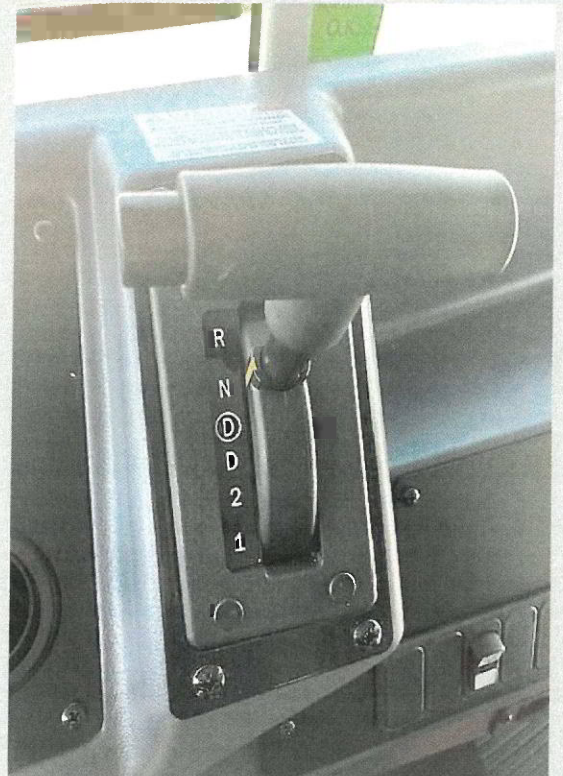
**BLUE BIRD**



*Purpose built Blue Bird OEM chassis.*



*B 6.7 Cummins Engine 240HP*



*Allison Speed Select Shift Transmission.*

## Blue Bird Body

- **77 In. Headroom**
- **128 In.** Exterior Height
- **90.75 In.** Interior Width
- **96 In.** Exterior Width
- **27 In.** Air Dual Entry Doors with Clear 72" Tall Glass
- Stainless Steel Grab Rail, LH Side
- Step Well Lights
- Identification- Clearance and Directional Lights
- Exterior Heated Mirrors
- Black Color Flooring
- Decals: Emergency Exits
- Roof Vents Located Front & Rear.
- **Tinted Windows with 4 Pushouts**
- Body Undercoating/Wax Premium
- Driver Glove Box Storage
- 3m Body Reflectors
- Battery Disconnect



A larger **More-View** glass minimizes the A-pillar blind spot while improving visibility of the loading area.



Combined exterior mirrors(convex & standard) (Optional Heated mirror W/ Timer) 7 X 10 in. / 7X 6 in. (black brackets)



Premium student seating with increased durability.



## BLUE BIRD STANDARD FEATURES

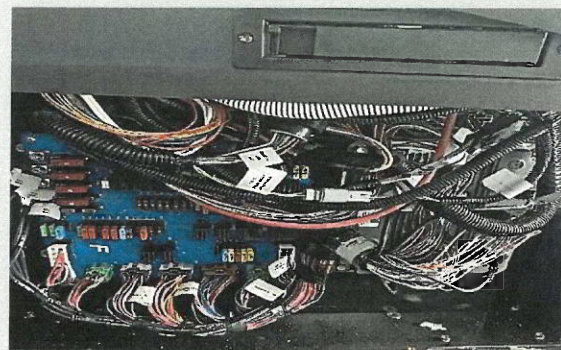
### Standard Front & Rear Camera

Blue Bird provides FR/RR camera system as standard equipment on our Vision buses, which allows drivers the ability to see a live video feed while the bus is in park & reverse.



### Body electrical control panel

- The body electrical control panel is located underneath the center of the dash.
- Every circuit is protected by ATO® typefuses; 80-amp relay.
- Electrical diagram supplied at delivery.



### Bumper/Headlights LED

- The Vision's front bumper is the largest in the school bus industry. At 15" tall on both corners and 25% larger than the other school bus makes, it provides added protection and safety.

- Headlights with integrated turn signals and clear lens technology make regular maintenance and beam alignment easier than ever.



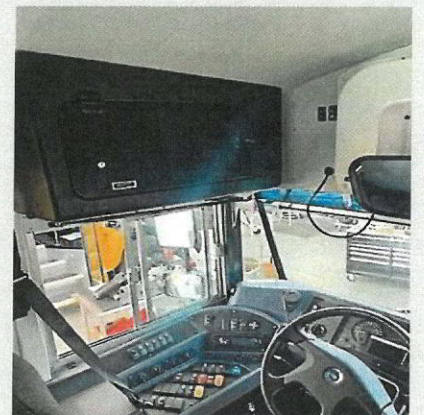
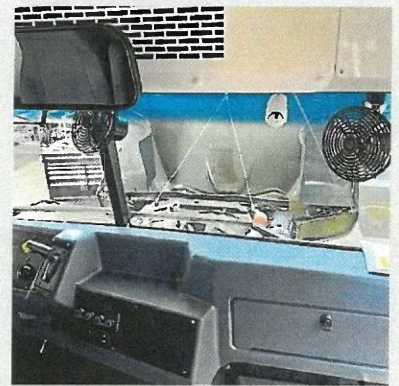
### Emergency package (FEDERAL SPECS) includes:

- Triangles (3)
- Body Fluid Kit
- First Aid Kit
- Fire Extinguisher, 5lb.



## Blue Bird Optional Features

- Heated Remote-Controlled Mirror, w/ 15-minute Timer.
- Acoustic Headlining Spray
- National Driver's Seat/Air/Lumbar/Premium/Htd
- 750 Watt Engine Heater
- Auxiliary Fan, Upper Right
- Auxiliary Fan, Upper Center
- Interior White Roof Coating
- Dual 50K Heaters, Stepwell 50K,12K Drivers
- Front LED Stop Sign
- Child Check System
- Drivers Glove Box
- Front & Rear Cameras with LED in Mirror Display
- Std Bench Seating (Blue Color)
- Driver Seat Armrests
- Dual Entry Grab Handles
- Driver's Overhead Storage



# 2026 Blue Bird Vision

65 PASSENGERS

CHECK HERE FOR LEASE

BODY, OPTIONS AND CHASSIS

\$ 139,859.00 With AC \$150,759.00

**YOUR NET PURCHASE PRICE** \$ 139,859. - pricing valid for 60 days

### PREPAYMENT OPTIONS:

100%: \$ \_\_\_\_\_ Prepayment Discount, Deduct..... < \$2000.00 >

Please check the box & sign here if you would like to take advantage of our pre-pay discount.

Sign Here: \_\_\_\_\_

### OPTIONAL EQUIPMENT:

1.	5 Year Cummins Engine Warranty	Included	
2.	5 Year Allison Transmission Warranty	Included	
3.	Front & Rear Camera System Including Monitor	Included	
4.	2026 Models: Exterior LED Lighting, LED Headlamps, Ergo Steering Wheel	Included	
5.	Air Door, Air Seat, Overhead Driver's Storage, Dual Grab Handles	Included	
6.	Spheros In-Wall Front & Rear High Efficiency Roof Top A/C Including Driver. Dual Compressors, Dual Condensers, 160,000 BTU	Add/Minus	\$10,900.00

ACCEPTANCE FOR (School or Organization):

SIGNATURE:

PRINTED:

TITLE:

DATE:

By: Jamie Egger

Date: 6/30/2025

**ESTIMATED COMPLETION DATE: Fall 2025**  
**ADD 30 EXTRA DAYS FOR AIR CONDITIONING**

ALL RESPONSIBILITIES OF OWNERSHIP AND LIABILITY ARE TRANSFERRED TO CUSTOMER AT DELIVERY ~ TERMS: NET CASH ON DELIVERY

\$124,035 Delivery Sept-2027



PROPOSAL FOR:  
CENTENNIAL PUBLIC SCHOOLS

2026 THOMAS SAF-T-LINER C2 SCHOOL BUS  
65 Passenger w/Maximum Seat Spacing

**2026 FREIGHTLINER/THOMAS SAF-T-LINER C2**

**PURCHASE PRICE.....\$124,035.00**

**Body Model 311TS**

Subject to prior sale

Approximate delivery: October/November, 2025

**OPTIONAL: AIR CONDITIONING.....add...\$11,950.00**

-126,000 BTU system with rear in wall evaporator above emergency door and front evaporator mounted in wall above the windshield.

-Dual TM-21 compressors.

-Roof Top condensers to protect from mud and snow.

-Add approximately one month to estimated delivery

**NOTE: This bus is identical to the one that Centennial currently has on order. When I ordered your last bus, I ordered two of them so I would have one for stock/demo. You now have the unique opportunity to purchase it! AND...at the EXACT same price!!**

*Corey Sundberg*

*6/6/2025*

\_\_\_\_\_  
Corey Sundberg  
Truck Center Companies

\_\_\_\_\_  
Date

**AIR INTAKE**

Donaldson PowerCore air cleaner with 32,000 mile /24 month service intervals. Air intake warmer

**AIR RESTRICTION INDICATOR**

Engine compartment mounted air restriction indicator

**ALTERNATOR**

Leece Neville 240 AMP 12 Volt pad mounted with automatic spring-loaded tensioner

**AXLES**

10,000 LB Set Back Single Front includes oil lubed hubs

21,000 LB Single Rear Axle

Magnetic rear axle drain and fill plug. Ratio 5.22 Geared to run 78 MPH

**BACK-UP CAMERA**

4.3" monitor built into the driver's mirror to display area behind bus when shifted into reverse.

**BARRIERS**

(2) 39" barriers covered with Proform fire block and right side modesty panel.

**BATTERIES**

Triple (3) Alliance 2280 CCA- skirt mounted battery box with slide out tray frame mounted. Battery cut-off switch included.

**BODY PANELS**

Exterior 20 gauge galvanized- Interior 22 gauge Galvalume from belt line to seat rail

**BRAKES**

Bosch hydraulic brake package, disc brakes front and rear, foot pedal actuated rear drum parking brake.

**BUMPER**

Heavy duty front swept back style matching the hood shape. Rear bumper is 1.6 times stronger than triple profile bumpers. Bumper is formed in shape of roadside guardrail and is tucked into side skirts to prevent catching. 3/16" plate steel with .5369 sq. in. section modulus.

**CHILD CHECK**

Requires driver to walk to the back of the bus to check for children left on bus at the end of the route or activity trip.

**COOLING SYSTEM**

805 sq. in. aluminum core radiator equipped with Mylar tank for easy coolant level visibility. All radiator hoses are Gates heavy-duty hoses with constant torque spring

clamps. Long life coolant protected to -40 (5 years/150, 00 miles) 25" cooling fan with 9 nylon blades with viscous fan clutch. Low coolant sensor light

### **CONSTRUCTION**

Eight ply rubber body to frame insulators on each cross member. Double bolted body to frame clips. Stamped one-piece wheel wells to reduce dust and water leaks. 14 gauge Galvalume U shaped side skirt reinforcements. Two crash rails installed between interior and exterior roof panels. Roof bows extend below floor line. Interior floor bumper 2" steel plate. Rear body 14 gauge reinforcements. Dual 16 gauge Galvaneel roof rail stringers. Closed section, box type, rear corner post design. Automotive style firewall. Header system achieves 1100 lb. push out force for each window

### **CRUISE CONTROL**

Switches dash mounted

### **DASH GAUGES**

Speedometer, Odometer, Tachometer, Hour meter, Voltmeter, Oil pressure, Fuel, Trip meter, Ammeter, Water temperature, Transmission temperature, High-low beam indicator, turn signal indicators, low coolant light, low oil pressure or high coolant temperature warning light and buzzer

### **DIAGNOSTICS**

SAE 9 pin diagnostics interface connector mounted under dash, electronic engine integral warning and derate protection system

Dash mounted diagnostic panel for electrical system

Multi-plex electronics

### **DRIVER'S COMMAND CENTER**

Mounted left of driver with up to 24 rocker switches with LED backlighting for electrical equipment with rheostat control switch. Side-mounted driver's storage compartment.

Dual USB charging outlets for cell phone.

### **DRIVELINE**

SPL 100 Dana Spicer main drive line has computerized angle alignment. Lubed for life splines that are booted to prevent contamination from water and road debris. Iron flywheel housing.

### **ELECTRICAL SYSTEM**

12-volt system with color-coded and numbered wiring with matched weatherproof connectors. All that passes through metal is grommeted. ECMs are chassis frame mounted. Automatic circuit breakers protected by solid-state technology. Switches are rocker type design and provide "Smart Switch" technology that can be repositioned without rewiring or reprogramming.

## **ENGINE**

**Cummins ISB 6.7 Liter (250 HP - 660 LB/FT torque) turbo diesel**

750 watt block heater w/ plug in mounted in bumper, heated fuel/water separator w/ primer.

## **ENTRANCE & REAR DOORS**

Toggle switch, electric operated outward opening with vandal lock system installed. Four inch header pad installed above door. 86" high clear opening. Stainless steel assist hand rail at entrance steps. Rear door is located in center rear with 32" x 23" top glass and 32" x 14" bottom glass with protective shields to keep hands and fingers away from sliding components.

## **ESC**

Electronic Stability Control is a federally mandated computerized technology that improves a vehicle's stability by detecting and reducing loss of traction and skidding.

## **EXHAUST**

Single right hand horizontal muffler with horizontal tail pipe

## **FENDERETTES**

Mounted over rear wheel wells

## **FLOOR COVERING**

Plywood floor with heavy-duty black vinyl covering. All floor seam separations sealed and covered with durable rustproofed metal stripping. Cove molding along the wall. Molded rubber wheel housing covers. Rubber covered entrance step also have white nosing installed. Entire floor is sealed with adhesives

## **FRAME**

Dual C channel main frames, full length made of 5/16" x 3" x 10 1/8" steel frame 50,000 PSI, powder coated finish. Class 8 truck type 7.5 "x 33.5" reinforced cross members. Tow hooks front and rear

## **FUEL TANK**

**100 gallon capacity** safety mounted between frame rails and behind rear axle with protective cage and rear skid plate gives added protection against damage in the event the vehicle is backed over an object. Includes hinged/locking fuel tank door.

## **GLOVE BOX & STORAGE**

Large glove box located above driver. Floor mounted clipboard and storage bin.

## **GVWR (Gross Vehicle Weight Rating)**

30,000 lbs.

## **HEATERS/DEFROSTER**

93,000 BTU left front heater/defroster, 53,000 BTU step well, 84,000 BTU rear left side,

50,000 BTU mid bus. Automotive style 4-speed front heater dash vents with automotive style electronic dash mounted controls. Bergstrom booster heat pump, removable filters, shut off ball type valves. Full width ducted air for windshield, driver's window and entrance door glass. (2) Defroster fans mounted over driver's window and windshield mounted on an overhead adjustable track

## **HEADROOM**

78" Interior height

## **HOOD**

Sloping hood design for over the hood visibility at 11 ft. Splashguards are hood mounted for easy engine access. Grill is removable for easy serviceability and hood includes integrated plenum with two expulsion valves to remove moisture and contaminants

## **HORNS**

Dual electric with center steering wheel activation

## **INSULATION/NOISE REDUCTION PACKAGE**

1.5 "Fiberglass in ceiling, bulkheads, walls, 2" thick fire resistant thermo-bonded polyester insulation in rafter cavities, sound abatement package, and undercoating.  
**Acoustic ceiling full length of bus body.**

## **LETTERING**

As required by Federal and State requirements in black block lettering including capacity, CENTENNIAL PUBLIC SCHOOLS in 6" black letters. Unit numbers as needed. Yellow reflective striping as required by state regulations.

## **LIGHTS**

Halogen extended life headlights with daytime running lights, driver's dome light on separate switch, dual row of dome lights on separate switch with rheostat control LED Clearance/Marker- red rear/amber rear, back-up- clear, stop/tail- red at belt line. Warning-halogen eight lamp warning system flush mounted. LED Marker/Cluster-Per FMVSS with shields, strobe light. Step well-hooded step light, skirt mounted entrance door light, step light switch. Side mounted turn signals on fender and side panels

## **MANUALS**

Printed operator's maintenance manual including electrical troubleshooting guide, web based service and parts access. Line set ticket

## **MIRRORS**

Rosco 7" X 10" **heated/self-defrosting** rear view mirrors with **Remote Control**; Rosco Hawkeye heated cross-over mirrors with tripod bracket. Interior 6' x 30" with rubber padded edges

## **MUD FLAPS**

HD Front and rear

## **PAINT**

Exterior painted National School Bus Yellow with black trim using lead free urethane PPG paint, interior painted light gray, undercoated chassis.

## **Roof Painted White**

## **PARCEL RACKS**

Interior tubular parcel racks above passenger windows on both sides with padded ends.

## **RADIO**

AM/FM with PA and 6 roof mounted speakers

## **ROOF HATCHES**

(2) roof hatches installed in self-sealing pre-cut panels

## **RUB RAILS**

Four (4) exterior side rub rails located at window level, seat level, floor, level, and bottom skirt. Seat rail is one piece formed to length, 14 gauge Galvalume. Sealed with Saf-T-Bond structural adhesive.

## **SAFETY EQUIPMENT**

(2) Nebraska first aid kits, one mounted front and one at rear of bus. 5 lb chemical type fire extinguisher, moisture proof body fluid clean up kit, triangle safety kit.

## **SAFETY SOLENOID SWITCH**

Single switch for complete shutdown of all heaters and radio at railroad crossings

## **SAF-T-VUE WINDOWS**

Upper and lower pane 352 square inches, located in front of the entrance door to provide vision of the blind spot by the right front wheel without the use of a mirror.

## **SEAT/DRIVER**

National high back **HEATED - AIR RIDE** adjustable seat, with dedicated electric compressor, three point retractable shoulder harness, dual armrests, and adjustable lumbar support.

## **SEAT/PASSENGER**

(21) 39" & (1) 26" passenger seats covered with 42 oz. Proform leatherette fire block material and pivot cushion for cleaning with powder-coated frames

## **STEERING**

TRW TAS-55 with full power steering. Gear driven hydraulic pump. 19" diameter padded **full floating tilt/telescoping** steering wheel.

## **STOP ARM**

Power electrically operated stop arm with wind guard. Highly reflective and equipped

with **high intensity LED lights**. Controlled by an electric switch and door operation in conjunction with 8 lamp warning system

#### **SUSPENSION**

9,000 lb. taper leaf with maintenance free rubber bushings and spring wear pads  
21,000 lb. taper leaf with maintenance free rubber bushings and spring wear pads

#### **TIRES**

(2) Hankook 11R22.5 front - 14 ply  
(4) Hankook 11R22.5 M/S rear - 14 ply

#### **TRANSMISSION**

Allison 2500 PTS 6-speed automatic O/D with Fuel Sense

#### **VENTILATOR**

Static type, non-closable

#### **WHEELBASE**

259"

#### **WHEELS**

22.5 x 8.25-painted black 10-hole hub piloted. Chicago Rawhide oil wheel seals

#### **WIPERS**

Bottom mounted overlapping automotive style wipe pattern

#### **WINDOWS**

ABS automotive grade technology 12" high x25" wide opening split sash tempered glass. **All side and rear passenger windows tinted, bonded, and banded.** Four-tinted tempered push out windows; all interior and exterior window frames are flat black.

#### **WINDSHIELD**

Automotive style one piece, bonded, and curved, slanted to reduce glare and breakage and provide maximum vision. The tinted safety plate laminated glass provides 3362 square inches of windshield area.

#### **WINDSHIELD WIPERS**

Electric, intermittent 5 speed heavy duty wet arm wipers. Bottom mounted overlapping automotive style pattern resulting in 1537 square inches of wiped windshield for safety. Wiper motor is accessible for service under engine hood.

#### **WINTER FRONT COVER**

Snap on yellow cover for grill

#### **WARRANTY**

**Thomas/Freightliner comes standard with a 3 year/50,000 mile bumper to bumper**

**warranty...the best in the industry!**

Base: Limited 3 year bumper to bumper

Body: Limited 5 years on body

Engine: Limited 5 year/100,000 miles

Transmission: Limited 7 years/unlimited miles

Axles: Limited 5 years/unlimited includes king pins

# NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Centennial Public School (80-0567) in Seward County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 8th day of September, 2025 at 8:00 o'clock, P.M., at Centennial Public School, Utica Nebraska for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours. For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: <https://nep.education.ne.gov>

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Total Personal and Real Property Tax Requirement (7)
	2023-2024 (4)	2024-2025 (5)	2025-2026 (6)			
General	\$ 10,001,320.00	\$ 10,212,000.00	\$ 10,774,000.00	\$ 3,413,711.35	\$ 6,738,788.00	\$ 7,524,165.35
Depreciation	\$ 27,689.00	\$ 175,000.00	\$ 379,077.00		\$ 379,077.00	
Employee Benefit	\$ 2,643.00	\$ 2,500.00	\$ 66,278.00		\$ 66,278.00	
Contingency	\$ -	\$ -	\$ -		\$ -	
Activities	\$ 535,427.00	\$ 550,000.00	\$ 661,354.00		\$ 661,354.00	
School Nutrition	\$ 440,985.00	\$ 445,000.00	\$ 585,602.00		\$ 585,602.00	
Bond	\$ 790,280.00	\$ 795,500.00	\$ 1,606,047.00		\$ 806,047.00	\$ 808,081.00
Special Building	\$ 604,016.00	\$ 610,000.00	\$ 9,077,193.00		\$ 8,477,193.00	\$ 606,061.00
Qualified Capital Purpose Undertaking	\$ -	\$ -	\$ -		\$ -	\$ -
Cooperative	\$ -	\$ -	\$ -		\$ -	
Student Fee	\$ -	\$ -	\$ -		\$ -	
<b>TOTALS</b>	<b>\$ 12,402,360.00</b>	<b>\$ 12,790,000.00</b>	<b>\$ 23,149,551.00</b>	<b>\$ 3,413,711.35</b>	<b>\$ 17,714,339.00</b>	<b>\$ 8,938,307.35</b>

	Bond Purposes	Non-Bond Purposes	Total
Breakdown of Property Tax	\$ 808,081.00	\$ 8,130,226.35	\$ 8,938,307.35

## Notice of Special Hearing To Set Final Tax Request

Centennial Public School (80-0567) in Seward County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1632, that the governing body will meet on the 8th day of, September 2025 at 8:00 o'clock P.M., at Centennial Public School, Utica Nebraska for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request.

	2024-2025	2025-2026	Change
Property Valuations	1,740,088,893	2,006,443,892	15%

### 2024-2025 Budget Information

### 2025-2026 Budget Information

Fund	2024-2025 Operating Budget	2024-2025 Property Tax Request	2024 Tax Rate	Property Tax Rate (2023-2024 Request <b>Divided By</b> 2024 Valuation)	2025-2026 Operating Budget	2025-2026 Proposed Property Tax Request	Proposed 2025 Tax Rate	Change in Tax Rate	Change in Operating Budget
<b>General Fund</b>	10,746,000.00	\$7,547,201.00	0.433725	0.376148	10,774,000.00	7,524,165.35	0.375000	-14%	0%
<b>Bond Fund 2015</b>	1,738,169.00	\$806,472.00	0.046347	0.040194	800,000.00	439,000.00	0.021880	-53%	-54%
<b>Bond Fund 2025</b>			0.000000	0.000000	806,047.00	367,000.00	0.025404	#DIV/0!	0
<b>Special Building Fund</b>	1,051,360.00	\$607,385.00	0.034905	0.030272	9,077,193.00	606,061.00	0.030206	-13%	763%
<b>Total</b>	13,535,529.00	\$8,961,058.00	0.514977	0.446614	21,457,240.00	8,936,226.35	0.452490	-12%	59%