

Board of Education Regular Meeting
Monday, August 13, 2018 7:30 PM
District Office
508 Jefferson St.
P.O.Box 486
Morrill, NE 69358

I. CALL TO ORDER FOR REGULAR MEETING

I.1. Pledge to the Flag

I.2. Roll Call

I.3. Notification of Open Meetings Law Posting

I.4. Recognition of Recording

I.4.a. Business Manager's Financial Report

II. CONSENT AGENDA

II.1. Approval of Agenda for August 13, 2018

II.2. Approval of minutes of July 9 & 23, 2018

II.3. Approval to Pay Claims and file financial reports

II.3.a. Working Monthly Budget

II.3.b. Monthly Budget of Receipts

II.3.c. Activity Accounts

II.3.d. County Treasurers' Reports

III. RECOGNITION OF VISITORS

IV. REPORTS

IV.1. Curriculum/Americanism: Burford (Chairman), Sherrod, Guerue

IV.2. Facilities/Transportation: Sherrod (Chairman), Stauffer, Steiner

- IV.3. Staff Relations: Sherrod, Burford, Hessler
- IV.4. Finance/Negotiations: Hessler, Sherrod, Burford
- IV.5. Morrill School's Foundation: Stauffer, Steiner
- IV.6. Activity Report
- IV.7. Secondary Principal's Report
- IV.8. Elementary Principal's Report
- IV.9. Early Childhood & Superintendent's Report

V. NEW BUSINESS

- V.1. Consider transfer from General Fund to Activity Fund for balance out short accounts
- V.2. Consider/possibly approve coaching and classified assignments for 2018-2019 year
- V.3. Review/Approve Parent/Student Handbook & Classified Employee/Substitute Teacher Handbooks
- V.4. Consider/Possibly renew 3rd & Final year of z-Space Lease Purchase Agreement
- V.5. Review/Approve new and revised job descriptions for various classified positions
- V.6. Review/Approve all policies for continued use that were not included in the modified list
- V.7. 7. Review/Approve the following policy changes suggested by the Perry Law Firm and NASB a. 206.05 Coffee Act Policy b. 404.06 Employee Antidiscrimination c. 415.01 Classified Staff Leave d. 503.07 Married Students e. 503.10 Homeless Student f. 504.03 Student Discipline g. 504.16 Search and Seizures h. 504.18 Student Antidiscrimination i. 504.19 Meal Charge j. 508.09 Child Abuse Reporting k. 508.11 Defibrillators l. 503.13 Wellness m. 604.03 Parent Involvement in Title I Program n. 612.07 Assessments-Academic Content o. 701.01 ESSA Title I Funds p. 706.02 Procurement Plan q. 706.08 Insufficient Funds r. 905.07 Safety s. 1004.05 Recording of Others t. 604.02 Reading Instruction & Assessment

VI. UNFINISHED BUSINESS

VI.1. Examine second draft of 2018-2019 General Fund Budget Proposal

VI.2. Tabled till September: Consider DVR & Camera Expansion Project for Elementary & Secondary (General Fund)

VII. Next Regular Meeting Date Board Budget Workshop August 23, 2018 at 8:00 pm
Regular Meeting & Budget Hearing and Tax Request Hearing: September 10, 2018
at 7:30 pm

VIII. ADJOURNMENT



Electronic Federal Tax Payment System

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TAXPAYER NAME: COUNTY OF SCOTTSBLUFF

TIN: xxxxx5307

Deposit Confirmation

Your payment has been accepted.

Payment Successful

An EFT Acknowledgement Number has been provided for this payment. Please keep this number for your records.

REMINDER: REMEMBER TO FILE ALL RETURNS WHEN DUE!

EFT ACKNOWLEDGEMENT NUMBER:

270860412499463

PLEASE NOTE

Any amounts represented in the subcategories of Social Security, Medicare, and Income Tax Withholding are for informational purposes only.

Payment Information

Entered Data

Taxpayer EIN	xxxxx5307
Tax Form	941 Employers Federal Tax
Tax Type	Federal Tax Deposit
Tax Period	Q3/2018
Payment Amount	\$57,995.72
Settlement Date	07/23/2018
Subcategories:	
1 Social Security	\$31,838.96
2 Medicare	\$7,446.30
3 Tax Withholding	\$18,710.46
Account Number	xxxxx4746
Account Type	CHECKING
Routing Number	104102309
Bank Name	PLATTE VALLEY BANK

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Your last visit was Mon 06/18/2018 03:36 PM CDT

Confirmation

Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **NB1DOR003318985**

Payment Details

Description Nebraska Revenue
01100 - Income Tax Withholding
<http://www.revenue.ne.gov>

Payment Amount \$8,398.68

Payment Date 07/23/2018

Status SCHEDULED

Tax Period End Date 07312018
(MMDDYYYY)

Nebraska ID 732230

Tax Type 01100 - Withholding

Payment Method

Account Nickname Revenue

Bank Routing Number 104102309

Bank Name PLATTE VALLEY BANK

Bank Account Number *4746

Bank Account Type Checking

Bank Account Category Business

Confirmation Email stacy.rodriquez@mpslions.org

"Morrill Public School District is committed to empowering students to become confident, knowledgeable, productive and responsible citizens of a diverse, ever-changing world."

2018 Board of Education: Jim Hessler (President), Cynthia Guerue (Vice President), Billy Stauffer (Treasurer), David Sherrod (Secretary), Dick Burford (Member), Art Steiner (Member), _____ (StuCo President)

BOARD OF EDUCATION – REGULAR MEETING

District Office - 508 Jefferson Ave

August 13, 2018 @ 7:30 p.m.

I. CALL TO ORDER FOR REGULAR MEETING

- 1. Pledge to the Flag
- 2. Roll Call
- 3. Notification of Open Meetings Law Posting
- 4. Recognition of Recording
- 5. Business Manager’s Financial Report

II. CONSIDER CONSENT AGENDA

- 1. Approval of Agenda for August 13, 2018
- 2. Approval of minutes of July 9 & 23, 2018
- 3. Claims Payable
- 4. Financial Reports
 - a) Working Monthly Budget
 - b) Monthly Budget of Receipts
 - c) Activity Accounts
 - d) County Treasurer’s Report

III. RECOGNITION OF VISITORS This section of the agenda is set aside as a public comment period. Individuals attending the meeting shall be invited to make comments during the “Recognition of Visitors” item allowed on the agenda. Time for each speaker should not exceed 5 minutes. If your concern pertains to a staff member, please follow the chain of command: staff should have already been consulted and, if that was not satisfactory, administration should have been consulted. We cannot entertain a conversation about a staff member in public session.

IV. REPORTS

- 1. Curriculum/Americanism: Guerue, Stauffer, Steiner
- 2. Facilities/Transportation: Sherrod, Burford, Steiner
- 3. Finance/Negotiations: Hessler, Sherrod, Burford
- 4. Morrill School’s Foundation: Stauffer, Steiner
- 5. Activity Report
- 6. Secondary Principal’s Report
- 7. Elementary Principal’s Report
- 8. Early Childhood & Superintendent’s Report

V. NEW BUSINESS

- 1. Consider transfer from General Fund to Activity Fund for balance out short accounts
- 2. Consider/possibly approve coaching and classified assignments for 2018-2019 year
- 3. Review/Approve Parent/Student Handbook & Classified Employee/Substitute Teacher Handbooks
- 4. Consider/Possibly renew 3rd & Final year of z-Space Lease Purchase Agreement
- 5. Review/Approve new and revised job descriptions for various classified positions
- 6. Review/Approve all policies for continued use that were not included in the modified list
- 7. Review/Approve the following policy changes suggested by the Perry Law Firm and NASB
 - a. 206.05 Coffee Act Policy
 - b. 404.06 Employee Antidiscrimination
 - c. 415.01 Classified Staff Leave
 - d. 503.07 Married Students
 - e. 503.10 Homeless Student
 - f. 504.03 Student Discipline
 - g. 504.16 Search and Seizures
 - h. 504.18 Student Antidiscrimination
 - i. 504.19 Meal Charge
 - j. 508.09 Child Abuse Reporting
 - k. 508.11 Defibrillators
 - l. 503.13 Wellness
 - m. 604.03 Parent Involvement in Title I Program
 - n. 612.07 Assessments-Academic Content
 - o. 701.01 ESSA Title I Funds
 - p. 706.02 Procurement Plan
 - q. 706.08 Insufficient Funds
 - r. 905.07 Safety
 - s. 1004.05 Recording of Others
 - t. 604.02 Reading Instruction & Assessment

VI. OLD BUSINESS

- 1. Examine second draft of 2018-2019 General Fund Budget Proposal
- 2. Tabled till September: Consider DVR & Camera Expansion Project for Elementary & Secondary (General Fund)

VI. NEXT MEETING

Board Budget Workshop August 23, 2018 at 8:00 pm
 Regular Meeting & Budget Hearing and Tax Request Hearing: September 10, 2018 at 7:30 pm

VII. ADJOURNMENT

Except for an emergency, this agenda shall not be altered later than twenty-four hours before scheduled commencement of the meeting. The Board will attempt to adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary and may elect to take action on any of the items listed. The agenda is kept continuously current and can be viewed in the district office **Executive Session {84-1410}**: These are the reasons for an executive session: strategy sessions for collective bargaining, real estate purchases, pending litigation, deployment of security personnel or devices, investigative proceedings regarding allegations of criminal misconduct and evaluation of the job performance of a personnel when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public body. The motion must state the specific reason listed above and include the phrase “and will be limited to the discussion of _____.”

Board of Education- Special Planning Retreat

Monday, July 23, 2018 8:00 PM

Dr. Cynthia Guerue's House

70810 Lyman East Rd

Morrill, NE 69358

Morrill Public School District is committed to empowering students to become confident, knowledgeable, productive and responsible citizens of a diverse, ever-changing world"

Mr. Dick Burford: Absent

Dr. Cynthia Guerue: Present

Mr. Jim Hessler: Present

Mr. David Sherrod: Present

Mr. Billy Stauffer: Present

Mr. Art Steiner: Present

I. CALL TO ORDER FOR REGULAR MEETING

I.1. Pledge to the Flag

I.2. Roll Call

Tom, Keri, and Joe were present. No guests attended.

I.3. Notification of Open Meetings Law Posting

I.4. Recognition of Recording

No one recorded the meeting.

II. Approval of Agenda

III. DISCUSSION OF:

III.1. 1. Elementary Discipline

Discussion ensued on the changes in the elementary discipline philosophy and practices related to the new PAWS room.

III.2. a) Changes to the current practice

III.3. b) Specific guidelines on how the discipline room will be used (how students get in, how they earn their way out, what they will do while in, etc.)

III.4. c) Discussion with administration concerning elementary parents' meeting explaining new discipline procedures, consequences, and expectations.

III.5. 2. Matt Hinman's list of suggestions related to safety as a first responder.

No list was reported.

III.6. 3. Administration Improvement Goals

The board reviewed Administrative improvement goals with the Principals and Superintendent. No action was taken.

IV. Next Regular Meeting Date August 13, 2018, 7:30 pm

V. ADJOURNMENT

Meeting adjourned at 11:43 p.m.

Board of Education Regular Meeting

Monday, July 9, 2018 7:30 PM

District Office

508 Jefferson Ave

PO Box 486

Morrill, NE 69358-0486

Morrill Public School District is committed to empowering students to become confident, knowledgeable, productive and responsible citizens of a diverse, ever-changing world"

Mr. Dick Burford: Absent
Dr. Cynthia Guerue: Present
Mr. Jim Hessler: Present
Mr. David Sherrod: Present
Mr. Billy Stauffer: Absent
Mr. Art Steiner: Present

I. CALL TO ORDER FOR REGULAR MEETING

Jim Hessler called the meeting to order at 7:40 pm

- I.1. Pledge to the Flag
- I.2. Roll Call

Motion to excuse Dick Burford and Billy Stauffer from tonight's board meeting.

Motioned by Dr. Cynthia Guerue and a second by Mr. Art Steiner.

- I.3. Notification of Open Meetings Law Posting
- I.4. Recognition of Recording

No one recorded the meeting.

- I.5. Business Manager's Financial Report Stacy gave her financial report to the board.

II. CONSENT AGENDA

Approval for Consent Agenda Passed with a motion by Dr. Cynthia Guerue and a second by Mr. David Sherrod. Yea: 4, Nay: 0

- II.1. Approval of Agenda for July 9, 2018
- II.2. Approval of minutes of June 11, 2018
- II.3. Approval to Pay Claims and file financial reports
 - II.3.a. Working Monthly Budget
 - II.3.b. Monthly Budget of Receipts
 - II.3.c. Activity Accounts

II.3.d. County Treasurers' Reports

III. RECOGNITION OF VISITORS

IV. REPORTS

IV.1. Curriculum/Americanism: Guerue, Stauffer, Steiner

IV.2. Facilities/Transportation: Sherrod (Chairman), Burford, Steiner

IV.3. Finance/Negotiations: Hessler, Sherrod, Burford

IV.4. Morrill School's Foundation: Stauffer, Steiner

IV.5. Activity Report

Ferguson signs was here this morning looking at the score board to try and fix it. Regulator keeps everything the same brightness. Scavenging parts to make the scoreboard work. Would like to have it repaired before the first football game. Fair play can diagnose the problem so they can fix it. Marque sign panel is out by the road. Ferguson Signs is working to fix the marque sign as well. Ordered shirts from Under Armour for helpers who volunteered for activities. EWC coach was here today putting on a volleyball camp. Coach Rice recruited her to put on a camp. Impressive weightlifting happening in the weight room. Grass has gotten really good and thick neat to see hard work. Elementary Gym is scorching hot. Would like to see future A/C. Organize a lake day for all of the kids to get ready to start the year. Gerald Ritz brought in a scrapbook that is really awesome.

Cynthia- talked to Karen Ott and didn't know about a boys' basketball champion. NSAA mandating heat schedule if there is no air conditioning.

Dave- swamp coolers at the fair. Maybe try one out. Both sides blowing into the gym.

IV.6. Secondary Principal's Report

No report

IV.7. Elementary Principal's Report

Keri attached her report.

IV.8. Superintendent's Report

Day camp/ Agate Fossil beds pictures were featured in "The Voice".

Couple things NDE consolidated data. Completed

IDEA application/Flexible funding today.

V. NEW BUSINESS

V.1. Consider Rauner & Associates proposal for upcoming audit.

14,070.00 plus out of pocket costs. Last year's fee was challenged. NSSRS testing additional fee + travel and meals. Possibility may not have to do additional testing for this year. Similar to what they charged last year. 5 years of auditing. High probability that the number of hours going down. Recommendation to approve the bid.

Motion to accept the Rauner & Associate's bid of 14,070.00. Passed with a motion by Mr. David Sherrod and a second by Dr. Cynthia Guerue. Yea: 4, Nay: 0

V.2. Consider Purchase of 30 desktops for teachers/office staff

Buying Ram to increase the memory. Desktops not worth upgrading. Bytes suggested spending 500 per desktop. Recommend going to one device per person. HS most of the teachers want to use laptops and not desktops. It is the opposite for the elementary. 30 would replace all that we need. 5 year warranty included. Tom, Keri, Kyle, Stacy, school owned laptop. No bids yet. Working with Dell and Bytes.

Motion to accept the bid from CDI in the amount of 8,410.00 to purchase 30 desktops for office and teachers staff. Passed with a motion by Mr. Art Steiner and a second by Dr. Cynthia Guerue. Yea: 4, Nay: 0

V.3. Consider transfer from General Fund to Lunch Fund

Food costs, labor costs exceeded our revenue. Manage it better next year.

Motion to transfer 34,602.09 from General Fund to Cafeteria fund Passed with a motion by Mr. David Sherrod and a second by Mr. Art Steiner. Yea: 4, Nay: 0

V.4. Examine first draft of 2018-2019 General Fund Budget Proposal

VI. OLD BUSINESS

VI.1. Tabled till September: Consider DVR & Camera Expansion Project for Elementary & Secondary (General Fund)

Tabled til September under Safety and Security budgeted 8,000 for proposed budget. Maybe raise it to 10,000.00

VII. Next Regular Meeting Date

Board Retreat scheduled at 8 pm Monday July 23rd, 2018.

VII.1. Regular Meeting Date August 13, 2018 at 7:30 pm

VIII. ADJOURNMENT

The meeting adjourned at 9:20 pm

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 1
01	GENERAL FUND						
1100	REGULAR INSTRUCTIONAL PROGRAMS						
01 1100 110 1 003	Instructional Salaries Elem	377,885.57	407,099.76	396,232.40	393,451.44	0.70	
01 1100 110 2 001	Instructional Salaries Sec	611,741.70	579,792.94	663,094.71	554,623.16	16.36	
01 1100 110 4 000	REGULAR SALARIES-FLAT	0.00	0.00	0.00	83,700.00	0.00	
01 1100 120 1 003	Substitutes-elementary	20,000.00	15,047.90	15,000.00	35,438.58	(136.26)	
01 1100 120 2 001	Substitutes - Secondary	15,000.00	21,894.60	15,000.00	17,510.00	(16.73)	
01 1100 130 1 003	STIPENDS -- ELEM XTRA DAYS	750.00	410.40	500.00	0.00	100.00	
01 1100 130 2 001	STIPENDS - SEC XTRA DAYS	750.00	0.00	300.00	0.00	100.00	
01 1100 140 1 003	Instructional Aide - Elementary	0.00	3,227.26	40,572.00	3,964.49	90.23	
01 1100 210 1 003	Social Security - Elementary	28,908.25	36,940.79	38,059.09	34,706.64	8.81	
01 1100 210 2 001	Social Security Secondary	46,798.24	52,226.27	61,406.15	50,262.15	18.15	
01 1100 210 4 000	SOCIAL SECURITY-FLAT	0.00	0.00	0.00	6,394.18	0.00	
01 1100 220 1 003	Retirement - Elementary	43,567.76	47,243.83	43,146.67	38,531.45	10.70	
01 1100 220 2 001	Retirement - Secondary	59,816.10	60,580.27	65,499.17	54,239.08	17.19	
01 1100 220 4 000	RETIREMENT-FLAT	0.00	0.00	0.00	8,267.68	0.00	
01 1100 230 1 003	Benefit Package - Elementary	69,830.06	104,614.20	108,088.20	88,146.68	18.45	
01 1100 230 2 001	Benefit Package - Secondary	138,402.40	197,897.02	155,020.00	129,235.50	16.63	
01 1100 240 0 000	Workman's Comp-District	43,000.00	40,780.00	43,000.00	38,451.00	10.58	
01 1100 290 1 003	OTHER BENEFITS	0.00	0.00	0.00	1,600.00	0.00	
01 1100 290 2 001	OTHER BENEFITS	0.00	0.00	0.00	440.00	0.00	
01 1100 318 1 003	Repairs/Maint Computers-Elem	3,000.00	1,991.21	2,500.00	40.00	98.40	
01 1100 318 2 001	Repairs/Maint Computers-Second	3,000.00	2,388.07	2,500.00	40.00	98.40	
01 1100 319 1 003	Prof Dev- Elementary	2,000.00	816.54	1,000.00	1,678.73	(67.87)	
01 1100 319 2 001	Professional Dev - Secondary	2,000.00	1,940.90	2,500.00	5,469.18	(118.77)	
01 1100 327 0 000	Copier Lease-District	19,000.00	23,366.27	25,000.00	25,299.68	(1.20)	
01 1100 382 0 000	DISTANCE ED & TELECOMMUNICATIONS	25,000.00	29,386.92	25,000.00	28,170.03	(12.68)	
01 1100 410 0 000	SUPPLIES DISTRICT	4,000.00	4,832.15	5,000.00	7,318.25	(46.37)	
01 1100 410 1 003	SUPPLIES-- ELEM	10,000.00	6,609.28	7,500.00	8,413.59	(14.71)	
01 1100 410 2 001	SUPPLIES--SECOND	10,000.00	8,120.09	7,500.00	11,976.88	(59.69)	
01 1100 420 1	ELEM CURRICULUM	12,000.00	12,671.43	8,000.00	3,117.88	61.03	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 2
003							
01 1100 420 2 001	Second Curriculum	15,000.00	19,240.44	10,000.00	1,767.92	82.32	
01 1100 440 1 003	PERIODICALS -- ELEMENTARY	1,200.00	1,051.06	1,200.00	0.00	100.00	
01 1100 440 2 001	PERIODICALS -- SECOND	1,000.00	0.00	300.00	0.00	100.00	
01 1100 460 0 000	HARDWARE DISTRICT	16,878.25	4,204.65	10,000.00	2,560.62	74.39	
01 1100 460 2 001	HARDWARE-SECOND	0.00	0.00	0.00	0.00	0.00	
01 1100 465 0 000	COMPUTER SOFTWARE	10,000.00	15,283.01	15,000.00	18,161.24	(21.07)	
01 1100 465 1 003	ELEM-COMPUTER SOFTWARE	12,000.00	12,418.85	15,000.00	6,831.57	54.46	
01 1100 465 2 001	SECOND-COMPUTER SOFTWARE	6,000.00	3,011.12	10,000.00	17,537.60	(75.38)	
01 1100 530 0 000	Equipment District	5,000.00	4,747.76	5,000.00	2,807.33	43.85	
01 1100 560 0 000	Comp Hardware Dist-5000.00	55,000.00	46,277.95	50,000.00	19,428.95	32.44	
01 1100 630 0 000	DUES AND FEES	2,000.00	536.00	800.00	735.00	8.13	
01 1100 670 0 000	STF DEV/TRAVEL	2,500.00	676.27	800.00	1,031.04	(28.88)	
1100	REGULAR INSTRUCTIONAL PROGRAMS	Total	1,673,028.33	1,767,325.21	1,849,518.39	1,701,347.52	7.23
1125	FLEX SPENDING						
01 1125 110 0 000	FLEX REGULAR SALARIES	8,500.00	11,549.55	12,000.00	8,204.16	31.63	
01 1125 140 0 000	FLEX OTHER STAFF SALARIES	2,000.00	0.00	0.00	4,208.30	0.00	
01 1125 210 0 000	FLEX SOCIAL SECURITY	803.25	883.55	1,000.00	949.59	5.04	
01 1125 220 0 000	RETIREMENT	1,037.17	1,140.84	1,200.00	1,226.09	(2.17)	
01 1125 410 0 000	FLEX SUPPLIES	2,159.58	69.10	100.00	0.00	100.00	
1125	FLEX SPENDING	Total	14,500.00	13,643.04	14,300.00	14,588.14	(2.01)
1150	LIMITED ENGLISH PROF PROGRAMS						
01 1150 110 1 003	LEP INSTRUCTIONAL SALARIES ELEM	77,152.00	66,352.00	78,192.00	61,776.00	20.99	
01 1150 210 1 003	LEP FICA/MEDICARE - ELEM	5,902.13	4,782.41	5,981.69	4,448.85	25.63	
01 1150 220 1 003	LEP RETIREMENT - ELEM	7,628.02	6,554.16	7,723.65	6,102.14	20.99	
01 1150 230 1 003	LEP BENEFIT PACKAGE - ELEM	3,525.60	3,694.44	3,989.64	3,489.97	12.52	
1150	LIMITED ENGLISH PROF PROGRAMS	Total	94,207.75	81,383.01	95,886.98	75,816.96	20.93
1160	PROVERTY PROGRAMS						
01 1160 110 1 003	POVERTY INSTR. SALARIES - ELEM	386,920.19	363,162.50	288,306.00	191,983.50	33.41	
01 1160 110 4 000	REGULAR SALARIES-FLAT	0.00	0.00	0.00	900.00	0.00	
01 1160 210 1 003	POVERTY FICA/MEDICARE - ELEM	29,599.39	31,946.05	22,055.41	17,026.89	22.80	
01 1160 210 4 000	SOCIAL SECURITY-FLAT	0.00	0.00	0.00	68.85	0.00	
01 1160 220 1 003	POVERTY RETIREMENT - ELEM	38,219.20	38,006.19	28,478.29	18,963.78	33.41	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 3
01 1160 220 4 000	RETIREMENT-FLAT	0.00	0.00	0.00	88.90	0.00	
01 1160 230 1 003	POVERTY BENEFIT PKG - ELEM	59,302.40	96,544.36	72,458.56	51,903.39	28.37	
1160	PROVERTY PROGRAMS	Total	514,041.18	529,659.10	411,298.26	280,935.31	31.70
1190	EARLY CHILDHOOD ED PROGRAMS						
01 1190 110 3 005	INSTRUCTIONAL PRE-K	82,461.50	80,729.17	79,380.00	50,447.25	36.45	
01 1190 120 3 005	INSTR -- SUBSTITUTE PRE-K	0.00	5,394.94	5,000.00	5,369.02	(7.38)	
01 1190 140 3 005	PRE-K--INSTRUCTIONAL AIDES	28,927.50	51,646.12	126,579.60	135,104.30	(6.73)	
01 1190 141 3 005	Provisional Teacher	0.00	305.61	81,120.00	68,079.88	16.08	
01 1190 210 3 005	FICA/MED -- PRE-K	8,521.26	10,961.07	23,690.49	20,982.87	11.43	
01 1190 220 3 005	RETIREMENT -- PRE-K	11,002.78	12,910.40	28,357.15	23,780.61	16.14	
01 1190 230 3 005	BENEFITS -- PRE-K	22,600.00	26,288.42	34,568.92	22,558.37	34.74	
01 1190 319 3 005	PROF DEV	1,000.00	316.90	1,000.00	800.91	19.91	
01 1190 410 3 005	SUPPLIES -- PRE-K	1,000.00	3,980.56	5,000.00	7,171.13	(44.82)	
01 1190 420 3 005	CURRICULUM-PRE K	0.00	0.00	5,000.00	162.40	96.75	
01 1190 440 3 005	PERIODICALS-PRE K	0.00	0.00	400.00	0.00	100.00	
01 1190 460 3 005	COMPUTER HARDWARE-PRE K	0.00	0.00	2,000.00	0.00	100.00	
01 1190 465 3 005	PRE K-COMPUTER SOFTWARE	500.00	95.50	400.00	0.00	100.00	
01 1190 470 3 005	SNACKS--PRE K	2,500.00	7,425.79	10,000.00	101.18	98.99	
01 1190 530 3 005	EQUIPMENT-PRE K	0.00	0.00	2,000.00	1,277.50	36.13	
01 1190 630 3 005	DUES AND FEES-PRE K	0.00	0.00	1,000.00	60.00	94.00	
01 1190 670 3 005	STF DEV/TRAVEL -- PRE-K	500.00	139.83	2,000.00	170.66	91.47	
1190	EARLY CHILDHOOD ED PROGRAMS	Total	159,013.04	200,194.31	407,496.16	336,066.08	17.51
1210	SPED						
01 1210 110 1 003	Sped Sal Elem	34,771.00	34,811.00	36,774.00	33,709.50	8.33	
01 1210 110 2 001	Sped Sal Sec	49,126.00	50,561.50	54,270.00	0.00	100.00	
01 1210 110 3 005	REGULAR SALARIES	0.00	0.00	0.00	12,524.02	0.00	
01 1210 120 1 003	Sped Subs Elem	700.00	855.00	1,000.00	95.00	90.50	
01 1210 120 2 001	Sped Subs Sec	1,700.00	475.00	800.00	1,377.50	(72.19)	
01 1210 140 1 003	Sped Aides Elem	83,944.00	83,463.72	72,121.35	70,145.27	2.74	
01 1210 140 2 001	Sped Aides Sec	42,566.25	52,385.54	63,598.50	53,864.44	15.31	
01 1210 140 3 005	OTHER SPED STAFF SALARIES	0.00	0.00	0.00	53,086.39	0.00	
01 1210 210 1 003	Soc Sec	9,081.70	9,530.71	9,194.94	8,471.83	7.86	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 4
01 1210 210 2 001	SOCIAL SECURITY	7,014.46	8,763.11	9,881.39	5,009.37	49.31	
01 1210 210 3 005	SOCIAL SECURITY	0.00	0.00	0.00	4,864.55	0.00	
01 1210 220 1 003	Sped Retire Elem	11,726.43	11,361.37	10,756.46	10,192.51	5.24	
01 1210 220 2 001	Sped Retire Sec	9,057.18	10,184.36	11,642.81	5,320.82	54.30	
01 1210 220 3 005	RETIREMENT	0.00	0.00	0.00	5,744.52	0.00	
01 1210 230 1 003	Sped Bene Elem	11,300.00	15,148.01	15,289.64	14,118.19	7.66	
01 1210 230 2 001	Sped Bene Sec	11,300.00	11,300.00	11,300.00	10,358.37	8.33	
01 1210 240 1 003	Sped Workmns Elem	3,000.00	3,000.00	4,050.00	4,150.00	(2.47)	
01 1210 240 2 001	Sped Workmns Sec	3,000.00	3,000.00	4,050.00	4,150.00	(2.47)	
01 1210 313 0 000	Contr Serv Sped	121,356.00	110,927.08	121,000.00	57,815.89	52.22	
01 1210 313 1 003	SPED ELEM CONTRACT SERVICES	0.00	0.00	0.00	45,154.47	0.00	
01 1210 313 2 001	2nd SPED CONTRACT SERVICES	0.00	0.00	0.00	36,396.25	0.00	
01 1210 318 1 003	OTHER CONTRACTED OR SECURED SERVICES	0.00	73.60	100.00	0.00	100.00	
01 1210 319 1 003	Other Prof & Tech Services	250.00	136.80	250.00	0.00	100.00	
01 1210 321 1 003	HEAT	0.00	369.10	400.00	763.74	(90.94)	
01 1210 321 3 005	HEAT	0.00	0.00	0.00	0.00	0.00	
01 1210 322 1 003	ELECTRICITY	0.00	2,149.60	2,300.00	3,116.83	(35.51)	
01 1210 322 3 005	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	
01 1210 323 1 003	WATER AND SEWER	0.00	589.15	700.00	840.67	(20.10)	
01 1210 323 3 005	WATER AND SEWER	0.00	0.00	0.00	0.00	0.00	
01 1210 338 1 003	REPAIRS AND MAINTENANCE	0.00	0.00	2,000.00	0.00	100.00	
01 1210 340 0 000	Liability Insurance	0.00	0.00	10,000.00	0.00	100.00	
01 1210 364 3 005	TUIT PD OTHER DIST	0.00	0.00	0.00	640.00	0.00	
01 1210 382 0 000	DISTANCE EDUCATION AND TELECOMMUNICATION	0.00	0.00	4,800.00	1,174.65	75.53	
01 1210 410 1 003	Elem Sped Suppl	2,000.00	69.48	500.00	407.89	18.42	
01 1210 410 2 001	Sec Sped Suppl	1,500.00	61.56	500.00	422.77	15.45	
01 1210 410 3 005	Pre K SUPPLIES	0.00	76.89	500.00	294.58	41.08	
01 1210 420 1 003	Elem Sped Curriculum	500.00	212.51	400.00	629.90	(57.48)	
01 1210 420 2 001	Sec Sped Curriculum	1,000.00	71.45	400.00	521.96	(30.49)	
01 1210 460 0 000	COMPUTER HARDWARE	250.00	0.00	500.00	0.00	100.00	
01 1210 630 0 000	Sped Fees	500.00	1,039.90	1,200.00	0.00	100.00	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 5
01 1210 670 1 003	SPED--STF DEV--ELEM	500.00	395.74	500.00	740.95	(48.19)	
01 1210 670 2 001	SPED--STF DEV--SEC	500.00	268.90	400.00	286.65	28.34	
1210 SPED	Total	406,643.02	411,281.08	451,179.09	446,389.48	1.06	
1291	EARLY CHILDHOOD SPECIAL EDUCATION INSTRU						
01 1291 313 3 005	SPED Age 3-5 CONTRACT SERVICES	0.00	0.00	0.00	20,304.53	0.00	
1291	EARLY CHILDHOOD SPECIAL EDUCATION INSTRU	Total	0.00	0.00	0.00	20,304.53	0.00
1292	BIRTH-2 SPECIAL ED INSTRUCTIONAL PROGRAM						
01 1292 313 3 005	BIRTH-2 SPED CONTRACT SERVICES	0.00	0.00	0.00	12,914.23	0.00	
1292	BIRTH-2 SPECIAL ED INSTRUCTIONAL PROGRAM	Total	0.00	0.00	0.00	12,914.23	0.00
2120	GUIDANCE SERVICES						
01 2120 110 0 000	GUIDANCE SALARIES	42,190.90	42,235.40	44,431.09	40,728.49	8.33	
01 2120 140 0 000	OTHER STAFF SALARIES	10,140.00	8,540.83	0.00	9,357.31	0.00	
01 2120 210 0 000	GUIDANCE FICA/MEDICARE	4,003.31	4,664.16	4,263.43	4,393.00	(3.04)	
01 2120 220 0 000	GUIDANCE RETIREMENT	5,169.14	4,778.76	4,388.81	4,659.75	(6.17)	
01 2120 230 0 000	GUIDANCE BENEFITS	14,825.60	12,346.72	15,289.64	13,325.73	12.84	
01 2120 319 0 000	PROF DEV	500.00	69.98	500.00	0.00	100.00	
01 2120 410 0 000	SUPPLIES/TESTING	6,700.00	9,994.23	10,000.00	5,997.30	40.03	
01 2120 490 0 000	GUIDEANCE-OTHER SUPPLIES AND MATERIALS	500.00	1,026.81	1,500.00	0.00	100.00	
01 2120 630 0 000	DUES AND FEES	260.00	0.00	350.00	0.00	100.00	
01 2120 670 0 000	Guid-Prof Dev	500.00	18.04	250.00	0.00	100.00	
01 2120 690 0 000	Guid-Other misc expenses	100.00	0.00	0.00	167.20	0.00	
2120	GUIDANCE SERVICES	Total	84,888.95	83,674.93	80,972.97	78,628.78	2.90
2130	HEALTH SERVICES						
01 2130 110 0 000	Salary Nurse	41,000.00	41,025.00	45,000.00	0.00	100.00	
01 2130 110 2 001	Salary	0.00	0.00	0.00	3,541.67	0.00	
01 2130 140 0 000	Salary Nurse	0.00	0.00	0.00	37,500.00	0.00	
01 2130 210 0 000	Social Security	3,136.50	2,845.18	4,306.95	3,589.10	16.67	
01 2130 210 2 001	SOCIAL SECURITY	0.00	0.00	0.00	270.93	0.00	
01 2130 220 0 000	Retirement Nurse	4,049.90	4,052.35	4,445.01	3,704.20	16.67	
01 2130 220 2 001	RETIREMENT	0.00	0.00	0.00	349.84	0.00	
01 2130 230 0 000	Nurse-Benefits	0.00	0.00	22,071.80	9,581.78	56.59	
01 2130 410 0 000	Supplies Nurse	500.00	485.90	1,000.00	1,381.23	(38.12)	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 6
01 2130 630 000	DUES AND FEES	300.00	125.00	300.00	55.94	81.35	
01 2130 670 000	Prof Dev Nurse	250.00	443.48	800.00	180.00	77.50	
01 2130 690 000	Other Nurse	100.00	0.00	0.00	0.00	0.00	
2130 HEALTH SERVICES	Total	49,336.40	48,976.91	77,923.76	60,154.69	22.80	
2190 OTHER PUPIL SUPPORT SERVICES							
01 2190 110 000	REGULAR SALARIES-ACTIVITY	108,951.50	114,830.42	65,235.50	124,355.40	(90.63)	
01 2190 120 000	ACTIVITY BUS DRIVER	0.00	0.00	50,000.00	602.90	98.79	
01 2190 140 000	OTHER STAFF SALARIES	33,335.50	50,609.51	23,287.00	40,069.76	(72.07)	
01 2190 210 000	Social Security/Med-- ACTIVITY BUS	10,884.96	12,593.47	10,914.22	12,960.76	(18.75)	
01 2190 220 000	RETIREMENT -- ACTIVITY BUS	14,247.10	11,422.95	13,257.59	13,791.25	(4.03)	
01 2190 230 000	Insurance	0.00	2,074.14	0.00	5,283.72	0.00	
01 2190 318 000	ATHLETIC TRAINER SERVICES - ACTIVIT	1,000.00	1,261.66	1,500.00	2,088.33	(39.22)	
01 2190 319 000	EXTRA DUTY -- NON-STAFF	2,500.00	2,205.50	8,453.50	9,251.00	(9.43)	
01 2190 336 000	Activities -- Gas & Oil	5,500.00	6,542.83	7,500.00	6,394.26	14.74	
01 2190 390 000	STATE FEES -- ACTIVITIES	750.00	3,836.07	4,000.00	0.00	100.00	
01 2190 410 000	Activities Supplies	14,000.00	21,523.08	18,000.00	18,422.78	(2.35)	
01 2190 410 400	Activities Spirit wear	0.00	6,187.78	7,000.00	2,604.14	62.80	
01 2190 490 000	Activities --Weight Room Supplies	2,500.00	0.00	2,000.00	25.98	98.70	
01 2190 500 000	TRACK/FB FIELD--SITE IMPROVEMENTS	500.00	1,311.00	1,500.00	0.00	100.00	
01 2190 670 000	Activities -- Travel Expenses	5,000.00	2,004.54	3,500.00	5,649.53	(61.42)	
01 2190 690 000	DUES/FEES -- ACTIVITIES	4,000.00	1,380.00	3,000.00	3,171.22	(5.71)	
2190 OTHER PUPIL SUPPORT SERVICES	Total	203,169.06	237,782.95	219,147.81	244,671.03	(11.65)	
2212 INST STAFF TRNG AND CURR DEV							
01 2212 210 000	SOCIAL SECURITY	0.00	63.23	0.00	0.00	0.00	
01 2212 220 000	RETIREMENT	0.00	75.05	0.00	0.00	0.00	
01 2212 230 000	HEALTH INSURANCE	0.00	22.37	0.00	0.00	0.00	
01 2212 319 000	SCHO IMP: PROF DEV	8,000.00	7,135.96	40,000.00	0.00	100.00	
2212 INST STAFF TRNG AND CURR DEV	Total	8,000.00	7,296.61	40,000.00	0.00	100.00	
2213 SCHOOL IMPROVEMENT							
01 2213 670 000	SCH IMP: TRAVEL EXPENSES	4,000.00	111.90	2,500.00	1,152.84	53.89	
01 2213 690 000	SCH IMP: ACCREDITATION EXP	1,500.00	2,480.40	2,500.00	2,470.58	1.18	
2213 SCHOOL IMPROVEMENT	Total	5,500.00	2,592.30	5,000.00	3,623.42	27.53	
2222 SCHOOL LIBRARY SERVICES							
01 2222 110 000	Salary Librarian	51,997.00	52,097.00	38,232.00	35,046.00	8.33	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 7
000							
01 2222 120 0 000	SUBSTITUTE OR TEMPORARY SALARIES	0.00	285.00	500.00	332.50	33.50	
01 2222 210 0 000	Fica Librarian	3,977.77	4,538.70	3,789.20	2,127.41	43.86	
01 2222 220 0 000	Retire Library	5,136.16	5,144.04	3,776.48	3,461.79	8.33	
01 2222 230 0 000	Benefit Library	14,825.60	14,922.61	15,289.64	13,738.49	10.15	
01 2222 410 1 003	Supplies Library	200.00	0.00	200.00	1,888.39	(844.20)	
01 2222 410 2 001	Supplies Library	200.00	0.00	200.00	1,144.63	(472.32)	
01 2222 430 1 003	Libr Books Elem	1,500.00	(40.64)	900.00	0.00	100.00	
01 2222 430 2 001	Libr Books Sec	1,500.00	0.00	900.00	1,848.68	(105.41)	
01 2222 440 1 003	Elem Library Periodicals	500.00	717.81	800.00	0.00	100.00	
01 2222 440 2 001	Second Library Periodicals	250.00	0.00	300.00	0.00	100.00	
01 2222 465 0 000	Library-COMPUTER SOFTWARE	800.00	0.00	500.00	84.00	83.20	
01 2222 630 0 000	DUES AND FEES	0.00	31.00	350.00	174.00	50.29	
01 2222 670 0 000	Library-TRAVEL EXPENSE AND MILEAGE	200.00	0.00	350.00	0.00	100.00	
2222 SCHOOL LIBRARY SERVICES	Total	81,086.53	77,695.52	66,087.32	59,845.89	9.44	
2224 EDUCATIONAL TELEVISION SERVICES							
01 2224 110 0 000	Salary Tech	71,274.00	71,112.63	72,000.00	59,193.30	17.79	
01 2224 140 0 000	OTHER TECH STAFF SALARIES	61,600.00	43,910.84	53,872.00	28,390.36	47.30	
01 2224 210 0 000	Fica Tech	10,220.40	8,665.43	10,493.66	7,411.31	29.37	
01 2224 220 0 000	Retire Tech	13,196.74	10,370.43	10,995.18	7,981.22	27.41	
01 2224 230 0 000	Benefit Tech	17,000.00	4,511.69	11,300.00	9,416.66	16.67	
01 2224 313 0 000	Contracted Services	0.00	0.00	0.00	41,031.00	0.00	
01 2224 318 1 003	Repairs Elem Tech	0.00	0.00	1,000.00	0.00	100.00	
01 2224 318 2 001	Repairs Sec Tech	0.00	0.00	1,000.00	0.00	100.00	
01 2224 319 0 000	PROF DEV-TECH	400.00	335.00	400.00	197.45	18.14	
01 2224 410 0 000	Supplies Tech	3,000.00	107.80	2,000.00	409.81	79.51	
01 2224 560 0 000	Tech Hardware	2,000.00	0.00	1,000.00	0.00	100.00	
01 2224 630 0 000	Tech Dues/fees	500.00	0.00	200.00	50.32	74.84	
01 2224 670 0 000	Mileage Tech	200.00	113.05	100.00	0.00	100.00	
01 2224 690 0 000	Other Tech	0.00	0.00	0.00	0.00	0.00	
2224 EDUCATIONAL TELEVISION SERVICES	Total	179,391.14	139,126.87	164,360.84	154,081.43	6.18	
2310 BOARD OF EDUCATION							
01 2310 310 0	Prof Dev	5,000.00	1,195.98	5,000.00	0.00	82.60	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 8
000							
01 2310 317 0 000	Legal Services	8,000.00	3,727.50	6,000.00	2,840.00	52.67	
01 2310 318 0 000	Audit	14,000.00	13,472.62	14,000.00	13,775.00	1.61	
01 2310 340 0 000	Liability Insurance	62,000.00	53,223.00	48,000.00	64,209.00	(33.77)	
01 2310 342 0 000	Board Fidelity Bond Premiums	250.00	665.00	250.00	0.00	100.00	
01 2310 350 0 000	Advertising And Printing	21,000.00	9,551.41	15,000.00	3,867.72	74.22	
01 2310 410 0 000	Supplies Board	1,000.00	342.43	1,000.00	21.00	97.90	
01 2310 440 0 000	Periodicals Board	300.00	0.00	300.00	0.00	100.00	
01 2310 630 0 000	Dues And Fees	8,000.00	9,654.92	10,000.00	8,985.00	10.15	
01 2310 670 0 000	Mileage And Expense	3,000.00	527.81	2,500.00	0.00	100.00	
01 2310 690 0 000	Other Board	2,000.00	270.84	1,000.00	0.00	100.00	
2310 BOARD OF EDUCATION	Total	124,550.00	92,631.51	103,050.00	93,697.72	8.23	
2320 EXECUTIVE ADMINISTRATION							
01 2320 105 0 000	SALARY-SUPERINTENDENT	115,000.00	115,833.34	120,000.00	110,000.00	8.33	
01 2320 140 0 000	Clerical Salary Supt	35,360.00	33,128.32	35,784.00	31,844.50	11.01	
01 2320 210 0 000	Fica Supt	11,502.54	11,323.03	11,917.48	10,755.82	9.75	
01 2320 220 0 000	Retire Supt	14,852.26	14,701.58	15,388.03	13,989.66	9.09	
01 2320 230 0 000	Benefits Supt	20,092.20	20,030.85	21,471.12	22,026.71	(2.59)	
01 2320 290 0 000	OTHER BENEFITS	600.00	600.00	600.00	550.00	8.33	
01 2320 319 0 000	SUPER-PROF DEV	3,500.00	280.81	2,000.00	484.43	69.28	
01 2320 410 0 000	Office Supplies	300.00	258.76	300.00	0.00	100.00	
01 2320 460 0 000	Comp Hardware Supt	1,000.00	0.00	1,000.00	0.00	100.00	
01 2320 530 0 000	Equip Supt	2,500.00	936.47	500.00	0.00	100.00	
01 2320 630 0 000	Dues And Fees	2,000.00	2,032.77	2,500.00	980.80	60.77	
01 2320 670 0 000	TRAVEL - SUPT.	2,000.00	994.00	2,000.00	113.34	94.33	
01 2320 690 0 000	Other Supt	500.00	157.71	500.00	114.81	77.04	
2320 EXECUTIVE ADMINISTRATION	Total	209,207.00	200,277.64	213,960.63	190,860.07	10.74	
2410 PRIN							
01 2410 110 1 003	Salary Elem Prin	99,000.00	107,166.66	103,000.00	94,416.67	8.33	
01 2410 110 2 001	Salary Sec Prin	86,474.00	81,357.83	75,912.00	70,093.33	7.67	
01 2410 140 1 003	Clerical Elem Prin	42,379.00	32,871.84	30,744.00	31,220.37	(1.55)	
01 2410 140 2 001	Clerical Sec Prin	42,379.00	43,845.96	33,768.00	38,751.19	(14.76)	
01 2410 210 1	Fica Elem Prin	10,815.49	10,696.65	10,231.42	9,596.34	6.21	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 9
003							
01 2410 210 2 001	Fica Sec Prin	9,857.25	9,161.75	8,390.52	7,834.96	6.62	
01 2410 220 1 003	Retire Elem Prin	13,965.13	13,730.49	13,210.96	12,309.83	6.82	
01 2410 220 2 001	Retire Sec Prin	12,727.84	12,296.95	10,833.97	10,751.45	0.76	
01 2410 230 1 003	Benefit Elem Prin	5,700.00	0.00	0.00	0.00	0.00	
01 2410 230 2 001	Benefit Sec Prin	12,751.00	17,323.20	15,204.12	22,761.17	(49.70)	
01 2410 319 1 003	ELEM PRINCIPAL-PROF DEV	2,500.00	324.98	2,000.00	692.53	65.37	
01 2410 319 2 001	SEC PRINCIPAL-PROF DEV	2,500.00	341.21	2,000.00	564.42	71.78	
01 2410 410 1 003	Supplies Elem Prin	500.00	258.07	500.00	0.00	100.00	
01 2410 410 2 001	Supplies Sec Prin	500.00	245.08	500.00	556.19	(11.24)	
01 2410 410 3 005	SUPPLIES-PRE K Director	0.00	0.00	500.00	0.00	100.00	
01 2410 460 1 003	Comp Hardwar Elem Prin	500.00	0.00	0.00	0.00	0.00	
01 2410 460 2 001	Comp Harware Sec Prin	500.00	22.99	0.00	0.00	0.00	
01 2410 630 1 003	Dues Elem Prin	1,000.00	1,242.77	1,500.00	980.80	34.61	
01 2410 630 2 001	Dues Sec Prin	1,000.00	605.00	750.00	360.00	52.00	
01 2410 630 3 005	DUES AND FEES-Director Early Childhood	0.00	0.00	500.00	0.00	100.00	
01 2410 670 1 003	Mileage Elem Prin	500.00	197.75	400.00	126.43	68.39	
01 2410 670 2 001	Mileage Sec Prin	500.00	425.48	400.00	0.00	100.00	
2410 PRIN	Total	346,048.71	332,114.66	310,344.99	301,015.68	3.01	
2510	GENERAL ADMIN-BUSINESS SERVICE						
01 2510 140 0 000	Business Manager--Salary	46,690.00	45,971.60	47,527.20	48,927.98	(2.95)	
01 2510 210 0 000	Business Manager--FICA/Medicare	3,571.79	3,472.41	3,635.83	3,514.21	3.35	
01 2510 220 0 000	Business Manager--Retirement	4,616.24	4,541.01	4,694.64	4,401.51	6.24	
01 2510 230 0 000	Business Manager--Benefits Package	5,700.00	5,700.00	6,782.16	2,825.90	58.33	
01 2510 283 0 000	UNEMPLOYMENT COMP OR INS	0.00	0.00	0.00	1,535.13	0.00	
01 2510 318 0 000	Contracted Services	500.00	0.00	500.00	0.00	100.00	
01 2510 319 0 000	Professional & Technical Svcs	6,000.00	4,150.00	5,000.00	123.95	97.52	
01 2510 324 0 000	Telephone General	9,000.00	10,677.93	12,000.00	7,774.71	35.21	
01 2510 327 0 000	Rent/lease General	250.00	168.00	250.00	0.00	100.00	
01 2510 350 0 000	Adver/print General	500.00	1,206.59	1,500.00	2,370.47	(58.03)	
01 2510 381 0 000	Postage General	3,500.00	2,027.69	3,500.00	1,778.35	49.19	
01 2510 410 0 000	Supplies General	750.00	657.60	750.00	451.93	39.74	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 10
01 2510 465 0 000	BUSINESS SOFTWARE	500.00	0.00	500.00	1,450.68	(190.14)	
01 2510 530 0 000	Equip General	500.00	0.00	500.00	0.00	100.00	
01 2510 630 0 000	DUES AND FEES	1,000.00	0.00	500.00	484.00	3.20	
01 2510 670 0 000	Prof Dev-General	500.00	990.31	1,000.00	1,495.79	(62.58)	
01 2510 690 0 000	Other General	750.00	397.50	500.00	367.17	26.57	
2510	GENERAL ADMIN-BUSINESS SERVICE	Total	84,328.03	79,960.64	89,139.83	77,501.78	12.91
2610	Custodian						
01 2610 140 1 003	CUSTODIAL SALARY--ELEM	56,000.00	59,104.75	31,424.49	42,085.16	(33.92)	
01 2610 140 2 001	CUSTODIAL SALARIES -- SEC	77,000.00	94,805.93	30,270.33	33,787.34	(11.62)	
01 2610 140 3 005	CUSTODIAL-PRE K	0.00	0.00	10,920.00	615.20	94.37	
01 2610 210 1 003	Fica Elem Custodian	4,284.00	4,462.99	2,403.97	3,196.87	(32.98)	
01 2610 210 2 001	Fica Sec Custodian	5,890.50	6,165.87	2,315.68	2,476.78	(6.96)	
01 2610 210 3 005	SOCIAL SECURITY-PRE K CUSTODIAL	0.00	0.00	835.38	47.06	94.37	
01 2610 220 1 003	Retire Elem Cust	5,531.57	5,838.21	3,104.05	3,952.61	(27.34)	
01 2610 220 2 001	Retire Sec Cust	7,605.91	8,829.37	2,990.04	2,969.00	0.70	
01 2610 220 3 005	RETIREMENT-PRE K CUSTODIAL	0.00	0.00	1,078.90	0.00	100.00	
01 2610 230 1 003	Benefits Elem	5,700.00	5,556.34	2,260.72	5,651.80	(150.00)	
01 2610 230 2 001	Benefits Sec	5,700.00	10,350.23	9,042.88	1,765.76	80.47	
01 2610 230 3 005	BENEFITS-PRE K CUSTODIAL	0.00	0.00	0.00	0.00	0.00	
01 2610 320 0 000	PROPERTY SERVICES-Equip Rental	500.00	0.00	500.00	0.00	100.00	
01 2610 321 1 003	Heat - Elem	16,000.00	15,549.07	16,000.00	15,212.52	4.92	
01 2610 321 2 001	Heat - Highschool	13,000.00	10,456.22	13,000.00	12,730.57	2.07	
01 2610 321 3 005	HEAT-PRE K	0.00	0.00	5,000.00	2,629.99	47.40	
01 2610 322 1 003	Elec Elem	60,000.00	62,263.56	65,000.00	66,106.29	(1.70)	
01 2610 322 2 001	Elec Sec	40,000.00	37,040.02	40,000.00	40,108.14	(0.27)	
01 2610 322 3 005	ELECTRICITY-PRE K	0.00	0.00	15,000.00	3,129.85	79.13	
01 2610 323 1 003	Water/sewer Elem	13,000.00	16,662.75	16,000.00	17,912.37	(11.95)	
01 2610 323 2 001	Water/sewer Sec	9,000.00	5,513.24	7,000.00	7,256.56	(3.67)	
01 2610 323 3 005	WATER AND SEWER-PRE K	0.00	0.00	5,000.00	1,543.90	69.12	
01 2610 324 1 003	Drinking Water - Elem	500.00	0.00	0.00	0.00	0.00	
01 2610 324 2 001	Drinking Water - Highschool	500.00	0.00	0.00	0.00	0.00	
01 2610 410 0	Custodial-Supplies	1,000.00	844.80	0.00	230.28	0.00	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 11
000							
01 2610 410 1 003	Supplies Elem Cust	15,000.00	12,218.38	10,000.00	13,637.12	(50.25)	
01 2610 410 2 001	Supplies Sec Cust	15,000.00	10,885.40	10,000.00	13,375.83	(40.97)	
01 2610 410 3 005	CUSTODIAL SUPPLIES - PRE K	0.00	0.00	8,000.00	5,081.15	26.44	
01 2610 530 0 000	Equipment Cust	1,500.00	544.02	4,000.00	0.00	100.00	
2610 Custodian	Total	352,711.98	367,091.15	311,146.44	295,502.15	4.00	
2620 Maintenance							
01 2620 140 0 000	OTHER STAFF SALARIES	0.00	0.00	64,203.26	61,488.29	4.23	
01 2620 210 0 000	SOCIAL SECURITY	0.00	0.00	4,911.55	4,665.28	5.01	
01 2620 220 0 000	RETIREMENT	0.00	0.00	6,341.87	5,931.14	6.48	
01 2620 230 0 000	HEALTH INSURANCE	0.00	0.00	6,782.16	9,306.32	(37.22)	
01 2620 318 0 000	Maint-Repairs	15,000.00	2,932.76	35,000.00	611.35	98.25	
01 2620 318 1 003	Contr Serv Elem Maint	5,000.00	1,463.93	5,000.00	4,230.46	15.39	
01 2620 318 2 001	Contr Serv Sec Maint	2,500.00	2,225.60	5,000.00	2,936.26	41.27	
01 2620 318 3 005	CONTR SERV (FIRE MONITOR)	0.00	0.00	1,500.00	245.00	83.67	
01 2620 328 0 000	Property Insurance	0.00	0.00	0.00	0.00	0.00	
01 2620 338 1 003	Elem Repairs Maint	5,000.00	4,479.20	3,000.00	880.98	70.63	
01 2620 338 2 001	HS Maint. Repairs	5,000.00	222.40	3,000.00	1,113.12	62.90	
01 2620 338 3 005	MAINT/REPAIR-PRE K	0.00	0.00	1,500.00	59.99	96.00	
01 2620 410 0 000	Dist-Repair/Maintenance Grounds	7,500.00	5,673.46	7,500.00	8,969.53	(21.26)	
01 2620 410 1 003	Elem-Maintenance/Repair Supplies	4,000.00	758.78	2,500.00	3,224.19	(28.97)	
01 2620 410 2 001	Sec Repair/Maintenance Supplies	4,000.00	741.75	2,500.00	2,870.70	(53.73)	
01 2620 410 3 005	PRE K MAINTENANCE SUPPLIES	0.00	0.00	2,500.00	393.72	61.70	
01 2620 520 0 000	Bldg Improv District	20,000.00	0.00	5,000.00	0.00	100.00	
01 2620 530 0 000	Maint-Equip-Concession Stand	50,000.00	2,084.45	5,000.00	0.00	100.00	
01 2620 530 1 003	Equip Maint	3,500.00	2,238.07	3,500.00	5,618.16	(60.52)	
01 2620 530 2 001	Equip Maint	3,500.00	18.88	3,500.00	728.27	79.19	
01 2620 530 3 005	FURNITURE AND EQUIPMENT-PRE K	0.00	0.00	1,500.00	75.00	95.00	
01 2620 690 0 000	Maint-Other	0.00	0.00	0.00	0.00	0.00	
2620 Maintenance	Total	125,000.00	22,839.28	169,738.84	113,347.76	32.24	
2660 Security							
01 2660 390 0 000	Safety and Security-other	10,000.00	143.98	5,000.00	4,648.72	7.03	
2660 Security	Total	10,000.00	143.98	5,000.00	4,648.72	7.03	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 12
2750	REGULAR PUPIL TRANSPORTATION						
01 2750 120 000	Trans-Sub Bus Salary	5,000.00	6,790.28	0.00	5,105.91	0.00	
01 2750 140 000	Salary Bus	87,875.00	93,587.63	102,764.70	105,004.84	(2.18)	
01 2750 140 305	PRE-K BUS DRIVER SALARY	0.00	267.71	0.00	0.00	0.00	
01 2750 210 000	Fica Bus	6,722.44	7,572.98	7,861.50	8,365.36	(6.41)	
01 2750 210 305	PRE-K BUS DRIVER FICA/MED	1,455.02	20.48	0.00	0.00	0.00	
01 2750 220 000	Retire Bus	8,680.12	8,689.27	10,150.89	9,031.51	11.03	
01 2750 230 000	Benefits	0.00	846.24	6,782.16	2,873.62	57.63	
01 2750 319 000	PROFESSIONAL DEV	1,000.00	2,670.19	3,500.00	1,487.69	57.49	
01 2750 336 000	Gas And Oil	30,000.00	22,404.11	30,000.00	31,053.02	(3.51)	
01 2750 337 000	Tires And Parts	9,000.00	7,762.94	10,000.00	14,837.73	(48.38)	
01 2750 338 000	Repairs And Maintenance	20,000.00	20,267.04	20,000.00	8,890.30	55.55	
01 2750 340 000	Vehicle Liability Insurance	9,000.00	0.00	9,000.00	0.00	100.00	
01 2750 410 000	Supplies	9,000.00	3,514.49	5,000.00	5,011.07	(0.22)	
01 2750 540 000	Vehicle Acquisition	0.00	0.00	50,000.00	24.00	99.95	
01 2750 690 000	Other	2,500.00	285.38	0.00	(1,372.60)	0.00	
2750	REGULAR PUPIL TRANSPORTATION	Total	190,232.58	174,678.74	255,059.25	190,312.45	25.39
2760	SCHOOL AGE SPEC ED TRANSPORT						
01 2760 140 201	SPED TRANSPORTATION/BUS DRIVER	5,000.00	1,547.08	2,500.00	1,977.04	20.92	
01 2760 210 201	FICA/Medicare SPED Transportation	382.50	113.65	150.00	151.26	(0.84)	
01 2760 220 201	Retirement -- SPED Transportation	500.00	146.74	200.00	195.29	2.35	
01 2760 336 000	SPED GAS & OIL -- PRIUS	1,500.00	230.30	500.00	297.34	40.53	
01 2760 337 000	SPED TIRES & PARTS -- MINI BUS	500.00	0.00	500.00	0.00	100.00	
01 2760 338 000	SPED RPRS & MAINT -- PRIUS	1,000.00	0.00	1,000.00	0.00	100.00	
01 2760 340 000	SPED Vehicle Liability Insurance	1,000.00	0.00	1,000.00	0.00	100.00	
01 2760 410 000	SPED TRNS SUPPLIES -- PRIUS	250.00	0.00	250.00	0.00	100.00	
01 2760 690 000	SPED TRANS -- OTHER	250.00	0.00	0.00	0.00	0.00	
2760	SCHOOL AGE SPEC ED TRANSPORT	Total	10,382.50	2,037.77	6,100.00	2,620.93	57.03
2900	Early Retirement						
01 2900 210 000	SOCIAL SECURITY	2,958.00	2,958.00	2,652.00	2,843.25	(7.21)	
01 2900 284 000	EARLY RETIRMENT	38,666.67	38,666.67	34,666.67	37,166.67	(7.21)	
2900	Early Retirement	Total	41,624.67	41,624.67	37,318.67	40,009.92	(7.21)
3000	COMMUNITY SERVICES						

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 13
01 3000 410 2 001	SUPPLIES	0.00	0.00	0.00	825.76	0.00	
3000	COMMUNITY SERVICES	Total	0.00	0.00	0.00	825.76	0.00
3135	High Ability Learner						
01 3135 110 0 000	REGULAR SALARIES	726.00	2,623.50	0.00	964.57	0.00	
01 3135 210 0 000	SOCIAL SECURITY	0.00	200.75	0.00	73.78	0.00	
01 3135 220 0 000	RETIREMENT	0.00	259.16	0.00	95.29	0.00	
01 3135 230 0 000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	
01 3135 319 0 000	OTHER PROF/TECH SERVICES	600.00	0.00	0.00	0.00	0.00	
01 3135 410 0 000	SUPPLIES	1,000.00	0.00	4,800.00	0.00	100.00	
01 3135 420 0 000	CURRICULUM	300.00	0.00	0.00	0.00	0.00	
3135	High Ability Learner	Total	2,626.00	3,083.41	4,800.00	1,133.64	76.38
4201	Title I						
01 4201 110 0 000	TITLE I FY12 -- SALARIES/INSTRUCTIO	29,213.24	47,597.21	62,445.60	60,361.20	3.34	
01 4201 120 0 000	SUBSTITUTE OR TEMPORARY SALARIES	2,000.00	95.00	0.00	0.00	0.00	
01 4201 140 0 000	TITLE I FY12 -- SALARIES/AIDES	66,495.00	47,751.57	17,220.00	47,219.64	(174.21)	
01 4201 210 0 000	TITLE I FY12 -- FICA/MEDICARE	7,321.68	8,153.07	6,094.42	7,668.51	(25.83)	
01 4201 220 0 000	TITLE I FY12 -- RETIREMENT BENEFITS	9,453.87	9,334.38	7,869.21	10,626.63	(35.04)	
01 4201 230 0 000	TITLE I FY12 -- BENEFITS	2,260.00	12,148.85	2,260.00	1,271.45	43.74	
01 4201 410 0 000	TITLE I -- SUPPLIES	500.00	0.00	0.00	0.00	0.00	
01 4201 460 0 000	Title I Computer Hardware	5,000.00	0.00	0.00	0.00	0.00	
01 4201 465 0 000	Title I Computer Software	1,500.00	0.00	0.00	0.00	0.00	
01 4201 670 0 000	STAFF DEV/TRAINING	6,000.00	0.00	0.00	0.00	0.00	
01 4201 690 0 000	OTHER -- TITLE I	0.00	0.00	0.00	0.00	0.00	
4201	Title I	Total	129,743.79	125,080.08	95,889.23	127,147.43	(32.60)
4210	TITLE I ACCOUNTABILITY						
01 4210 100 0 000	Title1 Accountability SALARIES	0.00	13,429.66	0.00	0.00	0.00	
01 4210 120 0 000	TITLE I FY12 -- SUB SALARIES	0.00	95.00	0.00	0.00	0.00	
01 4210 210 0 000	SOCIAL SECURITY	0.00	995.84	0.00	0.00	0.00	
01 4210 220 0 000	RETIREMENT	0.00	1,321.87	0.00	0.00	0.00	
4210	TITLE I ACCOUNTABILITY	Total	0.00	15,842.37	0.00	0.00	0.00
4310	TITLE II, PART A NCLB TCHR QUAL GRANTS						
01 4310 110 0 000	SALARY -- TITLE II PART A	0.00	21,665.44	0.00	0.00	0.00	
01 4310 210 0 000	SUB FICA/MED-- TITLE II FY13	0.00	1,465.33	0.00	0.00	0.00	
01 4310 220 0 000	TITLE II SUB RETIREMENT	0.00	2,140.06	0.00	0.00	0.00	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 14
000							
01 4310 230 000	BENEFITS -- TITLE IIA	0.00	6,245.34	0.00	0.00	0.00	
01 4310 319 000	PROF SVCS -- TITLE IIA	0.00	0.00	0.00	0.00	0.00	
01 4310 670 000	STF DEV/TRAVEL -- TITLE IIA	34,000.00	43,729.84	12,620.00	31,440.19	(149.13)	
01 4310 690 000	Title II Indirect Costs	0.00	0.00	0.00	0.00	0.00	
4310	TITLE II, PART A NCLB TCHR QUAL GRANTS	Total	34,000.00	75,246.01	12,620.00	31,440.19	(149.13)
4404	IDEA PART B(611) BASE ALLOC BIRTH TO 4						
01 4404 313 000	IDEA B BASE -- PROFESSIONAL SERVICE	0.00	17,467.02	0.00	0.00	0.00	
01 4404 410 000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	
01 4404 670 000	TRAVEL EXPENSE AND MILEAGE	0.00	0.00	0.00	0.00	0.00	
01 4404 690 000	IDEA BIRTH-4 INDIRECT COST	0.00	522.50	0.00	0.00	0.00	
4404	IDEA PART B(611) BASE ALLOC BIRTH TO 4	Total	0.00	17,989.52	0.00	0.00	0.00
4406	IDEA PRESCHOOL(619) BASE ALLOC						
01 4406 110 3005	IDEA B PREK SPED SALARY	0.00	0.00	0.00	0.00	0.00	
01 4406 210 3005	IDEA B PREKSPED FICA/MEDICARE	0.00	0.00	0.00	0.00	0.00	
01 4406 220 3005	IDEA B PREK SPED RETIREMENT	0.00	0.00	0.00	0.00	0.00	
01 4406 313 3005	IDEA B PREK--PROFESSIONAL SVCS	3,500.00	3,357.07	0.00	6,940.79	0.00	
01 4406 670 3005	IDEA PREK--STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	
01 4406 690 000	IDEA PREK INDIRECT COSTS	0.00	0.00	0.00	0.00	0.00	
4406	IDEA PRESCHOOL(619) BASE ALLOC	Total	3,500.00	3,357.07	0.00	6,940.79	0.00
4410	IDEA ENROLLMENT/POVERTY						
01 4410 110 000	IDEA-EP--CERTIFIED SALARY	0.00	0.00	0.00	49,747.50	0.00	
01 4410 140 000	IDEA-EP--CLASSIFIED SALARIES	30,780.00	0.00	0.00	26.16	0.00	
01 4410 210 000	IDEA-EP--FICA/MEDICARE	2,354.67	0.00	0.00	3,792.69	0.00	
01 4410 220 000	IDEA-EP--RETIREMENT	3,040.39	0.00	0.00	4,916.51	0.00	
01 4410 230 000	IDEA-EP--OTHER BENEFITS	0.00	0.00	0.00	0.00	0.00	
01 4410 240 2001	IDEA B--WORKERS COMP	0.00	0.00	0.00	0.00	0.00	
01 4410 313 000	IDEA-EP--PROFESSIONAL SVCS	0.00	55,022.71	0.00	26,598.49	0.00	
01 4410 410 000	IDEA-ER--SUPPLIES	0.00	0.00	0.00	0.00	0.00	
01 4410 460 000	IDEA-EP--COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	
01 4410 480 000	IDEA-EP--COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	
01 4410 670 000	IDEA-EP--PROF DEV/TRAVEL	0.00	163.80	0.00	0.00	0.00	
01 4410 690 000	IDEA ER-INDIRECT COSTS	0.00	0.00	0.00	0.00	0.00	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page: 15
000							
4410	IDEA ENROLLMENT/POVERTY	Total	36,175.06	55,186.51	0.00	85,081.35	0.00
4412	IDEA PART B PROPORTIONATE SHARE						
01 4412 313 0	CONTRACT SERVICES		1,980.00	0.00	0.00	0.00	0.00
000							
4412	IDEA PART B PROPORTIONATE SHARE	Total	1,980.00	0.00	0.00	0.00	0.00
4450	Medicaid in Public Schools						
01 4450 313 0	MEDICAID		0.00	0.00	0.00	39.10	0.00
000							
01 4450 313 1	PUPIL SERVICES		0.00	89.70	0.00	0.00	0.00
003							
4450	Medicaid in Public Schools	Total	0.00	89.70	0.00	39.10	0.00
4700	FED VOC & APP TECH ED (CARL PERKINS)						
01 4700 410 0	FED VOC & APP (CARL PERKINGS)		0.00	0.00	0.00	0.00	0.00
000	SUPPLIES						
4700	FED VOC & APP TECH ED (CARL PERKINS)	Total	0.00	0.00	0.00	0.00	0.00
4990	OTHER FED CATEGORICAL RECEIPTS						
01 4990 410 0	Other Fed grant Supplies		0.00	139.00	0.00	3,004.59	0.00
000							
4990	OTHER FED CATEGORICAL RECEIPTS	Total	0.00	139.00	0.00	3,004.59	0.00
4992	REAP						
01 4992 465 0	REAP-Computer Software		9,600.00	0.00	0.00	0.00	0.00
000							
4992	REAP	Total	9,600.00	0.00	0.00	0.00	0.00
5000	DEBT SERVICES						
01 5000 520 0	BUILDING, ACQUISITION, AND IMPROVEMENTS		0.00	0.00	0.00	0.00	0.00
000 000							
01 5000 620 0	Interest On Short Term Debt		0.00	248.24	0.00	387.25	0.00
000							
01 5000 700 0	Repay Haz Mat(owe 36,000)		0.00	0.00	0.00	0.00	0.00
000							
01 5000 701 0	Repay Building Fund		0.00	0.00	0.00	0.00	0.00
000							
5000	DEBT SERVICES	Total	0.00	248.24	0.00	387.25	0.00
6000	SUMMER SCHOOL						
01 6000 140 0	SUMMER SCH -- TRANSPORTATION		0.00	0.00	0.00	0.00	0.00
000	SAL						
01 6000 210 0	SUMMER SCH -- FICA/MEDICARE		0.00	0.00	0.00	0.00	0.00
000							
01 6000 220 0	SUMMER SCH -- RETIREMENT		0.00	0.00	0.00	0.00	0.00
000							
6000	SUMMER SCHOOL	Total	0.00	0.00	0.00	0.00	0.00
8000	TRANSFERS (OUTGOING)						
01 8000 750 0	Hot Lunch Trans		0.00	9,000.00	0.00	64,494.82	0.00
000							
01 8000 750 1	Building Fund Tranfer		0.00	0.00	0.00	3,745.00	0.00
003							
01 8000 750 2	Hazardous Material Fund Transfer		0.00	0.00	0.00	0.00	0.00
001							
01 8000 752 2	Activities Transfer		1,528.28	8,251.89	0.00	0.00	0.00
001							
01 8000 753 2	Depreciation Fund Transfer		0.00	67,500.00	0.00	0.00	0.00
001							
01 8000 790 0	TRANFERS CONTINGENCY		270,653.38	0.00	0.00	0.00	0.00
000							
8000	TRANSFERS (OUTGOING)	Total	272,181.66	84,751.89	0.00	68,239.82	0.00

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page:
9000	NON-PROGRAM EXPENDITURES						16
01 9000 690 0 000	Non Program Expenditures	0.00	0.00	8,703.54	0.00	100.00	
9000	NON-PROGRAM EXPENDITURES	Total	0.00	0.00	8,703.54	0.00	100.00
01	GENERAL FUND	5,456,697.38	5,295,045.68	5,506,043.00	5,123,124.59	6.58	

Account Number	Account Description	2016-2017	2016-2017	2017-2018	2017-2018	% Remaining	Page:
Grand Total:		5,456,697.38	5,295,045.68	5,506,043.00	5,123,124.59	6.58	17

7/13/18

FINES AND LICENSE TO MORRILL SD #11

FOR THE MONTH OF JUNE 2018 IS \$1,677.20

Scotts Bluff
MONTHLY COLLECTION REPORT
Fund # 6111 SCHOOL DIST 11 GENERAL
June 30, 2018

Account	June	Year-To-Date
185-00 DISBURSEMENTS	-133,900.28	-3,093,971.49
304-16 MOTOR VEHICLE TAX	0.00	72,886.56
304-17 MOTOR VEHICLE TAX	10,308.58	63,896.52
305-12 LEVIED TAX 2012	0.00	78.86
305-13 LEVIED TAX 2013	0.00	173.47
305-14 LEVIED TAX 2014	0.00	128.19
305-15 LEVIED TAX 2015	0.00	1,807.98
305-16 LEVIED TAX 2016	284.93	1,133,308.61
305-17 LEVIED TAX 2017	24,590.83	1,552,667.97
306-12 RE & PP INTEREST 2012	0.00	98.16
306-13 RE & PP INTEREST 2013	0.00	112.95
306-14 RE & PP INTEREST 2014	0.00	44.92
306-15 RE & PP INTEREST 2015	0.00	452.61
306-16 RE & PP INTEREST 2016	0.00	11,882.43
306-17 RE & PP INTEREST 2017	263.42	509.15
320-33 MOTOR SRM COMMISSION	-103.09	-1,377.73
344-01 HOMESTEAD EXEMPT LOSS	10,072.77	60,919.68
344-05 PROPERTY TAX CREDIT	0.00	133,131.14
344-10 LOCALLY ASSESSED TAX CREDIT	0.00	12,013.97
344-11 PUBLIC SERVICE TAX CREDIT	0.00	1,381.12
344-12 RAILROAD TAX CREDIT	0.00	9,442.96
346-01 PRO-RATE MOTOR VEHICLE	2,376.00	9,913.39
346-02 CARLINE TAX	0.00	50,909.64
353-01 IN LIEU TAX-NPPD 57 LEVY	0.00	46.82
353-03 IN LIEU TAX-HOUSING AUTHORITY	0.00	1,380.38
361-01 HOMESTEAD EXEMPT COMMISSION	-100.73	-609.20
361-02 PROPERTY TAX COMMISSION	0.00	-669.03
361-11 TAX RELIEF COMMISSION	0.00	-120.14
363-01 PROPERTY TAX COMMISSION	-251.39	-27,012.66
363-07 MV TAX COMMISSIONS	-103.09	-388.33
470-05 COUNTY COURT FINES	0.00	610.00
Month Total	-86,562.05	
Previous Fund Balance	133,900.28	
Current Fund Balance	47,338.23	

Scotts Bluff
MONTHLY COLLECTION REPORT
Fund # 6311 SCHOOL DIST 11 SINKING
June 30, 2018

OS

Account		June	Year-To-Date
185-00	DISBURSEMENTS	-7,515.23	-177,302.12
305-14	LEVIED TAX 2014	0.00	0.57
305-15	LEVIED TAX 2015	0.00	109.57
305-16	LEVIED TAX 2016	17.27	68,685.34
305-17	LEVIED TAX 2017	1,490.35	94,101.10
306-14	RE & PP INTEREST 2014	0.00	0.20
306-15	RE & PP INTEREST 2015	0.00	27.42
306-16	RE & PP INTEREST 2016	0.00	720.14
306-17	RE & PP INTEREST 2017	15.96	30.85
344-01	HOMESTEAD EXEMPT LOSS	610.48	3,692.15
344-05	PROPERTY TAX CREDIT	0.00	8,068.56
344-10	LOCALLY ASSESSED TAX CREDIT	0.00	728.12
346-01	PRO-RATE MOTOR VEHICLE	144.00	600.81
346-02	CARLINE TAX	0.00	1,857.78
353-03	IN LIEU TAX-HOUSING AUTHORITY	0.00	83.66
361-01	HOMESTEAD EXEMPT COMMISSION	-6.10	-36.91
361-02	PROPERTY TAX COMMISSION	0.00	-40.55
361-11	TAX RELIEF COMMISSION	0.00	-7.28
363-01	PROPERTY TAX COMMISSION	-15.24	-1,636.75
	Month Total	-5,258.51	
	Previous Fund Balance	7,515.23	
	Current Fund Balance	2,256.72	

Scotts Bluff
MONTHLY COLLECTION REPORT
Fund # 6811 SCHOOL DIST 11 HAZ/HANDI
June 30, 2018

09

Account		June	Year-To-Date
185-00	DISBURSEMENTS	-6,513.19	-153,671.08
305-14	LEVIED TAX 2014	0.00	5.74
305-15	LEVIED TAX 2015	0.00	94.96
305-16	LEVIED TAX 2016	14.97	59,527.33
305-17	LEVIED TAX 2017	1,291.63	81,554.27
306-14	RE & PP INTEREST 2014	0.00	2.01
306-15	RE & PP INTEREST 2015	0.00	23.78
306-16	RE & PP INTEREST 2016	0.00	624.16
306-17	RE & PP INTEREST 2017	13.84	26.76
344-01	HOMESTEAD EXEMPT LOSS	529.07	3,199.80
344-05	PROPERTY TAX CREDIT	0.00	6,992.75
344-10	LOCALLY ASSESSED TAX CREDIT	0.00	631.04
346-01	PRO-RATE MOTOR VEHICLE	124.80	520.70
346-02	CARLINE TAX	0.00	1,610.08
353-03	IN LIEU TAX HOUSING AUTHORITY	0.00	72.50
361-01	HOMESTEAD EXEMPT COMMISSION	-5.29	-31.99
361-02	PROPERTY TAX COMMISSION	0.00	-35.14
361-11	TAX RELIEF COMMISSION	0.00	-6.31
363-01	PROPERTY TAX COMMISSION	-13.20	-1,418.59
	Month Total	-4,557.37	
	Previous Fund Balance	6,513.19	
	Current Fund Balance	1,955.82	

Apportionment of School Funds for the Year 2018

No. 400

June 14, 2018

\$ 84.92

I, Lacy K. Klein, Treasurer of Sioux County, Nebraska

Have this date paid to Morrill Public School District No. 11S of Sioux County, Nebraska

The Sum of Eighty-four dollars + 92/100 Dollars

For County Fines and Licenses collected during the Month of May, 2018.

Lacy K. Klein
Sioux County Treasurer

7/13/18

Sioux
MONTHLY COLLECTION REPORT
Fund # 6111 SCH DIST 11S
June 30, 2018

General Fund

Account		June	Year-To-Date
185-00	DISBURSEMENTS SD 11S GENERAL	-53,061.98	-853,780.89
304-16	MOTOR VEHICLE TAX	0.00	6,944.50
304-17	MV TAXES	1,875.42	16,448.43
305-15	REAL ESTATE & PERSONAL TAX	0.00	33.10
305-16	REAL ESTATE & PERSONAL TAX	0.00	254,968.89
305-17	REAL ESTATE PERSONAL PROPERTY TAX	4,286.51	501,599.77
306-15	INTEREST	0.00	8.62
306-16	INTEREST	0.00	1,288.32
306-17	INTEREST	58.57	107.72
320-33	1% DMV COMMISSION	-18.75	-235.52
324-03	LIQUOR LICENSE FEES	0.00	60.48
341-60	PROPERTY TAX RELIEF	0.00	23,826.73
344-01	HOMESTEAD	469.15	2,765.30
344-05	PROPERTY TAX CREDIT	0.00	24,032.92
344-10	PER PROP TAX CREDIT LOCALLY ASSESS	0.00	4,839.29
344-11	PERS PROP TAX CREDIT PUBLIC SERV CO	0.00	94.77
344-12	PERS PROP TAX CREDIT RAILROADS	0.00	2,826.86
346-01	PRO RATE	348.22	1,447.27
346-02	CARLINE TAX	0.00	16,451.57
353-01	IN LIEU OF TAX PRIOR TO 1957	0.00	12.57
361-01	HOMESTEAD EXEMP COMMISSION	-4.69	-14.02
361-02	COMMISSIONS	0.00	-240.33
361-11	PERS PROP TAX CREDIT COMMISSION	0.00	-22.96
363-01	TAX COMMISSION	-43.45	-7,580.07
363-07	MV Tax Commissions	-18.75	-75.95
470-05	COUNTY COURT FINES AND LICENSE	84.92	1,366.76
	Month Total	-46,024.83	
	Previous Fund Balance	53,061.98	
	Current Fund Balance	7,037.15	

Sioux
MONTHLY COLLECTION REPORT
Fund # 6311 SCH DIST 11S SINK
June 30, 2018

Special
Building

Account	June	Year-To-Date
185-00 DISBURSEMENTS SD 11S SINK	-3,147.00	-50,282.29
305-15 REAL ESTATE & PERSONAL TAX	0.00	2.01
305-16 REAL ESTATE & PERSONAL TAX	0.00	15,452.66
305-17 REAL ESTATE PERSONAL PROPERTY TAX	259.79	30,400.00
306-15 INTEREST	0.00	0.52
306-16 INTEREST	0.00	78.08
306-17 INTEREST	3.55	6.53
324-03 LIQUOR LICENSE FEES	0.00	3.67
341-60 PROPERTY TAX RELIEF	0.00	1,444.05
344-01 HOMESTEAD	28.43	167.59
344-05 PROPERTY TAX CREDIT	0.00	1,456.54
344-10 PER PROP TAX CREDIT LOCALLY ASSESS	0.00	293.29
344-11 PERS PROP TAX CREDIT PUBLIC SERV CO	0.00	5.74
344-12 PERS PROP TAX CREDIT RAILROADS	0.00	171.33
346-01 PRO RATE	21.10	87.71
346-02 CARLINE TAX	0.00	997.07
361-01 HOMESTEAD EXEMP COMMISSION	-0.28	-0.84
361-02 COMMISSIONS	0.00	-14.57
361-11 PERS PROP TAX CREDIT COMMISSION	0.00	-1.39
363-01 TAX COMMISSION	-2.63	-459.38
Month Total	-2,837.04	
Previous Fund Balance	3,147.00	
Current Fund Balance	309.96	

08

Sioux
MONTHLY COLLECTION REPORT
Fund # 6811 SCH DIST 11S HDCP
June 30, 2018

ALPUE

Account		June	Year-To-Date
185-00	DISBURSEMENTS SD 11S HANDICAP	-2,727.38	-43,577.93
305-15	REAL ESTATE & PERSONAL TAX	0.00	1.74
305-16	REAL ESTATE & PERSONAL TAX	0.00	13,392.30
305-17	REAL ESTATE PERSONAL PROPERTY TAX	225.15	26,346.66
306-15	INTEREST	0.00	0.45
306-16	INTEREST	0.00	67.67
306-17	INTEREST	3.08	5.66
324-03	LIQUOR LICENSE FEES	0.00	3.18
341-60	PROPERTY TAX RELIEF	0.00	1,251.50
344-01	HOMESTEAD	24.64	145.26
344-05	PROPERTY TAX CREDIT	0.00	1,262.34
344-10	PER PROP TAX CREDIT LOCALLY ASSESS	0.00	254.18
344-11	PERS PROP TAX CREDIT PUBLIC SERV CO	0.00	4.98
344-12	PERS PROP TAX CREDIT RAILROADS	0.00	148.48
346-01	PRO RATE	18.29	76.02
346-02	CARLINE TAX	0.00	864.11
361-01	HOMESTEAD EXEMP COMMISSION	-0.25	-0.74
361-02	COMMISSIONS	0.00	-12.62
361-11	PERS PROP TAX CREDIT COMMISSION	0.00	-1.21
363-01	TAX COMMISSION	-2.28	-398.15
	Month Total	-2,458.75	
	Previous Fund Balance	2,727.38	
	Current Fund Balance	268.63	

09

SIOUX COUNTY TREASURER

MORRILL PUBLIC SCHOOL DIST #11

Check Date: 07/09/2018

Check Number: 00000357

Memo: Month End Disbursement

6111	SCH DIST 11S	7,037.15
6311	SCH DIST 11S SINK	309.96
6811	SCH DIST 11S HDCP	268.63

Total: 7,615.74

Morrill Board of Education Report

Aug. 2018

HS Principal Report

1. Students registered for HS courses last Wednesday and Thursday.
 - a. Kyle and I only saw roughly half of the students those two days.
 - b. We will hold a “drop/add” until Wednesday, Aug. 22nd.
2. The current enrollment so far is:
 - a. JH- 7th 40, 8th 24 = 64
 - b. HS- 9th 25, 10th 33, 11th 28, 12th 27 = 113
 - i. We will have Tracy Zhao – foreign exchange student from China.
 - c. Total 7-12 = 177
3. Math Department breakdown:
 - a. JH Math is split between our two math teachers.
 - b. 8th grade curriculum will now be Pre-Algebra (previously 9th grade).
 - c. HS Math split is: Alg. 1, Alg. 2 (Patterson) and Geometry, Trig. (Folck).
4. AdvancEd – We received our Certificate of Accreditation for 2018-2023.
5. 8th period is the 10th grade Career/College Readiness Course.
 - a. Kyle Rice will head that class with the aid of Colby Folck and Craig Hall.
 - i. John Baylor will be used for the ACT prep, and students will also be creating a Personalized Learning Plan for their post secondary planning.
6. Teachers have been putting their rooms back together since last Wednesday.
7. Brad Derr and I have met to develop a plan for the custodian work at the HS.
8. K-12 Open Houses are Tuesday night starting at 5:30 where the district will provide hot dogs. The open house will go until 7:00pm.
 - a. The 7th grade orientation will also be held that night at 6:00pm in the HS gym.
9. Dawson Jacobs has placed a flag pole and landscaping rock in front of the short wall in front of the HS for his Eagle Scout project. The pole will be used to fly our 4 house flags.
 - a. We (Rick Sides) have also put up house banners of the house crests in the HS gym.
10. Lastly, I have been working on a “new” district website summer. If you have any feedback on what you would like to see on, please let me know.

August 2018 Board Report

Keri Homan

Elementary Principal/Co-Director of Tri-Community Preschool and Pride Cub Care

Preschool~

- 🐾 We are continuing to go through applications and verify that all documents are turned in. We will be calling families.
- 🐾 Head Start Partnership Training will be Thursday, August 16.
- 🐾 We had the first Parent Orientation on Thursday, August 9, 2018 and will have a second on Friday, August 17, 2018
- 🐾 Teachers are working on Home Visits

Elementary School~

- 🐾 Open House will be Tuesday, August 14, 2018.
- 🐾 Kindergarten Blast Off is Wednesday, August 15, 2018
- 🐾 Our first Behavior Meeting for Parents in Monday, August 13, 2018 and we will have a second opportunity on Wednesday, August 15 at 7:00 and a third on Friday, August 17 at 10:00 a.m.
- 🐾 We had Ready Math training on August 6, and it was successful. We are excited about starting this program.
- 🐾 Thank you to Kristin for all of her work with orders and organizing the school over the summer. Also, to the maintenance department for getting the building ready.
- 🐾 We continue to get orders daily.
- 🐾 The rooms look good and should be ready for Open House.

Student Counts~

We have had students enroll and withdraw each day. I will e-mail a count for the first day of school and then update at next month's meeting.

Superintendent Report

August 13, 2018

1. Staff getting acquainted: This summer we had two voluntary evening events planned by admin team to get district wide staff together. One was at the elementary school a Pizza Competition about 35 staff/spouses were there. The second was at Kyle & Jessica Rice's house in Torrington. It was an outdoor grilling activity, about 38 staff/spouses were there. Both had some new staff there.
2. I have communicated to the staff my intent and the board goal for me to be in each building at least one day per week throughout the year.
3. I spoke to the entire staff this morning to start off the new year... we did an activity as part of my presentation. We celebrated the years of experience, the educational background and various other personal and professional "advantages" of individual staff members... but then we also gave staff the opportunity to move to demonstrate the pain, loss, and tragedies in their lives that "disadvantage" them. We talked about Promoting the PRIDE, Pacing the PRIDE, Parading the Pride, not Pirating the Pride, Protecting the Pride and then the PROMISE OF the PRIDE.
4. I visited with the teachers this morning about getting together with them as individuals or 2 or 3 of them.... Suggested doing it at The Roasted Mug, before school, at Lunch, in the planning period. I asked them to sign up for Tuesday's and Thursdays, 1 slot each of those days... 26 have signed up only 10 more teachers yet to sign up. The staff seemed to respond very positively to this... The certified can all meet with me by the 30th of October. I am then thinking I will shift to classified staff.
5. We have received inquiries from about 9 people in the Assistant Business Manager Position. One particular candidate of interest to Stacy and me is coming in Wednesday to meet with us... She has a BA in business Administration, has been working for Herbergers and YMCA
6. We have
 - 7 for the infant room (not all have been born yet)
 - 11 for the toddler room
 - 20 three year olds
 - 26 four year olds at this point
 - 64 in the building so far
7. Jason from Jerry's Sheet Metal is here tonight working with Brad on the high school air conditioning system. The Asbestos crew chopped up wiring to several units while taking out tile. I will visit with Charles from Environmental Services about that after the units are up and running again.
8. Charles had quoted \$51,000 and then we got an invoice for \$59,000 the billing department explained that they had omitted the housing and food expenditures for the job. We are negotiating that issue as the bid was agreed to at \$51,000 and it was his responsibility to include all the necessary components of the job... in addition they did not remove the ceramic tile... and that was clearly part of the bid.
9. While I only completed 2 job descriptions for your review tonight... I will systematically work on those over the next several months.
10. I am thrilled with the new business office manager. Her level of accuracy, persistence till the tasks are done, willingness to invest the time to rearrange the accounting processes, the filing system, her demeanor with the staff this morning at in-service and every day interactions is like a breath of fresh air. Her countless hours in the new coding system has elevated her to an expert in the region. She has been asked to assist other districts.

Detail Check Register

Checking Account: 1

General Fund Checks

Check Number	Check Type	Check Date	Vendor	MPS -- ACTIVITIES FUND	Check Total
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
39297	Check	08/10/2018	MORRACTI	MPS -- ACTIVITIES FUND	2,000.00
20180724	07/24/2018		Reimburse Activities In/Out	01 1100 319 2 001	2,000.00
39316	Check	08/13/2018	MORRACTI	MPS -- ACTIVITIES FUND	659.98
20180813	08/13/2018		Projector Lamps	01 1100 410 1 003	139.98
20180813	08/13/2018		Stove for HS	01 1100 530 0 000	300.00
20180813	08/13/2018		Cert of Occupancy	01 1190 630 3 005	60.00
20180813	08/13/2018		CPR Instructor Course	01 2130 670 0 000	160.00

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 2,659.98

Coaches Assignments 2018-2019

Varsity Volleyball		Email	Phone			Email	Phone
Head Coach	Kyle Rice	kylerice@me.com	213-408-9322	Varsity Wrestling			
Assistant Coach	Shalee Stoger	stoegermaria@yahoo.com	307-575-5327	Head Coach	Willie Schwartzkopf	willies409@gmail.com	308-631-4857
Junior High Volleyball				Assistant Coach	Willie Schwartzkopf JR		
Head Coach	Josie Ryan	josie.ryan@mpslions.org	308-778-6939				
Assistant Coach	Chris Baltz	chris.baltz@mpslions.org	307-575-1660	Junior High Wrestling			
Varsity Football				Head Coach	Willie Schwartzkopf	willies409@gmail.com	308-631-4857
Head Coach	Adan Jantzi	adam.jantzi@mpslions.org	303-242-7466	Assistant Coach	Willie Schwartzkopf JR		
Assistant Coach	Colby Folck	cfolck37@huskers.unl.edu	308-641-9690				
Assistant Coach	Scott Muir	scott.muir@mpslions.org	307-321-1633	Junior High Football			
				Head Coach	Scott Muir	scott.muir@mpslions.org	307-321-1633
Cross Country				Assistant Coach	Terry Lofink	terry.lofink@mpslions.org	308-765-8301
Head Coach	Ashley Gompert	ashleeh33@hotmail.com	308-631-4232				
				Varsity Track			
Varsity Girls Basketball				Head Coach	Jim Barker	jbarkerx12@gmail.com	308-631-6202
Head Coach	Josh Guerue	josh.guerue@mpslions.org	308-631-7005	Assistant Coach			
Assistant Coach	Craig Hall	craig.hall@mpslions.org	402-822-0154	Assistant Coach			
				Assistant Coach			
Junior High Girls Basketball							
Head Coach	Jessi McLamb	jessi.mclamb@mpslions.org	308-631-5430	Junior High Track			
Assistant Coach	Chris Baltz	chris.baltz@mpslions.org	307-575-1660	Head Coach	Scott Muir	scott.muir@mpslions.org	307-321-1633
				Assistant Coach	Adam Jantzi	adam.jantzi@mpslions.org	303-242-7466
Varsity Boys Basketball				Assistant Coach	Ashley Gompert	ashleeh33@hotmail.com	308-631-4232
Head Coach	Terry Lofink	terry.lofink@mpslions.org	308-765-8301	Assistant Coach	Chris Baltz	chris.baltz@mpslions.org	307-575-1660
Assistant Coach	Brad Cole	bradleycole2009@hotmail.com	308-220-8767	Varsity Golf			
				Head Coach	Curtis Howard	curtisflyfish@gmail.com	308-631-5428
Junior High Boys Basketball				Assistant Coach	Craig Hall	craig.hall@mpslions.org	402-822-0154
Head Coach	Ryan McMakin		308-225-3740	Cheer	Ashley Reugg	ashley.reugg@mpslions.org	
Assistant Coach	Terry Lofink	terry.lofink@mpslions.org	308-765-8301	Spanish Club	Ashley Reugg	ashley.reugg@mpslions.org	
				Books	Candice Muhr	ejckmuhr@yahoo.com	308-631-6733
One Act	Nikki Fredrickson	nicole.fredrickson@mpslions.org	308-641-4581	Concessions	Kamie Rhodes	kamie.rhodes@mpslions.org	308-672-5720
National Honor Society/Student Council	Scott Muir			Year Book	Holly Walter	holly.walter@mpslions.org	

Morrill Public Schools

2018-2019

K-12 Student Handbook

Tom Peacock, High School Principal
Keri Homan, Elementary School Principal



MISSION STATEMENT:

Morrill Public School District is committed to empowering students to become confident, knowledgeable, productive and responsible citizens of a diverse, ever-changing world.

Morrill Junior/Senior High School
411 East Hamilton Street/P.O Box 486
Morrill, Nebraska 69358
Phone: 308-247-2149
Fax: 308-247-2094

Morrill Elementary School
505 Center Avenue/P.O Box 486
Morrill, NE 69358
Phone: 308-247-2176
Fax: 308-247-2491

For more information about our schools, visit us on the World Wide Web at:

<http://www.morrillpublicschools.org>

****Please return the appropriately signed forms in the back of the handbook to the high school/elementary office****



MORRILL BOARD OF EDUCATION

President Mr. Jim Hessler
Vice PresidentDr. Cynthia Guerue
Secretary Mr. David Sherrod
Treasurer.....Mr. Billy Stauffer
Board Member.....Mr. Dick Burford
Board Member.....Mr. Art Steiner



SCHOOL DISTRICT ADMINISTRATION TEAM

Superintendent Mr. Joe Sherwood
Junior-Senior High School Principal.....Mr. Tom Peacock
Elementary Principal/Director of Tri-Community Preschool.....Mrs. Keri Homan
Athletic Director.....Mr. Josh Guerue

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August 1, 2018

Dear Students, Parents, Guardians, and Families:

Welcome to the 2018-2019 school year at Morrill Junior-Senior High School! The purpose of the Student Handbook is to acquaint you in writing with some of the rules, regulations, and general information regarding Morrill Junior-Senior (7-12) High School for the new school year. The Student Handbook cannot adequately cover all situations that may arise. However, it will serve as a basic guide to assist you throughout the school year.

Our team of professional educators, support staff, and myself works hard to provide an educational environment where every student can learn, and all teachers will facilitate learning for every student. We make every effort to prepare every student at Morrill to meet the goals and objectives necessary for the career and college bound environments of tomorrow.

We are incorporating a set of behavior expectations district-wide that your child will be learning the first week and throughout the year. From the classrooms to how we have done things in the past will be receiving a positive makeover starting with some of those changes starting this school year. The staff is excited to be making some positive changes that will have a greater impact on students. To simplify things for dances we have 3 categories for our dances: Formal – Prom (“Dressed Up”, No Jeans), Semi-Formal – Winter Royalty (Khaki Pants – No Jeans), and Casual – Homecoming (Jeans allowed “school clothes”)

We also have updated our cell phone policy so please make sure to read the update.

The handbook is to be read and discussed in detail by every student and his/her parents (guardians). If, after reading the contents, you have any questions, please include them on the Parent Receipt Form attached in the back of this handbook, or contact the school with any questions.

Please remember, all students must turn in a signed “PARENT/STUDENT RECEIPT FORM” attached to the back of this Handbook. In addition, the teachers will review this handbook with you in class. Your familiarity with the handbook will enable you to understand the goals and the rules of the school.

I encourage you to make learning one of your top priorities and that requires your best efforts at school every day. From all of the Morrill Junior-Senior High School staff, we wish you a very successful year at school and I hope that your experiences are challenging, enjoyable, and rewarding.

Yours sincerely,



Tom Peacock

Principal

Morrill Junior-Senior High School

NOTE: The Student Handbook does not form a contract and the school reserves the right to change or modify the handbook whenever it chooses. The rules, regulations and policies contained in this handbook will be constantly monitored for effectiveness. You will be notified of changes or additions.

EDUCATIONAL PHILOSOPHY OF THE SCHOOL DISTRICT

(Board Policy 102)

The primary purpose of education in this school district is to impart knowledge so that students will have a cause to think objectively, to discriminate intelligently, and to express thoughts clearly.

The school recognizes each student as an individual, differing in ability and socio-economic background. The school will, therefore, attempt to provide an opportunity for each individual to reach his or her full potential as a student and member of a democratic society.

Objectives:

The Morrill Public School District will strive to provide for:

1. Mastery of the basic skills
2. Fostering of an inquiring mind
3. Development of communication skills (think, listen, discriminate, and express)
4. Development of decision making abilities
5. Understanding of one's self and of others
6. Encouragement of individuality
7. Understanding of democratic principles and economic skills
8. Developing healthy attitudes toward life in a changing society
9. Fostering of moral, ethical, and spiritual values
10. Development of physical and mental health

Legal Reference: Neb. Statute 79-526

79-701

NDE Rule 10.012.01A

**MORRILL PUBLIC SCHOOLS
SAFETY PLEDGE**

AS STUDENTS OF THIS SCHOOL WE...

HAVE A RIGHT TO A SAFE AND HEALTHY SCHOOL ENVIRONMENT

ALL HAVE A ROLE IN SCHOOL SAFETY AND VIOLENCE PREVENTION

SHOW RESPECT FOR OTHERS

DO NOT BRING WEAPONS TO SCHOOL OR TO SCHOOL ACTIVITIES

REPORT SUSPICIOUS ACTIVITY TO SCHOOL AUTHORITIES OR POLICE

REPORT THREATS OF VIOLENCE TO TRUSTED ADULTS

DO NOT TOLERATE BULLYING AND REPORT IT DO

NOT TOLERATE HARASSMENT AND REPORT IT

WELCOME NEW STUDENTS AND HELP THEM FEEL AT HOME

SETTLE DISAGREEMENTS WITHOUT VIOLENCE

ARE SAFE, SECURE, AND READY TO LEARN

STATEMENT OF NONDISCRIMINATION

Morrill Public Schools does not discriminate on the basis of race, color, national origin, sex, or handicap in admission or access to, or treatment, or employment of any of its programs or activities.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 is a Federal Civil Rights Rehabilitation Act, which prohibits discrimination against persons with a disability in any program receiving federal financial assistance. The Act defines a person with a disability as anyone whom:

1. has a mental or physical impairment which substantially limits one or more major life activities (major life activities include activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working); has a record of such impairment; or is regarded as having such impairment.

In order to fulfill obligations under Section 504, the Morrill Public School District has the responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability should knowingly be permitted in any of the programs and practices of the school system.

The school district has responsibilities under section 504 (Part D), which include the obligation to identify, evaluate, and if the student is determined to be eligible under Section 504, to afford access to appropriate educational services.

If the parent or guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

The school counselor will serve as the designated Section 504 coordinator. If there are questions concerning the 504 program, please feel free to contact the counselor during regular school hours.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are outlined below:

1) The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. 2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Morrill School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing. 3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person who serves on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Morrill School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue S.W.
WASHINGTON, D.C. 20202-4605

NOTICE FOR DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Morrill Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Morrill Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Morrill Public Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Recruiters;
- Enrollment status; and
- Sports activity sheets, such as wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require public schools receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the public school that they do not want their student's information disclosed without their prior written consent. If you do not want Morrill Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by the end of the first week of the first semester, or for new students, within the first week of enrollment. Morrill Public Schools has designated the following information as directory information:

- | | |
|--------------------------|---|
| -Student's name | -Participation in officially recognized activities & sports |
| -Address | recognized activities & sports |
| -Telephone listing | -Weight & height of members |
| -Electronic mail address | of athletic teams |
| -Photograph | -Degrees, honors, and |
| -Date and place of birth | awards received |
| -Major field of study | -The most recent educational |
| -Dates of attendance | agency or institution attended |
| -Grade level | |



2018							HOME OF THE LIONS	2019							
							August 2018								
AUGUST							7/28-8/4 County Fair	JANUARY							
S	M	T	W	Th	F	S	10 - New Staff Orientation	S	M	T	W	Th	F	S	
			1	2	3	4	13-14- TeacherIn-Service			1	2	3	4	5	
5	6	7	8	9	10	11	15 - First Day of School (1-12)	6	7	8	9	10	11	12	
12	13	14	15	16	17	18	15 PM - Kindergarten Blast Off	13	14	15	16	17	18	19	
19	20	21	22	23	24	25	16 - First Day of Kindergarten	20	21	22	23	24	25	26	
26	27	28	29	30	31		17 - Early Release 1:30 Students	27	28	29	30	31			
				15	13		20 - First Day of 3 yr/4 yr Preschool						19	18	
SEPTEMBER							September 2018	FEBRUARY							
S	M	T	W	Th	F	S	3- Labor Day	S	M	T	W	Th	F	S	
						1	7- Early Release 1:30 ALL						1	2	
2	3	4	5	6	7	8	28 Early Release 1:30 Students	3	4	5	6	7	8	9	
9	10	11	12	13	14	15	October 2018	10	11	12	13	14	15	16	
16	17	18	19	20	21	22	12- End of 1st Quarter Early Out Students 1:30	17	18	19	20	21	22	23	
23	24	25	26	27	28	29	15- Teacher PD/Workday-Grades Due	24	25	26	27	28			
30					19	19	23, 24, 25- P/T Conferences						19	18	
OCTOBER							26 - No School - Comp Day	MARCH							
S	M	T	W	Th	F	S	November 2018	S	M	T	W	Th	F	S	
	1	2	3	4	5	6	2-Early Release 1:30 Students						1	2	
7	8	9	10	11	12	13	16-JH WR invite (no PK-6 classes)	3	4	5	6	7	8	9	
14	15	16	17	18	19	20	21-23 - Thanksgiving Break	10	11	12	13	14	15	16	
21	22	23	24	25	26	27	December 2018	17	18	19	20	21	22	23	
28	29	30	31				7-Early Release 1:30 Students	24	25	26	27	28	29	30	
					23	21	21 - End of 2nd Quarter (45) 1:30 Release ALL	31					21	19	
NOVEMBER							12/24-1/4 - Christmas Break	APRIL							
S	M	T	W	Th	F	S	January 2019	S	M	T	W	Th	F	S	
					1	2	3	7- Teacher PD/Workday-Grades Due		1	2	3	4	5	6
4	5	6	7	8	9	10	18-Early Release 1:30 Students	7	8	9	10	11	12	13	
11	12	13	14	15	16	17	February 2019	14	15	16	17	18	19	20	
18	19	20	21	22	23	24	15-No School	21	22	23	24	25	26	27	
25	26	27	28	29	30		18 No School/Presidents Day - ESU Teacher PD	28	29	30					
					19	19	26, 27, 28 P/T Conferences						20	20	
DECEMBER							March 2019	MAY							
S	M	T	W	Th	F	S	1 - No School - Comp Day	S	M	T	W	Th	F	S	
						1	15-End of 3rd Quarter-Release 1:30 Students				1	2	3	4	
2	3	4	5	6	7	8	18 - Teacher PD/Workday-Grades Due	5	6	7	8	9	10	11	
9	10	11	12	13	14	15	April 2019	12	13	14	15	16	17	18	
16	17	18	19	20	21	22	5-Early Release 1:30 Students	19	20	21	22	23	24	25	
23	24	25	26	27	28	29	19, 22 - Easter Break	26	27	28	29	30	31		
30	31						26 - JH/HS PAC Track (no 7-12 classes)								
					15	15	30 - Jr High Track Invite (no 7-12 classes)						16	15	
					91	87	May 2019						95	90	
First/Last Days of School & End of Qtr							8 -Graduation Practice/Seniors Last Day & Lunch	will be adjusted for activities							
No School/Vacation Day							10-Early Release 1:30 ALL	186 Staff Contract Days							
P/T Conferences Day							11 - Graduation	174 Kindergarten days 1218 hours							
Work day/No School							21 - Last day of School 1:00 Dismissal Students	175 1st - 11th days 1225 hours							
Professional Development							22 - Teacher Work Day-Grades Due	169 Senior days 1183 hours							
1:30 Dismissal for Prof Development								5/11/2018							

MORRILL JR.-SR. HIGH SCHOOL 2018-2019

BELL SCHEDULE

Normal Day

1 st Hour	8:00 – 8:45
SCB (Second Chance Breakfast)	8:45 – 8:52
2 nd Hour	8:52 – 9:37
3 rd Hour	9:41 – 10:26
4 th Hour	10:30 – 11:15
5 th Hour	11:19 – 12:04
Lunch	12:04 – 12:35
WIN	12:40 – 1:08
6 th Hour	1:12 – 1:57
7 th Hour	2:01 – 2:46
8 th Hour	2:50 – 3:35

Friday Schedule

Connections	8:00 - 8:09
1 st Hour	8:13 - 8:55
SCB	8:55 – 9:02
2 nd Hour	9:02 - 9:44
3 rd Hour	9:48 - 10:31
4 th Hour	10:35 – 11:17
5 th Hour	11:21 - 12:04
LUNCH	12:04 - 12:37
WIN	12:41 – 1:09
6h Hour	1:13 – 1:56
7 th Hour	2:00 – 2:43
8 th Hour	2:47 – 3:30

Friday Early Release

Connections	8:00 - 8:09
1 st Hour	8:13 - 8:40
SCB	8:40 – 8:47
2 nd Hour	8:47 – 9:14
3 rd Hour	9:18 – 9:45
4 th Hour	9:49 – 10:16
5 th Hour	10:20 – 10:47
WIN	10:51 – 11:13
6 th Hour	11:17 – 11:44
7 th Hour	11:48-12:15
LUNCH	12:15 - 12:50
8 th Hour	12:54 – 1:25

2-Hour Late Start

1 st Hour	10:00 - 10:30
2 nd Hour	10:34 - 11:07
3 rd Hour	11:11 - 11:44
4 th Hour	11:47 - 12:21
LUNCH	12:21 - 12:51
5 th Hour	12:55 - 1:25
WIN	1:29 – 1:53
6 th Hour	1:57 - 2:27
7 th Hour	2:31-3:01
8 th Hour	3:05 - 3:35

UNIVERSAL RULES IN ALL 7-12 CLASSROOMS

- Show mutual respect for other students, teachers, and property of others. (No bullying, fighting, verbal putdowns).
- Students will arrive to class well prepared. (Books, pen/pencil, paper, finished homework, etc.)
- No Plagiarism! Incidents of cheating, copying, cut/pasting work from others or websites will be reported to the office for appropriate disciplinary action, and will become a part of the student's academic record.
- **NO** cell phones or head phones in the classroom.
- No profanity or slang substitutes for profanity.
- Students will not have food, pop, or candy in the classroom unless approved by the teacher in advance.
- **ONLY** Clear water bottles with water are permitted
- Students will have a written pass from a teacher at all times if they leave the classroom.
- All Teachers will post and enter into Sycamore two grades per week minimum.

NOTIFICATION CONCERNING STAFF QUALIFICATIONS

The ESSA; 20 U.S.C. § 6311 gives parents the right to get information, upon request, to parents whether their child is being provided services by a paraprofessional and, if so, the qualification of the paraprofessional. Schools receiving Title I funds, the Parents may request, and the district will provide to the parents information regarding the qualifications of the student's teachers. 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.

NOTIFICATION OF STUDENT FEE POLICY

(Board Policy 504.19)

The Public Elementary and Secondary Student Fee Authorization Act was adopted by the Legislature on April 11, 2001. It requires the adoption of a student fee policy. Please contact the school if you would like a copy of the policy.

Parental Involvement Policy

(Board Policy 1005.03)

It is the policy of the district to provide full access to the parent of any student of the district to review textbooks, tests, curriculum and instructional materials, records of a student of any such parent, unless otherwise prohibited by law, and to any surveys of students done by the school district. It is the policy of the district to notify parents of any survey which may be scheduled and to conduct student surveys judiciously, with full consideration of the fact that parents may find items of the survey objectionable.

HOMELESS POLICY NOTICE

(Board Policy 503.09)

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. 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.

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 services for which 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.

STUDENT ASSISTANCE TEAM (SAT)

To support and assist struggling learners, Morrill Public Schools has a Student Assistance Team (SAT) that is designed to assist students who are experiencing educational difficulties in regular educational programs. The team consists of several teachers, the guidance counselor, and the principal.

Teachers, the school counselor, administration, or a parent/guardian can refer students to the SAT Team. Upon referral, the SAT Team is activated and a meeting is held to brainstorm possible intervention strategies that would be of benefit to the student. The strategies are monitored for a specific amount of time and the effectiveness of the strategies evaluated. Hopefully, by implementing these strategies, we can assist struggling students to become more successful in school.

TITLE IX

The Superintendent shall designate the District's Title IX Coordinator. Students, their parents, and employees of the Morrill School District are hereby notified that this school does not discriminate on the basis of sex and is required by Title IX not to discriminate on the basis of sex in its educational activities and employment practices. Inquiries regarding compliance with Title IX may be directed to _____, (308)247-2176.

BULLYING PREVENTION

(Board Policy 504.20)

The Board of Education recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school sponsored activities or school-sponsored athletic events.

Bullying may constitute grounds for long-term suspension, expulsion or mandatory reassignment, subject to state and federal statutes and the district's student discipline and due process procedures.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention.

Definition—"Bullying" is an unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or currently dating partners that involves an **OBSERVED or PERCEIVED power imbalance and is repeated multiple times or is highly likely to be repeated.** "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 occurs 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.

Reporting---Staff shall not tolerate any bullying or harassment on school grounds or at any school activity on or off campus. Staff members who observe or become aware of an act of bullying or harassment shall take immediate, appropriate steps to intervene. If physical intervention poses a threat to a staff member's safety, the staff member is to take whatever other prudent action that will result in addressing the bullying. Staff members shall also report all acts of bullying to their building principal and shall file a report providing as much information as possible to assist in any investigation.

Investigation---Upon learning about a bullying incident, the building principal or designee shall contact the parents of both the aggressor and the victim, interview the students, involved witnesses, school staff, and parents; review the school records of those involved, and identify any other pertinent issues. Upon the filing of a written report or complaint of bullying, the building principal shall file a report of his/her investigation to the Superintendent of Schools within five (5) working days, and may invoke the appropriate consequences as outlined in the next paragraph.

Consequences---Consequences for students who bully others shall depend on the results of the investigation, and may include required counseling, parent conferences, detention, suspension up to ten school days, expulsion-up to the remainder of the semester-or involuntary assignment to an alternative education setting. Depending on the severity of the incident, or the repeated offense, the principal may also take appropriate steps to ensure student safety.

These may include implementing/ separation and supervision of the students involved; providing staff support for students as necessary; reporting incidents to law enforcement; and developing a supervision plan with the parents.

Students who are the victim of bullying and/or harassment or who observe such occurrences are to promptly report the problem to their teacher or to the Principal so the problem can be addressed. Students who make reports of bullying activity will not be retaliated against for making the report.

HARASSMENT BY STUDENTS

(Board Policy 504.18)

Harassment of students, staff or visitors by other students will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school owned and/or school operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment prohibited by the school district includes, but is not limited to, harassment on the basis of race, sex, creed, color, national origin, religion, marital status or disability. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, offensive or hostile learning or work environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, achievements, etc.

Harassment on the basis of race, creed, color, religion, national origin, marital status or disability means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

The district, will promptly and reasonably investigate allegations of harassment. The building principal will be responsible for handling all complaints by students alleging harassment.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy.

These rules will be printed and distributed to students and parents in the student handbook. The superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

NEBRASKA ANTI-HAZING LAW

28-311.06 Hazing, defined; penalty 1-for the purposes of this section and section 28-311.07:

Hazing shall mean an activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any organization as defined in subdivision (1) (b) of this section. Such hazing activity shall include whipping, beating, branding, 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 which endangers the physical or mental health or safety of any person; and organization shall mean an organization of student members operating under the sanction of a postsecondary educational institution but shall not include the alumni organization or any corporation which owns the house or real estate of such organization.

(2) It shall be unlawful to commit the offense of hazing. Any person who commits the offense of hazing shall be guilty of a Class II misdemeanor.

(3) Any organization as defined in subdivision (1) (b) of this section whose members commit the offense of hazing in violation of the provisions of this section shall be punished by a fine of not more than ten thousand dollars.

Morrill Public Schools complies with all Nebraska State Laws. Any participant involved in hazing as stated in state statute, could be suspended from activity participation. The administration will conduct an investigation and determine if a suspension is warranted. The suspension will range from 28 days to removal from activity.

DATING VIOLENCE AND PREVENTION

Board Policy 504.21

The Board of Education 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.

Inappropriate Public Displays of Affection (IPDA): Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others.

ADDRESSING BARRIERS TO ATTENDANCE

Board Policy 503.04

Regular attendance by the students at school is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence. Students shall attend school unless excused by the principal of their attendance center. This policy, developed and annually reviewed in collaboration with the county attorney for the district's principal office location, is an attempt to address the barriers to student attendance. This policy shall include a provision indicating how the district and the county attorney will handle cases in which excessive absences are due to illness and shall state the circumstances and number of absences or hourly equivalent upon which the school shall render all services to address barriers to attendance.

Any superintendent, principal, teacher, or member of the school board who knows of any violation of the state school attendance laws (79-201) shall report that violation to the school attendance officer within 3 days.

The superintendent shall designate an attendance officer. The attendance officer will immediately investigate the report of any child who may be in violation of the state's compulsory attendance statutes.

If any student has exceeded the number of unexcused absences as defined in the student handbook, the school shall render all services to address barriers to attendance. These services shall include the following:

1. Verbal or written communication by school officials with the person or persons who have legal or actual charge or control of any child; and
2. A meeting or meetings between the school attendance officer, school social worker, a school administrator or designee, the person who has legal or actual control of the child, and the student (when appropriate) to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:
 - (i) Illness related to physical or behavioral health of the child;
 - (ii) Educational counseling;
 - (iii) Educational evaluation;
 - (iv) Referral to community agencies for economic services;
 - (v) Family or individual counseling; and
 - (vi) Assisting the family in working with other community service

The school may report to the county attorney of the county in which the person resides when the school has documented the efforts it has made as required by statutes, that the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and that the child has been absent more than twenty days per year. The school shall notify the child's family in writing prior to referring the child to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney.

Students are subject to disciplinary action for excessive absenteeism including suspension and expulsion. It shall be within the discretion of the principal to determine, in light of the circumstances, whether a student may make up work missed because of excessive absenteeism. Disciplinary action for students receiving special education services will be assigned in accordance with the goals and objectives of the student's Individualized Education Program.

The superintendent shall report 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 school resource officers by the district relative to a student enrolled in the district. The superintendent shall report annually to the Commissioner the required data for the number of students who have dropped out of school.

It shall be the responsibility of the superintendent to implement this policy. The implementation may include regulations indicating the disciplinary action to be taken for excessive absenteeism.

Legal Reference: Neb. Statute 79-201, 79-208
 and 209 NDE Rule
 10.012.01B

Cross Reference: 411.03 Attendance Officer
 505 Student Discipline
 506 Student Activities
 507 Student Records

ATTENDANCE OFFICERS

The attendance officers in the Morrill School District are the Junior-Senior High School principal and the Elementary School principal.

ABSENCE CLASSIFICATIONS

(Board Policy 503.03)

Excused Absence. 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 approval in advance.

An absence for any of the following reasons will be excused, provided the required procedures have been followed: 1) Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents). 2) Illness which causes a student to be absent from school **with a doctor's note**. 3) Doctor or dental appointment which require student to be absent from school. 4) Court appearances that are required by a court order. 5) School sponsored activities which require students to be absent from school. 6) Family trips in which student accompanies parent(s)/legal guardian(s). 7) Other absences, which have received prior approval from the Principal.

The Principal shall have 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.

Unexcused Absence. An absence, which is not excused, is unexcused. **If a student's absence is unexcused, the student will receive zeros for any class work missed during the absence**, and may or may not be required to make-upwork for which zeros were given and the time missed.

STUDENTS NOT ATTENDING CLASS:

(Board Policy 503.04)

Any student who is habitually absent will face the possibility of expulsion from school. For the purpose of this policy, twenty (20) days of absence within **one school year** will be classified as being habitually absent. A letter will be sent home after the third (3rd) day of absence, a second (2nd) letter of notification will be sent to the parent and/or guardian informing them after the fifth (5th) day of absence with a request for a meeting, and if absences continue a final letter will be sent the County Attorney's Office once ten (10) days of absence are reached. The student may face the possibility of expulsion if the number of days reaches twenty (20) days during the school year. If the number of days of absence for a student reaches twenty (20) days during the school year, the parent and/or guardian will be notified that the student is being dropped from the attendance roster.

ARRIVAL AT SCHOOL:

School supervision does not start until approximately 7:50 AM and continues until approximately 4:00 PM. Students should not arrive until there is adequate supervision available. Doors to the building will be locked until 7:55 each morning. On bad weather days the doors will be opened when the principal/superintendent deems it necessary. Students must be supervised at all times during the day while on school grounds (including: gym, weight room, locker rooms, etc.).

Regardless of the time of day, unless an administrator, teacher or para-professional is supervising a student, he/she will not be allowed in the building. Students will be required to obtain prior permission from a teacher they are wishing to see before being allowed in the classroom.

PRE-ARRANGED ABSENCES:

Absences for reasons other than illness, death in the family, or an emergency must be arranged through the principal's office in sufficient time that work can be made up before the absence is to occur. Failure to follow pre-arranged absence procedures will be grounds for an instructor to assign zeros for the assignments the student misses due to the absence.

ADDRESSING BARRIERS TO ATTENDANCE:

A student will be considered truant if he/she is absent without the knowledge and permission of his/her parents **or** the school. A student will also be considered truant for cutting classes or leaving a class or the building without permission from the principal's office.

STUDENT OBLIGATIONS:

- to be in class or study hall during the regular school hours and at the announced scheduled times.
- when leaving the school or returning to the school, during school hours, you must report your absence and return to the office; a failure to do this will result in the student being considered truant and will be subject to disciplinary action by the principal.
- to obtain an *Prearranged Absence Slip* or an *Activities Absence Slip* for those occasions that they know in advance they will be absent. This should be taken care of at least three (3) days prior to the anticipated absence.
- to have all work made up in advance for all anticipated absences including school sponsored activities unless arrangements have been made with the teacher to turn the work in at a later date.
- students must attend school on any day they expect to participate in a scheduled student extra-curricular activity; any deviation to this requirement must have prior administrative approval. Any unexcused

absence (full day/partial period) on the day of an extracurricular activity will result in the student being suspended from the activity scheduled on that day.

- Make-up work, **with the exception of participation grades**, which was missed due to an **excused absence**; two (2) days, will be allowed for each day absent to make-up missed work. (Thus, if a student is absent four (4) days, he/she will be given eight (8) days to get his/her work made up.) For an extended illness of five (5) or more days, special arrangements will be made with individual teachers to extend the amount of make-up time that will be allowed; however, a teacher may only grant this extension one time for each period of illness. A doctor's note approving the student's return to school is required when a student misses school for five (5) or more consecutive days due to illness.

TEACHER OBLIGATIONS:

- Provide assigned homework, which may include written work not required of students in attendance, for each period of student absence.
- Make arrangements with students to receive missed instruction on missed content.
- Correct any work that is submitted to them for which time has expired and return it to the student for future reference and use.
- In grading, mark "incomplete" in Sycamore for the period of student absence. After allotted make-up time has expired, mark appropriate grade.
- Discuss attendance concerns with students and parents in a timely manner.

PARENT OBLIGATIONS:

- Encourage and require students over whom they have parental authority to attend school regularly.
- Within 24 hours of each absence call the office or send a note with their child to inform the school of the reason for each student absence. Failure to do so will result in the absence being classified as unexcused.
- Submit a doctor's statement for office visits.
- Submit a doctor's statement for each student absence due to extended illness when a student misses school.
- Appeal any attendance decisions with the principal in a timely manner.

STUDENT DISCIPLINE

RATIONALE:

The primary purpose of our rules included in this policy is to monitor the behavior of students at their place of work.

Because a student's behavior away from school can influence school goals, our rules may be applied to a student's behavior away from school if an educational interest can be established.

Both society and schools are governed by laws, values and standards of conduct that influence and regulate individual behavior. A basic function of our school rules is to prepare students to live within the accepted framework of society. Our rules are not meant to threaten students; they are meant to enhance their growth as members of society.

CODE OF BEHAVIOR:

These practices are expected of all students:

1. Be honest
2. Be courteous
3. Be considerate of others feelings
4. Be respectful to others and to school property
5. Follow all rules and regulations of the school
6. Use sound judgment and common sense
7. Take pride in your school and in your appearance
8. Strive to always do your best in all your schoolwork
9. Strive for knowledge, wisdom, and respect

GENERAL CODE OF CONDUCT:

The general code of conduct that should govern the actions of individuals as they attend Morrill Junior-Senior High School.

Students and adult personnel will at all times demonstrate mutual respect for the individual worth and dignity of those with whom they have contact.

GENERAL EXAMPLES OF MISCONDUCT:

- a. Disrespect for individuals and/or rules is not acceptable behavior nor are activities such as insubordination, student initiation, name calling, student hazing and similar behaviors.
- b. The use, possession, being under the influence of or delivery of intoxicating beverages, E-Cigarettes, tobacco and/or illegal and/or look alike drugs on school grounds or at any school, activity is prohibited.
- c. Theft or destruction of school or private property.
- d. Students who willfully destroy school property will pay for the property and are subject to discipline.
- e. Fighting, gambling, public displays of affection, lewd language or printed material, profanity and unsportsman-like conduct are unacceptable behavior and cannot be tolerated in school or at school activities.
- f. Sexual/racial harassment of any student by an individual under jurisdiction of Morrill Public Schools is expressly prohibited as a violation of law and Board policy.
- g. Aiding or abetting any type of misconduct.
- h. Any other conduct, which substantially interferes with school purposes, will not be permitted.
- i. Students are expected to obey these rules, other rules listed in this handbook, the rules of any host school when we are their guests, and all laws of the United States and/or the State of Nebraska.

LOCAL LAW ENFORCEMENT AUTHORITIES WILL BE NOTIFIED WHENEVER A LAW HAS BEEN BROKEN.

- j. Teachers have the authority and responsibility for establishing, communicating, and enforcing rules for student conduct within their own classroom.

These rules are established within the guidelines of school policy and law. Therefore, it is mandatory that students adhere to these rules.

Students who choose not to obey these rules will be subject to disciplinary action. The discipline may include, but not be limited to, any of the following: 1) loss of student privileges in regard the lunch hour; 2) loss of student privileges in regard to extra-curricular activities such as drama, music, athletics; 3) detention before or after the normal school day; 4) in-school suspension; 5) an out-of-school short-term suspension from school for five (5) or fewer days; 6) an out-of-school long-term suspension for six (6) to twenty (20) days; 7) expulsion from school and all school activities for the remainder of the semester; 8) expulsion from school and all school activities for the remainder of the semester and the following

semester if the offense occurs within ten (10) days of the end of the semester; 9) expulsion for a calendar year for firearm violations; and/or 10) any other logical consequences that may apply.

STUDENT DUE PROCESS:

(Board Policy 505.04R1)

Short-Term Suspension - Due Process

1. Short-term suspensions are for periods of time up to and including five (5) days. All assignments completed during out-of-school suspension are due upon the student's return to school. During a student's first short-term suspension, he/she will receive 80% of the original grade earned on any assignments given during the suspension. During a student's second short-term suspension, he/she will receive 70% of the original grade earned on any assignments given during the suspension. All subsequent short-term suspensions will result in a student receiving a zero for any assignments given during the suspension. A student serving an out-of-school suspension is not allowed to participate in or attend any school activities or functions during the suspension.

2. Before imposing suspension the Principal will make an investigation and give the student oral or written notice of charges, an explanation of the charges, and the opportunity to present his/her version.

3. The Principal may suspend a student after it is determined that the consequence is necessary to help the student or to prevent interference with school purposes.

4. The Principal will, within 24 hours (or such time as is reasonably necessary) following suspension, send a written statement to the student and the parents/guardians that describes the student's conduct or violation of rules and gives a reason or reasons for the action taken.

5. The Principal will make a reasonable effort to confer with the parents/guardians before, or at the time, the student returns to school.

Long-Term (6-19 days) Suspension or Expulsion - Legal Grounds

During a student's first long-term suspension, he/she will receive 80% of the original grade earned on any assignments given during the suspension. During a student's second long-term suspension, he/she will receive 70% of the original grade earned on any assignments given during the suspension. All subsequent long-term suspensions will result in a student receiving a zero for any assignments given during the suspension. A student will receive zeros for all assignments that occur during an expulsion. A student serving an out-of-school suspension or expulsion is not allowed to participate in or attend any school activities or functions during the suspension/expulsion.

The following student conduct shall constitute grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by the 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:

a. Use of violence, force, coercion, threat, intimidation or similar conduct in a manner that constitutes a substantial interference with school purposes;

b. 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;

c. 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;

d. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;

e. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon;

f. Engaging in the selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, a controlled substance, inhalants or being under the influence of any of the above; possession of drug paraphernalia; or 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.

g. Public indecency as defined in section 28-806, except that this subdivision shall apply only to students at least twelve years of age, but less than nineteen years of age;

h. 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 shall mean sexual assault in the first degree and sexual assault in the second degree as defined in section 28-319 and 28-320, as such sections now provide or may hereafter from time to time be amended;

i. 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

j. A repeated violation of any rules and standards validly established pursuant to section 79-262, if such violations constitute a substantial interference with school purposes.

It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a student who is truant, tardy, or otherwise absent from required school activities.

Emergency Exclusion from School - Legal Grounds

- a. Dangerous communicable disease.
- b. Creating a danger to self or others.
- c. Disrupting the opportunity of others to learn.

Long Term Suspension, Emergency Exclusion and Expulsion - Due Process Guarantees

Long-term out-of-school suspensions are for periods of time including or exceeding six (6) days, but less than twenty (20).

Emergency exclusion may not last longer than necessary to avoid the threats of the emergency.

An expulsion is a suspension for the remainder of the semester.

When misconduct occurs within ten (10) days prior to the end of the first semester, the expulsion will remain in effect through the second semester. When misconduct occurs within ten (10) days prior to the end of the second semester, the expulsion will remain in effect through the first semester of the following school year.

The expulsion of a student for (a) the knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student except as provided in subdivision (3) of section 79-267 or (b) the knowing and intentional possession, use, or transmission of a dangerous weapon, other than a firearm, shall be for a period not to exceed the remainder of the school year in which it took effect if the misconduct occurs during the first semester. If the expulsion takes place during the end second semester, the expulsion shall remain in effect for summer school and may remain in effect for the first semester of the following school year. Such action may be modified or terminated by the school district at any time during the expulsion period.

The expulsion of a student for the knowing and intentional possession, use, or transmission of a firearm as defined in 18 U.S.C. 921 as of January 1, 1995 shall be for a period as provided by the school district policy adopted pursuant to section 79-263. This subsection shall not apply to (a) the issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or (b)

firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

Any expulsion that will remain in effect during the first semester of the following school year shall be automatically scheduled for review before the beginning of the school year. The review shall be conducted by the hearing examiner after the hearing examiner 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 examiner that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the Board of Education. Otherwise, the student may be readmitted by action of the superintendent.

Before imposing discipline the Principal will make an investigation and give the student oral or written notice of charges, an explanation of the charges, notice of the accuser, and the opportunity to present his/her version.

The Principal will file with the Superintendent, on the date of the decision to suspend, expel, or exclude, a written charge and summary of the evidence in the case.

The school shall, within two school days after the decision to discipline in this manner, send a written notice by registered or certified mail to the student and his or her parent or guardians informing them of the rights established under the Student Discipline Act. This notice will include the following information: 1) the rule or standard of conduct 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; 2) the penalty, if any, which the principal has recommended in the charge, and any other penalty to which a student may be subject; 3) a statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student shall have a right to a hearing, upon request, on the specified charges; 4) a description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing; 5) a statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian shall have 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 substances of their testimony; and 6) 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 as prescribed in section 79-268.

Authority to Suspend Until a Hearing

When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function for school purpose or (b) a personal injury to the student himself or herself, other students, school employee or school volunteers."

PROGRESSIVE DISCIPLINE PROCEDURES:

The school's discipline plan is designed to be progressive in nature. Students who are repeatedly referred to the principal's office for additional disciplinary measures will be disciplined according to the following charts. The initial responsibility for the disciplining of a student, who is disobedient or disrespectful in class, is the classroom teacher. Each time a student is disciplined by the principal, he/she will receive a specific number of points. Any points received shall be cumulative throughout each semester. Accumulation of 50 or more points in any category or combination thereof, during any semester, will result in recommendation to the Board of Education of Education for expulsion from Morrill Public Schools.

Because a student's behavior away from school can influence school goals, our rules may be applied to a student's behavior away from school if an educational interest can be established. Fights and assaults at school activities, and/or on the way to or from school will be handled in the same manner. All students have the right to feel safe on the way to and from school.

Also, if the school participates in an activity that lasts more than one day, school rules will apply for the duration of the activity even if there are no Morrill students actively participating in the event. For example, if the basketball teams lose in the first round of a tournament, school rules will apply for the remainder of the tournament even though the teams are not competing.

Definitions of Terms

The following Definitions of Terms is provided in order to help clarify inappropriate behaviors. The list of definitions is not meant to be all-inclusive, but rather to serve as a guide. The administration of the “Progressive Discipline Procedures” cannot be an absolute for all students in all situations; therefore, the administration will consider mitigating circumstances when assigning discipline to individual students. In the event that a student’s offense does not fall within a defined category, the administration will assign discipline at a level consistent with like offenses.

Bottles/Containers

No bottles/containers are to be brought into the building without the permission of the principal. This includes items such as pop, juice, etc. **ONLY clear water bottles with water will be allowed.**

Cheating

Intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others.

Detentions

Time during the day (after school or over lunch) when a student is required to report to a specified area to make up time. Examples of reasons for being assigned detention would be misbehavior, tardies, lack of effort in class or classes, etc. Any student assigned detention will be allowed to choose detention that day or the next school day.

Disrespect to a Faculty Member

Lack of respect toward any employee of Morrill Public Schools.

Disruption of School/Class/Assemblies

Examples include: Yelling and/or running in the halls, persistent talking without permission, horseplay, throwing things, etc.

Disruptive Objects

Tacks, whistles, rubber bands, water guns, etc.

Electronic Devices:

Electronic devices such as iPods, MP3 players, personal computer devices, etc. are not to be brought to school without teacher permission. Approval will be based on educational need. **Cell phones, or other communication devices are not permissible in school and/or the classroom.**

Morrill Jr/Sr High School is not responsible for lost or stolen cell phones/devices, nor will we spend time investigating these issues. It will be the responsibility of the student or parent to turn the matter over to the local police department and any investigation by the police will be done outside the school day to avoid the interruption of instructional time). Students bring these items to school at their own risk.

Explosives, Fireworks, and Foul Substances

Any article containing an explosive or combustible substance-including fireworks- or foul, offensive or injurious substances or compounds, with intent to use the same against the person or property of another.

Extortion/Blackmail

The direct attempt to extract money, goods or favors from another individual through coercion, force or threats.

False Alarm of Fire

Raising or creating any false alarm of fire in and to any building, or part of any building, structure or property of the school district by any means or manner whatsoever.

False Call

The act of claiming the name of another person to excuse a student from class or school.

Fight/Assault

The act of quarreling (physical or verbal) which could or does result in bodily contact in or on school property, or going to and from school, including any activity under school sponsorship (e.g. dance, athletic event, etc.) Each fight is considered to involve at least two active participants. Fights should be reported to the office immediately.

Assault is defined as a physical attack by one student toward another student or adult. Assaults should be reported to the office immediately, and authorities will be contacted.

The principal will recommend the expulsion of any student involved in his/her second fight/assault. The principal's recommendation for expulsion due to fights or assaults can be delayed by appealing to a "Jury" composed of four (4) faculty or staff members. The "Jury" will listen to the testimony presented and make a final decision. A request to appear before the fight jury must be made within 24 hours of the fight/assault.

Forgery

The act of using in writing the name of another person, or falsifying times, dates, grades, addresses, or other data on school forms or parental notes.

Gross Misbehavior

Misbehaving that is totally beyond simple appropriate behavior, i.e. overt behavior that threatens property or the safety and well-being of others including the promotion of fighting.

Harassment/Intimidation

Any act of threat by force or verbalization against another person.

Illegal Entry

Forced entry or entry without administrative authorization into a building, room or school property.

Inappropriate Behavior/Gestures

The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.

Inappropriate Dress/Speech

Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use. See "Dress Code" provisions for specific details.

Indecent Exposure

Making any open or indecent exposure of his or her person or the person of another.

Indecent Material

The act of portraying obscenity or vulgarity in pictures or caricatures in assignments, on any personal property visible to others at school, or on any school property.

In-School Suspension

The student will attend school, but will be placed in isolation from the general student body. The student will be expected to complete all work assigned and the student will receive credit for completed work.. The student will not be allowed to take part in any school activity scheduled for that date.

Insubordination

Disregard for the authority of a staff member.

Littering

To dump, deposit, place, throw, or leave litter in and upon school property other than in receptacle set aside for such purposes.

Loitering

Being somewhere other than where authorized and refusing to leave when ordered; being in a school area without an authorized pass.

Member of the Administrative Staff/Designee

A school district employee who is certificated under the statutes relating to the licensing of teachers and administrators and who has supervisory authority.

Misuse of School Materials

Misusing and/or using school materials in an unauthorized manner short of major destruction, e.g. writing on or marking desks, books, lockers, etc., using shop materials, FCS food products, etc.

Other School Personnel/Staff Members

All school district employees and functionaries except teachers. The term includes, but is not limited to, secretaries, student teachers, teacher's aides, cafeteria personnel, custodians, maintenance people, bus drivers, etc.

Physical or Verbal Assault

The act of initiating a violent physical or verbal attack against another student on school property, on a school bus or at a school sponsored event.

Plagiarize

To steal and pass off as one's own work without crediting the source.

Possession or Illegal Use of Weapon

The act of possession, using or threatening to use any weapon or instrument capable of inflicting bodily injury.

Possession/Use of Tobacco/E-Cigarettes

Smoking by any students or the possession of smoking materials and/or chewing tobacco is not permitted on school property.

Profanity

The use of language that is unacceptable to school/community standards.

Public Display of Affection

The showing of affection that is not appropriate in the school setting such as kissing, embracing, etc.

School Property

Any building, buildings, part of any building, structure, land or property of the school district or any property that is being leased or used by the school district.

Theft 1

The act of acquiring and/or being in possession of the property of another, without consent, at a value less than \$100.00

Theft 2

The act of acquiring and/or being in possession of the property of another, without consent, at a value of greater than \$100.00

Trespass

Entering upon the lands or premises of the school district without authority after having been forbidden to do so by school staff; or upon being notified to depart there from by members of the school staff, refusing or neglecting to depart there from.

Truancy

A student will be considered truant if he/she is absent without the knowledge and permission of his/her parents **or** the school. A student will be considered truant for cutting classes or leaving a class or the building without permission from the principal's office.

Unauthorized Games in School Building

Gambling, poker, electronic games, computer games, etc.

Unlawful Intimidation of School Authority

Interfering with administrators, teachers or other school personnel by force or violence.

Vandalism 1

Destruction of school property or property belonging to another at a value of less than \$100.00.

Vandalism 2

Destruction of school property or property belonging to another at a value of more than \$100.00.

Verbal/Physical/written Threat to Teacher/Staff

Any verbal, physical, or written threat which insults or abuses any staff member or otherwise shows disrespect.

Vulgarity

Offensive, lewd, obscene behavior or speech.

Possession/Use of Weapons/Use of Force

A weapon is any item specifically designed for use as a weapon or any everyday item that is used in an attempt to threaten or harm another person. Students are to leave at home any pocket knives, laser pointers, metal bars, toy guns or knives, fireworks, lighters, or any object or material that is ordinarily or generally considered to be a weapon. These items will be confiscated and turned over to the local law enforcement authorities. In addition, the student may be suspended or expelled from school. If the weapon is a firearm, the expulsion will be for a calendar year.

“Firearm” means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: “The term ‘firearm’ means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device.” The Superintendent may modify such one-year expulsion requirement on a case-by-case basis, provided that such modification is in writing.

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

1) Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.

2) The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.

3) A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.

4) The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds. If the weapon is not a firearm the expulsion will not exceed the remainder of the current school year if this offense occurs in the first semester and the expulsion will remain in effect for the remainder of second semester, summer school, and first semester or the following school year if the offense occurs in the second semester.

5) Photos that contain weapons will not be published in the school yearbook, senior alumni pictures, or any other pictures used for school purposes.

TOBACCO-FREE ENVIRONMENT

(1006.02)

School district facilities, including school vehicles, shall be off limits for smoking or other uses of tobacco products. For purposes of this policy, it includes all products such as cigars, cigarettes, chewing tobacco, nicotine products, vapor products (including e-cigarettes), and any products intended by appearance or effect to replicate tobacco products. This requirement extends to employees and visitors. This policy applies at all times, including school-sponsored and nonschool-sponsored events. Persons failing to abide by this request shall be required to extinguish their smoking material and may be required to leave the school district premises immediately. It shall be the responsibility of the administration to enforce this policy.

PROGRESSIVE DISCIPLINE LEVELS AND EFFORTS TO KEEP STUDENTS IN SCHOOL:

- A: Detention
- B: Multiple Detentions
- C: 1-4 Days In-School Suspension
- D: 5-10 Days In-School Suspension
- E: 1-4 Days Out-of-School Suspension
- F: 5-10 Days Out-of-School Suspension
- G: Recommend Expulsion
- H: Referral to appropriate authorities for prosecution.
- I: Principal’s Interpretation.

NOTE: Substitute Teachers play a unique role in continuing the educational mission of Morrill Junior-Senior High School while a teacher is absent from the class. It is critically important to insure that the substitute’s experience at Morrill Junior-Senior High School will be positive, so that they will continue their service to the school. Note: assigned points and punishments will be doubled from the Progressive Discipline Chart for offenses incurred under the direction or supervision of a substitute.

There are several categories of inappropriate student actions listed in the table below. The categories range from **Category 1** offenses, which are minor offenses, those not typically associated with disrupting the learning process, to **Category 8** offenses, those that are criminal in nature and result in an automatic recommendation for expulsion. The following list is not meant to be totally inclusive. The principal will decide the appropriate placement for any inappropriate behavior not specifically addressed in the following table.

PROGRESSIVE DISCIPLINE CHART OF CONSEQUENCES

REPETITION

<u>Category 1 Offenses</u>	<u>PTS</u>	<u>1st</u>
1. Bottles/Containers in school	0	A(Confiscation of item)
2. Public display of affection	0	A
3. Minor cafeteria misbehaviors	0	A
4. Failure to keep locker clean	0	A
5. Dress code violations	0	A
6. Littering	0	A
7. Food in locker	0	A (Confiscation of item)
8. Inappropriate use of vehicle	0	A
9. Misuse/no pass	0	A
10. Bus misbehavior	0	A
11. Other	0	A

Category 2 Offenses	PTS	1st	2nd	3rd	4th	5th
12. Electronic device w/o permission	8	A	B	C	D	E
13. Repeated violations of Category I	8	A	B	C	D	E
14. Chronic tardiness	8	A	B	C	D	E
15. Disruption of class/school	8	A	B	C	D	E
16. Disruption of assembly	8	A	B	C	D	E
17. Parking inappropriately	8	A	B	C	D	E
18. Inappropriate behavior/materials	8	A	B	C	D	E
19. Spitting	8	A	B	C	D	E
20. Disruptive objects (Confiscation)	8	A	B	C	D	E
21. Profanity/vulgarity/inappropriate language	8	A	B	C	D	E
22. Unauthorized games used in classroom	8	A	B	C	D	E
23. Loitering	8	A	B	C	D	E
24. Other	8	A	B	C	D	E

Category 3 Offenses	PTS	1st	2nd	3rd	4th	5th
25. Cheating/Plagiarism	10	A	B	C	E	F
26. Skipping/Cutting class/Truant	10	A	B/I	C/I	E/I	F/I
27. Bullying/Degrading fellow student	10	A	B	C	E	F
28. Disorderly conduct	10	A	B	C	E	F
29. Failure to identify self to school officials	10	A	B	C	E	F
30. Roughhousing	10	A	B	C	E	F
31. Indecent material/action	10	A	B	C	E	F
32. Jeopardizing the safety of oneself or others	10	A	B	C	E	F
33. Leaving school building/class without permission	10	A	B	C	E	F
34. Giving false information during an investigation.	10	A	B	C	E	F
35. Misuse of material & equipment	10	A	B	C	E	F
36. Not following request	10	A	B	C	E	F
37. Trespassing	10	A	B	C	E	F
38. Other	10	A	B	C	E	F

Category 4 Offenses	PTS	1st	2nd	3rd	4th	5th
39. Leaving grounds w/o permission	14	B	C	E	F	H
40. Use/possession of tobacco products (E-cigarettes)	14	B/I	C/I	E/I	F/I	H/I
41. Careless driving/speeding	14	B/I	C/I	E/I	F/I	H/I
42. False calls	14	B	C	E	F	H
43. Forgery of notes	14	B	C	E	F	H
44. Vandalism 1	14	B/I	C/I	E/I	F/I	H/I
45. Theft 1	14	B/I	C/I	E/I	F/I	H/I
46. Other	14	B	C	E	F	H

<u>Category 5 Offenses</u>	<u>PTS</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>
47. Gross misbehavior	21	E	F	H
48. Disrespect faculty members	21	E	F	H
49. Harassment/Intimidation	21	E	F	H
50. Vandalism 2	21	E/I	F/I	H/I
51. Theft 2	21	E/I	F/I	H/I
52. Insubordination	21	E	F	H
53. Fighting/Assault	21	E/I	H/I	
54. Under the influence	21	E/I	F/I	H/I
55. Other	21	E	F	H

<u>Category 6 Offenses</u>	<u>PTS</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>
56. Indecent exposure	28	F	G	H
57. Intimate acts	28	F	G	H
58. Open/persistent defiance of authority	28	F	G	H
59. Threatening behavior	28	F	G	H
60. Other	28	F	G	H

<u>Category 7 Offenses</u>	<u>PTS</u>	<u>1st</u>	<u>2nd</u>
61. Possession/Use of alcohol/drugs on school grounds or at school activity	42	G/I	H/I
62. Extortion	42	G/I	H/I
63. False fire alarm	42	G/I	H/I
64. Intimidation of administration	42	G/I	H/I
65. Possession or use of firecrackers	42	G/I	H/I
66. Possession of weapon	42	G/I	H/I
67. Other	42	G/I	H/I

<u>Category 8 Offenses</u>	<u>PTS</u>	<u>1st</u>
68. Selling/giving/exchanging alcohol/drugs	50	H/I
69. Arson	50	H/I
70. Use of weapon/force	50	H/I
71. Bomb Threat	50	H/I
72. Physical assault (school employee)	50	H/I
73. Possession and/or use of explosives	50	H/I
74. Possession of firearm	50	H/I (One calendar year)
75. Other	50	H/I

DRESS AND ATTIRE AND STUDENT APPEARANCE (DRESS CODE)

(Board Policy 504.06)

The educational climate of the school is affected by student appearance. As a result, administrative prerogative is reserved for judgment in cases of student dress that could be considered immoral, immodest, or in any way distracting or offensive to students, teachers, or staff. Students at Morrill Junior-Senior High School are expected to come to school and school activities being neat and clean. An individual's dress, personal appearance, and cleanliness, like his/her behavior, should reflect sensitivity to and a respect for others. Students attending school should at all times be dressed in a manner that is conducive to a businesslike scholastic atmosphere. The dress and grooming of a student does have a relationship to attitude and work habits, as well as interpersonal relationships with faculty, staff, and classmates. Hence, appropriate dress and grooming can have a positive effect on school discipline.

Student dress and grooming should be in good taste and appropriate for the occasion. It should reflect consideration for safety, health precautions, cleanliness, neatness, and academic endeavor.

The following are examples of clothing and/or jewelry that will not be allowed:

1. Clothing that is immodest or unnecessarily distracting to the learning environment (BOYS: shirts with no sleeves, tank tops, muscle shirts, mesh shirts, Etc.) GIRLS: (shirt with bare backs, spaghetti strap tops, low-cut tops, tube tops, halter tops, see-through tops, excessively tight or short clothing (spandex, leggings, yoga pants, short-shorts, mesh shirts with no under garments, pajamas, etc.). All clothing should be sufficient to conceal undergarments (including sports bras and boxer shorts) at all times. **What is meant to be covered needs to be covered.**
2. Clothing that is suggestive or has on it suggestive phrases, promotes immoral or illegal practices, or advertises tobacco, alcohol, drugs, etc.
3. Clothing that is in any other way disruptive to the educational process. (Torn or soiled clothing, gang related apparel, jeans with excessive tears, etc.)
4. Pants, Shorts & Skirts: Shorts may be worn as long as they are in good taste and not excessively short or tight. The following shorts will not be allowed in school. a.) No bike shorts, short-shorts, b.) No cut offs, pajama pants, or flannel pants, etc.) No spandex type of any kind. Pants worn will NOT SAG, no excessive hole or tears. Legging/yoga types may be worn **IF**: the top COMPLETELY covers the backside.
5. Bare feet. Proper footwear should be worn at all times. Health laws require that shoes be worn at all times while in school. Slippers should not be worn to school.

6. The wearing of outdoor clothing such as backpack, book bags, sunglasses, hats, jackets, or coats must be stored in the assigned lockers during school hours.
7. Bare midriffs – All shirts should cover midriffs at all times. This includes when a student is standing, sitting, or bending over.
8. Hats, bandannas, or head covers of any type (hoods, etc.) are not to be worn in any fashion in the building during regular school hours. This rule applies to both girls and boys. Hats are to go in the student's locker when they enter the school and stay there until the student leaves the school. Hats are not to be carried from class to class. Hoodie hoods are not to be worn, or students may be asked to leave their hoodie in their locker until the end of the day.
9. Any articles that could cause injury to others such as spikes, chains, etc.

Clothing must be Appropriate, Modest, and Clean

The Principal, Teachers or Guidance Counselor may determine if a student is wearing inappropriate clothing. The student will be asked to change clothes and/or cover the inappropriate clothing or have parents bring appropriate clothing for changing. Parents will be required to pick up all confiscated items. Repeated violations will be handled with progressive discipline measures and confiscation of the item for the remainder of the school year.

SCHOOL SPONSORED DANCES AND PARTIES:

Parties and dances must be scheduled through the Principal at least one week in advance of the desired date.

Proper conduct and behavior will be expected at parties and dances. All school policies and discipline procedures will apply.

Prom will consist of 10th-12th grade, where 9th graders will act as servers for the dinner. Servers may attend the dance following. Prom is a formal event and **JEANS** are not allowed.

High School social activities shall be limited to full-time students in grades 9 through 12. Out-of-school dates may be brought to the following dances: Homecoming, Winter Royalty, and Prom. Out-of-school dates must be registered in the principal's office, be a high school student, or be approved by the principal. Dance guests who have turned 21 years of age on or before Aug. 1st of the current school year are not allowed. A student who brings a guest is responsible for their guest's behavior. **No person that is not a student, or the date of a student, will be allowed to attend school dances.**

Junior High students may not attend Senior High dances. Junior High students may be allowed no more than two Junior High dances a school year.

Unless otherwise approved by administration, one-half hour after a dance or party is scheduled to begin, there will be no further admittance to the function. A sponsor may deviate from this rule if the reason for late arrival is previously known and approved by administration.

Once a student arrives at a party or dance and the doors have been closed, they may not leave the confines of the building or entrance area and be re-admitted.

LIBRARY RULES:

The philosophy of the Morrill High School Library is centered on service to our student body, not only in providing resources and equipment for use, but also in providing aid in securing these materials and equipment. The library is to be a quiet area for students to study, do research and gather materials. Students will not be permitted to engage in casual conversations that are disruptive to the purposes of the library. A complete list of library rules is posted in the library.

TRANSPORTATION ISSUES

USE OF MOTOR VEHICLES:

In order to provide for the health, safety and welfare of students attending Morrill Public Schools, the following regulations governing the use of motor vehicles driven to school will be enforced.

I. Motor vehicles will not be moved from the parking lot during class time without the permission of the Principal or Superintendent (Student Aides). This permission will only be given to students who have a valid vehicle operator's license.

II. Drivers who are entering or departing the vicinity of the school and surrounding residential and business area will be subject to the disciplinary action of this regulation, if traffic laws of the state of Nebraska are violated.

III. All students who drive to school will park in the parking lot south of the high school building. Students are required to park their vehicles in an orderly fashion. Students are to leave room for buses and possible deliveries. In addition, you may not block anyone's car while parking.

IV. Students are not allowed to ride with another student during the lunch period without written permission from both parents. Closed campus at lunch for grades 7-10.

V. Discipline options for violations of any part of these provisions may include any of the following: 1.) Suspension of student privileges that may include driving privileges, 2.) Detention suspension from school, either in-school or out-of-school and expulsion, 3.) Citations issued by local authorities.

SCHOOL BUSES:

The buses are operated as a convenience for students and patrons of the district. They do represent a substantial investment. Therefore, students are expected to take care of and show respect for the property and investment. Rules concerning behavior are posted in the bus and will be given to each student at the beginning of the year. Bus drivers are to receive the same respect given to any other staff member. If students do not adhere to these rules, the privilege of riding the buses will be denied.

School buses will arrive at school at approximately 7:45 a.m. and leave at approximately 3:40 p.m., or five minutes after school is dismissed. If a student will not ride the bus on a given day, his parents will please see to it that the bus driver is informed. Bus drivers must follow their schedules. They will only wait for riders for a period of time that will not jeopardize the remainder of their schedule. In addition, school bus evacuation drills will be held twice per year.

SCHOOL PROPERTY

SEARCH AND SEIZURE:

All lockers, desks, Chrome Books, other school property, and storage areas belong to the school and may be inspected by the Principal or Superintendent whenever it is deemed necessary to do so. All lockers will be emptied prior to checking out the last day of school.

School officials also reserve the right to search an individual and/or automobiles located on or adjacent to school premises which may be used for parking or gaining access to school property when there is reasonable suspicion to believe contraband (drugs, weapons, alcohol, and other materials) may be present. Canine search teams will be used on a periodic random basis to search lockers and the school parking lot.

VIDEO SURVEILLANCE

(Board Policy 903.01)

The Board authorizes the use of video cameras on 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 school district.

SCHOOL EQUIPMENT:

Your parents and other taxpayers are paying for your education. This is their school and yours. Be proud of it and take care of it and its equipment. Students are financially responsible for loss or damage to any books or any school equipment. Anyone found causing damage to school property will pay for the damage and will be subject to disciplinary action. The teachers will assess fines for damaged schoolbooks and equipment.

The school is not responsible for lost or stolen articles. Students are discouraged from bringing valuables and large amounts of money to school. In addition, students are encouraged to use a pad-lock to lock items in their lockers while at school. Additionally, parents are required to purchase a lock to keep their child's property safely secured in their own lockers.

OPERATIONAL PROCEDURES

ANNOUNCEMENTS:

A daily bulletin will be published each morning. This bulletin will contain information about the events scheduled for the upcoming week. Items such as the school lunch menu and student activities will be addressed. All announcements must have a sponsor's signature or be placed on Sycamore.

Intercom announcements will occur on a daily basis at 8:05AM. Requests for information to be included on the intercom announcements should be given to the high school secretary in a timely fashion. All announcements must have a sponsor's signature. These forms of communication are to be used for school-sponsored events only.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance will be read each day when the daily announcements are read. Students are not required to say the Pledge, but they are required to stand and respect the right of those who choose to participate. Teachers will assign detention to anyone who disrupts this process.

JR/SR HIGH CELL PHONE POLICY

There are to be NO student cell phones or head phones in the classroom at any time.

1. Cell phones are to be in the "OFF", "SILENT" position and place phones in the room caddy at the beginning of the period and taken when the period ends.
2. Cell phones are to be left in the room phone caddy, bag, or locker from the start to the end of class.
3. Students may NOT have cell phones out during a class period when in the library.
4. Students may ONLY use their phones between classes, lunch time, and before or after school.

**Failure to follow will result in phone confiscation until the end of the day, automatic 1 day detention, and the loss of 8 points.*

TELEPHONE:

Telephone calls are limited to those of extreme importance and of short duration. Students are to use the student telephone provided at the office window with advanced permission from the teacher or the principal. Students are to use the phone between classes, as it will not be available to students during classes. We ask parents to call the school office in contacting students, and not during the class period as this may create issues with the student cell phone policy.

SCHOOL MEAL PROGRAM:

In order to provide a school meal program that benefits the health, nutrition, and learning capabilities of our students Morrill Public Schools participates in the School Breakfast Program and the National School Lunch Program.

It is our goal to have the school meal program as self-sufficient as possible. If conditions permit, those who make use of the program should assume the cost of operation.

Meal prices will be established prior to the beginning of each year, but we reserve the right to increase or decrease prices at any time. Price changes will be effective at the beginning of the month following board action to change prices.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720- 5964 (voice and TDD). USDA is an equal opportunity provider and employer.

While eating in the lunchroom, students will be expected to exercise proper table and dining manners. We expect nothing more than would be expected in most homes.

A CLOSED CAMPUS policy is effect for students in grades 7th – 10th. These students will not be allowed to leave campus, or sit in the parking lot during the lunch period. Grades 7-10 will be required to go to the cafeteria to eat a hot lunch or bring a sack lunch. Parents can pick up their own kids for the lunch period. Student within walking distance may have parent permission to walk home. Students in grades 11th – 12th may choose to leave campus during the lunch period, even though it is recommended they have a nutritious meal at the cafeteria. **Juniors and Seniors leaving during the lunch period are NOT allowed to ride with another student without written permission from both parents.**

PROGRESS REPORTS:

The school will attempt to keep parents informed concerning the academic progress of students. Progress reports will be made available at the midway point of each quarter for all students. Also, we will provide access to Infinite Campus for parents to check student progress and attendance.

INSURANCE:

Students and athletes will be given the opportunity to purchase insurance through the school, if they wish to do so. Insurance information will be sent home with the students at the beginning of the school year, or with the beginning of fall season sports, whichever is appropriate. As the insurance bulletins will indicate, there are various plans to be purchased.

All students out for athletics must have some type of insurance, either through the school or an agency chosen by the parents. Football insurance will be available and will cover only participation in this sport.

The cost of any of the offered plans is very nominal when compared to other plans. It should be expected that the coverage will be limited and may pay only a portion of the medical expenses.

FIRE DRILL PROCEDURES:

When the fire bell is rung, students and faculty are to leave their room and walk in an orderly manner outside. Windows are to be closed and the door closed behind them. Please observe the following routes:

- 1) The library, and rooms 100, 104 and 106 will exit through the northeast exit.
- 2) The teachers work room, and rooms 112, 114, 116, 118, will exit through the north west exit.(Band Room Door)
- 3) Rooms 120, 122, 124, 126, and 146 will exit through the southwest exit.(JH South Exit)
- 4) Rooms 132, 130, and 128, and office will exit through the southeast exit.
- 5) Students in the gym will exit through the east exits and AD office through east storage room door.
- 6) Students in the Industrial/Fine Arts Building will exit as directed by their teacher.

Teachers will move students to the area designated in the school safety plan and remain there with them until the all clear is given.

TORNADO WARNING PROCEDURES:

Tornado drills will be held periodically. All classroom doors should be closed. Teachers will escort students by the shortest route possible to the area specified for their classroom and remain in the

immediate area of his or her class. Students are to sit with their backs to the walls and cover heads when possible.

The tornado warning will be several bell rings in succession. Further instructions will be given over the intercom system. Please observe the following routes:

1. The boy's locker room will be used for students in the gym, weight room, library, shop, welding, distance learning, AD offices, and Senior High classrooms 100, 104, 106, 110, 112, 114, 116, 118. Students will use the north gym door. Students who are outside the gym shall also go directly to the boy's locker room. All students shall be seated next to the walls, lockers, and showers.
2. The girl's locker room will be used for students in the art room, HS offices, and Sr. /Jr. High classrooms 132, 130, 128, 126, 124, 122 and 120. Students shall use the south gym door and go directly to the girls locker room and be seated next to the walls and lockers.
3. If time does not permit, students in the Industrials Arts Building shall move to the boys/girls rest rooms in the building.
4. Teachers shall turn off electricity.
5. Students in the cafeteria will seek shelter in the closest rest rooms and storage rooms.
6. The all clear will be announced on the intercom.
7. During sporting events at the elementary gym/cafeteria attendees will go to the restrooms in the cafeteria, and gymnasium attendees will go the boys/girls locker rooms.

BAD WEATHER SCHOOL DISMISSAL:

In case school will be canceled because of bad weather, the information will be broadcast via local media and the district messenger system. It is important that all student contact information is up to date in the system. An attempt will be made to get this information to the public as soon as possible.

POSTERS AND SIGNS:

Posters and signs that are designed or constructed by students must have the approval of the administration or sponsor before being posted. All signs and posters, which are posted for public display, should reflect quality and high standards in both content and appearance.

Non-school groups who wish to display posters or signs may post them on the wall adjacent to the principal's office. All posters will require administrative approval.

ADULT VISITORS: (Board Policy 1005.07)

Visitors are welcome at Morrill Public Schools. A public school should be public. Our visitors should be treated as guests, even though most of the visitors will be taxpayers of the district and in that sense, the owners of the school.

Visitors are required to follow certain guidelines when visiting school. These are:

1. **All visitors must report to the Secretary/Principal's office before proceeding to their destination and obtain a visitors pass.**

2. If observation of a certain skill or subject is desired, parents will be asked to visit during a specified time period.

3. Children, 10 years of age or less, who wish to visit school must be accompanied by a parent. The Principal or Superintendent must give prior approval to all other visitors.

4. Parents may confer with a teacher during a **planning period and before or after school**. They are always encouraged to confer during parent-teachers conferences. **Parents are not to confer with teachers when class is in session.** Teachers are to be in their classroom if students are present, not in the hallway conferencing with a parent. If you feel the need for an immediate response, please report to the office and discuss the problem with administration.

5. Salesmen and other such agents will not be allowed to solicit or visit students during school hours without administrative approval.

6. Visitations are discouraged during the school day while classes are in session. All persons, except employees of the school district and representatives of firms performing service for the school and of public utility firms in the act of carrying out their duties, shall be prohibited from loitering on the school grounds or in the school buildings or from moving about the building and grounds while school is in session without first having obtained permission of the Superintendent or Principal. Any person seeking such permission shall be required to go immediately to the proper office and shall not move about the grounds or building until such permission is secured. All school personnel are required to aid in enforcing this rule.

Any person, other than a school employee, who wishes to visit or interview a student, must obtain the permission of the Principal or Superintendent prior to contacting the student. This permission shall not be granted unless in their judgment there is a clear and valid reason to grant such permission. Ordinarily, these visits shall be restricted to parents of the students or persons known by the administration to be family, friends or to have substantive reason for the request.

STUDENT VISITORS: (Board Policy 1005.07)

A student who is considering enrolling at Morrill JR/SR High School may visit classes of Morrill JR/SR High School. A visitor's pass must be secured from the office at least 24 hours prior to the visit. Visits should be limited to a maximum of one half day in duration and should occur for valid educational purposes only. The guidance counselor will place all visiting students in an appropriate grade level and assign a student mentor to assist the visitor throughout the day. These visits may not take place during the first two weeks or last two weeks of school.

POLICE QUESTIONING PROCEDURES:

Questioning or interview of students on the school premises will take place pursuant to the following guidelines:

1. If an interview of a student is requested during school hours concerning an ongoing investigation of a crime not related to the school setting, questioning should not take place until the parent, custodian, or guardian of the student has been contacted and permission is given for such interview. Unless a parent specifically requests the principal or other school agent to be present during the interview, such presence is not necessary. An attempt should be made to document the parent's consent either by obtaining such consent in writing or by confirming a consent given over the telephone by a letter.
2. If a representation is made by an investigator that an interview is necessary to collect information concerning an allegation of abuse, neglect, or an offense involving a family relation and it is clear that the obtaining of a parent's consent would be impossible or counterproductive, the principal may allow the interview on school premises. In these situations, the principal or his/her agent should be present during the interview to insure that the interview relates only to those matters specified by the law enforcement official.
3. If the investigation and the request for an interview relate to an incident that took place on school grounds and/or during school hours, it is not necessary to obtain the consent of the parents for an interview. In these situations the principal or his/her agent should be present during the interview to ensure that the matters inquired into relate only to the incident that took place on school property or something that is directly related thereto.

Health Program

The School Health Program of Morrill Public Schools is a part of the total school education program, and designed to strengthen the student's educational progress by assisting with the maintenance or improvement of the student's health. Parents always have had and should continue to have the ultimate responsibility for the health care of their children. The school does not intend to take over that responsibility, but rather, assists with the health care through health

screening, counseling and education at the school. The school health program also has the responsibility of complying with all laws pertaining to the health of students.

The Morrill Public School nurse divides her time between 3 school buildings. Much of the school nurse’s time is spent carrying out the various screening programs, communicating with students and their parents when further health examinations are needed and maintaining individual permanent student’s health records. Additionally, the school nurse is involved with presentation of some of the health classes.

Health Screenings:

Health screenings are performed per Nebraska Department of Health and Human Services schedule. They are an important part of the school health program. They are very useful for discovering possible health problems, which can affect schoolwork. However, a screening is not a thorough examination – it is only a quick procedure done to determine if further examination by the individual family health care provider is needed. Parents/guardians will be notified of the screening result if the student is found to need further evaluation.

The following screening programs are done yearly:

- | | |
|-------------------------------|--|
| 1. Height, weight, and dental | All students K – 4 th , 7 th , 10 th grades |
| 2. Vision and hearing | All students K – 4 th , 7 th , 10 th grades |
| 3. Immunizations | All students K – 12 are surveyed yearly for completeness, and required summary report is sent to the Nebraska State Health Department. |

Immunizations:

To attend school, students in Nebraska are required to be immunized per current requirements from Nebraska Department of Health and Human Services. For further information on immunizations, contact school health staff or refer to Nebraska Department of Health and Human Services Control of Communicable Disease regulations.

Contagious and Infectious Diseases/Conditions:

MPS follows the Nebraska Department of Health and Human Services regulations for control of communicable disease. Please refer to NAC 173 Chapter 3 for complete list.

Disease/Condition:	Minimum Isolation Periods & Control Measures:
Pink Eye	Exclude symptomatic cases. Urge medical care. May return when eye is normal in appearance or with documentation from physician that child is no longer infectious. No exclusion of contacts.
Influenza	Exclude for duration of illness. No exclusion of contacts.
Head Lice	Nits are not a cause for school exclusion. Parents of students with live lice are to be notified and the child treated prior to return to school. Only persons with active infestation need be treated. Avoid head-to-head contact. No exclusion of contacts.

Ringworm

No exclusion of contacts. Good sanitation practices and don't share toilet articles. If affected areas cannot be covered with clothing/dressing during school, exclude until treatment started.

Streptococcal Infection

Exclude until afebrile and under treatment for 24 hours. No exclusion of contacts. Early medical care important and usually requires 10 days of antibiotic treatment. Screening for asymptomatic cases not recommended.

*****Careful hand washing is the most important thing that can be done to prevent the spread of most infectious diseases.**

Symptoms requiring removal of child from school:

- **Fever:** Fever is defined as having a temperature above 100°F (measured orally). A child needs to be fever free for a minimum of 24 hours before returning to school, that means the child is fever free without the aid of Tylenol®, or any other fever reducing substance.
- **Fever and** sore throat, rash, vomiting, diarrhea, earache, irritability, change in behavior, or confusion.
- **“Flu-like” Symptoms:** Fever over 100°F with a cough or sore throat. Other flu symptoms can include tiredness, body aches, vomiting and diarrhea.
- **Coughing:** if severe, uncontrolled coughing or wheezing, rapid or difficulty breathing
- **Diarrhea:** runny, watery, bloody stools, or more than two loose stools within last 4 hours.
- **Vomiting:** 2 or more times in a 24 hour period unless caused by a non-contagious source.
- **Abdominal pain:** lasting more than 2 hours with fever or other signs and symptoms.
- **Body rash:** with fever and/or behavior changes.
- Child is irritable, continuously crying, or requires more attention than we can provide without hurting the health, safety or well-being of the other children in our care.

KEEP THESE AVAILABLE SO YOU MAY REFER TO
THEM WHEN NECESSARY

Procedures for Students who become Ill or Injured at School:

Simple, basic first aid is administered when needed on the school premises by school personnel. If more extensive health care is needed, the parent or emergency contact person is called to come to the school for the student.

Should a student become ill or injured while at school/ he/she should report to the office. If the nurse is not available and the injury or illness is serious, we will refer to the student emergency card for instructions or contact emergency medical services, whichever is appropriate. An attempt to contact parents will be made in all cases of serious injury or illness. In no instances, should a student go home without checking out with either the nurse or office staff.

When a student is too ill to attend classes, it is expected that the parents make arrangements for the child to recuperate at home or elsewhere outside of the school. The school cannot care for sick children.

Occasional “colds” and stomach upsets are a fairly common experience in a student’s life. Many times when these conditions are minor, the child using good health practices can and should

continue to attend classes.

Activity Restrictions:

If a student is not to participate for more than three days in physical education due to a health condition, please provide the school with a note from your healthcare provider.

Medication Rules:

It is recognized that many children are only able to attend regular school because of the effective use of medication in the treatment of chronic disabilities and acute illness. Students who are required to take medication during the regular school day must comply with medication administration policy. The following regulations have been developed for the protection of every child receiving medication.

Medication will be administered by the school nurse, a registered Medication Aide, or other school staff member meeting the minimum competency standards for the Medication Aide Act.

Students may not distribute any kind of medications. Consequences will range from in-school suspension to expulsion based on the severity of the offense.

Prescription Medications

Employees of School District #11 are not authorized to dispense prescription medications to students without full compliance with the provisions of this policy.

The parent or guardian of the student to whom prescription medication is to be dispensed shall provide written authorization on a form to be provided by Morrill Public Schools. The medication that is dispensed shall be recorded on a copy of that authorization form in a prescribed manner.

The written authorization forms provided by the school district shall provide that the parent or guardian agrees:

1. To provide the prescription medication(s) to be dispensed in a prescription container with child guard cap. Said prescription container shall have a glued label from the pharmacy, which shall contain the child's name, physician's name, and directions for dispensing said medication.
2. To consult the family physician as to any side effects of the medication being dispensed and to advise the employee of said side effects and procedures to be followed should side effects occur.
3. The authorization is limited to the medication(s) identified in writing, on form provided for that purpose, and should additional medication(s) be prescribed, additional authorization will be required.

4. That the authorization to dispense the medication(s) is limited to the school year identified on the form provided for that purpose.
5. To notify the school district in writing of the termination of the authorization to dispense the medication(s).
6. That any modification of the dispensing instructions shall be communicated to the school district by providing a new prescription container with child guard cap, with glued label from the pharmacy including student's name, physician's name, and instructions for dispensing.
7. That the school district cannot honor verbal instructions from the parent, guardian, or student to modify or alter the directions for dispensing medication(s) as specified on the prescription container.
8. That even though employees are authorized to dispense prescription medication under the terms and conditions of the policy, they shall not be required to do so. Employees shall give prior notice to the school when they elect to discontinue dispensing medication(s).
9. That any prescription medication and any medical equipment needed to dispense medications delivered to school employees shall be identified as per the requirements stated in this policy and shall be kept locked in a cabinet or in a manner that will restrict access to only authorized employees.

Non-prescription medications

The school will not dispense non-prescription medication without parental permission. No loose capsules, tablets, aspirin or unidentified non-labeled substance will be accepted for dispensing to students by school staff.

Health Information:

If your student has severe allergies that require Epi-Pen and/or diet modification, asthma, diabetes, seizures, contact the school nurse for appropriate paperwork to complete. If your student has a significant health condition that you want school staff to be aware of, please complete the "Annual Health Update" form and/or contact the school nurse.

Lauren Jantzi, School Nurse.....247-2149

STUDENT ORGANIZATIONS

STUDENT COUNCIL:

The Student Council is the student governing organization. Its main objective is to increase the

school effectiveness as a laboratory in which the ways of democracy may be learned and practiced.

Membership of the Council will consist of two (2) members from each house and a representative from all other student organizations. Officers for Student Council will be elected in the spring of each year. All students who will be in high school the following year and who maintain a “B” average or above in all classes are eligible to run for an office. All officers are expected to promote school pride as well as demonstrate an attitude of respect and responsibility.

This responsibility becomes effective upon the date of election to office and includes the entire calendar year. Elected offices will be:

- President
- Vice President
- Secretary/Treasurer

A faculty advisor will be appointed for this organization. Meeting times will be announced in advance. The president or sponsor will call special meetings when needed.

NATIONAL HONOR SOCIETY:

Membership in the National Honor Society is based upon excellence in four areas: **Character, Scholarship, Leadership, and Service.**

The purpose of the organization is to recognize and foster those four qualities in outstanding high school students.

To be eligible for National Honor Society, students must be in grade 10, 11, or 12 and have a *cumulative* average of no less than 3.5 in *scholarship*.

National Honor Society eligibility will be held at the end of the fall (1st) semester. The Principal will submit a list of eligible students to the NHS sponsor, who will notify each student in writing.

Students wishing to continue in the selection process must complete a Student Activity Form summarizing their qualifications, and then return it to the NHS Sponsor.

A Faculty Advisory Council, chosen by the membership of the National Honor Society, then reviews and ranks each eligible candidate in the areas of Character, Scholarship, Leadership, and Service. Each category is judged independently on a scale of 1 to 4. Rankings are then totaled. (The NHS sponsor conducts the process but has no vote.) Membership is not *guaranteed* to anyone, and the Faculty Advisory Council makes the final decision for selection.

Those students that the Council recommends for selection will receive a written invitation to be inducted into the Morrill Chapter of the National Honor Society during an informal “tapping” ceremony in late January of each year.

Students choosing to be inducted must agree in writing to maintain a cumulative average of 3.5 in scholarship and to uphold the four ideals of the organization, as defined in the *National Honor Society Handbook*, (pp. 27-9):

A student who possesses leadership:

- Is resourceful in proposing new problems, applying principles, and making suggestions
- Demonstrates initiative in promoting school activities
- Exercises positive 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; demonstrates reliability and dependability
- Is a leader in the classroom, at work, and in other school or community activities
- Is thoroughly dependable in any responsibility accepted
- Is willing to uphold scholarship and maintain a loyal school attitude (27).

In showing **service**, the *NHS Handbook* states that a student:

- Volunteers and provides 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 inter-scholastic competition
- Does committee and staff work without complaint
- Participates in some activity outside of school, for example, Girl Scouts, Boy Scouts, church groups, volunteer services for the elderly, poor, or disadvantaged
- Mentors persons in the community or students at other schools
- Shows courtesy by assisting visitors, teachers, and students (28).

A student with **character**, according to the *NHS Handbook*:

- 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.
- Demonstrates the highest standards of honesty and reliability
- Regularly shows courtesy, concern, and respect for others
- Observes instructions and rules, is punctual, and faithful both inside and outside the classroom
- Has powers of concentration, self-discipline, 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 (28-9).

STATEMENT OF RIGHTS AND RESPONSIBILITIES

Rights:

The student becomes a National Honor Society member for life and receives a National Honor Society pin. At graduation from Morrill High School, he/she wears the National Honor Society stole and is allowed to keep it.

Responsibilities:

The student must take part in the annual induction ceremony while in Morrill High School, attend National Honor Society meetings as called, and remain active in at least three (3) school activities during both the junior year and the senior year. (NHS counts as one.)

REMOVAL POLICY:

The student is a member for life unless removed for cause as outlined in Article XII of the By-Laws of the Morrill Chapter. Summer violations are also grounds for removal. Once removed from the National Honor Society, the student must return the National Honor Society pin and cannot continue to use membership in the National Honor Society on résumés or on scholarship applications. Once removed, the student is never again eligible for membership.

FUND-RAISERS:

Each class or organization is allowed to have one moneymaking project per year that involves sales of products. Additional community service oriented moneymaking projects may be permitted at the discretion of the Principal.

All moneys earned by any class or school organization must be put in that group's account and shared by all members who participated in raising funds. Each account will be handled through the principal's office and the revolving fund.

ACADEMIC ISSUES

TRANSCRIPTS:

Transcripts of a student's academic record, will be sent, upon request, to designated institutions. Federal law requires that a signed release be filed with each request for transcripts. This release must be signed by a parent of any student under 18 years of age and by the student if he/she is 18-years of age or older. Please remember this when you request a copy of your transcript, as this will speed up the process considerably.

7-12 GRADING SYSTEM: (Board Policy 611.05)

Awards and honors will be based on a student's percentage GPA. The following are the number grades and the comparable letter grade, which are used by the faculty of Morrill JR/SR High School.

<u>Percent</u>	<u>Letter Grade</u>	<u>GPA Equivalent</u>
90 – 100	A	4.0
89 – 80	B	3.0
79 – 70	C	2.0
69 – 60	D	1.0
59 – Below	F	Failing–No Credit

I: Incomplete – no credit for class until all requirements met.

S: Satisfactory

U: Unsatisfactory–Failing–No Credit

ELECTIVE COURSES, ETC.

Physical education/weights, driver's education, student aide/tutor, work-study, yearbook, study skills, and music/band grades will not be averaged into grades 7-12 grade point averages for purposes of the Honor Roll or the cumulative grade point average that determines the individual student's class rank. A grade of 79% or less in any class will disqualify a student for the honor roll.

Special education students will be graded according to goals and objectives established by IEP's, if the course content has been modified to meet the needs of the individual student. If the course content has not been modified, the appropriate grading method for the grade level of the student will be used.

HONOR ROLL:

Morrill Junior –Senior High school recognizes three levels of student effort in the classroom. The three levels of the Honor Roll are:

1. "Straight A" Honor Roll – Students who have all A's. (4.0)
2. "A Average" Honor Roll – Students who have a grade average of 3.51-3.99
3. "B Average" Honor Roll – Students who have an average of 3.0 to 3.50.

In all cases, if a student has a grade of 79% or less, they will not be recognized on the Honor Roll. Grades for physical education/weights, driver's education, yearbook, student aide/tutor, study skills, and music/band courses will not be used to compute averages for the honor roll, but **the Straight A and 79% rule will apply** to these courses. In addition, any student who loses credit for any class due to violation of the attendance policy will not be recognized on the Honor Roll.

SENIOR/12TH GRADE GRADUATION OBLIGATION

Per Morrill Board of Education 2013 mandate, all seniors who are scheduled for graduation must have all school work completed and turned in prior to the seniors' last school day. The principal will ensure students comply with this mandate. If a student fails to complete all of the graduation requirements, he or she will not be allowed to participate in the Commencement exercises unless the board of education waives those requirements. (Board Policy 611.09)

JUNIOR 11TH – SENIOR 12TH GRADE COMMUNITY SERVICE OBLIGATION

The purpose of the community service program is to provide all Morrill High School students the opportunity to have a positive impact on our local community while learning service to others is an on-going, important part of life.

Students must serve a minimum of 15 hours of community service during their 11th and 12th grade year as a requirement for graduation from Morrill High School.

It is recommended that students accumulate at least 10 hours of community service by the end of their 11th grade year. Service will be prorated 5 hours per semester for students transferring in to Morrill High School during their 11-12 grade years.

Community Service recommendations:

- Must be completed NOT for profit, preferably by a non-profit organization.
- Students are encouraged to complete hours in area related to their interests.
- Job (paid) related hours, or working for family members does not qualify.
- Hours completed by “teams” for a team requirement does not qualify.
- Students must complete a Community Service Verification form for each organization they volunteer.

JUNIOR HIGH STUDENT CLASSIFICATION:

7th Grade – Students that have been promoted from the 6th grade and are currently enrolled in the Morrill Public Schools.

8th Grade – In order to be considered an 8th grade student, the student must have passed 3 of the 4 core courses and at least 80% of all non-core courses. Core courses are defined as Mathematics, Language Arts, Social Science, and Science.

Failure to meet grade level requirements will result in the student being retained in their current grade level. Successful completion of summer school will result in the student being considered for grade level advancement. A student will not be allowed to remain in the Junior High Program for more than three (3) years.

SENIOR HIGH STUDENT CLASSIFICATION:

GRADUATION REQUIREMENTS: (Board Policy 611.07)

Students graduating from Scotts Bluff County School District No. 11 are required to have earned the number of credit hours as described in Board policy 611.07. Each student must complete the requirements listed below in order to graduate. Any deviation from these courses and the sequence of courses must be approved by the Morrill Board of Education.

English	40 Semester Hours
Social Science	40 Semester Hours (Must include Government and US History)
Mathematics	30 Semester Hours (Must be enrolled in math class during 9 th , 10 th , & 11 th grade)
Science	30 Semester Hours (Must be enrolled in science class during 9 th , 10 th , & 11 th grade)
Fine Arts	10 Semester Hours
Computers I	10 Semester Hours
Personal Finance	10 Semester Hours (10 th w/Instructor Permission 11 th , 12 th grade)
Foreign Language	20 Semester Hours
P.E. and/or Health	10 Semester Hours
Electives	50 Semester Hours

Total Semester Hours: 250 Minimum

In order to graduate, the student must have 8 semesters of secondary attendance and been classified as a senior at the beginning of the school year in which the student wishes to graduate.

Seniors must have **ALL** work completed (class work, dual-credit, extra-curricular work, locker clean up, bills, fines paid, and completed check out sheet) on the last official day of school for graduating seniors in order to earn a diploma. Students who have completed the requirements for graduation from Morrill High will be allowed to participate in the graduation ceremony and receive their diploma.

EARLY GRADUATION: (Board Policy 611.07)

The Morrill Board of Education reserves the right to waive the eight (8)-semester requirement during a senior's last year if the student has all required courses completed and at least 250 credit hours at the proposed time of graduation.

If a student would like the Morrill Board of Education to consider a waiver of the eight (8) semester requirement, the student and/or his/her parent/guardian must request to be placed on the agenda on or before the **October** Board of Education regular meeting. The Board of Education decision is final. **Any student who is granted early graduation by the Board of Education will be allowed to participate in the spring commencement exercise.**

HIGH SCHOOL GRADE CLASSIFICATIONS:

Students will be classified according to grade, relative to the total number of hours that they have accumulated. Students who do not keep current with their original class will be classified in the proper grade according to class hours. Their classification may be increased at semester time.

Freshman – Pass 3 of the 4 Junior High core courses and at least 80% of the non-core courses or the student must have been a Junior High student for at least three (3) years.

Sophomore – In order to be classified as a sophomore, the student must have passed and have listed on the transcript at least 60 hours on the first day of the current school year.

Junior – In order to be classified as a junior, the student must have passed and have listed on the transcript at least 120 hours on the first day of the current school year.

Senior – In order to be classified as a senior, the student must have passed and have listed on the transcript at least 180 hours on the first day of the current school year.

STUDENT REGISTRATION:

******ALL FINES AND/OR FEES MUST BE PAID BEFORE A STUDENT WILL BE SCHEDULED INTO NEXT YEAR'S CLASSES.******

Students will pre-register for classes. The principal and guidance counselor will assist students in selecting appropriate courses. Courses will be selected according to the Morrill JR/SR High School Course Description Catalog. Parental approval of a student's proposed selection of courses will be required.

REPEATING ACADEMIC COURSES:

Students may repeat a course in order to improve their original grade for that course, but in doing so forfeit their eligibility for the senior top 5 ranking, valedictorian, or salutatorian. If a student requests to repeat an academic course, the grade earned in the repeat session may be used in place of the original grade, but the student will only **receive credit for the course one time**. All requests for repeating a course must be made to the guidance counselor by the end of the drop and add period (Drop and add requests must be completed prior to the second full week of the semester).

COLLEGE COURSES:

College courses will count towards GPA, and will qualify for credit upon administrative approval if completed before the last official day of school for graduating seniors. All college course grade percentages will be converted to the Morrill Junior-Senior High school grade percentages. If a student passes, a college course credit will be determined by dividing the clock hours of the course by 900 as defined in the Nebraska Department of Education Rule 10.

VERIFIED LEARNING HANDICAP GRADUATION REQUIREMENTS:

The Individual Educational Plan (IEP) team is responsible for determining whether a student has completed a course of study that makes him/her eligible to receive a signed, regular diploma. Even if the student with disabilities will continue his/her education program until age 21, the IEP team may recommend that the student would benefit from participation in the graduation ceremony with his/her peers.

Upon completion of a course of study that meets the following requirements, the student will be awarded a regular diploma using any of the following options.

Option 1

- a. A student completes a standard course of study based upon meeting all requirements for graduation and IEP/Transition goals.
- b. The student would be eligible to receive a signed, regular diploma and participate in the graduation ceremonies.

Option 2

- a. A student completes the standard or modified course of study but not the IEP/Transition goals.
- b. The student may participate in graduation ceremonies with his/her peers without receiving a signed regular diploma. The student may continue to receive services and support from the school district until the IEP/Transition goals are met or until the student completes the school year in which he/she reaches the age of 21. At this time, the student will receive a signed, regular diploma.

Option 3

- a. A student completes his/her IEP/Transition goals but not the standard course of study.
- b. When a student's disability prevents him/her from completing the standard course requirements for graduation, the IEP team must identify IEP/Transition goals for graduation that are consistent with the student's individual needs. Upon completion of those goals, the student will be allowed to graduate with a signed, regular high school diploma. A student may elect to participate in graduation ceremonies with peer classmates or upon completion of their course of study.

Graduation Considerations:

- a. Graduation plans must be a part of all IEP's for students 14 and over. Graduation should be considered in development of the course of study and reviewed annually.
- b. The receipt of a signed, regular diploma terminates the service eligibility of students with special education needs.
- c. All diplomas awarded by the school district will be identical in appearance, content and effect, except that symbols or notations may be added to individual student's diplomas to reflect official school honors or awards earned by students.

- d. A Special Education student who receives a certificate of attendance is eligible to continue receiving special education services until receipt of a signed diploma or until the end of the academic year in which the student turns 21.
- e. At the exit IEP, meeting the IEP team will review and document that all requirements for receipt of a signed, regular high school diploma have been met.

GUIDANCE SERVICES (Board Policy 608.01)

Guidance services at Morrill Junior-Senior High School are designed to assist students in sound career and educational planning, increasing self-understanding, enjoying healthy personal, social, and emotional growth, and in maximizing scholastic achievement.

THE GUIDANCE COUNSELOR:

The counselor, in cooperation with administration and staff, aims to provide up-to-date vocational, educational, and social-personal information, as well as providing opportunities for individual and group contacts. The counselor also works to interpret student test data, so the students understand the results.

LOCAL ASSESSEMENT PROGRAM:

In general, the purpose of Morrill Public School's testing program is to furnish accurate and dependable information about important characteristics of the school and its students. The appraisal program provides a system of collection, maintenance, and dissemination of information. This data is properly integrated into the student's individual school program because the data provides a relatively thorough picture of the student's potential capabilities.

Summative assessments are designed to measure the amount of progress that students made toward educational objectives in subject matter areas. These assessments will be administered annually at appropriate grade levels in accordance with State and Federal requirements. A student's grade level is determined by the number of credit hours earned prior to the administration of the tests. Interest inventories are designed to assess an individual's likes and dislikes. The results, in certain instances, might prove valuable for educational and vocational planning.

GRIEVANCE PROCEDURE: (Board Policy 1005.01)

As problems arise, they should be addressed at the level from which they originate. The grievant should bring his/her concern (1) to the school employee, if the allegation concerns that employee's actions or procedures. If the issue is not resolved to, the grievant's satisfaction, he/she should (2) contact the Principal

regarding their concern. If the issue is not resolved to, the grievant's satisfaction at this level he/she should (3) then contact the Superintendent of schools regarding their concern. A formal grievance procedure is available for any problems that are not solved by following the proper chain of command and may be obtained in the Principal's office.

COMPUTER EQUIPMENT, TECHNOLOGY, NETWORK, E-MAIL, & INTERNET ACCESS

(Board Policy 606.06)

We are pleased to offer the staff and students of the Morrill Public School District access to the district computer network and equipment, which may include, but not be limited to, electronic mail (e-mail) and the Internet, hereinafter sometimes collectively referred to as the "network". **To gain access to the network all staff, students and parents must sign and return the agreement form.**

Access to the network will enable staff and students to explore thousands of libraries, data based, and bulletin boards, while exchanging messages with users throughout the world. Staff, students, and parents should be warned, however, that along with access comes a waiver or relinquishment of rights to privacy or confidentiality and access to some material, which may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. Users should not expect privacy or confidentiality.

Ultimately, however, each individual and parents and guardians of minors are responsible for setting and conveying standards that they or their students should follow when using the network and its media and information resources.

General Rules:

1. The network is provided to staff and students to conduct research and communicate with others. Access to Network services is given to staff and students who have agreed to act in a responsible manner. Parental/Guardian permission is required for student use. Access for all staff and students is a privilege and not a right. 2) Individual users of the district network are responsible for their behavior, actions, problems, and communications as they apply to the network. Users will comply with district rules and will honor the agreements they have signed. Beyond clarification of such rules, the district is not responsible for restricting, monitoring, editing, or controlling the information, equipment or communications of the individuals utilizing the network or the end product or result of such utilization. 3) Network storage areas are the property of the school. Network administrators may review files, information, equipment, messages, and communications of staff and students to maintain system integrity

and insure that users are using the network system responsibly. Users should not expect that files or any information stored or otherwise used or retained on the network, district servers, or in computers will be private. No reasonable expectation of privacy shall exist in relation to network use. 4) Users should not expect, and the district does not warrant, any information or products obtained from the network, that files or information stored, obtained or used on the network will be private, and use of the network waives and relinquishes all such privacy acts, interests or claims to confidentiality the user may have under state or federal law. 5) The district will not be liable for, and does not warrant in any way, purchases made by any user over the network. Users shall not make purchases of goods and/or services via the district's network.

Rules for acceptable Use of Computers and the Network:

The following rules for acceptable use of computers and the network, including Internet, shall apply to all district administrators, faculty, staff, and students. The superintendent, or the superintendents designee, is hereby delegated all authority and is the ultimate person in charge of the district network and technology resources or equipment. 1) Users shall not erase, remake, or make unusable anyone else's computer, information, files, programs, or disks. In addition to any other disciplinary action or legal action that may occur, any user violating this rule shall be liable for any and all damages to the computer, information, files, programs, or disks. 2) Users shall not let other people use their name, account, log-on password, or files for any reason (except authorized staff members). 3) Users shall not use or try to discover another user's account or password. 4) Users shall not use the computers or network for non- instructional or non-administrative purpose (ex. Games, activities for personal profit, chat rooms, or non- approved e-mail carriers). 5) Users shall not use the computer for unlawful purposes, such as illegal copying or installation of unauthorized software. 6) Users shall not copy, change, or transfer any software or documentation provided by teachers, or other students without permission from the network administrators. 7) Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code, software of information designed to self-replicate, damage, or otherwise hinder the performance of the network or any computers memory, file system, or software. Such software is often called a bug, virus, worms, Trojan horse, or similar name. 8) Users shall not use the computer to annoy or harass others with language, images, or threats. Users shall not access, accept, create or send any obscene, vulgar, lewd, tasteless, or objectionable messages, information, language, or image. 9) Users shall not damage the network or equipment, damage information belonging to others, misuse network resources, or allow others to misuse network resources. In addition to any other disciplinary action or legal action that may occur, any user violating this or any other rule shall be liable for any and all damages to the computer, network, information, files, programs, or disks. 10) Users shall not tamper with computers, networks, printers, or other associated equipment except as directed by the teachers or network

administrator. 11) Users shall not take home technology equipment (hardware or software) without permission from the network administrator.

12) Students will only work on the network when a teacher, aid, or administrator is present in the immediate room to supervise. District employees are responsible for keeping access to the network secure (i.e. locking classroom doors when out of the room). 13) Morrill Public Schools will educate all students about appropriate online behavior and safety, including interacting with other individuals on-line, on social networking websites, and in chat rooms; as well as, cyber bullying awareness and response. 14) Morrill Public Schools will stay in compliance with the E-rate requirement of the Children's Internet Protection Act (CIPA).

Etiquette and Rules for Access/Use of School Computers and the Network:

All users of computers and the network are expected to abide by the generally accepted rules of network etiquette. Informal rules of behavior have evolved for use of and communications on the network, Internet, and other on-line services. These rules of behavior include (but are not limited to) the following:

- 1) Be polite. Do not become abusive in your messages to others.
- 2) Use appropriate language. Do not swear, use vulgarities or any other inappropriate language, message, information, or images.
- 3) Do not reveal your personal account, address, or phone numbers, or that of other student or colleagues.
- 4) Note that electronic mail (e-mail) is specifically not guaranteed to be private. People who operate the system do have access to mail. Messages relating to or in support of illegal activities may be reported to the authorities. Messages, which violate the rules, will result in disciplinary action.
- 5) All communications and information accessible via the network should be assumed to be private property of others.
- 6) Do not place unlawful information on any network system.
- 7) Keep paragraphs and messages short and to the point. Focus on one subject per message.
- 8) Include your signature at the bottom of e-mail messages. Your signature footer should include your name, position, affiliation, and network or Internet address.
- 9) The network administrators or teachers may establish other rules from time to time.

Morrill Public School Student Computer Loan Agreement

The equipment is the property of Morrill Public School of Morrill, NE and is herewith being loaned to the student/parent for educational purposes only for the 2018-2019 Academic School Year. Students may not deface or destroy this property in any way. Inappropriate material on the machine may result in the student losing their right to use this computer. The equipment will be returned to the school on a date to be requested or sooner if the student is discharged from the school prior to the end of the school year. The laptop may be used by the student/parent only for non-commercial purposes, in accordance with the District's policies and rules. Any included software may be used

only in accordance the applicable license and it is the student/parent's responsibility to be familiar with and to comply with the provisions of such license. Student/parent **may not** install or utilize any software in connection with the use of the laptop other than the software owned by the District and made available to the student/parent in accordance with this computer loan agreement. The student/parent also agrees **NOT** to make any unauthorized use of or modifications of such software. The student/parent acknowledges and agrees that their use of the laptop is a privilege and that by this agreement, the student/parent acknowledges the student's responsibility to protect and safeguard the laptop and to return the same in good condition and repair.

Nebraska § 79-737 and 79-2, 217 allow the district to obtain reimbursement from, or on behalf of, the borrower for any damage to, loss of, or failure to return school property.

Penalties for Violation of Rules:

All of the policies, rules, and procedures for acceptable use of computers and network are intended to make the computers and network more reliable for users. They are intended to minimize the burden of administrating the networks so that more time can be spent on education and enhancing services.

Use of the computer and access to telecommunications resources is a **privilege not a right**. Violation of the policies, rules, and procedures concerning the use of computers and the network may result in disciplinary action up to, and including, loss of access, suspension and/or expulsion of students from school and loss of access, suspension, termination, non-renewal or cancellation of the contract of administrators, teachers, or other school employees.

Staff, Student and Parent Agreements:

Anyone using any of the aforementioned technology will be required to sign an appropriate use agreement form.

Morrill Public Schools
411 East Hamilton Street
Morrill, Nebraska 69358-0486

Administrative Contact Information:

Mr. Joe Sherwood
Superintendent Phone:
308-247-3414
Fax: 308-247-2196

Mr. Tom Peacock
Principal
Junior-Senior High School
Phone: 308-247-2149
Fax: 308-247-2094

Mrs. Keri Homan
Principal Elementary
School
Phone: 308-247-2176
Fax: 308-247-2491

Mr. Josh Guerue
Athletic Director
Phone: 308-247-2149
Fax: 308-247-2094

Mrs. Stacy Rodriguez
Business Director
Phone: 308-247-3414
Fax: 308-247-2196

Ms. Janelle Johnson, HS Principal's Secretary
Phone: 308-247-2149
Fax: 308-247-2094

Mrs. Kristin Stauffer, Elem. Principal's Secretary
Phone: 308-247-2176
Fax: 308-247-2491

Mrs. Amanda Hopkins, Tri-Community Preschool and
Pride Cub Care Secretary/Assistant Business Director
Phone: 308-247-3412 or 308-247-3413
Fax: 308-247-2196

Morrill Junior-Senior High School

2018-2019

Student Handbook

Official Parent/Student Receipt of Handbook Form

This mandatory signed record acknowledges receipt of the 2018-2019 Junior-Senior High School Handbook for Morrill Public Schools. This receipt acknowledges that I understand that I am to read and be familiar with the contents of the handbook and that I understand the handbook. You agree to abide by the code of conduct set forth in the handbook. In the event you have questions regarding the meaning of any of the material, you can request a conference with the Principal or Athletic Director for an explanation. This page must be returned to the office with the student (s) signature and the parent/guardian signature.

Date: _____

Print Parent's Name:

Print Student's Name:

Parent/Guardian's Signature: _____

Student's Signature: _____

Return this form to the High School Office/Secretary

Morrill Public Schools

2018-2019

MORRILL ELEMENTARY SCHOOL
SECTION



Home of the Lions

Welcome

Welcome to Morrill Elementary School! The staff members are looking forward to an exciting and successful school year. We have prepared this handbook to bring a better understanding among the school, parents, and students. In this section you will find additional information specific to Morrill Elementary School. Only differences between the buildings will be listed in this section. If you do not find the information that you are looking for, refer to the main section of the handbook or call the elementary office for clarification. Working together, we can provide your child with a rewarding and enriching educational experience. Please take time to read the handbook thoroughly. On behalf of the faculty and staff, I would like to extend an invitation for you to visit our school, attend your child's programs, volunteer in the classroom and become an active member in the P.T.O. We are very happy to have you and your child with us at Morrill Elementary.

Morrill Elementary Student Expectations

1. Morrill students display character traits that represent the school and community in a positive way.
2. Morrill students strive for success and accept responsibility for their success and failures.
3. Morrill students avoid any contact with alcohol and drugs.
4. Morrill students respect the rights and property of others and are courteous and polite.

Morrill Elementary and Effective Schools

Morrill Elementary School prides itself on being an effective place for children to learn.

1. Effective schools are places that are safe, orderly, and conducive to students learning.
2. Effective schools have goals that are clear, understood, and shared by teachers, students, and parents.
3. In effective schools, teachers feel that their students can be successful.
4. In effective schools, basic skills are emphasized.
5. In effective schools, classroom management and teaching strategies used are likely to promote higher achievement.
6. In effective schools, every child's progress is checked frequently.
7. In effective schools, administrators are effective instructional leaders.

Welcome to Morrill Elementary Principal's Message

Dear Parents and Students:

Welcome! The new school year is upon us and the staff and I would like to welcome you to the 2018-2019 school year. We are excited to work hand in hand with you to ensure your child has a positive learning experience. It is important that your child attends school on a daily basis to maximize his/her learning potential. Classroom instruction can't be replaced when children are absent from school and it makes it more difficult for them to understand the concepts being taught.

The entire staff at Morrill Elementary School wants your child's educational experience to be a successful adventure. We have a lot to offer your children and with the right attitude and effort much success can be achieved. The staff is committed to supplying your child an abundant amount of time, talent, and energy. The student's focus on the future will hopefully be learning; not just memorizing a head full of interesting facts, as well as learning how to be a self-directed, life-long learner.

I encourage you as parents to play an important role in your child's education and create open lines of communication with your child's teacher. Effective communication with parents is essential and will help to improve educational opportunities for all students. Please feel free to call, e-mail, visit, or write a note to the teacher or principal at any time.

As a staff, we are going to strive to increase positive student behavior and respect throughout our school. We will need support from parents. We will hold a Parent Meeting at the beginning of school to go over rules, expectations and changes to the behavior plan.

We are excited about the 2018-2019 school year and hope that your child will have a positive and rewarding learning experience. It is a great day to be a Morrill Lion!

Mrs. Homan
Principal, Morrill Elementary School

NOTE: The Student Handbook does not form a contract and the school reserves the right to change or modify the handbook whenever it chooses. The rules, regulations and policies contained in this handbook will be constantly monitored for effectiveness. You will be notified of changes or additions.

Admission and Attendance

ALL PARENTS SHOULD CALL THE SCHOOL TO REPORT ABSENT AND/OR TARDY CHILDREN PRIOR TO 9:00 A.M.

Morrill Elementary School.....247-2176
Notify Bus Driver 247-2149

A pupil must be five (5) years of age on or before July 31, 2018 to be enrolled in Kindergarten. Kindergarten students and any other student entering Morrill Public Schools for the first time from out of state, must present a valid birth certificate, a complete record of immunizations, and a physical and eye examination, all requirements specified by Nebraska School Law. Students will be required to be immunized against measles, mumps, rubella, poliomyelitis, diphtheria, pertussis, hepatitis B, tetanus and varicella (chicken pox). This must be taken care of prior to enrollment and any students not in compliance shall not be permitted to continue in school.

Each student shall be protected prior to enrollment against the diseases listed, except as follows:

1. Immunization shall not be required for a student's enrollment in any school in this state if he or she submits to the admitting official either of the following:
 - a. A statement signed by a physician licensed under the Uniform Licensing Law stating that, in the physicians' opinion, the immunizations required would be injurious to the health and well-being of the student or any member of the student's family or household; or
 - b. An affidavit signed by the student or, if he or she is a minor, by a legally authorized representative of the student, stating that the immunization conflicts with the tenets and practice of a recognized religious denomination of which the student is an adherent or member or that immunization conflicts with the personal and sincerely followed religious beliefs of the student.

Elementary Student Absences

Regular attendance at school is the responsibility of the student's parent or guardian. The Board of Education believes it is the shared responsibility of the parent or guardian, the student and the school to work together to monitor school attendance and intervene early when absences occur. Parents or guardians are expected to account for student absences. The administration shall have the authority to determine authorized absences and establish necessary procedures for the recording and validation such absences.

The parents are asked to cooperate with the attendance policy. When absences reach the 5th day of each nine weeks, the principal will notify the parent in writing that a student's attendance at school is unsatisfactory, and a letter may be sent to the County Attorney, which may result in legal action against the parent or guardian. Accumulations of one-half days of absence will be counted in total days missed. After a formal written notification, a meeting will be held to develop a plan to reduce barriers and improve regular attendance. Once documented efforts have been made to improve attendance, the family will be notified in writing that the county attorney will be notified.

NEBRASKA LAW STATES THAT NO STUDENT SHOULD CUMULATE MORE THAN 20 DAYS OF ABSENCES IN ONE SCHOOL YEAR.

Students absent from school during any portion of the day on which an extra-curricular event is scheduled may not be allowed to participate in that extra-curricular event also scheduled for that day unless permission has been granted by the administration.

Make-up Work

When a child returns to school after an absence, all make-up work should be completed as soon as possible. Generally, students will be allowed 2 days to make-up work for each day missed except when make-up work must be completed sooner because it is impeding the child's progress. For example, if a student is absent for two (2) days, he/she will have four (4) days to make-up the missed work before being required to give up recesses and other free time. Chronic absentees or student's who have failed to make-up work in the past may be required to stay additional time at school until their work has been made up and missing concepts taught.

Parents should work closely with the teacher to make the task of make-up work as easy and profitable as possible for the returning student. If an absence is anticipated, arrangements should be made for the make-up work prior to the absence.

School Day

The school day at Morrill Elementary School, for grades Kindergarten through sixth is from 8:00 a.m. to 3:25 p.m. Monday through Friday. On designated Fridays, school will be dismissed for students at 1:25 p.m.

Supervision for all children will be provided as follows:

- Students may eat breakfast in the cafeteria starting at 7:30 a.m.
- Students may attend the Reading Wagon starting at 7:30 a.m.
- Students may use the computer lab starting at 7:30 a.m.
- Students may line up in designated areas starting at 7:45 a.m.
- Students may play on the playground starting at 7:45 a.m.

There is outside supervision from 7:45 a.m. to 3:30 p.m. ONLY! Therefore, for safety purposes, children are not to arrive before 7:45 a.m. unless they are attending a school program that starts at 7:30 a.m. Students must leave the school grounds immediately after school is dismissed, unless requested to stay by the principal or classroom teacher.

Release During School Hours

Students will not be permitted to leave the school grounds during the school day unless parent(s) or guardian check them out in the office and it is cleared through the principal's office. Appointments with doctors and/or dentists should be scheduled outside the regular school day. Students will not be released during a tornado, fire, lockdown drill. Nor will they be released during a real fire, tornado, or lockdown.

Health Program

The School Health Program of Morrill Public Schools is a part of the total school education program, and designed to strengthen the student's educational progress by assisting with the maintenance or improvement of the student's health. Parents always have had and should continue to have the ultimate responsibility for the health care of their children. The school does not intend to take over that responsibility, but rather, assists with the health care through health screening, counseling and education at the school. The school health program also has the responsibility of complying with all laws pertaining to the health of students.

The Morrill Public School nurse divides her time between 3 school buildings. Much of the school nurse's time is spent carrying out the various screening programs, communicating with students and their parents when further health examinations are needed and maintaining individual permanent student's health records. Additionally, the school nurse is involved with presentation of some of the health classes.

Health Screenings:

Health screenings are performed per Nebraska Department of Health and Human Services schedule. They are an important part of the school health program. They are very useful for discovering possible health problems, which can affect schoolwork. However, a screening is not a thorough examination – it is only a quick procedure done to determine if further examination by the individual family health care provider is needed. Parents/guardians will be notified of the screening result if the student is found to need further evaluation.

The following screening programs are done yearly:

- | | |
|-------------------------------|--|
| 1. Height, weight, and dental | All students K – 4 th , 7 th , 10 th grades |
| 2. Vision and hearing | All students K – 4 th , 7 th , 10 th grades |
| 3. Immunizations | All students K – 12 are surveyed yearly for completeness, and required summary report is sent to the Nebraska State Health Department. |

Immunizations:

To attend school, students in Nebraska are required to be immunized per current requirements from Nebraska Department of Health and Human Services. For further information on immunizations, contact school health staff or refer to Nebraska Department of Health and Human Services Control of Communicable Disease regulations.

Contagious and Infectious Diseases/Conditions:

MPS follows the Nebraska Department of Health and Human Services regulations for control of communicable disease. Please refer to NAC 173 Chapter 3 for complete list.

Disease/Condition:	Minimum Isolation Periods & Control Measures:
Pink Eye	Exclude symptomatic cases. Urge medical care. May return when eye is normal in appearance or with documentation from physician that child is no longer infectious. No exclusion of contacts.
Influenza	Exclude for duration of illness. No exclusion of contacts.
Head Lice	Nits are not a cause for school exclusion. Parents of students with live lice are to be notified and the child treated prior to return to school. Only persons with active infestation need be treated. Avoid head-to-head contact. No exclusion of contacts.
Ringworm	No exclusion of contacts. Good sanitation practices and don't share toilet articles. If affected areas cannot be covered with clothing/dressing during school, exclude until treatment started.
Streptococcal Infection	Exclude until afebrile and under treatment for 24 hours. No exclusion of contacts. Early medical care important and usually requires 10 days of antibiotic treatment. Screening for asymptomatic cases not recommended.

*****Careful hand washing is the most important thing that can be done to prevent the spread of most infectious diseases.**

Symptoms requiring removal of child from school:

- **Fever:** Fever is defined as having a temperature above 100°F (measured orally). A child needs to be fever free for a minimum of 24 hours before returning to school, that means the child is fever free without the aid of Tylenol®, or any other fever reducing substance.
- **Fever and** sore throat, rash, vomiting, diarrhea, earache, irritability, change in behavior, or confusion.
- **“Flu-like” Symptoms:** Fever over 100°F with a cough or sore throat. Other flu symptoms can include tiredness, body aches, vomiting and diarrhea.
- **Coughing:** if severe, uncontrolled coughing or wheezing, rapid or difficulty breathing
- **Diarrhea:** runny, watery, bloody stools, or more than two loose stools within last 4 hours.
- **Vomiting:** 2 or more times in a 24 hour period unless caused by a non-contagious source.
- **Abdominal pain:** lasting more than 2 hours with fever or other signs and symptoms.
- **Body rash:** with fever and/or behavior changes.

- Child is irritable, continuously crying, or requires more attention than we can provide without hurting the health, safety or well-being of the other children in our care.

KEEP THESE AVAILABLE SO YOU MAY REFER TO
THEM WHEN NECESSARY

Procedures for Students who become Ill or Injured at School:

Simple, basic first aid is administered when needed on the school premises by school personnel. If more extensive health care is needed, the parent or emergency contact person is called to come to the school for the student.

Should a student become ill or injured while at school/ he/she should report to the office. If the nurse is not available and the injury or illness is serious, we will refer to the student emergency card for instructions or contact emergency medical services, whichever is appropriate. An attempt to contact parents will be made in all cases of serious injury or illness. In no instances, should a student go home without checking out with either the nurse or office staff.

When a student is too ill to attend classes, it is expected that the parents make arrangements for the child to recuperate at home or elsewhere outside of the school. The school cannot care for sick children.

Occasional “colds” and stomach upsets are a fairly common experience in a student’s life. Many times when these conditions are minor, the child using good health practices can and should continue to attend classes.

Activity Restrictions:

If a student is not to participate for more than three days in physical education due to a health condition, please provide the school with a note from your healthcare provider.

Medication Rules:

It is recognized that many children are only able to attend regular school because of the effective use of medication in the treatment of chronic disabilities and acute illness. Students who are required to take medication during the regular school day must comply with medication administration policy. The following regulations have been developed for the protection of every child receiving medication.

Medication will be administered by the school nurse, a registered Medication Aide, or other school staff member meeting the minimum competency standards for the Medication Aide Act.

Students may not distribute any kind of medications. Consequences will range from in-school suspension to expulsion based on the severity of the offense.

Prescription Medications

Employees of School District #11 are not authorized to dispense prescription medications to students without full compliance with the provisions of this policy.

The parent or guardian of the student to whom prescription medication is to be dispensed shall provide written authorization on a form to be provided by Morrill Public Schools. The

medication that is dispensed shall be recorded on a copy of that authorization form in a prescribed manner.

The written authorization forms provided by the school district shall provide that the parent or guardian agrees:

10. To provide the prescription medication(s) to be dispensed in a prescription container with child guard cap. Said prescription container shall have a glued label from the pharmacy, which shall contain the child's name, physician's name, and directions for dispensing said medication.
11. To consult the family physician as to any side effects of the medication being dispensed and to advise the employee of said side effects and procedures to be followed should side effects occur.
12. The authorization is limited to the medication(s) identified in writing, on form provided for that purpose, and should additional medication(s) be prescribed, additional authorization will be required.
13. That the authorization to dispense the medication(s) is limited to the school year identified on the form provided for that purpose.
14. To notify the school district in writing of the termination of the authorization to dispense the medication(s).
15. That any modification of the dispensing instructions shall be communicated to the school district by providing a new prescription container with child guard cap, with glued label from the pharmacy including student's name, physician's name, and instructions for dispensing.
16. That the school district cannot honor verbal instructions from the parent, guardian, or student to modify or alter the directions for dispensing medication(s) as specified on the prescription container.
17. That even though employees are authorized to dispense prescription medication under the terms and conditions of the policy, they shall not be required to do so. Employees shall give prior notice to the school when they elect to discontinue dispensing medication(s).
18. That any prescription medication and any medical equipment needed to dispense medications delivered to school employees shall be identified as per the requirements stated in this policy and shall be kept locked in a cabinet or in a manner that will restrict access to only authorized employees.

Non-prescription medications

The school will not dispense non-prescription medication without parental permission. No loose capsules, tablets, aspirin or unidentified non-labeled substance will be accepted for dispensing to students by school staff.

Health Information:

If your student has severe allergies that require Epi-Pen and/or diet modification, asthma, diabetes, seizures, contact the school nurse for appropriate paperwork to complete. If your student has a significant health condition that you want school staff to be aware of, please complete the "Annual Health Update" form and/or contact the school nurse.

Lauren Jantzi, School Nurse.....247-2176

Fire Drills and Tornado Drills

Fire drills are held once a month throughout the school year. Each classroom has directions and maps that are followed for these procedures. We will evacuate the entire school when the fire alarm is sounded.

Civil defense and tornado drills are conducted throughout the year. Tornado Drills will be held at least twice during a school year. A message over the intercom will be announced if there is a tornado warning in the area. The procedures and instructions are located in each classroom and should be followed carefully. The students will relocate to designated areas where they are not exposed to any windows or glass. We will not release students during this time, as we need to practice just as it were the real thing.

Lock Down Procedures

If we are ever in a situation where we need to have a lock down the office will make an announcement over the intercom: "Teachers the school is in lockdown." Students will stay in their classrooms away from visual eyesight and remain quiet. The classrooms will remain in lock down until the administration or police officials open the door and release them.

Student Discipline

The primary objective of the public schools is the education of children and youth. It is recognized that this objective can be best realized with students who are happy, well adjusted, law abiding and healthy young citizens. Unfortunately, not all children and youth are socially adjusted to the extent that they conform to the recognized standards of good conduct. It is sometimes necessary for the schools to take disciplinary action, for the sake of the individual who does not obey the laws and regulations and for the

sake of other students. Students will be held accountable for their behavior on or in close proximity to the school grounds, on the playground, during an intermission, recess, field trips, and all other school sponsored activities.

As a learning environment, the Morrill School District shall expect acceptable behavior on the part of all students who attend school in the district. Discipline shall be enforced fairly and consistently, regardless of race, creed, sex, color, age or national origin. Discipline shall be consistent with federal and state law.

The primary responsibility for discipline in the classroom rests with the teacher. The teacher shall use reasonable and professional judgment in controlling and maintaining order and in administering fair and equitable disciplinary measures.

Teachers develop their own classroom management plans consistent with the disciplinary policies endorsed by the district and administration. These plans clearly state expected behaviors, consequences, and positive reinforcements used daily in the classroom. Inappropriate behavior may result in a “time out” period in the classroom. A “time out” may also happen in a different room or in the office. A “time out” period offers the student time needed to gain ownership of the problem.

Discipline and the welfare of students is a primary concern of the principal. The principal will handle extreme behavior cases. Serious student discipline may include but not be limited to: suspension from interscholastic activities or suspension from school. Expulsion is processed through the Disciplinary Procedures Policy, adopted by Morrill School’s administration and Board of Education. When intervention by the principal is necessary, a discipline form will be completed, signed, and a copy given to the parents.

Our rules are based on common sense, courtesy, safety consideration, and respect for the rights of others. When a student gets an office referral there will be consequences for that behavior. Each incident of misbehavior will be dealt with on an individual basis.

Morrill Elementary School follows a School Wide Behavior Plan where students are rewarded for positive behavior. For most behavior, the school-wide plan will be followed by teachers and paraeducators in classrooms, on the playground, and other school settings.

Serious discipline measures will be taken when the following occur:

- inappropriate behavior on or off school property
- safety concerns for other students and staff
- willful destruction or defacing of school property
- repeated behavioral referrals and discipline procedures
- disruption of student learning
- disobedience and defiant behavior towards authorities
- intentional aggressive behavior
- weapons possession
- threat to use weapon
- use of weapon
- use of tobacco products or other illegal drugs on school grounds or during school sponsored activities
- verbal or written use of profane/vulgar language
- repeated, willful truancy or tardiness
- theft
- sexual misconduct
- physical injury to others
- participation in any unlawful activity
- bullying other students which may include but not be limited to include the repeated, purposeful, negative physical, emotional, or verbal abuse of another student or group of students.

The above mentioned offenses will carry the following consequences or combination of consequences as determined by the administration:

Conference with Principal

Parents Notified

Time Out

In-School Suspension

Out-of-School Suspension

Expulsion

Other Consequences to be determined by the principal

A more detailed behavior plan will be sent home with students at the beginning of the year. Parents will also need to attend a meeting where the

discipline plan is outlined. Each student and parent will need to sign a form stating that they read, understand, and agree to follow the behavior plan.

Special Services

The staff of Special Services has a goal of helping each student to develop appropriate academic and behavioral adjustment skills. Special Services is designed to complement regular instruction by offering services for handicapped students, including testing and diagnosis, developing Individual Education Plans, and providing placement in appropriate educational programs.

Children who have need for special services may be recommended by the regular classroom teacher, referred by other agencies, or considered as a result of a request from parents to the principal or classroom teacher. Planning for the educational program of a handicapped child will include a conference with specified staff members, classroom teacher, administrator and parents.

Nebraska ChildFind provides information to parents, school personnel, and service providers on child development and special education for children from birth (or date of diagnosis) to age 21. ChildFind also helps parents access information on rights and resources to help them advocate for an appropriate education for their child. A referral can be made by any person who sees a concern for any child birth to age 21. Please call the school for assistance in making a referral.

Reporting To Parents

It is very important for parents/guardians to be informed about the student's progress in school. A good reporting system is necessary to enable teachers to understand student needs, students to understand their strengths and weak areas; and to enable parents/guardians to assist their child.

The following procedures will be followed in reporting to parents:

1. Kindergarten through sixth grade will have 2 parent-teacher conferences during a school year, October and March. These conferences will be scheduled for parents at the end of the first 9 weeks of school and again during the third nine week period. Report cards will be given to parents at that time.
2. For the 2nd and 4th quarters, report cards will be sent home with the students.
3. In addition to scheduled parent-teacher conferences, individual conferences may be scheduled when a need exists or upon the request of a teacher or parent.

Promotion and Retention

The Morrill Public School's administration and teachers have an interest in each

individual student and all staff members are willing to work with students and parents to insure that academic progress is achieved. When academic progress has not been achieved, the decision must be made as to whether or not to retain the child in the same grade for another year. The following policy will be followed when considering the promotion or retention of a child:

Promotion and Retention Policy

1. The best interest and the future of the student are the primary consideration of decisions regarding grade placement.
2. In reaching a decision to retain a child, the teacher and principal, and when necessary, the school psychologist and specialists involved, have studied all available data before a decision was reached.
3. Poor attendance and physical and emotional immaturity may be justification for retention.
4. The teacher, principal, and possible specialists may consider achievement test results to help in the decision process.
5. The final responsibility for the promotion or retention of an individual student rests with the principal as with any other action taken within his/her school.
6. As the study of all factors is carried out to determine whether to promote or retain a child, close contact with parents will be maintained. Conferences with the teacher, principal, parents, and other professionals will be utilized.

Band

The opportunity for students to participate in band and learn to play an instrument is available to those students in grades five and six. The school does have several instruments that may be checked out from the music teacher.

The school is not responsible for privately owned instruments. It is the responsibility of the instrument owner to take care of the instrument at all times.

Lunch

Lunch is served and eaten in the cafeteria/dining room. If you have special diet concerns, please see the principal and/or nurse. Children have the opportunity to purchase lunch, bring a sack lunch, or go home for lunch when pre-arranged through the office. You are encouraged to prepay for meals; charging will not be permitted. Parents are welcome to eat lunch with their student. Please notify the office in the morning. NO POP is allowed in the cafeteria/dining room.

LUNCH DOWNTOWN IS PROHIBITED UNLESS STUDENTS ARE ACCOMPANIED BY THEIR PARENTS/GUARDIANS. STUDENTS MAY NOT GO TO A FRIEND'S HOME DURING LUNCH. LUNCHES ARE NOT TO BE CHARGED.

Cafeteria Rules and Lunch Account Procedures

A supervised lunchroom is maintained for children who eat hot or cold lunches/breakfasts at school. White or chocolate milk is included with each meal. Additional lunch items may be purchased from the lunch line depending on food availability. Desserts may not be purchased as seconds or a` la carte. Students that bring a cold lunch from home may purchase milk from the lunch line. Water will also be available. A note will be sent home at the beginning of the year with meal and milk prices.

In addition to the lunch program we offer a breakfast program that starts at 7:30 to 8:00 each morning. We encourage you to have your students here before 7:45 if they plan on eating school breakfast.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Telephone Messages

The school telephone is a business phone and isn't to be used by students except in special cases. Students must receive permission from their teacher to use the phone. Students are not allowed to use the phone to make personal arrangements such as requesting permission to go to another student's home after school.

In order to keep classroom interruptions at a minimum, we are requesting that parents phone the school and leave messages for their children before 2:30 PM. Unless it is an emergency we will not deliver messages to students after 2:30 PM.

A teacher or staff member will not be called out of the classroom during school hours except in an emergency situation. A message will be placed in the teacher's mailbox for them to return your call when convenient.

Emergency Procedures

In case of an emergency, it is absolutely necessary for school personnel to be able to contact parents of a child or someone who knows the child. Therefore, it is very important that telephone numbers and addresses be kept up-to-date. An emergency phone number where a parent/guardian can be contacted at all times should be listed with the school.

Title I Schoolwide Program

Title I School-wide Program enables schools to provide opportunities for all children served to meet the challenging content and performance standards developed for children.

1. High standards for all children
2. Enriched and accelerated educational programs
3. Effective instructional strategies and challenging academic content
4. Quality professional development
5. Coordinating services with other educational services
6. Quality parent and community involvement
7. Distribution of resources
8. Improving accountability
9. Greater decision-making and flexibility

Morrill Elementary School Parent Involvement Policy

Morrill Elementary School recognizes the importance of having parents involved in the educational programs of their children. Since research indicates that a home/school partnership and greater involvement of parents in the education of their children generally results in higher achievement scores, improved student behavior, and reduced absenteeism, parents of students enrolled at Morrill Elementary School are encouraged to take an active role in the education of their children.

In an attempt to ensure that parents of our students more fully participate in their child's educational program, the following parental involvement activities will be promoted at Morrill Elementary School.

- Morrill Elementary School will hold an annual meeting, at a convenient time for parents, to inform parents of their school's participation of the Title I Program. The annual meeting will be held in the fall and appropriate notice will be given to parents regarding the time and place of this meeting. More than one meeting may be held in order to accommodate scheduling needs of parents.
- Parental involvement is a part of the ongoing and timely planning, review and improvement of district and building programs.
- Parents are encouraged to support the implementation of district policy and regulations.
- Parents are encouraged to monitor their student's progress by reviewing quarterly report cards and attending Parent/Teacher Conferences in the Fall and the Spring.
- Parents are provided access to records of students according to law and school policy.
- Requests by parents to attend and monitor courses, assemblies, counseling sessions and other instructional activities shall be made to the building principal or teacher. While requests to monitor are usually granted, if the request is denied, reasons for the denial will be provided.

- Parents are invited to express their concerns, share their ideas and advocate for their children’s education with staff and administrators.
- School district staff and parents will participate in an annual evaluation and revision, if needed, of the content and effectiveness of the parental involvement policy.

Shared Responsibilities for High Student Academic Achievement

As a component of the school-level parental involvement policy, Morrill Elementary School will jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share responsibility for improved student academic achievement.

- Once a year a meeting will be held to look at the compact and update it as needed.

Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school, parents, and community to improve student academic achievement, Morrill Elementary School will:

- Provide assistance to the parents of children served by the school, as appropriate, in understanding academic content standards and State student academic achievement standards, State and Local academic assessments, the requirements of Title I , and how to monitor a child’s progress and work with educators to improve the achievement of their children.
- Provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology, as appropriate to foster parental involvement
- Educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value of utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
- To the extent feasible and appropriate, coordinate and integrate parent involvement in programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.
- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language that parents can understand.

- May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
- May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonable available sources of funding for such training
- May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions
- May train parents to enhance the involvement of other parents
- May arrange school meetings at a variety of times, or conduct in-home conferences between teachers and other educators, who work directly with participating children, with parents who are unable to attend such conferences in school, in order to maximize parental involvement
- May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported by Title I
- May adopt and implement model approaches to improving parental involvement
- May develop appropriate roles for community-based organizations and businesses in parent involvement activities;
- Provide other reasonable support for parental involvement activities under the as parents may request

Accessibility

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Use, distribution, and updating of this policy shall be incorporated into the District's Title I plan, shall be distributed to parents of participating children, shall be made available to the local community, and shall be updated periodically to meet the changing needs of the parents and the school.

MORRILL DISTRICT SAFETY PROCEDURES



STUDENT SAFETY

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

LOCKOUT - "Secure the Perimeter"

LOCKDOWN - "Locks, Lights, Out of Sight"

EVACUATE - "To the Announced Location"

SHELTER - "For a Hazard Using a Safety Strategy"

TRAINING

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year.

More information can be found at <http://iloveguys.org>

LOCKOUT SECURE THE PERIMETER

Lockout is called when there is a threat or hazard outside of the school building.

STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS

- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students



LOCKDOWN LOCKS, LIGHTS, OUT OF SIGHT

Lockdown is called when there is a threat or hazard inside the school building.

STUDENTS:

- Move away from sight
- Maintain silence

TEACHERS:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students



EVACUATE TO A LOCATION

Evacuate is called to move students and staff from one location to another.

STUDENTS:

- Bring your phone
- Leave your stuff behind
- Form a single file line
- Show your hands
- Be prepared for alternatives during response.

TEACHERS:

- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students



SHELTER FOR A HAZARD USING SAFETY STRATEGY

Shelter is called when the need for personal protection is necessary.

SAMPLE HAZARDS:

- Tornado
- Hazmat

SAMPLE SAFETY STRATEGIES:

- Evacuate to shelter area
- Seal the room

STUDENTS:

- Appropriate hazards and safety strategies

TEACHERS:

- Appropriate hazards and safety strategies
- Take roll, account for students



Morrill Elementary School
Parent-Student-Teacher Compact
2018-2019 School Year

Parent/Caring Adult

I want my child to achieve; therefore I will encourage him/her by doing the following:

1. See that my child has the necessary supplies needed throughout the school year.
2. Make sure my child is at school every day and on time, unless he/she is ill.
3. Provide a quiet place and time to do schoolwork and encourage my child to complete schoolwork.
4. Communicate and work with teachers and school staff to support and challenge my student.
5. _____

Parent Signature

Student

I know my education is important to me. It is important that I work to the best of my ability. I agree to the following.

1. Be at school every day and on time unless I am sick.
2. Come to school each day prepared with supplies and an attitude to learn.
3. Be responsible for my own behavior.
4. Respect and cooperate with other students and adults.
5. Return completed schoolwork on time.
6. Read at home.
7. _____

Student Signature

Teacher

It is important that students achieve. I agree to the following:

1. Provide a safe, positive, and healthy learning environment for your child.
2. Provide a high-quality curriculum and instruction to meet state academic achievement standards while being aware of the specific needs of your child.
3. Regularly communicate with you on your child's progress.
4. Demonstrate professional behavior and positive attitude.
5. _____

Teacher Signature

Principal Signature

Morrill Elementary School
2018-2019
Student Handbook
Official Parent/Student Receipt of Handbook Form

This mandatory signed record acknowledges receipt of the 2018-2019 Elementary School Handbook for Morrill Public Schools. This receipt acknowledges that I understand that I am to read and be familiar with the contents of the handbook and that I understand the handbook. You agree to abide by the code of conduct set forth in the handbook. In the event you have questions regarding the meaning of any of the material, you can request a conference with the Principal for an explanation. This page must be returned to the office with the student (s) signature and the parent/guardian signature.

Date: _____

Print Parent's Name:

Print Student's Name:

Parent/Guardian's Signature: _____

Student's Signature: _____

Return this form to the Elementary School



490 De Guigne Drive, Suite 200
 Sunnyvale, CA 94085
 Phone: (408) 498-4050
 Email: orders@zspace.com

Quote #: Q-01928
Date: 8/9/2018
Expires On:
Expected Start Date: 8/8/2018
Term(Month): 12
Prepared By: Brooke Cashion
 bcashion@zspace.com

Bill To:

Morrill Schools
 PO Box 486
 Morrill
 NE
 69358
 USA

Ship To:

Morrill Schools
 PO Box 486
 Morrill
 NE
 69358
 USA

Product Code	Product Description	Quantity	Term (Months)	Unit Price	Extended Price
EDU-ZSS-03-12	Annual fee for 10 zSpace AIOs, 1 * accessories kit, 1 * zView kit, all zSpace SW + VIVED Science, installation and 1 day annual training	10	12	\$ 2,199.50	\$ 21,995.00
ZSP-03-US-24	zSpace 300 All-In-One system, Tracking Eyewear, Non-Tracked Eyewear, zSpace Stylus, Standard 1 YR Warranty	10			
EDU-SW-STU-02-00	zSpace Studio & Leopoldy - Perpetual license/system	10			
EDU-SW-PSC-01-12	zSpace's Newton's Park, Franklin's Lab, Curie's Elements and Euclid's Shapes - Annual License/system	10			
EDU-SW-CSA-01-12	VIVED Science - Annual license per system	10			
HW-ZVU-03-00	zView Camera and Armature for zSpace AIO	1			
SW-PRM-ZVU-01-00	zView Software License - perpetual license per system	1			
HW-ACC-00-01	Kit of 6 Leader Eyewear 20 Follower Eyewear, 2 Clip-on, 1 Stylus for zSpace AIO	1			
EDU-SVC-PKG-00-01	1 Day setup and Installation for zSpace Lab, software and network configuration	1			
EDU-SVC-TRN-00-01	1 Day On-site Professional Development for zSpace designed to train end users on the technology, hardware, software, and instructional application of zSpace.	1			

Total \$ 21,995.00

01 1100 560 0

Morrill Public Schools
Assistant Business Manager
Job Description

It is the policy of Morrill Public Schools to not discriminate on the basis of sex, disability, race, color, religion, marital status, veteran status, or national or ethnic origin in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Business Manager Approved 02-14-12
- B. **Department:** Administration
- C. **Education Level and Certification:** High School Diploma required, two years of college in business or accounting classes preferred. Non-certificated position; Nebraska Administrative and Supervisory Certificate is not required. Experience in business management and accounting desired.
- D. **Reports To:** Business Manager
- E. **Performance Responsibilities and Job Tasks**
The primary responsibility of the Assistant Business Manager is to provide financial management and accounting assistance to the Business Manager. Any delegated management duties does not relieve the Business Manager from ultimate responsibility or accountability.
1. Financial Leadership
 - a. Assist the Business Manager in the financial operations of the school district and as a positive contributing member of the administrative team.
 - b. Assist the Business Manager in the maintenance of financial operations designed to carry out the mission, goals and policies of the Board of Education.
 - c. Provide checks and balances and separation of duties in all of the financial management areas of the district as directed by the business manager.
 - d. Provide direction and assistance to other organizational units regarding accounting and budgeting policies and procedures and efficient control and utilization of financial resources.
 - e. Adhere to the internal control policies, guidelines, and procedures for activities such as budget administration, cash and credit management, and accounting.
 - f. Evaluate needs for procurement of funds and investment of surpluses and make appropriate recommendations.
 2. Property Management
 - a. Manage procedures to maintain a current inventory of textbooks, library books, equipment, and supplies, under the direction of and according to the design and expectations of the Business Manager.
 - b. Schedule and coordinate the use of school facilities in cooperation with the Business Manager and Superintendent.
 - c. Schedule, oversee and coordinate programs to ensure adherence to codes and facility safety, security, and maintenance, including implementing fire, tornado and other drills as required by law, Board policy and directives of the Superintendent.

- d. Facilitate the sale or disposal of property no longer required by the school and execute such sale or disposal within parameters set by board policy and superintendent directive.
3. Relationship with Superintendent and Business Manager
 - a. Attend, participate, and chair committees as requested by the Superintendent.
 - b. Prepare and submit to the Superintendent and Business Manager recommendations relative to all matters within the scope of the Assistant Business Manager's position that require Board action, placing before the Superintendent and Business Manager such necessary and helpful facts, information, and reports as are needed to ensure the making of informed decisions.
 - c. Aid Superintendent and Business Manager in long-term planning to guide Board policy development, present recommendations for the adoption or revision of Board policies, communicate Board policies to personnel, students, and the public, and ensure through delegation to staff that all policies of the Board are implemented.
 - d. Serve as an aid to assist the Business Manager in developing a vision for the school district's business operations and a comprehensive long-range plan. Propose to the business manager goals, strategies and procedures that could enhance effectiveness and efficiency.
 - e. Maintain a calendar and prompt the superintendent concerning daily, weekly and monthly appointments, deadlines and reports.
 - f. Participate in professional development opportunities at the direction of the Business Manager and Superintendent, reporting to them information and suggestions gained from such conferences.
 4. School/Community Relations
 - a. Develop and maintain relationships with banking, insurance, and accounting personnel to effectively execute financial responsibilities.
 - b. Develop school partnerships with businesses, communities, and other organizations to help meet identified educational needs and to provide school-to-work programs.
 - c. Provide input to the Business Manager and Superintendent as you become aware of staff or community dissatisfaction so that we can collaboratively address the concerns and quite disturbances.
 5. General Responsibilities
 - a. Assist in the school district's business operations in conformity with the adopted policies of the Board, state and federal laws and regulations, and all other laws and regulations.
 - b. Adhere to procedures to ensure that all administrative decisions and processes necessary to the legal, efficient and effective functioning of the school district's business operations are being followed.
 - c. Take necessary steps, within the scope of the Assistant Business Manager's responsibilities, to assure the safety and welfare of students and employees in the school district and at school sponsored activities.
 - d. Complete within the scope of the Assistant Business Manager's responsibilities, all reports and forms required by the Nebraska Department of Education and other governmental agencies and ensure that such reports and forms are submitted accurately on or before the due date.

- e. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and District rules.
- f. Adhere to the code of ethics of the District, the Nebraska Department of Education (NDE Rule 27) and the American Association of School Administrators. The Assistant Business Manager must serve as a positive role model for staff and students.
- g. Perform other tasks or duties as assigned by the Board or the Superintendent.

F. Required Knowledge

The Business Manager is to possess and effectively utilize knowledge in the following areas:

- 1. Economics and Accounting—Knowledge of economic and accounting principles and practices, the financial markets, banking and the analysis and reporting of financial data.
- 2. English Language—Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- 3. Mathematics—Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.
- 4. Law and Government—Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process.
- 5. Personnel and Human Resources—Knowledge of principles and procedures for personnel recruitment, selection, training, compensation and benefits, labor relations and negotiation, and personnel information systems.
- 6. Customer and Personal Service—Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- 7. Clerical—Knowledge of administrative and clerical procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and other office procedures and terminology.
- 8. Public Safety and Security—Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.

G. Required Skills and Abilities

The Business Manager is to possess and effectively utilize the following skills and abilities:

- 1. Communication:
 - a. Active Listening—Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
 - b. Speaking—Talking to others to convey information effectively. The ability to speak clearly so others can understand you. The ability to communicate information and ideas in speaking so others will understand.
 - c. Oral Comprehension and Listening—The ability to listen to and understand information and ideas presented through spoken words and sentences. The ability to identify and understand the speech of another person.

- d. Writing—Communicating effectively in writing as appropriate for the needs of the audience. The ability to communicate information and ideas in writing so others will understand.
 - e. Written Comprehension—Understanding written sentences and paragraphs in work related documents. The ability to read and understand information and ideas presented in writing. Understanding written sentences and paragraphs in work related documents.
2. Management—Of Material Resources: Obtaining and seeing to the appropriate use of equipment, facilities, and materials needed to do certain work. Of Financial Resources: Determining how money will be spent to get the work done, and accounting for these expenditures.
 3. Mathematics—Using mathematics to solve problems. The ability to choose the right mathematical methods or formulas to solve a problem. The ability to add, subtract, multiply, or divide quickly and correctly.
 4. Judgment and Decision Making—Considering the relative costs and benefits of potential actions to choose the most appropriate one.
 5. Critical Thinking—Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
 6. Complex Problem Solving—Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
 7. Time Management—Managing one’s own time and the time of others.
 8. Monitoring—Monitoring/Assessing performance of self, other individuals, or organizations to make improvements or take corrective action.
 9. Reasoning—Deductive: The ability to apply general rules to specific problems to produce answers that make sense. Inductive: The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
 10. Problem Sensitivity—The ability to tell when something is wrong or is likely to go wrong.
 11. Information Ordering—The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
 12. Originality—The ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.
 13. Fluency of Ideas—The ability to come up with a number of ideas about a topic (the number of ideas is important, not their quality, correctness, or creativity).
 14. Originality—The ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.
 15. Category Flexibility—The ability to generate or use different sets of rules for combining or grouping things in different ways.
 16. Operations Analysis—Analyzing needs and product requirements to create a design.
 17. Systems Evaluation—Identifying measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the school district.
 18. Equipment Selection—Determining the kind of tools and equipment needed to do a job.
 19. Coordination—Adjusting actions in relation to others’ actions.
 20. Instructing—Teaching others how to do something. Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.

21. Social Perceptiveness—Being aware of others’ reactions and understanding why they react as they do.
22. Negotiation—Bringing others together and trying to reconcile differences.
23. Persuasion—Persuading others to change their minds or behavior.
24. Learning Strategies—Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
25. Vision—The ability to see details at close range (within a few feet of the observer) and to see details at a distance.
26. Service Orientation—Actively looking for ways to help people.
27. Perceptual Speed—The ability to quickly and accurately compare similarities and differences among sets of letters, numbers, objects, pictures, or patterns. The things to be compared may be presented at the same time or one after the other. This ability also includes comparing a presented object with a remembered object.
28. Selective Attention—The ability to concentrate on a task over a period of time without being distracted.
29. Finger Dexterity—The ability to make precisely coordinated movements of the fingers of one or both hands to grasp, manipulate, or assemble very small objects.
30. Flexibility of Closure—The ability to identify or detect a known pattern (a figure, object, word, or sound) that is hidden in other distracting material.
31. Fluency of Ideas—The ability to come up with a number of ideas about a topic.
32. Originality—The ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.
33. Speed of Closure—The ability to quickly make sense of, combine, and organize information into meaningful patterns.
34. Time Sharing—The ability to shift back and forth between two or more activities or sources of information (such as speech, sounds, touch, or other sources).
35. Memorization—The ability to remember information such as words, numbers, pictures, and procedures.

H. Work Activities

The Business Manager is to perform the following work activities:

1. Interacting with Computers—Using computers and computer systems (including hardware and software) to program, set up functions, enter data, or process information.
2. Getting Information—Observing, receiving, and otherwise obtaining information from all relevant sources.
3. Processing Information—Compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data; including compilation of data for financial reports.
4. Analyzing Data or Information—Identifying the underlying principles, reasons, or facts of information by breaking down information or data into separate parts. This includes analyzing financial data and making revenue forecasts.
5. Communicating—Providing information to the Superintendent, Business Manager, and employees by telephone, in written form, e-mail, or in person. Communicating with people outside the school district, representing the school district to the public. This information can be exchanged in person, in writing, or by telephone or e-mail; in meetings, conferences, or presentations.

6. Establishing and Maintaining Interpersonal Relationships—Developing constructive and cooperative working relationships with others, and maintaining them over time.
7. Making Decisions and Solving Problems—Analyzing information and evaluating results to choose the best solution and solve problems. Resolve problems in educational settings.
8. Updating and Using Relevant Knowledge—Keeping up-to-date technically and applying new knowledge to your job. This includes being current with respect to contract, property and insurance laws, government regulations affecting schools, and economic trends.
9. Evaluating Information to Determine Compliance with Standards—Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.
10. Organizing, Planning, and Prioritizing Work—Developing specific goals and plans to prioritize, organize, and accomplish work, including preparing short-term and long-term plans.
11. Identifying Objects, Actions, and Events—Identifying information by categorizing, estimating, recognizing differences or similarities, and detecting changes in circumstances or events.
12. Performing Administrative Activities—Performing day-to-day administrative tasks such as maintaining information files and processing paperwork. This includes preparing financial reports.
13. Documenting/Recording Information—Entering, transcribing, recording, storing, or maintaining information in written or electronic form.
14. Interpreting the Meaning of Information for Others—Translating or explaining what information means and how it can be used.
15. Resolving Conflicts and Negotiating with Others—Handling complaints, and resolving grievances and conflicts, or otherwise negotiating with others.
16. Thinking Creatively—Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions.
17. Judging the Qualities of Things, Services, or People—Assessing the value, importance, or quality of things or people.
18. Scheduling Work and Activities—Scheduling events, programs, and activities, as well as the work of others.
19. Estimating the Quantifiable Characteristics of Products, Events, or Information—Estimating sizes, distances, and quantities; or determining time, costs, resources, or materials needed to perform a work activity.
20. Providing Consultation and Advice to Others—Providing guidance and expert advice to management and other groups on technical, systems-, or process-related topics.
21. Coaching and Developing Others—Identifying the developmental needs of others and coaching, mentoring, or otherwise helping others to improve their knowledge or skills.
22. Monitoring Processes, Materials, or Surroundings—Monitoring and reviewing information from materials, events, or the environment, to detect or assess problems.
23. Training and Teaching Others—Identifying the educational needs of others, developing formal educational or training programs or classes, and teaching or instructing others.
24. Operating equipment—Operate equipment associated with the tasks and work activities; including operation of a motor vehicle.

I. Required Employee Characteristics

The Business Manager is to possess and exhibit the following characteristics:

1. Cooperation—Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude.
2. Attention to Detail—Job requires being careful about detail and thorough in completing work tasks.
3. Dependability—Job requires being reliable, responsible, and dependable, and fulfilling obligations.
4. Integrity—Job requires being honest and ethical.
5. Concern for Others—Job requires being sensitive to others' needs and feelings and being understanding and helpful on the job.
6. Self Control—Job requires maintaining composure, keeping emotions in check, controlling anger, and avoiding aggressive behavior, even in very difficult situations.
7. Stress Tolerance—Job requires accepting criticism and dealing calmly and effectively with high stress situations.
8. Adaptability/Flexibility—Job requires being open to change (positive or negative) and to considerable variety in the workplace.
9. Independence—Job requires developing one's own ways of doing things, guiding oneself with little or no supervision, and depending on oneself to get things done.
10. Initiative—Job requires a willingness to take on responsibilities and challenges.

J. Working Conditions

1. Inside offices and classrooms.
2. Outside for activities with students and student supervision.

L. Essential Functions: The essential functions of the Assistant Business Manager position include: (1) regular, dependable attendance on the job; (2) the ability to perform the identified tasks and to possess and utilize the identified knowledge, skills, and abilities and to perform the identified work activities; and, (3) the ability to perform the following identified physical requirements:

Physical Requirements Business Manager		Item is not a requirement of the job NE	Occasional – up to 33% of time NE	Occasional/Essential – up to 33% of time, absolutely essential to the job E	Frequent – between 34% – 66% E	Continuous – over 66% of time E
E = Essential						
NE = Non-Essential						
Stamina						
1.	Sitting				X	
2.	Walking				X	
3.	Standing		X			
4.	Sprinting/Running	X				
Flexibility						
5.	Bending or twisting at the neck more than the average person		X			
6.	Bending or twisting at the trunk more than the average person		X			
7.	Squatting/Stooping/Kneeling		X			
8.	Reaching above the head		X			
9.	Reaching forward		X			
10.	Repeating the same hand, arm or finger motion many times (For example: typing, data entry, etc.)		X			
Activities						
11.	Climbing (on ladders, into large trucks/vehicles, etc.)		X			
12.	Hand/grip strength		X			
13.	Driving on the job			X		
14.	Typing non-stop		X			
Use of Arms and Hands						
15.	Manual dexterity (using a wrench or screwing a lid on a jar)		X			
16.	Finger dexterity (typing or putting a nut on a bolt)		X			
Lifting Requirements						
17.	Lifting up to 10 pounds (Mark all that apply)					
	Floor to waist		X			
	Waist to shoulder		X			
	Shoulder to overhead		X			
18.	Lifting 11 to 25 pounds (Mark all that apply)					
	Floor to waist	X				
	Waist to shoulder	X				
	Shoulder to overhead	X				
19.	Lifting 26 to 50 pounds (Mark all that apply)					
	Floor to waist		X			
	Waist to shoulder		X			
	Shoulder to overhead	X				
20.	Lifting 51 to 75 pounds (Mark all that apply)					
	Floor to waist	X				
	Waist to shoulder	X				
	Shoulder to overhead	X				
21.	Lifting 76 plus pounds (Mark all that apply)					
	Floor to waist	X				
	Waist to shoulder	X				
	Shoulder to overhead	X				
22.	Can load/items weighing over 50 pounds that are lifted or carried be shared, or reduced into smaller loads?	X				
Pushing/Pulling						
23.	25 to 50 pounds		X			
24.	51 to 75 pounds		X			
25.	76 to 90 pounds	X				
26.	Over 90 pounds	X				
Carrying						
27.	10 to 25 pounds		X			
28.	26 to 50 pounds	X				
29.	51 to 75 pounds	X				
30.	76 to 90 pounds	X				
31.	Over 90 pounds	X				

I have received a copy of the Job Description and have read and understand its contents.

Signature of Employee: _____ Date: _____

Print Name and Title of Employee: _____

Signature of Supervisor: _____ Date: _____

Print Name and Title of Supervisor: _____

Budget Draft 2 2018-19

08/11/2018 10:21 AM

Account Number	Account Description	Budget 2017-2018	Actual 2017-2018	% Remaining	Page: 1	Budget 2017-2018
01	GENERAL FUND					
1100	REGULAR INSTRUCTIONAL PROGRAMS					
01 1100 110 1 003	Instructional Salaries Elem	396,232.40	<u>393,451.44</u>	0.70		\$ 350,000.00
01 1100 110 2 001	Instructional Salaries Sec	663,094.71	<u>554,623.16</u>	16.36		\$ 635,000.00
01 1100 110 4 000	REGULAR SALARIES-FLAT	0.00	<u>83,700.00</u>	0.00		\$ 87,000.00
01 1100 120 1 003	Substitutes-elementary	15,000.00	<u>35,438.58</u>	(136.26)		\$ 25,000.00
01 1100 120 2 001	Substitutes - Secondary	15,000.00	<u>17,510.00</u>	(16.73)		\$ 20,000.00
01 1100 130 1 003	STIPENDS -- ELEM XTRA DAYS	500.00	<u>0.00</u>	100.00		
01 1100 130 2 001	STIPENDS - SEC XTRA DAYS	300.00	<u>0.00</u>	100.00		
01 1100 140 1 003	Instructional Aide - Elementary	40,572.00	<u>3,964.49</u>	90.23		\$ 5,000.00
01 1100 210 1 003	Social Security - Elementary	38,059.09	<u>34,706.64</u>	8.81		\$ 26,000.00
01 1100 210 2 001	Social Security Secondary	61,406.15	<u>50,262.15</u>	18.15		\$ 48,500.00
01 1100 210 4 000	SOCIAL SECURITY-FLAT	0.00	<u>6,394.18</u>	0.00		
01 1100 220 1 003	Retirement - Elementary	43,146.67	<u>38,531.45</u>	10.70		\$ 25,000.00
01 1100 220 2 001	Retirement - Secondary	65,499.17	<u>54,239.08</u>	17.19		\$ 65,500.00
01 1100 220 4 000	RETIREMENT-FLAT	0.00	<u>8,267.68</u>	0.00		
01 1100 230 1 003	Benefit Package - Elementary	108,088.20	<u>88,146.68</u>	18.45		\$ 110,000.00
01 1100 230 2 001	Benefit Package - Secondary	155,020.00	<u>129,235.50</u>	16.63		\$ 155,000.00
01 1100 240 0 000	Workman's Comp-District	43,000.00	<u>38,451.00</u>	10.58		\$ 40,000.00
01 1100 290 1 003	OTHER BENEFITS	0.00	<u>1,600.00</u>	0.00		
01 1100 290 2 001	OTHER BENEFITS	0.00	<u>440.00</u>	0.00		
01 1100 318 1 003	Repairs/Maint Computers-Elem	2,500.00	<u>40.00</u>	98.40		\$ 2,000.00
01 1100 318 2 001	Repairs/Maint Computers-Second	2,500.00	<u>40.00</u>	98.40		\$ 2,000.00
01 1100 319 1 003	Prof Dev- Elementary	1,000.00	<u>1,678.73</u>	(67.87)		\$ 3,000.00
01 1100 319 2 001	Professional Dev - Secondary	2,500.00	<u>5,469.18</u>	(118.77)		\$ 3,000.00
01 1100 327 0 000	Copier Lease-District	25,000.00	<u>25,299.68</u>	(1.20)		\$ 28,000.00
01 1100 382 0 000	DISTANCE ED & TELECOMMUNICATIONS	25,000.00	<u>28,170.03</u>	(12.68)		\$ 30,000.00
01 1100 410 0 000	SUPPLIES DISTRICT	5,000.00	<u>7,318.25</u>	(46.37)		\$ 3,000.00
01 1100 410 1 003	SUPPLIES-- ELEM	7,500.00	<u>8,413.59</u>	(14.71)		\$ 20,000.00
01 1100 410 2 001	SUPPLIES--SECOND	7,500.00	<u>11,976.88</u>	(59.69)		\$ 13,000.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 2	
01 1100 420 1 003	ELEM CURRICULUM	8,000.00	3,117.88	61.03		\$ 60,000.00
01 1100 420 2 001	Second Curriculum	10,000.00	1,767.92	82.32		\$ 15,000.00
01 1100 440 1 003	PERIODICALS -- ELEMENTARY	1,200.00	0.00	100.00		\$ 500.00
01 1100 440 2 001	PERIODICALS -- SECOND	300.00	0.00	100.00		\$ 500.00
01 1100 460 0 000	HARDWARE DISTRICT	10,000.00	2,560.62	74.39		\$ 4,000.00
01 1100 460 2 001	HARDWARE-SECOND	0.00	0.00	0.00		
01 1100 465 0 000	COMPUTER SOFTWARE	15,000.00	18,161.24	(21.07)		\$ 20,000.00
01 1100 465 1 003	ELEM-COMPUTER SOFTWARE	15,000.00	6,831.57	54.46		\$ 12,000.00
01 1100 465 2 001	SECOND-COMPUTER SOFTWARE	10,000.00	17,537.60	(75.38)		\$ 5,000.00
01 1100 530 0 000	Equipment District	5,000.00	2,807.33	43.85		\$ 5,000.00
01 1100 560 0 000	Comp Hardware Dist-5000.00	50,000.00	19,428.95	32.44		\$ 40,000.00
01 1100 630 0 000	DUES AND FEES	800.00	735.00	8.13		\$ 1,000.00
01 1100 670 0 000	STF DEV/TRAVEL	800.00	1,031.04	(28.88)		\$ 1,000.00
1100	REGULAR INSTRUCTIONAL PROGRAMS	Total	1,849,518.39	1,701,347.52	7.23	\$ 1,860,000.00
1125	FLEX SPENDING					
01 1125 110 0 000	FLEX REGULAR SALARIES	12,000.00	8,204.16	31.63		\$ 12,000.00
01 1125 140 0 000	FLEX OTHER STAFF SALARIES	0.00	4,208.30	0.00		\$ 4,500.00
01 1125 210 0 000	FLEX SOCIAL SECURITY	1,000.00	949.59	5.04		\$ 1,500.00
01 1125 220 0 000	RETIREMENT	1,200.00	1,226.09	(2.17)		\$ 2,000.00
01 1125 410 0 000	FLEX SUPPLIES	100.00	0.00	100.00		\$ 2,500.00
1125	FLEX SPENDING	Total	14,300.00	14,588.14	(2.01)	\$ 22,500.00
1150	LIMITED ENGLISH PROF PROGRAMS					
01 1150 110 1 003	LEP INSTRUCTIONAL SALARIES ELEM	78,192.00	61,776.00	20.99		\$ 56,500.00
01 1150 210 1 003	LEP FICA/MEDICARE - ELEM	5,981.69	4,448.85	25.63		\$ 6,000.00
01 1150 220 1 003	LEP RETIREMENT - ELEM	7,723.65	6,102.14	20.99		\$ 7,000.00
01 1150 230 1 003	LEP BENEFIT PACKAGE - ELEM	3,989.64	3,489.97	12.52		\$ 3,200.00
1150	LIMITED ENGLISH PROF PROGRAMS	Total	95,886.98	75,816.96	20.93	\$ 72,700.00
1160	PROVERTY PROGRAMS					
01 1160 110 1 003	POVERTY INSTR. SALARIES - ELEM	288,306.00	191,983.50	33.41		\$ 290,000.00
01 1160 110 4 000	REGULAR SALARIES-FLAT	0.00	900.00	0.00		\$ 79,100.00
01 1160 210 1 003	POVERTY FICA/MEDICARE - ELEM	22,055.41	17,026.89	22.80		\$ 29,000.00
01 1160 210 4 000	SOCIAL SECURITY-FLAT	0.00	68.85	0.00		

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 3
01 1160 220 1 003	POVERTY RETIREMENT - ELEM	28,478.29	18,963.78	33.41	\$ 22,000.00
01 1160 220 4 000	RETIREMENT-FLAT	0.00	88.90	0.00	
01 1160 230 1 003	POVERTY BENEFIT PKG - ELEM	72,458.56	51,903.39	28.37	\$ 11,500.00
1160 PROVERTY PROGRAMS	Total	411,298.26	280,935.31	31.70	\$ 431,600.00
1190 EARLY CHILDHOOD ED PROGRAMS					
01 1190 110 3 005	INSTRUCTIONAL PRE-K	79,380.00	50,447.25	36.45	\$ 34,000.00
01 1190 120 3 005	INSTR -- SUBSTITUTE PRE-K	5,000.00	5,369.02	(7.38)	\$ 7,000.00
01 1190 140 3 005	PRE-K--INSTRUCTIONAL AIDES	126,579.60	135,104.30	(6.73)	\$ 105,000.00
01 1190 141 3 005	Provisional Teacher	81,120.00	68,079.88	16.08	\$ 95,000.00
01 1190 210 3 005	FICA/MED -- PRE-K	23,690.49	20,982.87	11.43	\$ 18,000.00
01 1190 220 3 005	RETIREMENT -- PRE-K	28,357.15	23,780.61	16.14	\$ 20,000.00
01 1190 230 3 005	BENEFITS -- PRE-K	34,568.92	22,558.37	34.74	\$ 20,000.00
01 1190 319 3 005	PROF DEV	1,000.00	800.91	19.91	\$ 1,500.00
01 1190 410 3 005	SUPPLIES -- PRE-K	5,000.00	7,171.13	(44.82)	\$ 10,000.00
01 1190 420 3 005	CURRICULUM-PRE K	5,000.00	162.40	96.75	\$ 3,500.00
01 1190 440 3 005	PERIODICALS-PRE K	400.00	0.00	100.00	\$ 300.00
01 1190 460 3 005	COMPUTER HARDWARE-PRE K	2,000.00	0.00	100.00	\$ 5,000.00
01 1190 465 3 005	PRE K-COMPUTER SOFTWARE	400.00	0.00	100.00	\$ 6,000.00
01 1190 470 3 005	SNACKS--PRE K	10,000.00	101.18	98.99	\$ 500.00
01 1190 530 3 005	EQUIPMENT-PRE K	2,000.00	1,277.50	36.13	\$ 2,500.00
01 1190 630 3 005	DUES AND FEES-PRE K	1,000.00	60.00	94.00	\$ 500.00
01 1190 670 3 005	STF DEV/TRAVEL -- PRE-K	2,000.00	170.66	91.47	\$ 500.00
1190 EARLY CHILDHOOD ED PROGRAMS	Total	407,496.16	336,066.08	17.51	\$ 329,300.00
1210 SPED					
01 1210 110 1 003	Sped Sal Elem	36,774.00	33,709.50	8.33	\$ 38,500.00
01 1210 110 2 001	Sped Sal Sec	54,270.00	0.00	100.00	
01 1210 110 3 005	Sped Sal PK	0.00	12,524.02	0.00	
01 1210 120 1 003	Sped Subs Elem	1,000.00	95.00	90.50	\$ 1,000.00
01 1210 120 2 001	Sped Subs Sec	800.00	1,377.50	(72.19)	\$ 1,500.00
01 1210 140 1 003	Sped Aides Elem	72,121.35	70,145.27	2.74	\$ 75,000.00
01 1210 140 2 001	Sped Aides Sec	63,598.50	53,864.44	15.31	\$ 65,000.00
01 1210 140 3 005	OTHER SPED STAFF SALARIES	0.00	53,086.39	0.00	\$ 50,000.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 4	
01 1210 210 1 003	Soc Sec	9,194.94	<u>8,471.83</u>	7.86		\$ 9,000.00
01 1210 210 2 001	SOCIAL SECURITY	9,881.39	<u>5,009.37</u>	49.31		\$ 5,000.00
01 1210 210 3 005	SOCIAL SECURITY	0.00	<u>4,864.55</u>	0.00		\$ 5,000.00
01 1210 220 1 003	Sped Retire Elem	10,756.46	<u>10,192.51</u>	5.24		\$ 10,000.00
01 1210 220 2 001	Sped Retire Sec	11,642.81	<u>5,320.82</u>	54.30		\$ 7,000.00
01 1210 220 3 005	RETIREMENT	0.00	<u>5,744.52</u>	0.00		\$ 6,500.00
01 1210 230 1 003	Sped Bene Elem	15,289.64	<u>14,118.19</u>	7.66		\$ 13,500.00
01 1210 230 2 001	Sped Bene Sec	11,300.00	<u>10,358.37</u>	8.33		\$ 11,300.00
01 1210 240 1 003	Sped Workmns Elem	4,050.00	<u>4,150.00</u>	(2.47)		\$ 4,500.00
01 1210 240 2 001	Sped Workmns Sec	4,050.00	<u>4,150.00</u>	(2.47)		\$ 4,500.00
01 1210 313 0 000	Contr Serv Sped	121,000.00	<u>57,815.89</u>	52.22		\$ 60,000.00
01 1210 313 1 003	SPED ELEM CONTRACT SERVICES	0.00	<u>45,154.47</u>	0.00		\$ 44,000.00
01 1210 313 2 001	2nd SPED CONTRACT SERVICES	0.00	<u>36,396.25</u>	0.00		\$ 40,000.00
01 1210 318 1 003	OTHER CONTRACTED OR SECURED SERVICES	100.00	<u>0.00</u>	100.00		
01 1210 319 1 003	Other Prof & Tech Services	250.00	<u>0.00</u>	100.00		\$ 500.00
01 1210 321 1 003	HEAT	400.00	<u>763.74</u>	(90.94)		\$ 800.00
01 1210 321 2 003	HEAT					\$ 650.00
01 1210 321 3 005	HEAT	0.00	<u>0.00</u>	0.00		\$ 150.00
01 1210 322 1 003	ELECTRICITY	2,300.00	<u>3,116.83</u>	(35.51)		\$ 3,250.00
01 1210 322 2 003	ELECTRICITY					\$ 2,000.00
01 1210 322 3 005	ELECTRICITY	0.00	<u>0.00</u>	0.00		\$ 150.00
01 1210 323 1 003	WATER AND SEWER	700.00	<u>840.67</u>	(20.10)		\$ 800.00
01 1210 323 2 003	WATER AND SEWER					\$ 350.00
01 1210 323 3 005	WATER AND SEWER	0.00	<u>0.00</u>	0.00		\$ 100.00
01 1210 338 1 003	REPAIRS AND MAINTENANCE	2,000.00	<u>0.00</u>	100.00		\$ 2,000.00
01 1210 340 0 000	Liability Insurance	10,000.00	<u>0.00</u>	100.00		\$ -
01 1210 364 3 005	TUIT PD OTHER DIST	0.00	<u>640.00</u>	0.00		\$ 5,000.00
01 1210 382 0 000	DISTANCE EDUCATION AND TELECOMMUNICATION	4,800.00	<u>1,174.65</u>	75.53		\$ 4,800.00
01 1210 410 1 003	Elem Sped Suppl	500.00	<u>407.89</u>	18.42		\$ 600.00
01 1210 410 2 001	Sec Sped Suppl	500.00	<u>422.77</u>	15.45		\$ 500.00
01 1210 410 3 005	Pre K SUPPLIES	500.00	<u>294.58</u>	41.08		\$ 500.00
01 1210 420 1 003	Elem Sped Curriculum	400.00	<u>629.90</u>	(57.48)		\$ 800.00
01 1210 420 2 001	Sec Sped Curriculum	400.00	<u>521.96</u>	(30.49)		\$ 700.00
01 1210 460 0 000	COMPUTER HARDWARE	500.00	<u>0.00</u>	100.00		\$ 500.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:
01 1210 630 0 000	Sped Fees	1,200.00	0.00	100.00	5 \$ 1,200.00
01 1210 670 1 003	SPED--STF DEV--ELEM	500.00	740.95	(48.19)	\$ 750.00
01 1210 670 2 001	SPED--STF DEV--SEC	400.00	286.65	28.34	\$ 750.00
1210 SPED	Total	451,179.09	446,389.48	1.06	\$ 478,150.00
1291	EARLY CHILDHOOD SPECIAL EDUCATION INSTRU				
01 1291 313 3 005	SPED Age 3-5 CONTRACT SERVICES	0.00	20,304.53	0.00	\$ 16,000.00
1291	EARLY CHILDHOOD SPECIAL EDUCATION INSTRU	Total	20,304.53	0.00	\$ 16,000.00
1292	BIRTH-2 SPECIAL ED INSTRUCTIONAL PROGRAM				
01 1292 313 3 005	BIRTH-2 SPED CONTRACT SERVICES	0.00	12,914.23	0.00	\$ 9,500.00
1292	BIRTH-2 SPECIAL ED INSTRUCTIONAL PROGRAM	Total	12,914.23	0.00	\$ 9,500.00
2120	GUIDANCE SERVICES				
01 2120 110 0 000	GUIDANCE SALARIES	44,431.09	40,728.49	8.33	\$ 45,000.00
01 2120 140 0 000	OTHER STAFF SALARIES	0.00	9,357.31	0.00	\$ 9,000.00
01 2120 210 0 000	GUIDANCE FICA/MEDICARE	4,263.43	4,393.00	(3.04)	\$ 4,300.00
01 2120 220 0 000	GUIDANCE RETIREMENT	4,388.81	4,659.75	(6.17)	\$ 5,500.00
01 2120 230 0 000	GUIDANCE BENEFITS	15,289.64	13,325.73	12.84	\$ 15,200.00
01 2120 319 0 000	PROF DEV	500.00	0.00	100.00	\$ 500.00
01 2120 410 0 000	SUPPLIES/TESTING	10,000.00	5,997.30	40.03	\$ 7,500.00
01 2120 490 0 000	GUIDEANCE-OTHER SUPPLIES AND MATERIALS	1,500.00	0.00	100.00	\$ 1,000.00
01 2120 630 0 000	DUES AND FEES	350.00	0.00	100.00	\$ 500.00
01 2120 670 0 000	Guid-Prof Dev	250.00	0.00	100.00	\$ 500.00
01 2120 690 0 000	Guid-Other misc expenses	0.00	167.20	0.00	\$ 500.00
2120	GUIDANCE SERVICES	Total	78,628.78	2.90	\$ 89,500.00
2130	HEALTH SERVICES				
01 2130 110 0 000	Salary Nurse	45,000.00	0.00	100.00	
01 2130 110 2 001	Salary	0.00	3,541.67	0.00	
01 2130 140 0 000	Salary Nurse	0.00	37,500.00	0.00	\$ 45,000.00
01 2130 210 0 000	Social Security	4,306.95	3,589.10	16.67	\$ 4,400.00
01 2130 210 2 001	SOCIAL SECURITY	0.00	270.93	0.00	
01 2130 220 0 000	Retirement Nurse	4,445.01	3,704.20	16.67	\$ 4,500.00
01 2130 220 2 001	RETIREMENT	0.00	349.84	0.00	
01 2130 230 0 000	Nurse-Benefits	22,071.80	9,581.78	56.59	\$ 15,200.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 6	
01 2130 410 000	Supplies Nurse	1,000.00	1,381.23	(38.12)		\$ 2,000.00
01 2130 630 000	DUES AND FEES	300.00	55.94	81.35		\$ 300.00
01 2130 670 000	Prof Dev Nurse	800.00	180.00	77.50		\$ 350.00
01 2130 690 000	Other Nurse	0.00	0.00	0.00		
2130 HEALTH SERVICES	Total	77,923.76	60,154.69	22.80		\$ 71,750.00
2190 OTHER PUPIL SUPPORT SERVICES						
01 2190 110 000	REGULAR SALARIES-ACTIVITY	65,235.50	124,355.40	(90.63)		\$ 118,000.00
01 2190 120 000	ACTIVITY BUS DRIVER	50,000.00	602.90	98.79		
01 2190 140 000	OTHER STAFF SALARIES	23,287.00	40,069.76	(72.07)		\$ 40,500.00
01 2190 210 000	Social Security/Med-- ACTIVITY BUS	10,914.22	12,960.76	(18.75)		\$ 13,000.00
01 2190 220 000	RETIREMENT -- ACTIVITY BUS	13,257.59	13,791.25	(4.03)		\$ 13,500.00
01 2190 230 000	Insurance	0.00	5,283.72	0.00		
01 2190 318 000	ATHLETIC TRAINER SERVICES - ACTIVIT	1,500.00	2,088.33	(39.22)		\$ 2,000.00
01 2190 319 000	EXTRA DUTY -- NON-STAFF	8,453.50	9,251.00	(9.43)		\$ 13,000.00
01 2190 336 000	Activities -- Gas & Oil	7,500.00	6,394.26	14.74		\$ 8,000.00
01 2190 390 000	STATE FEES -- ACTIVITIES	4,000.00	0.00	100.00		\$ 3,000.00
01 2190 410 000	Activities Supplies	18,000.00	18,422.78	(2.35)		\$ 18,000.00
01 2190 410 400	Activities Spirit wear	7,000.00	2,604.14	62.80		\$ 3,000.00
01 2190 490 000	Activities --Equipment	2,000.00	25.98	98.70		\$ 2,000.00
01 2190 500 000	Site Improvements IMPROVEMENTS	1,500.00	0.00	100.00		\$ 10,000.00
01 2190 670 000	Activities -- Travel Expenses	3,500.00	5,649.53	(61.42)		\$ 7,500.00
01 2190 690 000	DUES/FEES -- ACTIVITIES	3,000.00	3,171.22	(5.71)		\$ 3,000.00
2190 OTHER PUPIL SUPPORT SERVICES	Total	219,147.81	244,671.03	(11.65)		\$ 254,500.00
2212 INST STAFF TRNG AND CURR DEV						
01 2212 210 000	SOCIAL SECURITY	0.00	0.00	0.00		
01 2212 220 000	RETIREMENT	0.00	0.00	0.00		
01 2212 230 000	HEALTH INSURANCE	0.00	0.00	0.00		
01 2212 319 000	SCHO IMP: PROF DEV	40,000.00	0.00	100.00		\$ 25,000.00
2212 INST STAFF TRNG AND CURR DEV	Total	40,000.00	0.00	100.00		\$ 25,000.00
2213 SCHOOL IMPROVEMENT						
01 2213 670 000	SCH IMP: TRAVEL EXPENSES	2,500.00	1,152.84	53.89		\$ 10,000.00
01 2213 690 000	SCH IMP: ACCREDITATION EXP	2,500.00	2,470.58	1.18		\$ 5,000.00
2213 SCHOOL IMPROVEMENT	Total	5,000.00	3,623.42	27.53		\$ 15,000.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 7	
2222	SCHOOL LIBRARY SERVICES					
01 2222 110 000	Salary Librarian	38,232.00	35,046.00	8.33	\$ 38,500.00	
01 2222 120 000	SUBSTITUTE OR TEMPORARY SALARIES	500.00	332.50	33.50	\$ 500.00	
01 2222 210 000	Fica Librarian	3,789.20	2,127.41	43.86	\$ 3,900.00	
01 2222 220 000	Retire Library	3,776.48	3,461.79	8.33	\$ 3,900.00	
01 2222 230 000	Benefit Library	15,289.64	13,738.49	10.15	\$ 15,500.00	
01 2222 410 1003	Supplies Library	200.00	1,888.39	(844.20)	\$ 1,200.00	
01 2222 410 2001	Supplies Library	200.00	1,144.63	(472.32)	\$ 800.00	
01 2222 430 1003	Libr Books Elem	900.00	0.00	100.00	\$ 900.00	
01 2222 430 2001	Libr Books Sec	900.00	1,848.68	(105.41)	\$ 1,000.00	
01 2222 440 1003	Elem Library Periodicals	800.00	0.00	100.00	\$ 300.00	
01 2222 440 2001	Second Library Periodicals	300.00	0.00	100.00	\$ 300.00	
01 2222 465 000	Library-COMPUTER SOFTWARE	500.00	84.00	83.20	\$ 250.00	
01 2222 630 000	DUES AND FEES	350.00	174.00	50.29	\$ 350.00	
01 2222 670 000	Library-TRAVEL EXPENSE AND MILEAGE	350.00	0.00	100.00	\$ 200.00	
2222	SCHOOL LIBRARY SERVICES	Total	66,087.32	59,845.89	9.44	\$ 67,600.00
2224	EDUCATIONAL TELEVISION SERVICES					
01 2224 110 000	Salary Tech	72,000.00	59,193.30	17.79		
01 2224 140 000	OTHER TECH STAFF SALARIES	53,872.00	28,390.36	47.30	\$ 29,000.00	
01 2224 210 000	Fica Tech	10,493.66	7,411.31	29.37	\$ 2,300.00	
01 2224 220 000	Retire Tech	10,995.18	7,981.22	27.41	\$ 2,900.00	
01 2224 230 000	Benefit Tech	11,300.00	9,416.66	16.67		
01 2224 313 000	Contracted Services	0.00	41,031.00	0.00	\$ 65,000.00	
01 2224 318 1003	Repairs Elem Tech	1,000.00	0.00	100.00	\$ 1,000.00	
01 2224 318 2001	Repairs Sec Tech	1,000.00	0.00	100.00	\$ 1,000.00	
01 2224 319 000	PROF DEV-TECH	400.00	197.45	18.14	\$ 400.00	
01 2224 410 000	Supplies Tech	2,000.00	409.81	79.51	\$ 2,000.00	
01 2224 560 000	Tech Hardware	1,000.00	0.00	100.00	\$ 5,000.00	
01 2224 630 000	Tech Dues/fees	200.00	50.32	74.84	\$ 400.00	
01 2224 670 000	Mileage Tech	100.00	0.00	100.00	\$ 200.00	
01 2224 690 000	Other Tech	0.00	0.00	0.00		
2224	EDUCATIONAL TELEVISION SERVICES	Total	164,360.84	154,081.43	6.18	\$ 109,200.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:	
2310	BOARD OF EDUCATION				8	
01 2310 310 000	Prof Dev	5,000.00	0.00	82.60	\$ 3,000.00	
01 2310 317 000	Legal Services	6,000.00	2,840.00	52.67	\$ 4,000.00	
01 2310 318 000	Audit	14,000.00	13,775.00	1.61	\$ 15,000.00	
01 2310 340 000	Liability Insurance	48,000.00	64,209.00	(33.77)	\$ 65,000.00	
01 2310 342 000	Board Fidelity Bond Premiums	250.00	0.00	100.00	\$ 250.00	
01 2310 350 000	Advertising And Printing	15,000.00	3,867.72	74.22	\$ 10,000.00	
01 2310 410 000	Supplies Board	1,000.00	21.00	97.90	\$ 500.00	
01 2310 440 000	Periodicals Board	300.00	0.00	100.00	\$ 300.00	
01 2310 630 000	Dues And Fees	10,000.00	8,985.00	10.15	\$ 9,000.00	
01 2310 670 000	Mileage And Expense	2,500.00	0.00	100.00	\$ 2,000.00	
01 2310 690 000	Other Board, Coffee Act	1,000.00	0.00	100.00	\$ 5,000.00	
2310	BOARD OF EDUCATION	Total	103,050.00	93,697.72	8.23	\$ 114,050.00
2320	EXECUTIVE ADMINISTRATION					
01 2320 105 000	SALARY-SUPERINTENDENT	120,000.00	110,000.00	8.33	\$ 120,000.00	
01 2320 140 000	Clerical Salary Supt	35,784.00	31,844.50	11.01	\$ 28,000.00	
01 2320 210 000	Fica Supt	11,917.48	10,755.82	9.75	\$ 12,000.00	
01 2320 220 000	Retire Supt	15,388.03	13,989.66	9.09	\$ 15,500.00	
01 2320 230 000	Benefits Supt	21,471.12	22,026.71	(2.59)	\$ 22,000.00	
01 2320 290 000	OTHER BENEFITS	600.00	550.00	8.33	\$ 600.00	
01 2320 319 000	SUPER-PROF DEV	2,000.00	484.43	69.28	\$ 2,000.00	
01 2320 410 000	Office Supplies	300.00	0.00	100.00	\$ 300.00	
01 2320 460 000	Comp Hardware Supt	1,000.00	0.00	100.00	\$ 1,500.00	
01 2320 530 000	Equip Supt	500.00	0.00	100.00	\$ 500.00	
01 2320 630 000	Dues And Fees	2,500.00	980.80	60.77	\$ 1,500.00	
01 2320 670 000	TRAVEL - SUPT.	2,000.00	113.34	94.33	\$ 2,000.00	
01 2320 690 000	Other Supt, Coffee Act	500.00	114.81	77.04	\$ 800.00	
2320	EXECUTIVE ADMINISTRATION	Total	213,960.63	190,860.07	10.74	\$ 206,700.00
2410	PRIN					
01 2410 110 103	Salary Elem Prin	103,000.00	94,416.67	8.33	\$ 103,000.00	
01 2410 110 201	Salary Sec Prin	75,912.00	70,093.33	7.67	\$ 82,000.00	
01 2410 140 103	Clerical Elem Prin	30,744.00	31,220.37	(1.55)	\$ 33,000.00	

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 9	
01 2410 140 2 001	Clerical Sec Prin	33,768.00	<u>38,751.19</u>	(14.76)		\$ 36,000.00
01 2410 210 1 003	Fica Elem Prin	10,231.42	<u>9,596.34</u>	6.21		\$ 10,500.00
01 2410 210 2 001	Fica Sec Prin	8,390.52	<u>7,834.96</u>	6.62		\$ 8,500.00
01 2410 220 1 003	Retire Elem Prin	13,210.96	<u>12,309.83</u>	6.82		\$ 13,500.00
01 2410 220 2 001	Retire Sec Prin	10,833.97	<u>10,751.45</u>	0.76		\$ 11,000.00
01 2410 230 1 003	Benefit Elem Prin	0.00	<u>0.00</u>	0.00		
01 2410 230 2 001	Benefit Sec Prin	15,204.12	<u>22,761.17</u>	(49.70)		\$ 12,000.00
01 2410 319 1 003	ELEM PRINCIPAL-PROF DEV	2,000.00	<u>692.53</u>	65.37		\$ 1,500.00
01 2410 319 2 001	SEC PRINCIPAL-PROF DEV	2,000.00	<u>564.42</u>	71.78		\$ 1,500.00
01 2410 410 1 003	Supplies Elem Prin	500.00	<u>0.00</u>	100.00		\$ 500.00
01 2410 410 2 001	Supplies Sec Prin	500.00	<u>556.19</u>	(11.24)		\$ 500.00
01 2410 410 3 005	SUPPLIES-PRE K Director	500.00	<u>0.00</u>	100.00		\$ 200.00
01 2410 460 1 003	Comp Hardwar Elem Prin	0.00	<u>0.00</u>	0.00		\$ 800.00
01 2410 460 2 001	Comp Harware Sec Prin	0.00	<u>0.00</u>	0.00		\$ 800.00
01 2410 630 1 003	Dues Elem Prin	1,500.00	<u>980.80</u>	34.61		\$ 1,000.00
01 2410 630 2 001	Dues Sec Prin	750.00	<u>360.00</u>	52.00		\$ 500.00
01 2410 630 3 005	DUES AND FEES-Director Early Childhood	500.00	<u>0.00</u>	100.00		\$ 250.00
01 2410 670 1 003	Mileage Elem Prin	400.00	<u>126.43</u>	68.39		\$ 100.00
01 2410 670 2 001	Mileage Sec Prin	400.00	<u>0.00</u>	100.00		\$ 100.00
2410 PRIN	Total	310,344.99	301,015.68	3.01		\$ 317,250.00
2510	GENERAL ADMIN-BUSINESS SERVICE					
01 2510 140 0 000	Business Manager--Salary	47,527.20	<u>48,927.98</u>	(2.95)		\$ 52,000.00
01 2510 210 0 000	Business Manager--FICA/Medicare	3,635.83	<u>3,514.21</u>	3.35		\$ 4,800.00
01 2510 220 0 000	Business Manager--Retirement	4,694.64	<u>4,401.51</u>	6.24		\$ 5,000.00
01 2510 230 0 000	Business Manager--Benefits Package	6,782.16	<u>2,825.90</u>	58.33		
01 2510 283 0 000	UNEMPLOYMENT COMP OR INS	0.00	<u>1,535.13</u>	0.00		\$ 10,000.00
01 2510 318 0 000	Contracted Services	500.00	<u>0.00</u>	100.00		\$ 500.00
01 2510 319 0 000	Professional & Technical Svcs	5,000.00	<u>123.95</u>	97.52		\$ 1,000.00
01 2510 324 0 000	Telephone General	12,000.00	<u>7,774.71</u>	35.21		\$ 10,000.00
01 2510 327 0 000	Rent/lease General	250.00	<u>0.00</u>	100.00		\$ 250.00
01 2510 350 0 000	Adver/print General	1,500.00	<u>2,370.47</u>	(58.03)		\$ 2,500.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 10	
01 2510 381 0 000	Postage General	3,500.00	<u>1,778.35</u>	49.19		\$ 3,000.00
01 2510 410 0 000	Supplies General	750.00	<u>451.93</u>	39.74		\$ 750.00
01 2510 465 0 000	BUSINESS SOFTWARE	500.00	<u>1,450.68</u>	(190.14)		\$ 6,000.00
01 2510 530 0 000	Equip General	500.00	<u>0.00</u>	100.00		\$ 500.00
01 2510 630 0 000	DUES AND FEES	500.00	<u>484.00</u>	3.20		\$ 600.00
01 2510 670 0 000	Prof Dev-General	1,000.00	<u>1,495.79</u>	(62.58)		\$ 1,500.00
01 2510 690 0 000	Other General	500.00	<u>367.17</u>	26.57		\$ 500.00
2510	GENERAL ADMIN-BUSINESS SERVICE	Total	<u>89,139.83</u>	<u>77,501.78</u>	12.91	\$ 98,900.00
2610	Custodian					
01 2610 140 1 003	CUSTODIAL SALARY--ELEM	31,424.49	<u>42,085.16</u>	(33.92)		\$ 38,000.00
01 2610 140 2 001	CUSTODIAL SALARIES -- SEC	30,270.33	<u>33,787.34</u>	(11.62)		\$ 35,000.00
01 2610 140 3 005	CUSTODIAL-PRE K	10,920.00	<u>615.20</u>	94.37		\$ 5,000.00
01 2610 210 1 003	Fica Elem Custodian	2,403.97	<u>3,196.87</u>	(32.98)		\$ 3,200.00
01 2610 210 2 001	Fica Sec Custodian	2,315.68	<u>2,476.78</u>	(6.96)		\$ 2,700.00
01 2610 210 3 005	SOCIAL SECURITY-PRE K CUSTODIAL	835.38	<u>47.06</u>	94.37		\$ 400.00
01 2610 220 1 003	Retire Elem Cust	3,104.05	<u>3,952.61</u>	(27.34)		\$ 4,000.00
01 2610 220 2 001	Retire Sec Cust	2,990.04	<u>2,969.00</u>	0.70		\$ 3,600.00
01 2610 220 3 005	RETIREMENT-PRE K CUSTODIAL	1,078.90	<u>0.00</u>	100.00		\$ 500.00
01 2610 230 1 003	Benefits Elem	2,260.72	<u>5,651.80</u>	(150.00)		\$ 6,000.00
01 2610 230 2 001	Benefits Sec	9,042.88	<u>1,765.76</u>	80.47		\$ 2,500.00
01 2610 230 3 005	BENEFITS-PRE K CUSTODIAL	0.00	<u>0.00</u>	0.00		
01 2610 320 0 000	PROPERTY SERVICES-Equip Rental	500.00	<u>0.00</u>	100.00		\$ 500.00
01 2610 321 1 003	Heat - Elem	16,000.00	<u>15,212.52</u>	4.92		\$ 17,000.00
01 2610 321 2 001	Heat - Highschool	13,000.00	<u>12,730.57</u>	2.07		\$ 13,500.00
01 2610 321 3 005	HEAT-PRE K	5,000.00	<u>2,629.99</u>	47.40		\$ 3,000.00
01 2610 322 1 003	Elec Elem	65,000.00	<u>66,106.29</u>	(1.70)		\$ 68,000.00
01 2610 322 2 001	Elec Sec	40,000.00	<u>40,108.14</u>	(0.27)		\$ 42,000.00
01 2610 322 3 005	ELECTRICITY-PRE K	15,000.00	<u>3,129.85</u>	79.13		\$ 4,500.00
01 2610 323 1 003	Water/sewer Elem	16,000.00	<u>17,912.37</u>	(11.95)		\$ 19,000.00
01 2610 323 2 001	Water/sewer Sec	7,000.00	<u>7,256.56</u>	(3.67)		\$ 8,000.00
01 2610 323 3 005	WATER AND SEWER-PRE K	5,000.00	<u>1,543.90</u>	69.12		\$ 2,500.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:
01 2610 324 1 003	Drinking Water - Elem	0.00	0.00	0.00	11
01 2610 324 2 001	Drinking Water - Highschool	0.00	0.00	0.00	
01 2610 410 0 000	Custodial-Supplies	0.00	230.28	0.00	
01 2610 410 1 003	Supplies Elem Cust	10,000.00	13,637.12	(50.25)	\$ 15,000.00
01 2610 410 2 001	Supplies Sec Cust	10,000.00	13,375.83	(40.97)	\$ 15,000.00
01 2610 410 3 005	CUSTODIAL SUPPLIES - PRE K	8,000.00	5,081.15	26.44	\$ 6,000.00
01 2610 530 0 000	Equipment Cust	4,000.00	0.00	100.00	\$ 5,000.00
2610 Custodian	Total	311,146.44	295,502.15	4.00	\$ 319,900.00
2620 Maintenance					
01 2620 140 0 000	OTHER STAFF SALARIES	64,203.26	61,488.29	4.23	\$ 65,000.00
01 2620 210 0 000	SOCIAL SECURITY	4,911.55	4,665.28	5.01	\$ 5,000.00
01 2620 220 0 000	RETIREMENT	6,341.87	5,931.14	6.48	\$ 6,500.00
01 2620 230 0 000	HEALTH INSURANCE	6,782.16	9,306.32	(37.22)	\$ 9,000.00
01 2620 318 0 000	Maint-Repairs	35,000.00	611.35	98.25	\$ 10,000.00
01 2620 318 1 003	Contr Serv Elem Maint	5,000.00	4,230.46	15.39	\$ 5,000.00
01 2620 318 2 001	Contr Serv Sec Maint	5,000.00	2,936.26	41.27	\$ 5,000.00
01 2620 318 3 005	CONTR SERV (FIRE MONITOR)	1,500.00	245.00	83.67	\$ 1,500.00
01 2620 328 0 000	Property Insurance	0.00	0.00	0.00	\$ 5,000.00
01 2620 338 1 003	Elem Repairs Maint	3,000.00	880.98	70.63	\$ 3,000.00
01 2620 338 2 001	HS Maint. Repairs	3,000.00	1,113.12	62.90	\$ 3,000.00
01 2620 338 3 005	MAINT/REPAIR-PRE K	1,500.00	59.99	96.00	\$ 1,500.00
01 2620 410 0 000	Dist-Repair/Maintenance Grounds	7,500.00	8,969.53	(21.26)	\$ 10,000.00
01 2620 410 1 003	Elem-Maintenance/Repair Supplies	2,500.00	3,224.19	(28.97)	\$ 4,000.00
01 2620 410 2 001	Sec Repair/Maintenance Supplies	2,500.00	2,870.70	(53.73)	\$ 3,000.00
01 2620 410 3 005	PRE K MAINTENANCE SUPPLIES	2,500.00	393.72	61.70	\$ 1,000.00
01 2620 520 0 000	Bldg Improv District	5,000.00	0.00	100.00	\$ 10,000.00
01 2620 530 0 000	Maint-Equip	5,000.00	0.00	100.00	\$ 5,000.00
01 2620 530 1 003	Equip Maint Elem	3,500.00	5,618.16	(60.52)	\$ 6,000.00
01 2620 530 2 001	Equip Maint Second	3,500.00	728.27	79.19	\$ 2,500.00
01 2620 530 3 005	FURNITURE AND EQUIPMENT-PRE K	1,500.00	75.00	95.00	\$ 2,500.00
01 2620 690 0 000	Maint-Other	0.00	0.00	0.00	
2620 Maintenance	Total	169,738.84	113,347.76	32.24	\$ 163,500.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page: 12
2660	Security				
01 2660 390 000	Safety and Security-other	5,000.00	4,648.72	7.03	\$ 10,000.00
2660	Security	Total	5,000.00	4,648.72	7.03
2750	REGULAR PUPIL TRANSPORTATION				
01 2750 120 000	Trans-Sub Bus Salary	0.00	5,105.91	0.00	\$ 5,000.00
01 2750 140 000	Salary Bus	102,764.70	105,004.84	(2.18)	\$ 110,000.00
01 2750 140 305	PRE-K BUS DRIVER SALARY	0.00	0.00	0.00	
01 2750 210 000	Fica Bus	7,861.50	8,365.36	(6.41)	\$ 9,000.00
01 2750 210 305	PRE-K BUS DRIVER FICA/MED	0.00	0.00	0.00	
01 2750 220 000	Retire Bus	10,150.89	9,031.51	11.03	\$ 11,000.00
01 2750 230 000	Benefits	6,782.16	2,873.62	57.63	\$ 3,000.00
01 2750 319 000	PROFESSIONAL DEV	3,500.00	1,487.69	57.49	\$ 2,500.00
01 2750 336 000	Gas And Oil	30,000.00	31,053.02	(3.51)	\$ 33,000.00
01 2750 337 000	Tires And Parts	10,000.00	14,837.73	(48.38)	\$ 16,000.00
01 2750 338 000	Repairs And Maintenance	20,000.00	8,890.30	55.55	\$ 20,000.00
01 2750 340 000	Vehicle Liability Insurance	9,000.00	0.00	100.00	
01 2750 410 000	Supplies	5,000.00	5,011.07	(0.22)	\$ 7,000.00
01 2750 540 000	Vehicle Acquisition	50,000.00	24.00	99.95	\$ 25,000.00
01 2750 690 000	Other	0.00	(1,372.60)	0.00	\$ 2,500.00
2750	REGULAR PUPIL TRANSPORTATION	Total	255,059.25	190,312.45	25.39
2760	SCHOOL AGE SPEC ED TRANSPORT				
01 2760 140 201	SPED TRANSPORTATION/BUS DRIVER	2,500.00	1,977.04	20.92	\$ 5,000.00
01 2760 210 201	FICA/Medicare SPED Transportation	150.00	151.26	(0.84)	\$ 200.00
01 2760 220 201	Retirement -- SPED Transportation	200.00	195.29	2.35	\$ 500.00
01 2760 336 000	SPED GAS & OIL -- PRIUS	500.00	297.34	40.53	\$ 500.00
01 2760 337 000	SPED TIRES & PARTS -- MINI BUS	500.00	0.00	100.00	\$ 1,000.00
01 2760 338 000	SPED RPRS & MAINT -- PRIUS	1,000.00	0.00	100.00	\$ 1,000.00
01 2760 340 000	SPED Vehicle Liability Insurance	1,000.00	0.00	100.00	\$ 1,000.00
01 2760 410 000	SPED TRNS SUPPLIES -- PRIUS	250.00	0.00	100.00	\$ 500.00
01 2760 690 000	SPED TRANS -- OTHER	0.00	0.00	0.00	
2760	SCHOOL AGE SPEC ED TRANSPORT	Total	6,100.00	2,620.93	57.03
2900	Early Retirement				
01 2900 210 000	SOCIAL SECURITY	2,652.00	2,843.25	(7.21)	\$ 2,900.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:	
01 4310 110 000	SALARY -- TITLE II PART A	0.00	0.00	0.00	14	
01 4310 210 000	SUB FICA/MED-- TITLE II FY13	0.00	0.00	0.00		
01 4310 220 000	TITLE II SUB RETIREMENT	0.00	0.00	0.00		
01 4310 230 000	BENEFITS -- TITLE IIA	0.00	0.00	0.00		
01 4310 319 000	PROF SVCS -- TITLE IIA	0.00	0.00	0.00	\$ 5,000.00	
01 4310 670 000	STF DEV/TRAVEL -- TITLE IIA	12,620.00	31,440.19	(149.13)	\$ 13,000.00	
01 4310 690 000	Title II Indirect Costs	0.00	0.00	0.00	\$ 800.00	
4310	TITLE II, PART A NCLB TCHR QUAL GRANTS	Total	12,620.00	31,440.19	(149.13)	\$ 18,800.00
4404	IDEA PART B(611) BASE ALLOC BIRTH TO 4					
01 4404 313 000	IDEA B BASE -- PROFESSIONAL SERVICE	0.00	0.00	0.00		
01 4404 410 000	SUPPLIES	0.00	0.00	0.00		
01 4404 670 000	TRAVEL EXPENSE AND MILEAGE	0.00	0.00	0.00		
01 4404 690 000	IDEA BIRTH-4 INDIRECT COST	0.00	0.00	0.00		
4404	IDEA PART B(611) BASE ALLOC BIRTH TO 4	Total	0.00	0.00	0.00	
4406	IDEA PRESCHOOL(619) BASE ALLOC					
01 4406 110 305	IDEA B PREK SPED SALARY	0.00	0.00	0.00		
01 4406 210 305	IDEA B PREKSPED FICA/MEDICARE	0.00	0.00	0.00		
01 4406 220 305	IDEA B PREK SPED RETIREMENT	0.00	0.00	0.00		
01 4406 313 305	IDEA B PREK--PROFESSIONAL SVCS	0.00	6,940.79	0.00	\$ 7,300.00	
01 4406 670 305	IDEA PREK--STAFF DEVELOPMENT	0.00	0.00	0.00		
01 4406 690 000	IDEA PREK INDIRECT COSTS	0.00	0.00	0.00		
4406	IDEA PRESCHOOL(619) BASE ALLOC	Total	0.00	6,940.79	0.00	\$ 7,300.00
4410	IDEA ENROLLMENT/POVERTY					
01 4410 110 000	IDEA-EP--CERTIFIED SALARY	0.00	49,747.50	0.00	\$ 50,000.00	
01 4410 140 000	IDEA-EP--CLASSIFIED SALARIES	0.00	26.16	0.00	\$ 3,000.00	
01 4410 210 000	IDEA-EP--FICA/MEDICARE	0.00	3,792.69	0.00	\$ 3,900.00	
01 4410 220 000	IDEA-EP--RETIREMENT	0.00	4,916.51	0.00	\$ 5,300.00	
01 4410 230 000	IDEA-EP--OTHER BENEFITS	0.00	0.00	0.00		
01 4410 240 201	IDEA B--WORKERS COMP	0.00	0.00	0.00		
01 4410 313 000	IDEA-EP--PROFESSIONAL SVCS	0.00	26,598.49	0.00	\$ 28,000.00	
01 4410 410 000	IDEA-ER--SUPPLIES	0.00	0.00	0.00		
01 4410 460 000	IDEA-EP--COMPUTER SOFTWARE	0.00	0.00	0.00		

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:
01 4410 480 000	IDEA-EP--COMPUTER HARDWARE	0.00	0.00	0.00	15
01 4410 670 000	IDEA-EP--PROF DEV/TRAVEL	0.00	0.00	0.00	
01 4410 690 000	IDEA ER-INDIRECT COSTS	0.00	0.00	0.00	
4410 IDEA ENROLLMENT/POVERTY	Total	0.00	85,081.35	0.00	\$ 90,200.00
4412 IDEA PART B PROPORTIONATE SHARE					
01 4412 313 000	CONTRACT SERVICES	0.00	0.00	0.00	
4412 IDEA PART B PROPORTIONATE SHARE	Total	0.00	0.00	0.00	\$ -
4450 Medicaid in Public Schools					
01 4450 313 000	MEDICAID	0.00	39.10	0.00	
01 4450 313 1003	PUPIL SERVICES	0.00	0.00	0.00	
4450 Medicaid in Public Schools	Total	0.00	39.10	0.00	\$ -
4700 FED VOC & APP TECH ED (CARL PERKINS)					
01 4700 410 000	FED VOC & APP (CARL PERKINGS) SUPPLIES	0.00	0.00	0.00	
4700 FED VOC & APP TECH ED (CARL PERKINS)	Total	0.00	0.00	0.00	\$ -
4990 OTHER FED CATEGORICAL RECEIPTS					
01 4990 410 000	Other Fed grant Supplies	0.00	3,004.59	0.00	\$ 3,200.00
4990 OTHER FED CATEGORICAL RECEIPTS	Total	0.00	3,004.59	0.00	\$ 3,200.00
4992 REAP					
01 4992 465 000	REAP-Computer Software	0.00	0.00	0.00	\$ 10,000.00
4992 REAP	Total	0.00	0.00	0.00	\$ 10,000.00
5000 DEBT SERVICES					
01 5000 520 000 000	BUILDING, ACQUISITION, AND IMPROVEMENTS	0.00	0.00	0.00	
01 5000 620 000	Interest On Short Term Debt	0.00	387.25	0.00	
01 5000 700 000	Repay Haz Mat(owe 36,000)	0.00	0.00	0.00	
01 5000 701 000	Repay Building Fund	0.00	0.00	0.00	
5000 DEBT SERVICES	Total	0.00	387.25	0.00	\$ -
6000 SUMMER SCHOOL					
01 6000 140 000	SUMMER SCH -- TRANSPORTATION SAL	0.00	0.00	0.00	
01 6000 210 000	SUMMER SCH -- FICA/MEDICARE	0.00	0.00	0.00	
01 6000 220 000	SUMMER SCH -- RETIREMENT	0.00	0.00	0.00	
6000 SUMMER SCHOOL	Total	0.00	0.00	0.00	\$ -
8000 TRANSFERS (OUTGOING)					
01 8000 750 000	Hot Lunch Trans	0.00	64,494.82	0.00	
01 8000 750 1003	Building Fund Tranfser	0.00	3,745.00	0.00	
01 8000 750 2001	Hazardous Material Fund Transfer	0.00	0.00	0.00	
01 8000 752 2001	Activities Transfer	0.00	0.00	0.00	\$ 10,000.00

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:
01 8000 753 2 001	Depreciation Fund Transfer	0.00	0.00	0.00	16
01 8000 790 0 000	TRANFERS CONTINGENCY	0.00	0.00	0.00	
8000	TRANSFERS (OUTGOING)	0.00	68,239.82	0.00	
9000	NON-PROGRAM EXPENDITURES				
01 9000 690 0 000	Non Program Expenditures	8,703.54	0.00	100.00	
9000	NON-PROGRAM EXPENDITURES	8,703.54	0.00	100.00	
01	GENERAL FUND	5,506,043.00	5,123,124.59	6.58	
					\$ 202,627.00
					\$ 212,627.00
					\$ -

Account Number	Account Description	2017-2018	2017-2018	% Remaining	Page:
Grand Total:		5,506,043.00	5,123,124.59	6.58	17
					\$ 5,868,345.00

56000

11000