

Board of Education Regular Meeting
Monday, May 19, 2025 7:00 PM
District Office
508 Jefferson Ave.
Morrill, NE 69358

I. CALL TO ORDER FOR REGULAR MEETING (*Principles III, IV, and V*)

- I.1. Pledge to the Flag
- I.2. Roll Call of Members
- I.3. Notification of Open Meetings Law Posting
- I.4. Recognition of Possible Recording of Meeting

II. CONSIDER CONSENT AGENDA FOR APPROVAL (*Principles IV and V*)

- II.1. Approval of minutes
- II.2. Claims Payable
- II.3. Business Manager's and Financial Reports (*Principle IV*)
 - II.3.a. Working Monthly Budget
 - II.3.b. Monthly Budget of Receipts
 - II.3.c. Activity Accounts
 - II.3.d. County Treasurer's Report

II.4. COMMITTEE AND ADMINISTRATIVE REPORTS (*Principles IV and V*)

- II.4.a. Facilities/Transportation: Muhr, Watson, Gompert
- II.4.b. Finance/Negotiations: Schuler, Gompert, Muhr
- II.4.c. Policy Committee: Gompert, Watson, Martin
- II.4.d. Early Childhood Principal's Report

II.4.e. Elementary Principal's Report

II.4.f. Superintendent's Report

III. RECOGNITION OF VISITORS / PUBLIC COMMENT (*Principles III and*

V) *The board has set aside 30 minutes for a public comment period if needed. Time for each speaker is not to exceed 5 minutes, and they will be asked to identify themselves and who they represent. While this meeting is open to the public, it does not facilitate direct interaction between the board and attendees during the public comment period. However, if a comment pertains to an agenda item, the board may take note and address it accordingly. Any concerns or comments unrelated to agenda items can be directed to the superintendent for further clarification. The superintendent will then address these concerns at a later date and, if needed, bring them to the board for resolution or guidance.*

IV. ITEMS FOR DISCUSSION / INFORMATIONAL ITEMS

IV.1. COGNIA

IV.2. COMMUNITY INPUT SESSIONS

V. ACTION ITEMS

V.1. Approve contract for Elisha Barron

V.2. Autumn Holt Resolution Agreement

V.3. Resignation of Nikita Anderson

V.4. Bid from Twin City Roofing & Sheet Metal Inc.

V.5. Elect the Community Eligibility Provision (CEP) for our school lunch program

V.6. Approve Morill Public Schools 2025-2026 Coaches Handbook

V.7. Approve 2025/2026 Student/Parent Activities Handbook

V.8. Approve the 2025-2026 Morrill High School Student Handbook

V.9. Disposal or sale of the following items

3 + Round tables, 6+ office chairs, 40 + small student desks, 4 kidney tables

15+ Rectangular tables, several shelves, 50+ small student chairs, opaque projector

3+ shelves with cabbies, old computer items, broken piano, other miscellaneous items in bus barn.

V.10. Insurance for Classified staff

V.11. Superintendent Authority to approve quotes for Elementary Projects

**VI. Next Regular Meeting Date
June 16, 2025**

VII. ADJOURNMENT

Morrill Public Schools
Board of Education Regular Meeting
April 21, 2025 7:00 PM
District Office Board Room
508 Jefferson Ave
Morrill, NE 69358

"At MPS, every student matters, and every moment counts!"

| | |
|-------------------|---------|
| Jim Scott: | Present |
| Joey Muhr: | Present |
| Courtney Schuler: | Present |
| Sue Gompert: | Present |
| Bill Watson: | Present |
| Rob Martin: | Present |

I. CALL TO ORDER FOR REGULAR MEETING (*Principles III, IV, and V*)

Bill Watson called the meeting to order at 7:00 pm.

I.1. Pledge to the Flag

I.2. Roll Call of Members

I.3. Notification of Open Meetings Law Posting

I.4. Recognition of Possible Recording of Meeting

II. CONSIDER CONSENT AGENDA FOR APPROVAL (*Principles IV and V*)

Approval for Consent Agenda Passed with a motion by Courtney Schuler and a second by Joey Muhr.

Bill Watson: Yea, Jim Scott: Yea, Joey Muhr: Yea, Sue Gompert: Yea, Courtney Schuler: Yea, Rob Martin: Yea

Yea: 6, Nay: 0

II.1. Approval of minutes from March 17, 2025 Regular Meeting.

II.2. Approval of Claims Payable and Payroll

II.3. Business Manager's and Financial Reports (*Principle IV*)

II.3.a. Working Monthly Budget

II.3.b. Monthly Budget of Receipts

II.3.c. Activity Accounts

II.3.d. County Treasurer's Report

II.4. Approve transfer of \$20,000 from the General Fund to the Cafeteria Fund for cash flow.

II.5. COMMITTEE AND ADMINISTRATIVE REPORTS *(Principles IV and V)*

II.5.a. Facilities/Transportation: Muhr, Watson, Gompert

II.5.b. Finance/Negotiations: Schuler, Gompert, and Muhr

II.5.c. Morrill School's Foundation: Gompert, Muhr

II.5.d. Elementary Principal's Report

II.5.e. Superintendent's Report

IV. RECOGNITION OF VISITORS / PUBLIC COMMENT *(Principles III and V)* The board has set aside 30 minutes for a public comment period if needed. Time for each speaker is not to exceed 5 minutes, and they will be asked to identify themselves and who they represent. While this meeting is open to the public, it does not facilitate direct interaction between the board and attendees during the public comment period. However, if a comment pertains to an agenda item, the board may take note and address it accordingly. Any concerns or comments unrelated to agenda items can be directed to the superintendent for further clarification. The superintendent will then address these concerns at a later date and, if needed, bring them to the board for resolution or guidance.

Members of the public addressed the board.

IV. ITEMS FOR DISCUSSION / INFORMATION ITEMS

V. ACTION ITEMS

V.1. Approve Contract for Caitlin Pittman School Nurse

Approval of Caitlin Pittman's 2025-2026 contract as presented passed with a motion by Sue Gompert and a second by Rob Martin.

Jim Scott: Yea, Joey Muhr: Yea, Courtney Schuler: Yea, Sue Gompert: Yea, Bill Watson: Yea, Rob Martin: Yea
Yea: 6, Nay: 0

V.2. Approve Contract for Kayla Christensen Preschool Teacher

Approval of Kayla Christensen's preschool teaching contract as presented passed with a motion by Jim Scott and a second by Courtney Schuler.

Jim Scott: Yea, Joey Muhr: Yea, Sue Gompert: Yea, Bill Watson: Yea, Courtney Schuler: Yea, Rob Martin: Yea
Yea: 6, Nay: 0

V.3. Approve Contract for Alyssa Dye Elementary Teacher

Approval of Alyssa Dye's elementary teaching contract passed with a motion by Courtney Schuler and a second by Sue Gompert.

Jim Scott: Yea, Joey Muhr: Yea, Sue Gompert: Yea, Bill Watson: Yea, Courtney Schuler: Yea, Rob Martin: Yea
Yea: 6, Nay: 0

V.4. Resignations

Approval of Cameron Magee's resignation passed with a motion by Jim Scott and a second by Sue Gompert.

Jim Scott: Yea, Joey Muhr: Yea, Sue Gompert: Yea, Bill Watson: Yea, Courtney Schuler: Yea, Rob Martin: Yea

Yea: 6, Nay: 0

V.5. Approve Revisions to the 2025 - 2026 District Calendar

Approval of the 2025-2026 District Calendar revisions passed with a motion by Rob Martin and a second by Jim Scott.

Jim Scott: Yea, Joey Muhr: Yea, Sue Gompert: Yea, Bill Watson: Yea, Courtney Schuler: Yea, Rob Martin: Yea

Yea: 6, Nay: 0

VI. Executive Session

Approval to move into executive session to discuss a potential settlement and/or litigation at 7:25 pm. passed with a motion by Courtney Schuler and a second by Joey Muhr

Jim Scott: Yea, Joey Muhr: Yea, Sue Gompert: Yea, Bill Watson: Yea, Courtney Schuler: Yea, Rob Martin: Yea

Yea: 6, Nay: 0

Approval to come out of executive session at 7:55 pm. passed with a motion by Courtney Schuler.

VII. Next Regular Meeting Date- May 19, 2025 at 7:00 pm.

VIII. ADJOURNMENT- Bill Watson adjourned the meeting at 7:57 pm.

Check Register by Checking Account

Checking Account ID: 09 Check Type: Check

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|-------------------------|-------------------|----------------|-------------|------------------|------------------|-------------------------------|--------------------------------|
| 1081 | 05/15/2025 | | | | BOKFINANC | BOK Financial Corporate Trust | 68,831.83 |
| Check Type Total: | | | Check | | | Void Total: 0.00 | Total without Voids: 68,831.83 |
| Checking Account Total: | | 09 | | | | Void Total: 0.00 | Total without Voids: 68,831.83 |

Checking Account ID: 1 Check Type: Automatic Payment

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|---------------------|-------------------|----------------|-------------------|------------------|------------------|--------------------------------|---------------------------------|
| 52020650 | 05/14/2025 | | | | CAPITALBUS | Capital Business Systems, Inc. | 889.75 |
| 52020651 | 05/19/2025 | | | | CENTELEM | CENTURLINK (ELEM) | 242.41 |
| 52020652 | 05/19/2025 | | | | CENTHIGH | CENTURLINK (JR&SR HIGH) | 654.66 |
| 52020658 | 05/14/2025 | | | | COLUMNSOFT | Column Software PBC | 93.26 |
| 52020659 | 05/14/2025 | | | | AMAZON | Amazon Capital Services | 453.40 |
| 52020661 | 05/14/2025 | | | | VISA | PLATTE VALLEY BANK VISA | 566.73 |
| 52020664 | 05/14/2025 | | | | MC | MASTER CARD | 4,358.16 |
| 52020665 | 05/14/2025 | | | | WEX | WEX BANK | 1,812.42 |
| 52020670 | 05/14/2025 | | | | BHE5392 | Black Hills Energy | 156.41 |
| 52020671 | 05/14/2025 | | | | BHE5697 | Black Hills Energy | 2,169.13 |
| 52020672 | 05/14/2025 | | | | BHE6993 | Black Hills Energy | 260.58 |
| 52020674 | 05/15/2025 | | | | MPSQCPUF | MPS--QCPUF | 200,000.00 |
| Check Type Total: | | | Automatic Payment | | | Void Total: 0.00 | Total without Voids: 211,656.91 |

Checking Account ID: 1 Check Type: Check

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|-------------------------|-------------------|----------------|-------------|------------------|------------------|--|---------------------------------|
| 44793 | 05/14/2025 | | | | BLUFSANI | Bluffs Facility Solutions | 2,035.28 |
| 44794 | 05/14/2025 | | | | ASCENTRAL | DAS STATE ACCTG - CENTRAL FINANCE | 292.87 |
| 44795 | 05/14/2025 | | | | ESU13 | EDUCATIONAL SERVICE UNIT #13 | 26,095.11 |
| 44796 | 05/14/2025 | | | | GARDNERTEC | Gardner Technologies LLC | 7,070.00 |
| 44797 | 05/14/2025 | | | | IDEALLINE | IDEAL LINEN SUPPLY | 443.60 |
| 44798 | 05/14/2025 | | | | KSBSCHOOLL | KSB School Law, PC, LLO | 3,216.00 |
| 44799 | 05/14/2025 | | | | MORRHARD | MORRILL HARDWARE & BUILDING SUPPLIES | 55.83 |
| 44800 | 05/14/2025 | | | | MORRSUPP | MORRILL SUPPLY | 406.73 |
| 44801 | 05/14/2025 | | | | MPSCAFETER | MPS---Cafeteria | 3,026.64 |
| 44802 | 05/14/2025 | | | | PRESTIGEGR | Prestige Group Inc | 3,500.00 |
| 44803 | 05/14/2025 | | | | VILLMORR | VILLAGE OF MORRILL | 13,857.88 |
| 44804 | 05/14/2025 | | | | WESTCO | WESTCO COOPERATIVE COMPANY | 1,775.07 |
| 44805 | 05/14/2025 | | | | WPCI | WPCI - INCORP. | 570.10 |
| 44806 | 05/14/2025 | | | | DOLLGENE | DOLLAR GENERAL REGIONS 410526 | 19.80 |
| 44807 | 05/14/2025 | | | | E3DIAGNOST | E3 Diagnostics | 404.00 |
| 44808 | 05/14/2025 | | | | HOLIDKEAR | HOLIDAY INN - KEARNEY | 129.00 |
| 44809 | 05/14/2025 | | | | HORSCREE | HORSE CREEK TIRE INC. | 20.00 |
| 44810 | 05/14/2025 | | | | HULLGLAS | HULLINGER GLASS & LOCKS | 90.50 |
| 44811 | 05/14/2025 | | | | MENARDS | Menards | 12.96 |
| 44812 | 05/14/2025 | | | | MORRACTI | MPS -- ACTIVITIES FUND | 4,109.71 |
| 44813 | 05/14/2025 | | | | NCSA | NEBRASKA COUNCIL OF SCHOOL ADMINISTRATOR | 482.86 |
| 44814 | 05/14/2025 | | | | NEPUBHEAL | Nebraska Public Health Environment Lab | 277.00 |
| 44815 | 05/14/2025 | | | | ONESOURCE | ONE SOURCE - THE BACKGROUND CHECK COMPAN | 66.50 |
| 44816 | 05/14/2025 | | | | RUSTTAVE | RUSTIC TAVERN | 260.00 |
| 44817 | 05/14/2025 | | | | STAPLESM | Staples | 5,100.95 |
| Check Type Total: | | | Check | | | Void Total: 0.00 | Total without Voids: 73,318.39 |
| Checking Account Total: | | 1 | | | | Void Total: 0.00 | Total without Voids: 284,975.30 |

Checking Account ID: 5 Check Type: Automatic Payment

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|---------------------|-------------------|----------------|-------------------|------------------|------------------|-------------------------|-------------------------------|
| 43 | 05/14/2025 | | | | VISA | PLATTE VALLEY BANK VISA | 593.90 |
| 44 | 05/14/2025 | | | | MC | MASTER CARD | 8,137.34 |
| Check Type Total: | | | Automatic Payment | | | Void Total: 0.00 | Total without Voids: 8,731.24 |

Checking Account ID: 5 Check Type: Check

Check Register by Checking Account

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> | | |
|-------------------------|-------------------|----------------|-------------|------------------|------------------|--------------------------------------|---------------|----------------------|-----------|
| 9293 | 05/05/2025 | | | | BAYARDHIGH | Bayard High School | 60.00 | | |
| 9294 | 05/05/2025 | | | | CAMERONC | Cameron Cuttlers | 550.00 | | |
| 9295 | 05/05/2025 | | | | HYANNISARE | Hyannis Area Schools | 50.00 | | |
| 9296 | 05/05/2025 | | | | KIMBALLPUB | Kimball Public Schools | 50.00 | | |
| 9297 | 05/05/2025 | | | | MAGEE | Cameron Magee | 173.94 | | |
| 9298 | 05/05/2025 | | | | REDSTRINGG | Red String Goods | 353.00 | | |
| 9299 | 05/14/2025 | | | | MORRHARD | MORRILL HARDWARE & BUILDING SUPPLIES | 234.71 | | |
| 9300 | 05/14/2025 | | | | MORRSUPP | MORRILL SUPPLY | 165.49 | | |
| 9301 | 05/14/2025 | | | | CASHWA | CASH-WA DISTRIBUTING | 411.13 | | |
| 9302 | 05/14/2025 | | | | ELITESPORT | Elite Sportswear LP | 884.71 | | |
| 9303 | 05/14/2025 | | | | JOSTENSIL | JOSTENS | 161.91 | | |
| 9304 | 05/14/2025 | | | | MENARDS | Menards | 28.94 | | |
| 9305 | 05/14/2025 | | | | NAPA | NAPA | 373.18 | | |
| 9306 | 05/14/2025 | | | | PEPSBOTT | PEPSI-COLA | 356.40 | | |
| 9307 | 05/14/2025 | | | | RUSTTAVE | RUSTIC TAVERN | 600.00 | | |
| Check Type Total: | | | Check | | | Void Total: | 0.00 | Total without Voids: | 4,453.41 |
| Checking Account Total: | | 5 | | | | Void Total: | 0.00 | Total without Voids: | 13,184.65 |

Checking Account ID: 6 Check Type: Automatic Payment

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> | | |
|---------------------|-------------------|----------------|-------------------|------------------|------------------|--------------------|---------------|----------------------|----------|
| 691973 | 05/19/2025 | | | | CENTCAFE | CENTURLINK (CAF) | 65.44 | | |
| 691976 | 05/19/2025 | | | | SYSCO1 | Sysco | 1,956.96 | | |
| Check Type Total: | | | Automatic Payment | | | Void Total: | 0.00 | Total without Voids: | 2,022.40 |

Checking Account ID: 6 Check Type: Check

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> | | |
|-------------------------|-------------------|----------------|-------------|------------------|------------------|----------------------|---------------|----------------------|------------|
| 12963 | 05/14/2025 | | | | CASHWA | CASH-WA DISTRIBUTING | 5,396.33 | | |
| Check Type Total: | | | Check | | | Void Total: | 0.00 | Total without Voids: | 5,396.33 |
| Checking Account Total: | | 6 | | | | Void Total: | 0.00 | Total without Voids: | 7,418.73 |
| Grand Total: | | | | | | Void Total: | 0.00 | Total without Voids: | 374,410.51 |

Check Register by Checking Account

Checking Account ID: 1

Check Type: Automatic Payment

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|---------------------|-------------------|-------------------|-------------|------------------|------------------|---------------------------------------|--------------------------------|
| 52020662 | 05/20/2025 | | | | EFTPS | ELECTRONIC FEDERAL TAX PAYMENT SYSTEM | 64,041.36 |
| 52020663 | 05/20/2025 | | | | SITNE | NEBRASKA DEPARTMENT OF REVENUE | 8,727.40 |
| Check Type Total: | | Automatic Payment | | Void Total: | | 0.00 | Total without Voids: 72,768.76 |

Checking Account ID: 1

Check Type: Check

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|---------------------|-------------------|----------------|-------------|------------------|------------------|--|---------------------------------|
| 44781 | 05/20/2025 | | | | ACELRECIEV | Accelerated Receivable Solution | 245.05 |
| 44782 | 05/20/2025 | | | | AFLAC | AFLAC | 2,009.68 |
| 44783 | 05/20/2025 | | | | 2AMERDEN | Ameritas Life Insurance Corp | 428.42 |
| 44784 | 05/20/2025 | | | | BLUECROS | BLUE CROSS BLUE SHIELD | 34,753.58 |
| 44785 | 05/20/2025 | | | | CREDITMGT | CREDIT MANAGEMENT SERVICES | 316.13 |
| 44786 | 05/20/2025 | | | | HORAMANN | HORACE MANN | 7,761.20 |
| 44787 | 05/20/2025 | | | | MADISONNAT | Madison National Life Insurance Company, Inc | 618.49 |
| 44788 | 05/20/2025 | | | | MORRCAFE2 | MORRILL CAFETERIA | 31.00 |
| 44789 | 05/20/2025 | | | | RET | NEBRASKA SCHOOL RETIREMENT SYS | 53,576.43 |
| 44790 | 05/20/2025 | | | | REGICARE | REGIONAL CARE ACCOUNT | 2,936.24 |
| 44791 | 05/20/2025 | | | | AAL | THRIVENT FINANCIAL FOR LUTHERANS | 50.00 |
| 44792 | 05/20/2025 | | | | VISIONCARE | Vision Service Plan (IC). | 549.67 |
| Check Type Total: | | Check | | Void Total: | | 0.00 | Total without Voids: 103,275.89 |

Checking Account ID: 1

Check Type: Direct Deposit

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|---------------------|-------------------|----------------|-------------|------------------|------------------|--------------------|---------------|
| 112022818 | 05/20/2025 | | | | | | 2,748.69 |
| 112022819 | 05/20/2025 | | | | | | 4,267.74 |
| 112022820 | 05/20/2025 | | | | | | 4,669.58 |
| 112022821 | 05/20/2025 | | | | | | 3,314.73 |
| 112022822 | 05/20/2025 | | | | | | 2,449.95 |
| 112022823 | 05/20/2025 | | | | | | 2,384.15 |
| 112022824 | 05/20/2025 | | | | | | 2,679.04 |
| 112022825 | 05/20/2025 | | | | | | 493.93 |
| 112022826 | 05/20/2025 | | | | | | 690.57 |
| 112022827 | 05/20/2025 | | | | | | 2,606.28 |
| 112022828 | 05/20/2025 | | | | | | 3,992.31 |
| 112022829 | 05/20/2025 | | | | | | 9,634.15 |
| 112022830 | 05/20/2025 | | | | | | 1,885.93 |
| 112022831 | 05/20/2025 | | | | | | 3,350.49 |
| 112022832 | 05/20/2025 | | | | | | 5,458.43 |
| 112022833 | 05/20/2025 | | | | | | 4,009.16 |
| 112022834 | 05/20/2025 | | | | | | 3,417.11 |
| 112022835 | 05/20/2025 | | | | | | 4,562.43 |
| 112022836 | 05/20/2025 | | | | | | 4,964.79 |
| 112022837 | 05/20/2025 | | | | | | 4,430.38 |
| 112022838 | 05/20/2025 | | | | | | 3,795.75 |
| 112022839 | 05/20/2025 | | | | | | 3,255.30 |
| 112022840 | 05/20/2025 | | | | | | 2,205.61 |
| 112022841 | 05/20/2025 | | | | | | 3,367.33 |
| 112022842 | 05/20/2025 | | | | | | 1,645.45 |
| 112022843 | 05/20/2025 | | | | | | 1,391.18 |
| 112022844 | 05/20/2025 | | | | | | 3,285.33 |
| 112022845 | 05/20/2025 | | | | | | 1,342.32 |
| 112022846 | 05/20/2025 | | | | | | 1,434.95 |
| 112022847 | 05/20/2025 | | | | | | 2,775.40 |
| 112022848 | 05/20/2025 | | | | | | 4,989.17 |
| 112022849 | 05/20/2025 | | | | | | 39.45 |
| 112022850 | 05/20/2025 | | | | | | 4,762.70 |
| 112022851 | 05/20/2025 | | | | | | 2,899.75 |
| 112022852 | 05/20/2025 | | | | | | 3,021.18 |
| 112022853 | 05/20/2025 | | | | | | 1,290.39 |

Check Register by Checking Account

Checking Account ID: 1

Check Type: Direct Deposit

| Check Number | Check Date | Cleared | Void | Void Date | Entity ID | Entity Name | Amount |
|-------------------|------------|----------------|------|-------------|-----------|-------------|---------------------------------|
| 112022854 | 05/20/2025 | | | | | | 4,104.89 |
| 112022855 | 05/20/2025 | | | | | | 346.31 |
| 112022856 | 05/20/2025 | | | | | | 358.19 |
| 112022857 | 05/20/2025 | | | | | | 4,102.00 |
| 112022858 | 05/20/2025 | | | | | | 1,902.97 |
| 112022859 | 05/20/2025 | | | | | | 4,254.09 |
| 112022860 | 05/20/2025 | | | | | | 1,618.89 |
| 112022861 | 05/20/2025 | | | | | | 4,058.40 |
| 112022862 | 05/20/2025 | | | | | | 579.40 |
| 112022863 | 05/20/2025 | | | | | | 1,214.10 |
| 112022864 | 05/20/2025 | | | | | | 2,409.28 |
| 112022865 | 05/20/2025 | | | | | | 2,777.21 |
| 112022866 | 05/20/2025 | | | | | | 144.92 |
| 112022867 | 05/20/2025 | | | | | | 1,865.21 |
| 112022868 | 05/20/2025 | | | | | | 1,286.68 |
| 112022869 | 05/20/2025 | | | | | | 4,817.41 |
| 112022870 | 05/20/2025 | | | | | | 4,472.75 |
| 112022871 | 05/20/2025 | | | | | | 25.21 |
| 112022872 | 05/20/2025 | | | | | | 2,986.12 |
| 112022873 | 05/20/2025 | | | | | | 2,080.72 |
| 112022874 | 05/20/2025 | | | | | | 2,702.50 |
| 112022875 | 05/20/2025 | | | | | | 1,900.33 |
| 112022876 | 05/20/2025 | | | | | | 1,816.40 |
| 112022877 | 05/20/2025 | | | | | | 3,233.00 |
| 112022878 | 05/20/2025 | | | | | | 4,807.02 |
| 112022879 | 05/20/2025 | | | | | | 2,888.63 |
| 112022880 | 05/20/2025 | | | | | | 3,612.46 |
| 112022881 | 05/20/2025 | | | | | | 1,714.57 |
| 112022882 | 05/20/2025 | | | | | | 2,062.37 |
| 112022883 | 05/20/2025 | | | | | | 3,609.80 |
| 112022884 | 05/20/2025 | | | | | | 395.43 |
| 112022885 | 05/20/2025 | | | | | | 3,203.98 |
| 112022886 | 05/20/2025 | | | | | | 4,518.66 |
| 112022887 | 05/20/2025 | | | | | | 3,360.44 |
| 112022888 | 05/20/2025 | | | | | | 2,157.65 |
| 112022889 | 05/20/2025 | | | | | | 802.52 |
| 112022890 | 05/20/2025 | | | | | | 5,137.94 |
| 112022891 | 05/20/2025 | | | | | | 1,557.84 |
| Check Type Total: | | Direct Deposit | | Void Total: | | 0.00 | Total without Voids: 208,397.39 |

Checking Account ID: 1

Check Type: Zero Balance

| Check Number | Check Date | Cleared | Void | Void Date | Entity ID | Entity Name | Amount |
|-------------------------|------------|--------------|------|-------------|-----------|-------------|---------------------------------|
| | 05/20/2025 | | | | | Void Total: | 0.00 |
| | 05/20/2025 | | | | | | 0.00 |
| Check Type Total: | | Zero Balance | | Void Total: | | 0.00 | Total without Voids: 0.00 |
| Checking Account Total: | | 1 | | Void Total: | | 0.00 | Total without Voids: 384,442.04 |

Checking Account ID: 6

Check Type: Automatic Payment

| Check Number | Check Date | Cleared | Void | Void Date | Entity ID | Entity Name | Amount |
|-------------------|------------|-------------------|------|-------------|-----------|---------------------------------------|-------------------------------|
| 691974 | 05/20/2025 | | | | EFTPS | ELECTRONIC FEDERAL TAX PAYMENT SYSTEM | 1,803.32 |
| 691975 | 05/20/2025 | | | | SITNE | NEBRASKA DEPARTMENT OF REVENUE | 209.20 |
| Check Type Total: | | Automatic Payment | | Void Total: | | 0.00 | Total without Voids: 2,012.52 |

Checking Account ID: 6

Check Type: Check

| Check Number | Check Date | Cleared | Void | Void Date | Entity ID | Entity Name | Amount |
|--------------|------------|---------|------|-----------|------------|---------------------------------|----------|
| 12956 | 05/20/2025 | | | | ACELRECIEV | Accelerated Receivable Solution | 536.67 |
| 12957 | 05/20/2025 | | | | AFLAC | AFLAC | 38.35 |
| 12958 | 05/20/2025 | | | | BLUECROS | BLUE CROSS BLUE SHIELD | 1,344.54 |

Check Register by Checking Account

Checking Account ID: 6

Check Type: Check

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|---------------------|-------------------|----------------|-------------|------------------|------------------|--------------------------------|-------------------------------|
| 12959 | 05/20/2025 | | | | HORAMANN | HORACE MANN | 47.78 |
| 12960 | 05/20/2025 | | | | RET | NEBRASKA SCHOOL RETIREMENT SYS | 1,738.53 |
| 12961 | 05/20/2025 | | | | REGICARE | REGIONAL CARE ACCOUNT | 10.00 |
| 12962 | 05/20/2025 | | | | VISIONCARE | Vision Service Plan (IC). | 28.97 |
| Check Type Total: | | | Check | | | Void Total: 0.00 | Total without Voids: 3,744.84 |

Checking Account ID: 6

Check Type: Direct Deposit

| <u>Check Number</u> | <u>Check Date</u> | <u>Cleared</u> | <u>Void</u> | <u>Void Date</u> | <u>Entity ID</u> | <u>Entity Name</u> | <u>Amount</u> |
|-------------------------|-------------------|----------------|----------------|------------------|------------------|--------------------|---------------------------------|
| 112020434 | 05/20/2025 | | | | | | 1,883.47 |
| 112020435 | 05/20/2025 | | | | | | 1,610.00 |
| 112020436 | 05/20/2025 | | | | | | 2,481.89 |
| Check Type Total: | | | Direct Deposit | | | Void Total: 0.00 | Total without Voids: 5,975.36 |
| Checking Account Total: | | 6 | | | | Void Total: 0.00 | Total without Voids: 11,732.72 |
| Grand Total: | | | | | | Void Total: 0.00 | Total without Voids: 396,174.76 |

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: | 270551462177337 |
|------------------------------------|-----------------|

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 | Q2/2025 |
| Payment Amount | \$1,859.06 |
| Settlement Date | 04/24/2025 |
| Subcategories: | |
| 1 Social Security | \$1,113.20 |
| 2 Medicare | \$260.34 |
| 3 Tax Withholding | \$485.52 |
| Account Number | xxxxx1676 |
| Account Type | CHECKING |
| Routing Number | 104102309 |
| Bank Name | PLATTE VALLEY BANK |

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: | 270551414454405 |
|------------------------------------|-----------------|

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 | Q2/2025 |
| Payment Amount | \$66,466.12 |
| Settlement Date | 04/24/2025 |
| Subcategories: | |
| 1 Social Security | \$38,795.06 |
| 2 Medicare | \$9,073.06 |
| 3 Tax Withholding | \$18,598.00 |
| Account Number | xxxxx4746 |
| Account Type | CHECKING |
| Routing Number | 104102309 |
| Bank Name | PLATTE VALLEY BANK |



Your last visit was Wed 04/23/2025 08:32 PM CDT

Confirmation

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

Confirmation Number **NB1DOR004624825**

Payment Details

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

Payment Amount \$8,667.51

Payment Date 04/25/2025

Status SCHEDULED

Tax Period End Date 03312025
(MMDDYYYY)

Nebraska ID 732230

Tax Type 01100 - Withholding

Payment Method

Account Nickname General

Bank Routing Number 104102309

Bank Name PLATTE VALLEY BANK

Bank Account Number *4746

Bank Account Type Checking

Bank Account Category Business

Confirmation Email bailee.steiner@mpslions.org



Your last visit was Thu 03/20/2025 11:04 AM CDT

Confirmation

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

Confirmation Number **NB1DOR004624824**

Payment Details

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

Payment Amount \$219.60

Payment Date 04/25/2025

Status SCHEDULED

Tax Period End Date 03312025
(MMDDYYYY)

Nebraska ID 732230

Tax Type 01100 - Withholding

Payment Method

Account Nickname Cafeteria

Bank Routing Number 104102309

Bank Name PLATTE VALLEY BANK

Bank Account Number *1676

Bank Account Type Checking

Bank Account Category Consumer

Confirmation Email bailee.steiner@mpsliions.org

Detailed Revenue Comparison

23/24 - 24/25

| Fund | | 2023/24 | 2024/2025 | Difference |
|--------------------------------------|--------------|------------------------|------------------------|------------------------|
| Local District Taxes | 01 1100 | \$ 2,005,108.34 | \$ 2,120,684.96 | \$ 115,576.62 |
| Carline Tax | 01 01115 | \$ 5,330.45 | \$ 2,989.42 | \$ (2,341.03) |
| Public Powe Dist Sales Tax | 01 1120 | \$ 46.82 | \$ 46.82 | |
| Motor Vehicle Tax | 01 1125 | \$ 120,946.57 | \$ 126,835.44 | \$ 5,888.87 |
| Penalties & Interest on taxes | 01 1140 | \$ 9,410.15 | \$ 25,289.86 | \$ 15,879.71 |
| Pre K Tuition & Fees | 01 1370 | \$ 42,402.15 | \$ 28,570.31 | \$ (13,831.84) |
| Initerest on Local Revenue | 01 1510 | \$ 7,830.75 | \$ 15,013.98 | \$ 7,183.23 |
| Community Service Activities | 01 1800 | \$ 34,975.18 | \$ 26,631.83 | \$ (8,343.35) |
| Liquor License Fee | 01 1911 | \$ 600.00 | | \$ (600.00) |
| Contributonas & Donations | 01 1920 | \$ 971.00 | | \$ (971.00) |
| Categorial Grnats Non Government | 01 1925 5059 | \$ 5,000.00 | \$ 2,722.78 | \$ (2,277.22) |
| Refund of Prior Years's Expenditures | 01 1980 | \$ 11,888.20 | | \$ (11,888.20) |
| Other revenue local sources | 01 1990 | \$ 715.21 | \$ 388.00 | \$ (327.21) |
| county Fines & License | 01 2110 | \$ 14,662.34 | \$ 14,415.08 | \$ (247.26) |
| In lieu Tax Housing Authority | 01 2130 | \$ 1,566.17 | \$ 1,675.32 | \$ 109.15 |
| State Aid | 01 3110 | \$ 1,609,472.00 | \$ 1,144,400.00 | \$ (465,072.00) |
| SPED SA FFR REIMB 22-23 | 01 3120 | \$ 380,665.00 | \$ 314,090.00 | \$ (66,575.00) |
| Homestead Exemption | 01 3130 | \$ 32,577.85 | \$ 20,161.62 | \$ (12,416.23) |
| Relief to Prop Tax Payers | 01 3131 | \$ 140,169.21 | \$ 737,369.06 | \$ 597,199.85 |
| Pro Rata Motor Vehicle | 01 3180 | \$ 9,875.79 | \$ 11,325.17 | \$ 1,449.38 |
| State Apportioinment | 01 3400 | \$ 62,850.03 | \$ 122,725.01 | \$ 59,874.98 |
| Distance Ed Incentive PMT | 01 3512 | \$ 5,000.00 | \$ 7,595.60 | \$ 2,595.60 |
| High Ability Learner Grant | 01 3535 | | \$ 2,342.00 | \$ 2,342.00 |
| Career Education | 01 3551 | \$ 7,500.00 | \$ 4,922.00 | \$ (2,578.00) |
| Other State Categorical Prpgrmas | 01 3599 5055 | \$ 11,000.00 | \$ 1,199.03 | \$ (9,800.97) |
| Child Care inflation Grant | 01 3599 5056 | \$ 5,000.00 | | |
| Title I Revenue | 01 4201 | | \$ 24,128.00 | \$ 24,128.00 |
| Head Start | 01 4309 | \$ 26,628.00 | \$ 40,176.00 | \$ 13,548.00 |
| REAP | 01 4310 | \$ 23,125.00 | \$ 492.98 | \$ (22,632.02) |
| Fed Chapt 1 title 1 | 01 4505 | \$ 87,505.00 | | \$ (87,505.00) |
| title II part A | 01 4509 | \$ 12,599.00 | \$ 9,730.00 | \$ (2,869.00) |
| IDEA B PreK | 01 4516 | \$ 3,598.00 | \$ 3,582.00 | \$ (16.00) |
| IDEA Part B Base Poverty | 01 4518 | \$ 64,882.00 | \$ 39,011.99 | \$ (25,870.01) |
| Other Federal Receipts | 01 4530 | \$ - | \$ 1,992.00 | \$ 1,992.00 |
| PBIS Grant | 01 4530 5051 | \$ 1,341.66 | | \$ (1,341.66) |
| Medicaid in Public Schools | 01 4708 | \$ 27,863.87 | \$ 24,700.59 | \$ (3,163.28) |
| Medicaid Admin | 01 4709 | \$ 6,146.80 | \$ 12,312.03 | \$ 6,165.23 |
| title IV Part A | 01 4969 | \$ 13,058.00 | \$ 7,114.00 | \$ (5,944.00) |
| Fund Transfer Depreciation | 01 5200 | \$ 270,000.00 | \$ 611.26 | \$ (269,388.74) |
| Insurance Adjustments | 01 5301 | \$ 15,816.33 | \$ 4,900.00 | \$ (10,916.33) |
| Other non Revenue | 01 5690 | \$ 1,722.00 | \$ 1,449.30 | \$ (272.70) |
| Interfund Loan QCPUF | 01 9004 | \$ 200,000.00 | | \$ (200,000.00) |
| Total | | \$ 5,279,848.87 | \$ 4,901,593.44 | \$ (373,255.43) |

Monthly Finance Report to the Board
May 2025

as of 4/30/2025

| Reconciled Balances as of April 30, 2025 | | | |
|---|-----------|---------------------|------------------------|
| | | 2023-24 | 2024-2025 |
| General | \$ | 182,758.41 | \$ 1,497,571.16 |
| Cafeteria | \$ | 29,541.52 | \$ 21,590.16 |
| Depreciation | \$ | 23,074.12 | \$ 6,137.57 |
| Activity | \$ | 94,573.36 | \$ 125,355.69 |
| QCPUF | \$ | 217,771.44 | \$ 298,827.93 |
| Spec Building | \$ | 735,408.78 | \$ 183,922.26 |
| Empl Benefit | \$ | 19,168.98 | \$ 19,241.25 |
| FUNDS TOTAL | \$ | 1,302,296.61 | \$ 2,152,646.02 |

| April GF Expenditures | | | |
|----------------------------------|-----------|----------------|-------------------|
| | | 2023-24 | 2024-25 |
| GF Bills Payable | \$ | 107,563.11 | \$ 136,188.71 |
| GF Payroll | \$ | 473,535.45 | \$ 399,772.59 |
| | \$ | 581,098.56 | \$ 535,961.30 |
| April Revenue | | | |
| General Fund Interest | \$ | | 2,243.78 |
| State Aid <i>(expected 4/30)</i> | \$ | | 143,050.00 |
| Scotts Bluff County | \$ | | 192,712.75 |
| Sioux County | \$ | | 47,306.23 |
| IDEA | \$ | | 3,582.00 |
| SPED SA FFR 23-24 | \$ | | 71,558.00 |
| Early Childhood Revenue | \$ | | 18,373.40 |
| MAC Sept-Nov 2024 | \$ | | 1,809.30 |
| MIPS Sept-Nov 2024 | \$ | | 10,203.66 |
| Activities Transfer | \$ | | 334.00 |
| | \$ | | - |
| Total Month Available | \$ | | 491,173.12 |

(as of 03/31/25)

| Three Year Comparison | | | | |
|------------------------------|-----------|---------------------|------------------------|------------------------|
| General Fund Revenue | | 2022-23 | 2023-24 | 2024-25 |
| September | \$ | 1,286,471.58 | \$ 1,179,550.67 | \$ 1,233,920.51 |
| October | \$ | 408,016.94 | \$ 405,509.37 | \$ 443,941.59 |
| November | \$ | 313,811.52 | \$ 776,633.10 | \$ 77,401.41 |
| December | \$ | 504,289.97 | \$ 377,440.09 | \$ 389,036.94 |
| January | \$ | 811,524.12 | \$ 876,756.95 | \$ 670,771.95 |
| February | \$ | 619,215.87 | \$ 659,954.16 | \$ 1,144,584.88 |
| March | \$ | 373,361.84 | \$ 428,070.41 | \$ 451,749.47 |
| April | \$ | 673,301.48 | \$ 575,934.12 | \$ 491,173.12 |
| May | \$ | 1,632,622.81 | \$ 1,933,464.13 | |
| June | \$ | 857,975.50 | \$ 715,749.73 | |
| July | \$ | 94,392.39 | \$ 118,938.38 | |
| August | \$ | 166,620.42 | \$ 87,552.51 | |
| Running Total | \$ | 2,008,300.04 | \$ 2,361,693.14 | \$ 4,902,579.87 |
| Total Revenue | \$ | 7,741,604.44 | \$ 8,135,553.62 | \$ 4,902,579.87 |
| Annual Budget | \$ | 7,299,826.00 | \$ 6,937,847.00 | \$ 7,189,557.00 |
| % of Budget Received | | 27.5% | 34.0% | 68.2% |

(as of 03/31/25)

| Three Year Comparison | | | | |
|----------------------------------|-----------|---------------------|------------------------|------------------------|
| General Fund Expenditures | | 2022-23 | 2023-24 | 2024-25 |
| September | \$ | 789,917.87 | \$ 891,656.47 | \$ 673,666.49 |
| October | \$ | 670,787.04 | \$ 657,961.32 | \$ 558,742.54 |
| November | \$ | 635,911.99 | \$ 652,937.37 | \$ 556,543.37 |
| December | \$ | 678,200.33 | \$ 598,494.21 | \$ 540,596.16 |
| January | \$ | 542,920.01 | \$ 554,384.45 | \$ 539,810.46 |
| February | \$ | 658,389.04 | \$ 559,793.44 | \$ 487,124.91 |
| March | \$ | 576,015.54 | \$ 555,229.51 | \$ 503,639.15 |
| April | \$ | 632,107.67 | \$ 690,011.88 | \$ 535,961.30 |
| May | \$ | 582,107.01 | \$ 606,549.22 | |
| June | \$ | 639,355.28 | \$ 594,561.99 | |
| July | \$ | 947,916.49 | \$ 590,297.83 | |
| August | \$ | 490,675.31 | \$ 497,292.08 | |
| Running Total | \$ | 2,096,616.90 | \$ 2,202,555.16 | \$ 4,396,084.38 |
| Total Expenditures | \$ | 7,844,303.58 | \$ 7,449,169.77 | \$ 4,396,084.38 |
| Annual Budget | \$ | 8,812,075.00 | \$ 8,310,850.00 | \$ 8,725,000.00 |
| % of Budget Spent | | 23.8% | 26.5% | 50.4% |

| April Cafeteria Expenditures | | | |
|-------------------------------------|-----------|----------------|------------------|
| | | 2023-24 | 2024-25 |
| CF Bills Payable | \$ | 24,682.71 | \$ 12,620.03 |
| CF Payroll | \$ | 10,228.68 | \$ 11,980.49 |
| | \$ | 34,911.39 | \$ 24,600.52 |
| April Revenue | | | |
| Cafeteria Fund Interest | \$ | | 4.80 |
| Student Meal Revenue | \$ | | 3,489.43 |
| Adult Meal Revenue | \$ | | 652.25 |
| Transfer from General Fund | \$ | | 20,000.00 |
| SNP Claim | \$ | | 8,692.76 |
| CACFP Claim | \$ | | 277.26 |
| FFV Claim | \$ | | - |
| Total Month Available | \$ | | 33,116.50 |

| 2021-22 Early Childhood Totals | | | |
|---------------------------------------|---------------------|---------------------------|----------------------|
| Total Revenue | \$355,520.04 | Total Expenditures | \$ 760,502.85 |

| 2022-23 Early Childhood Totals | | | |
|---------------------------------------|---------------------|---------------------------|------------------------|
| Total Revenue | \$349,391.99 | Total Expenditures | \$ 1,043,051.31 |

| 2023-24 Early Childhood Totals | | | |
|---------------------------------------|---------------------|---------------------------|----------------------|
| Total Revenue | \$317,337.48 | Total Expenditures | \$ 871,059.27 |

| Early Childhood Revenue Running Total | | | |
|---|-----------|----------------|-------------------|
| | | 2024-25 | |
| IDEA Grant | \$ | | 3,582.00 |
| C4K Grant | \$ | | 186.00 |
| Preschool DHHS Subsidy | \$ | | 354.75 |
| Headstart payments | \$ | | 11,664.00 |
| Preschool Parent Payments | \$ | | 3,685.65 |
| Total Preschool | \$ | | 15,704.40 |
| Toddler DHHS Subsidy | \$ | | 303.00 |
| Toddler Parent Payments | \$ | | 2,180.00 |
| Total Toddler | \$ | | 2,483.00 |
| Total Local Early Childhood Revenue | \$ | | 21,955.40 |
| 24-25 portion of TEEOSA FUNDING | \$ | | 50,617.85 |
| Running Total Revenue for 24-25 | \$ | | 72,573.25 |
| Running Total Expenditures to date 24-25 | \$ | | 189,615.08 |

Revenue/Expenditure
Comparisons 23/24 - 24/25

| General Fund Revenue | 2022-23 | Running total | 2023-24 | Running total | 2024-25 | Running total | Difference 24/25 - 23/24 |
|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|--------------------------|
| September | \$ 1,286,471.58 | \$ 1,286,471.58 | \$ 1,179,550.67 | \$ 1,179,550.67 | \$ 1,233,920.51 | \$ 1,233,920.51 | \$ 54,369.84 |
| October | \$ 408,016.94 | \$ 1,694,488.52 | \$ 405,509.37 | \$ 1,585,060.04 | \$ 443,941.59 | \$ 1,677,862.10 | \$ 92,802.06 |
| November | \$ 313,811.52 | \$ 2,008,300.04 | \$ 776,633.10 | \$ 2,361,693.14 | \$ 77,401.41 | \$ 1,755,263.51 | \$ (606,429.63) |
| December | \$ 504,289.97 | \$ 2,512,590.01 | \$ 377,440.09 | \$ 2,739,133.23 | \$ 389,036.94 | \$ 2,144,300.45 | \$ (594,832.78) |
| January | \$ 811,524.12 | \$ 3,324,114.13 | \$ 876,756.95 | \$ 3,615,890.18 | \$ 670,771.95 | \$ 2,815,072.40 | \$ (800,817.78) |
| February | \$ 619,215.87 | \$ 3,943,330.00 | \$ 659,954.16 | \$ 4,275,844.34 | \$ 1,144,584.88 | \$ 3,959,657.28 | \$ (316,187.06) |
| March | \$ 373,361.84 | \$ 4,316,691.84 | \$ 428,070.41 | \$ 4,703,914.75 | \$ 451,749.47 | \$ 4,411,406.75 | \$ (292,508.00) |
| April | \$ 673,301.48 | \$ 4,989,993.32 | \$ 575,934.12 | \$ 5,279,848.87 | \$ 491,173.12 | \$ 4,902,579.87 | \$ (377,269.00) |
| May | \$ 1,632,622.81 | \$ 6,622,616.13 | \$ 1,933,464.13 | \$ 7,213,313.00 | | | |
| June | \$ 857,975.50 | \$ 7,480,591.63 | \$ 715,749.73 | \$ 7,929,062.73 | | | |
| July | \$ 94,392.39 | \$ 7,574,984.02 | \$ 118,938.38 | \$ 8,048,001.11 | | | |
| August | \$ 166,620.42 | \$ 7,741,604.44 | \$ 166,249.41 | \$ 8,214,250.52 | | | |
| Total | \$ 7,741,604.44 | | \$ 8,214,250.52 | | \$ 4,902,579.87 | | |

| General Fund Expenditures | 22/23 | Running total | 23/24 | Running total | 24/25 | Running total | Difference 23/24-24/25 |
|---------------------------|---------------|-----------------|---------------|-----------------|---------------|-----------------|------------------------|
| September | \$ 789,917.87 | \$ 789,917.87 | \$ 891,656.47 | \$ 891,656.47 | \$ 673,666.49 | \$ 673,666.49 | \$ 217,989.98 |
| October | \$ 670,787.04 | \$ 1,460,704.91 | \$ 657,961.32 | \$ 1,549,617.79 | \$ 558,742.54 | \$ 1,232,409.03 | \$ 317,208.76 |
| November | \$ 635,911.99 | \$ 2,096,616.90 | \$ 652,937.37 | \$ 2,202,555.16 | \$ 556,543.37 | \$ 1,788,952.40 | \$ 413,602.76 |
| December | \$ 678,200.33 | \$ 2,774,817.23 | \$ 598,494.21 | \$ 2,801,049.37 | \$ 540,596.16 | \$ 2,329,548.56 | \$ 471,500.81 |
| January | \$ 542,920.01 | \$ 3,317,737.24 | \$ 554,384.45 | \$ 3,355,433.82 | \$ 539,810.46 | \$ 2,869,359.02 | \$ 486,074.80 |
| February | \$ 658,389.04 | \$ 3,976,126.28 | \$ 559,793.44 | \$ 3,915,227.26 | \$ 487,124.91 | \$ 3,356,483.93 | \$ 558,743.33 |
| March | \$ 576,015.54 | \$ 4,552,141.82 | \$ 555,229.51 | \$ 4,470,456.77 | \$ 451,749.47 | \$ 3,808,233.40 | \$ 662,223.37 |
| April | \$ 632,107.67 | \$ 5,184,249.49 | \$ 690,011.88 | \$ 5,160,468.65 | \$ 535,961.30 | \$ 4,344,194.70 | \$ 816,273.95 |
| May | \$ 582,107.01 | \$ 5,766,356.50 | \$ 606,549.22 | \$ 5,767,017.87 | | | |
| June | \$ 639,355.28 | \$ 6,405,711.78 | \$ 594,561.99 | \$ 6,361,579.86 | | | |
| July | \$ 947,916.49 | \$ 7,353,628.27 | \$ 590,297.83 | \$ 6,951,877.69 | | | |
| August | \$ 490,675.31 | \$ 7,844,303.58 | \$ 497,292.08 | \$ 7,449,169.77 | | | |

Comparing 2023/24 to 2024/25

| | | |
|------------------|-----------------|------|
| Revenue is | \$ (377,269.00) | less |
| Expenditures are | \$ 816,273.95 | less |
| Net | \$ 439,004.95 | |

Revenue?Expenditure
Actual/Projected

| | | | | | |
|-----------|--------------------|------------------------|--------------------------|----|------------|
| September | | | Beginning Balance | \$ | 962,216.41 |
| | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 1,233,920.00 | \$ (673,666.49) | \$ (20,000.00) | | |
| | | | Ending Balance | | |
| | | | <u>\$ 1,502,469.92</u> | | |
| October | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 443,941.59 | \$ (558,742.54) | \$ (20,000.00) | | |
| | | | Ending Balance | | |
| | | | <u>\$ 1,367,668.97</u> | | |
| November | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 77,401.41 | \$ (556,543.37) | \$ (20,000.00) | | |
| | | | Ending Balance | | |
| | | | <u>\$ 868,527.01</u> | | |
| December | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 389,036.94 | \$ (540,596.16) | | | |
| | | | Ending Balance | | |
| | | | <u>\$ 716,967.79</u> | | |
| January | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 670,771.95 | \$ (539,810.46) | | | |
| | | | Ending Balance | | |
| | | | <u>\$ 847,929.28</u> | | |
| February | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 1,144,584.88 | \$ (487,124.91) | | | |
| | | | Ending Balance | | |
| | | | <u>\$ 1,505,389.25</u> | | |
| March | Actual Revenues | Actual Expenditures | Café Transfer | | |
| | \$ 451,749.47 | \$ (503,639.15) | | | |
| | | | Ending Balance | | |
| | | | <u>\$ 1,453,499.57</u> | | |
| April | Actual Revenues | Actual Expenses | Café Transfer | | |
| | \$ 491,173.12 | \$ (515,961.30) | \$ (20,000.00) | | |
| | | | Projected Ending Balance | | |
| | | | <u>\$ 1,408,711.39</u> | | |
| May | Projected Revenues | Projected Expenditures | Repay QCPUF | | |
| | \$ 1,817,456.28 | \$ (527,697.00) | \$ (200,000.00) | | |
| | | | Projected Ending Balance | | |
| | | | <u>\$ 2,498,470.67</u> | | |
| June | Projected Revenues | Projected Expenditures | Café Transfer | | |
| | \$ 672,804.75 | \$ (517,268.92) | | | |
| | | | Projected Ending Balance | | |
| | | | <u>\$ 2,654,006.50</u> | | |
| July | Projected Revenues | Projected Expenditures | Café Transfer | | |
| | \$ 111,802.08 | \$ (513,559.11) | | | |
| | | | Projected Ending Balance | | |
| | | | <u>\$ 2,252,249.47</u> | | |
| August | Projected Revenues | Projected Expenditures | Café Transfer | | |
| | \$ 82,299.36 | \$ (432,644.11) | | | |
| | | | Projected Ending Balance | | |
| | | | <u>\$ 1,901,904.72</u> | | |

Fund: 01 GENERAL FUND

| Account Number | Description | 2024-2025 Budget | During Month | To Date | % of Budget | Budget Balance |
|-----------------------------------|---|------------------|--------------|--------------|-------------|----------------|
| 01 1100 | Local District Taxes | 4,687,057.00 | 193,980.05 | 2,120,684.96 | 45.25 | 2,566,372.04 |
| 01 1115 | Carline Tax | 25,000.00 | 0.00 | 2,989.42 | 11.96 | 22,010.58 |
| 01 1120 | PUBLIC POWER DIST SALES TAX | 0.00 | 46.82 | 46.82 | 0.00 | (46.82) |
| 01 1125 | Motor Vehicle | 172,000.00 | 18,365.76 | 126,835.44 | 73.74 | 45,164.56 |
| 01 1140 | Penalties & Interest on Taxes | 8,000.00 | 103.98 | 25,289.86 | 316.12 | (17,289.86) |
| 01 1370 | PRE-K TUITION & FEES | 60,000.00 | 2,553.97 | 28,570.31 | 47.62 | 31,429.69 |
| 01 1510 | Interest On Local Revenue | 15,000.00 | 2,243.78 | 15,013.98 | 100.09 | (13.98) |
| 01 1800 | Community Service Activities | 2,000.00 | 2,483.00 | 26,631.83 | 1,331.59 | (24,631.83) |
| 01 1925 5058 | Categorical Grants/non Governmental - C4K | 0.00 | 186.00 | 2,722.78 | 0.00 | (2,722.78) |
| 01 1990 | Other Revenue from Local sources | 1,000.00 | 0.00 | 388.00 | 38.80 | 612.00 |
| Subtotal: LOCAL RECIEPTS | | 4,970,057.00 | 219,963.36 | 2,349,173.40 | 47.27 | 2,620,883.60 |
| 01 2110 | County Fines & License | 18,000.00 | 1,750.70 | 14,415.08 | 80.08 | 3,584.92 |
| 01 2130 | Other County Sources | 0.00 | 12.57 | 1,675.32 | 0.00 | (1,675.32) |
| Subtotal: COUNTY AND ESU RECEIPTS | | 18,000.00 | 1,763.27 | 16,090.40 | 89.39 | 1,909.60 |
| 01 3110 | State Aid | 1,430,500.00 | 143,050.00 | 1,144,400.00 | 80.00 | 286,100.00 |
| 01 3120 | State Sped (5-21 Years) | 530,000.00 | 71,558.00 | 314,090.00 | 59.26 | 215,910.00 |
| 01 3130 | Homestead Exemption | 0.00 | 19,732.84 | 20,161.62 | 0.00 | (20,161.62) |
| 01 3131 | Relief to Prop Tax Payers | 0.00 | 0.00 | 737,369.06 | 0.00 | (737,369.06) |
| 01 3180 | Pro Rata Motor Vehicle | 10,000.00 | 6,026.26 | 11,325.17 | 113.25 | (1,325.17) |
| 01 3400 | State Apportionment | 55,000.00 | 0.00 | 122,725.01 | 223.14 | (67,725.01) |
| 01 3512 | DISTANCE ED INCENTIVE PMTS | 0.00 | 0.00 | 7,595.60 | 0.00 | (7,595.60) |
| 01 3535 | High Ability Learner Grant | 0.00 | 0.00 | 2,342.00 | 0.00 | (2,342.00) |
| 01 3551 | Career Education | 0.00 | 0.00 | 4,922.00 | 0.00 | (4,922.00) |
| 01 3599 5057 | Trout in the Classroom Grant | 0.00 | 0.00 | 1,199.03 | 0.00 | (1,199.03) |
| Subtotal: STATE RECEIPTS | | 2,025,500.00 | 240,367.10 | 2,366,129.49 | 116.82 | (340,629.49) |
| 01 4201 | TITLE I REVENUE | 0.00 | 0.00 | 24,128.00 | 0.00 | (24,128.00) |
| 01 4309 | HEADSTART | 20,000.00 | 11,664.00 | 40,176.00 | 200.88 | (20,176.00) |
| 01 4310 | REAP Grant | 0.00 | 0.00 | 492.98 | 0.00 | (492.98) |
| 01 4505 | Fed Chapt I Title 1 | 50,000.00 | 0.00 | 0.00 | 0.00 | 50,000.00 |
| 01 4509 | TITLE II Part A | 10,000.00 | 0.00 | 9,730.00 | 97.30 | 270.00 |
| 01 4516 | IDEA B PREK -- REVENUES | 3,500.00 | 3,582.00 | 3,582.00 | 102.34 | (82.00) |
| 01 4518 | IDEA Part B Base & Enrollment Poverty | 61,500.00 | 0.00 | 39,011.99 | 63.43 | 22,488.01 |
| 01 4530 | Other Federal Categorical Receipts | 0.00 | 0.00 | 1,992.00 | 0.00 | (1,992.00) |
| 01 4708 | Medicaid in Public Schools | 20,000.00 | 10,203.66 | 24,700.59 | 123.50 | (4,700.59) |
| 01 4709 | Medicaid Admin | 6,000.00 | 1,809.30 | 12,312.03 | 205.20 | (6,312.03) |
| 01 4969 | Title IV, Part A | 5,000.00 | 0.00 | 7,114.00 | 142.28 | (2,114.00) |
| Subtotal: FEDERAL RECEIPTS | | 176,000.00 | 27,258.96 | 163,239.59 | 92.75 | 12,760.41 |
| 01 5200 | Fund Transfer | 0.00 | 334.00 | 611.26 | 0.00 | (611.26) |
| 01 5301 | Insurance Adjustments | 0.00 | 0.00 | 4,900.00 | 0.00 | (4,900.00) |
| 01 5690 | Other Non Revenue Recpts | 0.00 | 0.00 | 949.30 | 0.00 | (949.30) |
| Subtotal: NON-REVENUE RECEIPTS | | 0.00 | 334.00 | 6,460.56 | 0.00 | (6,460.56) |
| Fund Total: | | 7,189,557.00 | 489,686.69 | 4,901,093.44 | 68.17 | 2,288,463.56 |

Fund: 02 Depreciation Fund

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 02 1510 | Interest Income | 1,300.00 | 8.82 | 71.29 | 5.48 | 1,228.71 |
| | Subtotal: LOCAL RECIEPTS | 1,300.00 | 8.82 | 71.29 | 5.48 | 1,228.71 |
| 02 5200 | TRANSFER FROM OTHER FUNDS | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 |
| | Subtotal: NON-REVENUE RECEIPTS | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 |
| | Fund Total: | 101,300.00 | 8.82 | 71.29 | 0.07 | 101,228.71 |

Fund: 03 Employee Benefit Fund

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 03 1510 | Interest on Local | 100.00 | 3.54 | 33.80 | 33.80 | 66.20 |
| | Subtotal: LOCAL RECIEPTS | 100.00 | 3.54 | 33.80 | 33.80 | 66.20 |
| 03 5690 | Employee Contributions | 50,000.00 | 3,113.24 | 24,329.92 | 48.66 | 25,670.08 |
| | Subtotal: NON-REVENUE RECEIPTS | 50,000.00 | 3,113.24 | 24,329.92 | 48.66 | 25,670.08 |
| | Fund Total: | 50,100.00 | 3,116.78 | 24,363.72 | 48.63 | 25,736.28 |

Fund: 05 Activity Fund

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|---|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 05 1510 | INTEREST | 800.00 | 34.68 | 329.36 | 41.17 | 470.64 |
| 05 1710 0105 | MORRILL ONE ACTS - Admission Receipts | 1,200.00 | 0.00 | 710.00 | 59.17 | 490.00 |
| 05 1710 0120 | GATE - Admission Receipts | 49,500.00 | 6,123.00 | 37,709.62 | 76.18 | 11,790.38 |
| 05 1710 0508 | MHS MUSIC - Admission Receipts | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 05 1710 0513 | MHS STUDENT COUNCIL - Admission Receipts | 0.00 | 0.00 | 300.00 | 0.00 | (300.00) |
| 05 1710 0525 | FFA - Admission Receipts | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 05 1730 0525 | FFA Dues & Fees Receipts | 300.00 | 0.00 | 25.00 | 8.33 | 275.00 |
| 05 1741 0504 | LION CUB BASKETBALL - Activity Fees | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 05 1750 0102 | MHS BOYS BASKETBALL - Revenue from Enterprise Activities | 0.00 | 0.00 | 2,720.50 | 0.00 | (2,720.50) |
| 05 1750 0105 | MORRILL ONE ACTS-Revenue from Enterprise Activities | 1,500.00 | 0.00 | 915.65 | 61.04 | 584.35 |
| 05 1750 0106 | MHS CROSS COUNTRY - Revenue from Enterprise Activities | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1750 0109 | SPEECH - Revenue from Enterprise Activities | 400.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 05 1750 0110 | MHS WRESTLING-Revenue from Enterprise Activities | 1,500.00 | 0.00 | 1,984.89 | 132.33 | (484.89) |
| 05 1750 0111 | CHEERLEADING - Revenue from Enterprise Activities | 3,500.00 | 1,930.00 | 1,930.00 | 55.14 | 1,570.00 |
| 05 1750 0116 | MHS TRACK - Revenue from Enterprise Activities | 1,000.00 | 0.00 | 888.50 | 88.85 | 111.50 |
| 05 1750 0301 | ELEMENTARY GEN ACT - Revenue from Enterprise Activities | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 05 1750 0503 | LION CUB FOOTBALL - Revenue from Enterprise Activities | 250.00 | 0.00 | 153.80 | 61.52 | 96.20 |
| 05 1750 0504 | LION CUB BASKETBALL-Revenue from Enterprise Activities | 200.00 | 0.00 | 1,150.00 | 575.00 | (950.00) |
| 05 1750 0508 | MHS MUSIC - Revenue from Enterprise Activities | 500.00 | 298.50 | 521.50 | 104.30 | (21.50) |
| 05 1750 0512 | Elementary Leadership Team-Revenue from Enterprise Activities | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 05 1750 0513 | MHS STUDENT COUNCIL - Revenue from Enterprise Activities | 800.00 | 0.00 | 729.56 | 91.20 | 70.44 |
| 05 1750 0520 | FBLA - Revenue from Enterprise Activities | 300.00 | 220.00 | 435.00 | 145.00 | (135.00) |
| 05 1750 0524 | AG - Revenue from Enterprise Activities | 2,500.00 | 0.00 | 342.00 | 13.68 | 2,158.00 |
| 05 1750 0525 | FFA - Revenue from Enterprise Activities | 2,500.00 | 0.00 | 2,053.25 | 82.13 | 446.75 |
| 05 1750 0903 | CONCESSIONS - Revenue from Enterprise Activities | 20,000.00 | 1,414.27 | 12,481.91 | 62.41 | 7,518.09 |
| 05 1750 1054 | INDUSTRIAL ARTS - Revenue from Enterprise Activities | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 05 1750 1056 | CLASS OF 2026 - Revenue from Enterprise Activities | 2,000.00 | 0.00 | 4,284.80 | 214.24 | (2,284.80) |
| 05 1750 1057 | CLASS OF 2025 - Revenue from Enterprise Activities | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 05 1750 1060 | CLASS OF 2027 - Revenue from Enterprise Activities | 500.00 | 0.00 | 1,003.25 | 200.65 | (503.25) |
| 05 1750 1061 | CLASS OF 2028 - Revenue from Enterprise Activities | 500.00 | 0.00 | 528.05 | 105.61 | (28.05) |
| 05 1750 1063 | CLASS OF 2029 - Revenue from Enterprise Activities | 500.00 | 0.00 | 560.75 | 112.15 | (60.75) |
| 05 1750 1064 | Revenue from Enterprise Activities | 0.00 | 0.00 | 683.34 | 0.00 | (683.34) |
| 05 1790 0001 | SPIRITWEAR - Other Activity Income | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 05 1790 0100 | MHS VOLLEYBALL - Other Activity Income (fundraising/sports hosting) | 5,000.00 | 0.00 | 2,193.00 | 43.86 | 2,807.00 |
| 05 1790 0101 | MHS FOOTBALL-Other Activity Income (fundraising/sports hosting) | 2,000.00 | 0.00 | 1,126.00 | 56.30 | 874.00 |
| 05 1790 0102 | MHS BOYS BASKETBALL-Other Activity Income (fundraising/sports hosting) | 15,000.00 | 0.00 | 5,795.00 | 38.63 | 9,205.00 |
| 05 1790 0103 | MHS GIRLS BASKETBALL-Other Activity Income (fundraising/sports hosting) | 5,000.00 | 26.00 | 5,273.00 | 105.46 | (273.00) |
| 05 1790 0105 | MORRILL ONE ACTS-Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 0106 | MHS CROSS COUNTRY-Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 0107 | MHS GOLF-Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 0109 | SPEECH-Other Activity Income (fundraising/sports | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |

Fund: 05 Activity Fund

| Account Number | Description | 2024-2025 Budget | During Month | To Date | % of Budget | Budget Balance |
|----------------|---|-------------------|------------------|-------------------|--------------|------------------|
| | hosting) | | | | | |
| 05 1790 0110 | MHS WRESTLING-Other Activity Income (fundraising/sports hosting) | 3,000.00 | 349.00 | 499.00 | 16.63 | 2,501.00 |
| 05 1790 0111 | CHEERLEADING - Other Activity Income (fundraising/sports hosting) | 5,000.00 | 0.00 | 1,595.00 | 31.90 | 3,405.00 |
| 05 1790 0116 | MHS TRACK-Other Activity Income (fundraising/sports hosting) | 500.00 | 25.00 | 105.00 | 21.00 | 395.00 |
| 05 1790 0120 | GATE-Other Activity Income(fundraising/sports hosting) | 20,000.00 | 78.92 | 964.82 | 4.82 | 19,035.18 |
| 05 1790 0130 | WTC SCHOLARSHIPS - Other Activity Income | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 0301 | ELEMENTARY GEN ACT - Other Activity Income (fundraising) | 15,000.00 | 0.00 | 4,914.40 | 32.76 | 10,085.60 |
| 05 1790 0502 | ACTIVITIES - Other Activity Income (fundraising/sports hosting) | 0.00 | 0.00 | 500.00 | 0.00 | (500.00) |
| 05 1790 0503 | LION CUB FOOTBALL-Other Activity Income (fundraising/sports hosting) | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 05 1790 0505 | LION CUB VOLLEYBALL-Other Activity Income (fundraising/sports hosting) | 200.00 | 390.00 | 390.00 | 195.00 | (190.00) |
| 05 1790 0506 | LIBRARY/BOOK FAIRS - Other Activity Income (fundraising/sports hosting) | 1,000.00 | 0.00 | 1,182.22 | 118.22 | (182.22) |
| 05 1790 0508 | MHS MUSIC-Other Activity Income (fundraising/sports hosting) | 3,000.00 | 780.00 | 1,540.00 | 51.33 | 1,460.00 |
| 05 1790 0510 | NATIONAL HONOR SOCIETY-Other Activity Income (fundraising/sports hosting) | 1,000.00 | 0.00 | 238.75 | 23.88 | 761.25 |
| 05 1790 0512 | Elementary Leadership Team-Other Activity Income (fundraising/sports hosting) | 0.00 | 0.00 | 500.00 | 0.00 | (500.00) |
| 05 1790 0513 | MHS STUDENT COUNCIL-Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 0520 | FBLA - Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 120.50 | 24.10 | 379.50 |
| 05 1790 0524 | AG - Other Activity Income (fundraising/sports hosting) | 200.00 | 0.00 | 35.00 | 17.50 | 165.00 |
| 05 1790 0525 | FFA-Other Activity Income (fundraising/sports hosting) | 6,000.00 | 0.00 | 716.00 | 11.93 | 5,284.00 |
| 05 1790 0903 | CONCESSIONS-Other Activity Income (fundraising/sports hosting) | 8,000.00 | 597.00 | 1,065.00 | 13.31 | 6,935.00 |
| 05 1790 1053 | Early Childhood Fundraiser-Other Activity Income (fundraising/sports hosting) | 5,000.00 | 7,185.00 | 7,185.00 | 143.70 | (2,185.00) |
| 05 1790 1054 | INDUSTRIAL ARTS - Other Activity Income (fundraising/sports hosting) | 500.00 | 187.00 | 187.00 | 37.40 | 313.00 |
| 05 1790 1056 | CLASS OF 2026-Other Activity Income (fundraising/sports hosting) | 1,000.00 | 0.00 | 147.50 | 14.75 | 852.50 |
| 05 1790 1057 | CLASS OF 2025-Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 1060 | CLASS OF 2027 - Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 50.00 | 10.00 | 450.00 |
| 05 1790 1061 | CLASS OF 2028 - Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1790 1062 | PEPSI DONATIONS - Other Activity Income | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 05 1790 1063 | CLASS OF 2029 - Other Activity Income (fundraising/sports hosting) | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 05 1920 0527 | Platte Valley Bank - CONTRIBUTIONS & DONATIONS | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 05 1920 1051 | ELEMENTARY CLOSET DONATIONS | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| | Subtotal: LOCAL RECIEPTS | 206,750.00 | 19,638.37 | 108,762.92 | 52.61 | 97,987.08 |
| 05 5200 | TRANSFERS FROM FUNDS (INCOMING) | 0.00 | 0.00 | 6,502.55 | 0.00 | (6,502.55) |
| 05 5200 0103 | MHS GIRLS BASKETBALL - Incoming Transfers | 0.00 | 0.00 | 465.26 | 0.00 | (465.26) |
| 05 5200 0107 | MHS GOLF - Incoming Transfers | 0.00 | 0.00 | 288.74 | 0.00 | (288.74) |
| 05 5200 0110 | MHS WRESTLING - Incoming Transfers | 0.00 | 0.00 | 6,009.58 | 0.00 | (6,009.58) |
| 05 5200 0120 | GATE - Incoming Transfers | 0.00 | 0.00 | 13,538.59 | 0.00 | (13,538.59) |
| 05 5200 0416 | JH GATE - Incoming Transfers | 0.00 | 0.00 | 2,250.00 | 0.00 | (2,250.00) |
| 05 5200 0426 | LIONS COMMITTED - Incoming Transfers | 0.00 | 0.00 | 98.99 | 0.00 | (98.99) |
| 05 5200 0502 | ACTIVITIES - Incoming Transfers | 143,250.00 | 6,271.11 | 33,069.11 | 23.08 | 110,180.89 |
| 05 5200 0510 | NATIONAL HONOR SOCIETY - Incoming Transfers | 0.00 | 0.00 | 115.15 | 0.00 | (115.15) |

Fund: 05 Activity Fund

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|--------------------------------|---------------------------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 05 5200 0611 | QUIZBOWL - Incoming Transfers | 0.00 | 0.00 | 88.00 | 0.00 | (88.00) |
| 05 5200 0903 | CONCESSIONS - Incoming Transfer | 0.00 | 0.00 | 2,236.87 | 0.00 | (2,236.87) |
| Subtotal: NON-REVENUE RECEIPTS | | 143,250.00 | 6,271.11 | 64,662.84 | 45.14 | 78,587.16 |
| Fund Total: | | 350,000.00 | 25,909.48 | 173,425.76 | 49.55 | 176,574.24 |

Fund: 06 Lunch Fund

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 06 1510 | Interest on Local Revenue | 100.00 | 4.80 | 2,249.17 | 2,249.17 | (2,149.17) |
| 06 1611 | CHILDREN'S LUNCHES | 40,000.00 | 3,479.43 | 24,130.38 | 60.33 | 15,869.62 |
| 06 1620 | ADULT LUNCHES | 5,389.00 | 662.25 | 8,188.36 | 151.95 | (2,799.36) |
| | Subtotal: LOCAL RECIEPTS | 45,489.00 | 4,146.48 | 34,567.91 | 75.99 | 10,921.09 |
| 06 3150 | STATE REIMB. -- LUNCH | 3,000.00 | 0.00 | 208.25 | 6.94 | 2,791.75 |
| 06 3150 3151 | STATE REIMB. -- BREAKFAST | 0.00 | 0.00 | 752.20 | 0.00 | (752.20) |
| | Subtotal: STATE RECEIPTS | 3,000.00 | 0.00 | 960.45 | 32.02 | 2,039.55 |
| 06 4210 | Federal Reimb-HOT LUNCH | 120,000.00 | 6,787.86 | 48,063.56 | 40.05 | 71,936.44 |
| 06 4210 1 | Federal Reimb-BREAKFAST | 40,000.00 | 1,904.90 | 14,904.09 | 37.26 | 25,095.91 |
| 06 4210 6 | FEDERAL REIMBURSEMENT-FFV | 10,000.00 | 0.00 | 6,040.30 | 60.40 | 3,959.70 |
| 06 4211 | Federal Reimb-CACFP | 0.00 | 277.26 | 1,708.78 | 0.00 | (1,708.78) |
| | Subtotal: FEDERAL RECEIPTS | 170,000.00 | 8,970.02 | 70,716.73 | 41.60 | 99,283.27 |
| 06 5200 | Trans from Gen Fund | 140,000.00 | 20,000.00 | 100,000.00 | 71.43 | 40,000.00 |
| | Subtotal: NON-REVENUE RECEIPTS | 140,000.00 | 20,000.00 | 100,000.00 | 71.43 | 40,000.00 |
| | Fund Total: | 358,489.00 | 33,116.50 | 206,245.09 | 57.53 | 152,243.91 |

Fund: 08 Special Building Fund

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|--------------------------|-------------------------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 08 1100 | Local Taxes | 215,819.00 | 8,940.77 | 103,454.30 | 47.94 | 112,364.70 |
| 08 1115 | Carline Tax | 1,200.00 | 0.00 | 150.47 | 12.54 | 1,049.53 |
| 08 1140 | Penalties & Interest on Taxes | 400.00 | 221.96 | 564.89 | 141.22 | (164.89) |
| 08 1510 | Interest | 2,300.00 | 256.33 | 1,634.64 | 71.07 | 665.36 |
| 08 1920 | CONTRIBUTIONS & DONATIONS | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| Subtotal: LOCAL RECIEPTS | | 229,719.00 | 9,419.06 | 105,804.30 | 46.06 | 123,914.70 |
| 08 3130 | Homestead Exemption | 0.00 | 908.63 | 2,044.75 | 0.00 | (2,044.75) |
| 08 3131 | PROPERTY TAX CREDIT | 0.00 | 0.00 | 33,952.72 | 0.00 | (33,952.72) |
| 08 3180 | Pro-rate Motor Vehicle | 400.00 | 277.49 | 512.56 | 128.14 | (112.56) |
| 08 3300 | IN-LIEU-OF SCHOOL LAND TAX | 0.00 | 0.00 | 76.56 | 0.00 | (76.56) |
| Subtotal: STATE RECEIPTS | | 400.00 | 1,186.12 | 36,586.59 | 9,146.65 | (36,186.59) |
| Fund Total: | | 230,119.00 | 10,605.18 | 142,390.89 | 61.88 | 87,728.11 |

Fund: 09 Qualified Purpose Capital

| <u>Account Number</u> | <u>Description</u> | <u>2024-2025 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|-------------------------------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| 09 1100 | Local District Taxes | 197,564.00 | 8,121.06 | 92,749.50 | 46.95 | 104,814.50 |
| 09 1115 | Carline Tax | 1,400.00 | 0.00 | 133.75 | 9.55 | 1,266.25 |
| 09 1140 | Penalties & Interest on Taxes | 500.00 | 197.45 | 704.67 | 140.93 | (204.67) |
| 09 1510 | Interest | 3,400.00 | 422.07 | 3,267.15 | 96.09 | 132.85 |
| | Subtotal: LOCAL RECIEPTS | 202,864.00 | 8,740.58 | 96,855.07 | 47.74 | 106,008.93 |
| 09 3130 | Homestead Exemption | 0.00 | 831.76 | 1,663.52 | 0.00 | (1,663.52) |
| 09 3131 | Property Tax Credit | 0.00 | 0.00 | 31,080.60 | 0.00 | (31,080.60) |
| 09 3180 | Pro Rate Motor Vehicle | 465.00 | 254.02 | 465.00 | 100.00 | 0.00 |
| 09 3990 | OTHER STATE RECEIPTS In lieu of Tax | 0.00 | 0.00 | 70.09 | 0.00 | (70.09) |
| | Subtotal: STATE RECEIPTS | 465.00 | 1,085.78 | 33,279.21 | 7,156.82 | (32,814.21) |
| | Fund Total: | 203,329.00 | 9,826.36 | 130,134.28 | 64.00 | 73,194.72 |

Revenue Summary Report
Processing Month: 04/2025

| | <u>2023-2024 Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|--------------|-------------------------|---------------------|----------------|--------------------|-----------------------|
| Grand Total: | 8,482,894.00 | 572,269.81 | 5,577,724.47 | 65.75 | 2,905,169.53 |

Fund: 05 Activity Fund

| <u>Chart of Account Number</u> | <u>Chart of Account Description</u> | | <u>Expenses</u> | <u>Revenues</u> | <u>Balance Change</u> | <u>Balance</u> |
|--------------------------------|--|--------------------------|-----------------|-----------------|-----------------------|-------------------|
| 05 704 | FUND BALANCE | *Previous Balance | | | | 113,382.16 |
| 05 704 | FUND BALANCE | | 0.00 | 0.00 | 0.00 | |
| 05 1510 | INTEREST | | 0.00 | 34.68 | 0.00 | |
| 05 704 | FUND BALANCE | *Current Activity | | | | 34.68 |
| | | *Ending Balance: | 0.00 | 34.68 | 0.00 | 113,416.84 |
| 05 704 0001 | Spirit Wear - Balance | *Previous Balance | | | | 246.45 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 246.45 |
| 05 704 0100 | MHS VOLLEYBALL - Balance | *Previous Balance | | | | 2,410.61 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 2,410.61 |
| 05 704 0101 | MHS FOOTBALL - Balance | *Previous Balance | | | | (55.51) |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | (55.51) |
| 05 704 0102 | MHS BOYS BASKETBALL - Balance | *Previous Balance | | | | 7,307.97 |
| 05 704 0102 | MHS BOYS BASKETBALL - Balance | | 0.00 | 0.00 | 0.00 | |
| 05 2900 580 0 000 102 | MHS BOYS BASKETBALL - Travel Expense and Mileage | | 940.93 | 0.00 | 0.00 | |
| 05 2900 610 0 000 102 | MHS BOYS BASKETBALL - Supplies | | 700.00 | 0.00 | 0.00 | |
| 05 2900 810 0 000 102 | MHS BOYS BASKETBALL - Dues and Fees | | 153.00 | 0.00 | 0.00 | |
| 05 704 0102 | MHS BOYS BASKETBALL - Balance | *Current Activity | | | | (1,793.93) |
| | | *Ending Balance: | 1,793.93 | 0.00 | 0.00 | 5,514.04 |
| 05 704 0103 | MHS GIRLS BASKETBALL - Balance | *Previous Balance | | | | 1,669.76 |
| 05 704 0103 | MHS GIRLS BASKETBALL - Balance | | 0.00 | 0.00 | 0.00 | |
| 05 1790 0103 | MHS GIRLS BASKETBALL-Other Activity Income (fundraising/sports hosting) | | 0.00 | 26.00 | 0.00 | |
| 05 704 0103 | MHS GIRLS BASKETBALL - Balance | *Current Activity | | | | 26.00 |
| | | *Ending Balance: | 0.00 | 26.00 | 0.00 | 1,695.76 |
| 05 704 0105 | MORRILL ONE ACTS - Balance | *Previous Balance | | | | 299.81 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 299.81 |
| 05 704 0106 | MHS CROSS COUNTRY - Balance | *Previous Balance | | | | 258.57 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 258.57 |
| 05 704 0107 | MHS GOLF - Balance | *Previous Balance | | | | 0.00 |
| 05 704 0107 | MHS GOLF - Balance | | 0.00 | 0.00 | 0.00 | |
| 05 2900 610 0 000 107 | MHS GOLF - Supplies | | 273.45 | 0.00 | 0.00 | |
| 05 704 0107 | MHS GOLF - Balance | *Current Activity | | | | (273.45) |
| | | *Ending Balance: | 273.45 | 0.00 | 0.00 | (273.45) |
| 05 704 0109 | SPEECH - Balance | *Previous Balance | | | | 208.85 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 208.85 |
| 05 704 0110 | MHS WRESTLING - Balance | *Previous Balance | | | | (67.83) |
| 05 704 0110 | MHS WRESTLING - Balance | | 0.00 | 0.00 | 0.00 | |

Fund: 05 Activity Fund

| <u>Chart of Account Number</u> | <u>Chart of Account Description</u> | <u>Expenses</u> | <u>Revenues</u> | <u>Balance Change</u> | <u>Balance</u> |
|--------------------------------|--|-----------------|-----------------|-----------------------|-------------------|
| 05 1790 0110 | MHS WRESTLING-Other Activity Income (fundraising/sports hosting) | 0.00 | 349.00 | 0.00 | |
| 05 2900 580 0 000 110 | MHS WRESTLING - Travel Expense and Mileage | 88.14 | 0.00 | 0.00 | |
| 05 704 0110 | MHS WRESTLING - Balance | | | | 260.86 |
| | *Current Activity | | | | |
| | *Ending Balance: | 88.14 | 349.00 | 0.00 | 193.03 |
| 05 704 0111 | CHEERLEADING/SPIRIT SQUAD - Balance | | | | 2,991.84 |
| 05 704 0111 | CHEERLEADING/SPIRIT SQUAD - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1750 0111 | CHEERLEADING - Revenue from Enterprise Activities | 0.00 | 1,930.00 | 0.00 | |
| 05 2900 580 0 000 111 | CHEERLEADING/SPIRIT SQUAD - Travel Expense and Mileage | 719.70 | 0.00 | 0.00 | |
| 05 704 0111 | CHEERLEADING/SPIRIT SQUAD - Balance | | | | 1,210.30 |
| | *Current Activity | | | | |
| | *Ending Balance: | 719.70 | 1,930.00 | 0.00 | 4,202.14 |
| 05 704 0112 | JH CHEERLEADING - Balance | | | | 23.20 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 23.20 |
| 05 704 0116 | MHS TRACK - Balance | | | | 971.11 |
| 05 704 0116 | MHS TRACK - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1790 0116 | MHS TRACK-Other Activity Income (fundraising/sports hosting) | 0.00 | 25.00 | 0.00 | |
| 05 2900 610 0 000 116 | MHS TRACK - Supplies | 1,461.94 | 0.00 | 0.00 | |
| 05 704 0116 | MHS TRACK - Balance | | | | (1,436.94) |
| | *Current Activity | | | | |
| | *Ending Balance: | 1,461.94 | 25.00 | 0.00 | (465.83) |
| 05 704 0120 | GATE - Balance | | | | (6,746.40) |
| 05 704 0120 | GATE - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1710 0120 | GATE - Admission Receipts | 0.00 | 6,123.00 | 0.00 | |
| 05 1790 0120 | GATE-Other Activity Income(fundraising/sports hosting) | 0.00 | 78.92 | 0.00 | |
| 05 2900 610 0 000 120 | GATE - Supplies | 520.00 | 0.00 | 0.00 | |
| 05 2900 810 0 000 120 | GATE - Dues and Fees | 637.50 | 0.00 | 0.00 | |
| 05 704 0120 | GATE - Balance | | | | 5,044.42 |
| | *Current Activity | | | | |
| | *Ending Balance: | 1,157.50 | 6,201.92 | 0.00 | (1,701.98) |
| 05 704 0121 | SPED ACTIVITY FUND - Balance | | | | 1,024.00 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 1,024.00 |
| 05 704 0130 | WTC SCHOLARSHIPS - Balance | | | | 1,000.00 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 05 704 0222 | GRAD CLASS 2022 - Balance | | | | 290.16 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 290.16 |
| 05 704 0223 | GRAD CLASS 2020 - Balance | | | | 538.32 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 538.32 |
| 05 704 0301 | ELEMENTARY GENERAL ACTIVITIES - Balance | | | | 13,615.08 |
| 05 704 0301 | ELEMENTARY GENERAL ACTIVITIES - Balance | 0.00 | 0.00 | 0.00 | |

Fund: 05 Activity Fund

| <u>Chart of Account Number</u> | <u>Chart of Account Description</u> | <u>Expenses</u> | <u>Revenues</u> | <u>Balance Change</u> | <u>Balance</u> |
|--------------------------------|--|-----------------|-----------------|-----------------------|--------------------|
| 05 2900 610 0 000 301 | ELEMENTARY GENERAL ACTIVITIES - Supplies | 501.05 | 0.00 | 0.00 | |
| 05 704 0301 | ELEMENTARY GENERAL ACTIVITIES - Balance | | | | (501.05) |
| | *Current Activity | | | | |
| | *Ending Balance: | 501.05 | 0.00 | 0.00 | 13,114.03 |
| 05 704 0416 | JH GATE - Balance | | | | (240.00) |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | (240.00) |
| 05 704 0417 | JH VOLLEYBALL - Balance | | | | 349.00 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 349.00 |
| 05 704 0418 | JH GIRLS BASKETBALL - Balance | | | | 523.00 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 523.00 |
| 05 704 0426 | LIONS COMMITTED - Balance | | | | 0.00 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 0.00 |
| 05 704 0502 | Activities Balance | | | | (80,630.58) |
| | *Previous Balance | | | | |
| 05 704 0502 | Activities Balance | 0.00 | 0.00 | 0.00 | |
| 05 5200 0502 | ACTIVITIES - Incoming Transfers | 0.00 | 6,271.11 | 0.00 | |
| 05 2900 580 0 000 502 | ACTIVITIES - TRAVEL EXPENSE AND MILEAGE | 1,070.45 | 0.00 | 0.00 | |
| 05 2900 610 0 000 502 | ACTIVITIES - Supplies and Materials | 2,967.85 | 0.00 | 0.00 | |
| 05 2900 810 0 000 502 | ACTIVITIES - DUES AND FEES | 408.00 | 0.00 | 0.00 | |
| 05 704 0502 | Activities Balance | | | | 1,824.81 |
| | *Current Activity | | | | |
| | *Ending Balance: | 4,446.30 | 6,271.11 | 0.00 | (78,805.77) |
| 05 704 0503 | LION CUB FOOTBALL - Balance | | | | 211.47 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 211.47 |
| 05 704 0504 | LION CUB BASKETBALL - Balance | | | | 659.70 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 659.70 |
| 05 704 0505 | LION CUB VOLLEYBALL - Balance | | | | 1,877.64 |
| | *Previous Balance | | | | |
| 05 704 0505 | LION CUB VOLLEYBALL - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1790 0505 | LION CUB VOLLEYBALL-Other Activity Income (fundraising/sports hosting) | 0.00 | 390.00 | 0.00 | |
| 05 704 0505 | LION CUB VOLLEYBALL - Balance | | | | 390.00 |
| | *Current Activity | | | | |
| | *Ending Balance: | 0.00 | 390.00 | 0.00 | 2,267.64 |
| 05 704 0506 | LIBRARY/BOOK FAIRS - Balance | | | | 2,123.31 |
| | *Previous Balance | | | | |
| | *Ending Balance: | 0.00 | 0.00 | 0.00 | 2,123.31 |
| 05 704 0508 | MHS MUSIC - Balance | | | | 1,876.74 |
| | *Previous Balance | | | | |
| 05 704 0508 | MHS MUSIC - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1750 0508 | MHS MUSIC - Revenue from Enterprise Activities | 0.00 | 298.50 | 0.00 | |
| 05 1790 0508 | MHS MUSIC-Other Activity Income (fundraising/sports hosting) | 0.00 | 780.00 | 0.00 | |
| 05 704 0508 | MHS MUSIC - Balance | | | | 1,078.50 |
| | *Current Activity | | | | |

Fund: 05 Activity Fund

| <u>Chart of Account Number</u> | <u>Chart of Account Description</u> | | <u>Expenses</u> | <u>Revenues</u> | <u>Balance Change</u> | <u>Balance</u> |
|--------------------------------|---|--------------------------|-----------------|-----------------|-----------------------|------------------|
| | | *Ending Balance: | <u>0.00</u> | <u>1,078.50</u> | <u>0.00</u> | <u>2,955.24</u> |
| 05 704 0510 | NATIONAL HONOR SOCIETY - Balance | *Previous Balance | | | | <u>(146.25)</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(146.25)</u> |
| 05 704 0511 | SPANISH CLUB - Balance | *Previous Balance | | | | <u>3,984.26</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>3,984.26</u> |
| 05 704 0512 | Elementary Leadership Team - Balance | *Previous Balance | | | | <u>1,446.46</u> |
| 05 704 0512 | Elementary Leadership Team - Balance | | 0.00 | 0.00 | 0.00 | |
| 05 2900 610 0 000 512 | Elementary Leadership Team - Supplies | | 84.00 | 0.00 | 0.00 | |
| 05 704 0512 | Elementary Leadership Team - Balance | *Current Activity | | | | <u>(84.00)</u> |
| | | *Ending Balance: | <u>84.00</u> | <u>0.00</u> | <u>0.00</u> | <u>1,362.46</u> |
| 05 704 0513 | MHS STUDENT COUNCIL - Balance | *Previous Balance | | | | <u>5,864.59</u> |
| 05 704 0513 | MHS STUDENT COUNCIL - Balance | | 0.00 | 0.00 | 0.00 | |
| 05 2900 610 0 000 513 | MHS STUDENT COUNCIL - Supplies | | 63.80 | 0.00 | 0.00 | |
| 05 704 0513 | MHS STUDENT COUNCIL - Balance | *Current Activity | | | | <u>(63.80)</u> |
| | | *Ending Balance: | <u>63.80</u> | <u>0.00</u> | <u>0.00</u> | <u>5,800.79</u> |
| 05 704 0520 | FBLA - Balance | *Previous Balance | | | | <u>1,480.93</u> |
| 05 704 0520 | FBLA - Balance | | 0.00 | 0.00 | 0.00 | |
| 05 1750 0520 | FBLA - Revenue from Enterprise Activities | | 0.00 | 220.00 | 0.00 | |
| 05 704 0520 | FBLA - Balance | *Current Activity | | | | <u>220.00</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>220.00</u> | <u>0.00</u> | <u>1,700.93</u> |
| 05 704 0521 | FBLA - SCHOLARSHIP FUND - Balance | *Previous Balance | | | | <u>814.30</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>814.30</u> |
| 05 704 0523 | GAMER'S CLUB - Balance | *Previous Balance | | | | <u>172.84</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>172.84</u> |
| 05 704 0524 | AG DEPARTMENT - Balance | *Previous Balance | | | | <u>826.24</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>826.24</u> |
| 05 704 0525 | FFA - Balance | *Previous Balance | | | | <u>6,331.10</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>6,331.10</u> |
| 05 704 0526 | ELEMENTARY CLOSET DONATIONS - Balance | *Previous Balance | | | | <u>2.99</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>2.99</u> |
| 05 704 0527 | Platte Valley Bank Donations - Balance | *Previous Balance | | | | <u>12,996.33</u> |
| | | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>12,996.33</u> |
| 05 704 0528 | EARLY CHILDHOOD FUNDRAISER/DONATIONS - Balance | *Previous Balance | | | | <u>3,676.47</u> |
| 05 704 0528 | EARLY CHILDHOOD FUNDRAISER/DONATIONS - Balance | | 0.00 | 0.00 | 0.00 | |

Fund: 05 Activity Fund

| <u>Chart of Account Number</u> | <u>Chart of Account Description</u> | <u>Expenses</u> | <u>Revenues</u> | <u>Balance Change</u> | <u>Balance</u> |
|--------------------------------|---|-----------------|-----------------|-----------------------|-------------------|
| 05 1790 1053 | Early Childhood Fundraiser-Other Activity Income (fundraising/sports hosting) | 0.00 | 7,185.00 | 0.00 | |
| 05 2900 610 0 000 053 | EARLY CHILDHOOD FUNDRAISER/DONATIONS - Supplies | 4,694.85 | 0.00 | 0.00 | |
| 05 704 0528 | EARLY CHILDHOOD FUNDRAISER/DONATIONS - Balance | | | | 2,490.15 |
| | *Current Activity | | | | |
| | *Ending Balance: | <u>4,694.85</u> | <u>7,185.00</u> | <u>0.00</u> | <u>6,166.62</u> |
| 05 704 0611 | QUIZBOWL - Balance | | | | 0.00 |
| | *Previous Balance | | | | 0.00 |
| | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| 05 704 0614 | YEARBOOK -- ALL YEARS - Balance | | | | 768.46 |
| 05 704 0614 | YEARBOOK -- ALL YEARS - Balance | 0.00 | 0.00 | 0.00 | |
| 05 2900 610 0 000 614 | YEARBOOK -- ALL YEARS | 1,236.27 | 0.00 | 0.00 | |
| 05 704 0614 | YEARBOOK -- ALL YEARS - Balance | | | | (1,236.27) |
| | *Current Activity | | | | |
| | *Ending Balance: | <u>1,236.27</u> | <u>0.00</u> | <u>0.00</u> | <u>(467.81)</u> |
| 05 704 0903 | CONCESSION STAND - Balance | | | | (1,837.89) |
| 05 704 0903 | CONCESSION STAND - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1750 0903 | CONCESSIONS - Revenue from Enterprise Activities | 0.00 | 1,414.27 | 0.00 | |
| 05 1790 0903 | CONCESSIONS-Other Activity Income (fundraising/sports hosting) | 0.00 | 597.00 | 0.00 | |
| 05 2900 610 0 000 903 | CONCESSION STAND - Supplies | 1,159.37 | 0.00 | 0.00 | |
| 05 704 0903 | CONCESSION STAND - Balance | | | | 851.90 |
| | *Current Activity | | | | |
| | *Ending Balance: | <u>1,159.37</u> | <u>2,011.27</u> | <u>0.00</u> | <u>(985.99)</u> |
| 05 704 0904 | WEIGHT ROOM - Balance | | | | 460.78 |
| | *Previous Balance | | | | 460.78 |
| | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>460.78</u> |
| 05 704 1050 | COOKING CLUB - Balance | | | | 220.00 |
| | *Previous Balance | | | | 220.00 |
| | *Ending Balance: | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>220.00</u> |
| 05 704 1054 | INDUSTRIAL ARTS - Balance | | | | 428.19 |
| 05 704 1054 | INDUSTRIAL ARTS - Balance | 0.00 | 0.00 | 0.00 | |
| 05 1790 1054 | INDUSTRIAL ARTS - Other Activity Income (fundraising/sports hosting) | 0.00 | 187.00 | 0.00 | |
| 05 704 1054 | INDUSTRIAL ARTS - Balance | | | | 187.00 |
| | *Current Activity | | | | |
| | *Ending Balance: | <u>0.00</u> | <u>187.00</u> | <u>0.00</u> | <u>615.19</u> |
| 05 704 1056 | CLASS OF 2026 - Balance | | | | 6,625.56 |
| 05 704 1056 | CLASS OF 2026 - Balance | 0.00 | 0.00 | 0.00 | |
| 05 2900 610 0 000 615 | CLASS OF 2026 - Supplies | 525.56 | 0.00 | 0.00 | |
| 05 704 1056 | CLASS OF 2026 - Balance | | | | (525.56) |
| | *Current Activity | | | | |
| | *Ending Balance: | <u>525.56</u> | <u>0.00</u> | <u>0.00</u> | <u>6,100.00</u> |
| 05 704 1057 | CLASS OF 2025 - Balance | | | | 3,218.43 |
| 05 704 1057 | CLASS OF 2025 - Balance | 0.00 | 0.00 | 0.00 | |
| 05 2900 610 0 000 616 | CLASS OF 2025 - Supplies | 1,423.83 | 0.00 | 0.00 | |

Fund: 05 Activity Fund

| <u>Chart of Account Number</u> | <u>Chart of Account Description</u> | | <u>Expenses</u> | <u>Revenues</u> | <u>Balance Change</u> | <u>Balance</u> |
|--------------------------------|-------------------------------------|-------------------|-----------------|-----------------|-----------------------|----------------|
| 05 704 1057 | CLASS OF 2025 - Balance | *Current Activity | | | | (1,423.83) |
| | | *Ending Balance: | 1,423.83 | 0.00 | 0.00 | 1,794.60 |
| 05 704 1058 | CLASS OF 2024 - Balance | *Previous Balance | | | | 155.41 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 155.41 |
| 05 704 1059 | CLASS OF 2023 - Balance | *Previous Balance | | | | 772.05 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 772.05 |
| 05 704 1060 | CLASS OF 2027 - Balance | *Previous Balance | | | | 740.79 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 740.79 |
| 05 704 1061 | CLASS OF 2028 - Balance | *Previous Balance | | | | 690.25 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 690.25 |
| 05 704 1062 | PEPSI DONATIONS - Balance | *Previous Balance | | | | 1,605.00 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 1,605.00 |
| 05 704 1063 | CLASS OF 2029 | *Previous Balance | | | | 976.84 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 976.84 |
| 05 704 1064 | FUND BALANCE | *Previous Balance | | | | 683.34 |
| | | *Ending Balance: | 0.00 | 0.00 | 0.00 | 683.34 |
| | | Fund Total: 05 | 19,629.69 | 25,909.48 | 0.00 | 125,355.69 |

Scotts Bluff
MONTHLY COLLECTION REPORT
Fund # 6111 MORRILL SD 11 GENERAL
March 31, 2025

| Account | March | Year-To-Date |
|--|-------------------|-------------------|
| 185-00 DISBURSEMENTS | -73,227.18 | -2,491,653.93 |
| 304-23 MOTOR VEHICLE TAX 2023 | 0.00 | 49,390.66 |
| 304-24 MOTOR VEHICLE TAX 2024 | 16,481.53 | 69,517.60 |
| 305-18 LEVIED TAX 2018 | 0.00 | 14.42 |
| 305-19 LEVIED TAX 2019 | 0.00 | 7.14 |
| 305-20 LEVIED TAX 2020 | 26.45 | 33.59 |
| 305-21 LEVIED TAX 2021 | 26.39 | 49.77 |
| 305-22 LEVIED TAX 2022 | 316.65 | 1,026.31 |
| 305-23 LEVIED TAX 2023 | 47,904.01 | 1,383,043.87 |
| 305-24 LEVIED TAX 2024 | 98,947.73 | 467,061.03 |
| 306-18 RE & PP INTEREST 2018 | 0.00 | 10.85 |
| 306-19 RE & PP INTEREST 2019 | 0.00 | 3.87 |
| 306-20 RE & PP INTEREST 2020 | 13.67 | 16.55 |
| 306-21 RE & PP INTEREST 2021 | 9.95 | 17.43 |
| 306-22 RE & PP INTEREST 2022 | 74.52 | 194.35 |
| 306-23 RE & PP TAXES 2023 | 4,296.63 | 14,955.35 |
| 344-01 HOMESTEAD EXEMPTION ALLOCATION | 19,304.06 | 54,970.46 |
| 344-05 PROPERTY TAX CREDIT | 0.00 | 130,601.89 |
| 344-06 SCHOOL TAX CREDIT | 0.00 | 452,225.11 |
| 346-01 PRO-RATE MOTOR VEHICLE TAX | 5,386.77 | 9,597.61 |
| 346-02 CARLINE TAX | 0.00 | 2,295.61 |
| 353-01 IN LIEU TAX - NPPD 57 LEVY | 46.82 | 46.82 |
| 353-03 IN LIEU TAX - HOUSING AUTHORITY | 0.00 | 1,662.75 |
| 361-01 HOMESTEAD EXEMPT COMMISSION | -193.04 | -549.70 |
| 363-01 RE & PP TAX COMMISSION | -1,516.16 | -18,664.34 |
| 470-05 COUNTY COURT FINES | 1,586.77 | 14,252.02 |
| Month Total | 119,485.57 | 140,127.09 |
| Previous Fund Balance | 73,227.18 | 52,585.66 |
| Current Fund Balance | 192,712.75 | 192,712.75 |

Scotts Bluff
MONTHLY COLLECTION REPORT
Fund # 6811 MORRILL SD 11 HAZ/HANDI
March 31, 2025

| Account | March | Year-To-Date |
|--|-----------------|-----------------|
| 185-00 DISBURSEMENTS | | |
| 305-18 LEVIED TAX 2018 | -2,546.64 | -103,246.59 |
| 305-19 LEVIED TAX 2019 | 0.00 | 0.76 |
| 305-20 LEVIED TAX 2020 | 0.00 | 0.37 |
| 305-21 LEVIED TAX 2021 | 1.39 | 1.77 |
| 305-22 LEVIED TAX 2022 | 1.39 | 2.62 |
| 305-23 LEVIED TAX 2023 | 15.72 | 50.98 |
| 305-24 LEVIED TAX 2024 | 2,143.33 | 61,880.81 |
| 306-18 RE & PP INTEREST 2018 | 4,170.65 | 19,686.82 |
| 306-19 RE & PP INTEREST 2019 | 0.00 | 0.57 |
| 306-20 RE & PP INTEREST 2020 | 0.00 | 0.20 |
| 306-21 RE & PP INTEREST 2021 | 0.72 | 0.87 |
| 306-22 RE & PP INTEREST 2022 | 0.52 | 0.91 |
| 306-23 RE & PP INTEREST 2023 | 3.70 | 9.66 |
| 344-01 HOMESTEAD EXEMPTION ALLOCATION | 192.25 | 669.09 |
| 344-05 PROPERTY TAX CREDIT | 813.68 | 2,359.45 |
| 344-06 SCHOOL TAX CREDIT | 0.00 | 5,504.99 |
| 346-01 PRO-RATE MOTOR VEHICLE TAX | 0.00 | 19,061.73 |
| 346-02 CARLINE TAX | 227.06 | 415.46 |
| 353-03 IN LIEU TAX - HOUSING AUTHORITY | 0.00 | 102.71 |
| 361-01 HOMESTEAD EXEMPT COMMISSION | 0.00 | 70.09 |
| 363-01 RE & PP TAX COMMISSION | -8.14 | -23.60 |
| | -65.30 | -823.07 |
| Month Total | 4,950.33 | 5,726.60 |
| Previous Fund Balance | 2,546.64 | 1,770.37 |
| Current Fund Balance | 7,496.97 | 7,496.97 |

Scotts Bluff
MONTHLY COLLECTION REPORT
Fund # 6311 MORRILL SD 11 SINKING
March 31, 2025

| Account | March | Year-To-Date |
|--|-----------------|-----------------|
| 185-00 DISBURSEMENTS | -2,810.35 | -114,821.26 |
| 305-18 LEVIED TAX 2018 | 0.00 | 0.88 |
| 305-19 LEVIED TAX 2019 | 0.00 | 0.43 |
| 305-20 LEVIED TAX 2020 | 1.60 | 2.03 |
| 305-21 LEVIED TAX 2021 | 1.60 | 3.01 |
| 305-22 LEVIED TAX 2022 | 16.93 | 54.85 |
| 305-23 LEVIED TAX 2023 | 2,411.30 | 69,616.93 |
| 305-24 LEVIED TAX 2024 | 4,556.15 | 21,506.17 |
| 306-18 RE & PP INTEREST 2018 | 0.00 | 0.66 |
| 306-19 RE & PP INTEREST 2019 | 0.00 | 0.23 |
| 306-20 RE & PP INTEREST 2020 | 0.83 | 1.00 |
| 306-21 RE & PP INTEREST 2021 | 0.60 | 1.05 |
| 306-22 RE & PP INTEREST 2022 | 3.99 | 10.40 |
| 306-23 RE & PP INTEREST 2023 | 216.25 | 752.68 |
| 344-01 HOMESTEAD EXEMPTION ALLOCATION | 888.89 | 2,601.40 |
| 344-05 PROPERTY TAX CREDIT | 0.00 | 6,013.71 |
| 344-06 SCHOOL TAX CREDIT | 0.00 | 20,823.19 |
| 346-01 PRO-RATE MOTOR VEHICLE TAX | 248.04 | 460.00 |
| 346-02 CARLINE TAX | 0.00 | 115.55 |
| 353-03 IN LIEU TAX - HOUSING AUTHORITY | 0.00 | 76.56 |
| 361-01 HOMESTEAD EXEMPT COMMISSION | -8.89 | -26.02 |
| 363-01 RE & PP TAX COMMISSION | -72.09 | -919.50 |
| Month Total | 5,454.85 | 6,273.95 |
| Previous Fund Balance | 2,810.35 | 1,991.25 |
| Current Fund Balance | 8,265.20 | 8,265.20 |

Sioux
MONTHLY COLLECTION REPORT
Fund # 6111 SCH DIST 11S MORRILL
March 31, 2025

| Account | March | Year-To-Date |
|--|------------------|------------------|
| 185-00 DISBURSEMENTS SD 11S GENERAL | -8,445.63 | -456,428.56 |
| 304-23 MOTOR VEHICLE TAXES | 0.00 | 7,356.57 |
| 304-24 MOTOR VEHICLE TAX | 1,884.23 | 13,725.41 |
| 305-23 Real Estate & Personal Property Tax | 57.99 | 125,641.29 |
| 305-24 Real Estate & Personal Property Tax | 44,364.64 | 188,013.03 |
| 306-23 INTEREST ON TAXES | 5.84 | 810.05 |
| 344-01 HOMESTEAD | 628.10 | 2,032.68 |
| 344-05 PROPERTY TAX CREDIT | 0.00 | 40,447.31 |
| 344-06 School District Property Tax Credit | 0.00 | 114,089.75 |
| 346-01 PRO RATE | 639.49 | 1,144.17 |
| 346-02 CARLINE TAX | 0.00 | 693.81 |
| 353-01 IN LIEU OF TAX PRIOR TO 1957 | 12.57 | 12.57 |
| 361-01 HOMESTEAD EXEMP COMMISSION | -6.28 | -20.32 |
| 363-01 TAX COMMISSION | -444.28 | -3,144.65 |
| 470-05 COUNTY COURT FINES AND LICENSE | 163.93 | 2,598.54 |
| Month Total | 38,860.60 | 36,971.65 |
| Previous Fund Balance | 8,445.63 | 10,334.58 |
| Current Fund Balance | 47,306.23 | 47,306.23 |

Sioux
MONTHLY COLLECTION REPORT
Fund # 6411 MORRILL 11S - hdcp
March 31, 2025

| Account | | March | Year-To-Date |
|----------------|-------------------------------------|-----------------|---------------------|
| 185-00 | Disbursements 11S HDCP | -284.86 | -18,680.92 |
| 305-23 | Real Estate & Personal Property Tax | 2.59 | 5,621.49 |
| 305-24 | Real Estate & Personal Property Tax | 1,870.02 | 7,924.92 |
| 306-23 | INTEREST ON TAXES | 0.26 | 36.26 |
| 344-01 | HOMESTEAD | 26.48 | 87.70 |
| 344-05 | PROPERTY TAX CREDIT | 0.00 | 1,704.89 |
| 344-06 | School District Property Tax Credit | 0.00 | 4,808.99 |
| 346-01 | PRO RATE | 26.96 | 49.54 |
| 346-02 | CARLINE TAX | 0.00 | 31.04 |
| 361-01 | HOMESTEAD EXEMO COMMISSION | -0.26 | -0.87 |
| 363-01 | TAX COMMISSION | -18.73 | -135.83 |
| | Month Total | 1,622.46 | 1,447.21 |
| | Previous Fund Balance | 284.86 | 460.11 |
| | Current Fund Balance | 1,907.32 | 1,907.32 |

Sioux
MONTHLY COLLECTION REPORT
Fund # 6311 SCH DIST 11S SINK
March 31, 2025

| <u>Account</u> | <u>March</u> | <u>Year-To-Date</u> |
|--|-----------------------------|---------------------|
| 185-00 DISBURSEMENTS SD 11S SINK | -312.62 | -20,607.77 |
| 305-23 Real Estate & Personal Property Tax | 2.92 | 6,324.29 |
| 305-24 Real Estate & Personal Property Tax | 2,042.82 | 8,657.21 |
| 306-23 INTEREST ON TAXES | 0.29 | 40.78 |
| 344-01 HOMESTEAD | 28.92 | 96.92 |
| 344-05 PROPERTY TAX CREDIT | 0.00 | 1,862.44 |
| 344-06 School District Property Tax Credit | 0.00 | 5,253.38 |
| 346-01 PRO RATE | 29.45 | 54.86 |
| 346-02 CARLINE TAX | 0.00 | 34.92 |
| 361-01 HOMESTEAD EXEMP COMMISSION | -0.29 | -0.97 |
| 363-01 TAX COMMISSION | -20.46 | -150.22 |
| | Month Total | 1,771.03 |
| | Previous Fund Balance | 312.62 |
| | Current Fund Balance | 2,083.65 |

Facilities/Transportation Committee

May 2025

The facilities committee met on Wednesday, May 14th at 6:45 PM. In attendance were:

Jodi Craig, Bailee Steiner, Todd Chessmore, Brad Derr, Sue Gompert, Bill Watson:

Mr. Chessmore gave the group a list of the items that need to be worked on during the summer, the list will be attached below.

There was a discussion on the need to fix the roof at the elementary over the kindergarten room and the gym. A quote for the work is part of the agenda for the May board meeting.

There was a discussion on the difficulty in hiring custodians especially at the elementary.

Discussed the moving of the preschool to the elementary building. Mr. Chessmore stated that we wanted to make sure we were going to be able to complete all the work before we made the move and if we couldn't get everything done before school started then we could still have the preschool where it is currently located.

Rob Martin came into the meeting and there was a discussion on the walls at the elementary. He brought up that he felt block walls would look better as it would match the rest of the walls, would be fire resistant and would serve as a safe room if we need to keep our students safe. It was determined to contact a mason to get a quote on the walls.

We also had a discussion on buses, discussed the years of the buses and the mileage on them. Also, discussed the coach bus that we lease and if we would lease it again next year. Mr. Chessmore said we would be having that discussion later on in the summer.

Mr. Chessmore discussed his concern with the HVAC units especially at the high school and how there were rooms last winter that never had heat. He also stated the person working on it, who came from Grand Island would no longer be able to work on them. We will have to find someone to work on them and need to come up with a long term solution to the problems. The air conditioning on part of the building has also not been working and there is a concern if it doesn't work in August.

Also, discussed the drain in the wrestling room. We were told by the plumber that due to the length of the run was the reason it was getting plugged. He suggested that we flush it out on a weekly basis. It was determined we should try to find a way to have it flushed automatically.

Facilities/Transportation Committee Meeting

1. Leasing of the Coach Bus?
2. Summer projects
 - a. Elementary
 - i. Build walls in classroom
 - ii. Move classrooms
 - iii. Move Preschool
 - iv. Build preschool classrooms
 - v. Carpet in music room
 - vi. Clean graffiti off girls locker room
 - vii. Boiler Elementary heat exchanger Cracked (26,000)
 - viii. Water Cooler tower replacement (\$110,000)
 - ix. 1 rooftop compressor down
 - x. Heater not working in classroom
 - xi. Room 210 Need to change fan
 - b. High School
 - i. Dispose of broken piano
 - ii. Sink/Disposal in FCS room
 - iii. Pipes in Art room need snaked out and cleaned
 - iv. Outlet by sink needs to be GFI
 - v. Leaks in roof
 - vi. Door by North entrance
 - vii. Ventilation in shop area for welding and sander20
 - viii.
 - ix. Fix lock on filing cabinets in Resource room
 - x. Boys bathroom Faucet handles
 - xi. Boys bathroom Doors
 - xii. Girls bathroom stall doors need locks replaced/fixed
 - xiii. Girls bathroom Sick faucets need tightened
 - xiv. High school science room rehang internet cords
 - xv. Electrical outlets on stage need replaced
 - xvi. Front of stage needs painted
 - xvii. Drain in wrestling room
 - xviii. Curtains on stage need replaced
 - xix. Lighting above stage at High school needs updated
 - xx. Grasshopper lawn mower
 - xxi. General painting
 - xxii. Screens on windows
 - xxiii. Doors at high school
3. Major Projects
 - a. Heat and air conditioning in high school
 - b. Roofs at elementary
 - c. New Track
 - d. Air conditioning in High School Gym
4. Maintenance summer projects

- a. Mowing
 - b. Weed control
 - c. Deep clean buildings
5. Challenges
- a. Finding Staff
 - b. Getting bids back on projects
 - c. Finding people to get repairs done
 - i. Air conditioning
6. Transportation:
- a. Lease bus?
 - b. Bus 2000 Miles 183,999 broken emergency exit
 - c. Bus 2019 Miles 83,000 OK
 - d. Bus 2008 Miles 132,772 Had transmission worked on seats tore up
 - e. Bus 2001 decommissioned used for parts
 - f. Bus 6 42 passenger 163,206 ok
 - g. Bus 10 14 passenger 160,000 new motor two years ago
 - h. Bus 7 54 passenger f172,000 shift lever problems not used all year
 - i. Maybe need to look for another small bus 14 passenger
7. Items of discussion
- a. New preschool playground
 - i. Have had someone come look at design
 - b. Bleachers
 - c. Committee meetings next week
 - d. Long term bus purchase

Finance Committee Meeting

May 14, 2025

6:00 PM

In attendance: Bailee Steiner, Todd Chessmore, Courtney Schuler, Sue Gompert

Showed and discussed the monthly board reports. One of the discussion was the need to repay the QCPUF fund the \$200,000 that was borrowed from the fund last year. Bailee stated she would make sure it was on the payables for the board to approve at the May board meeting.

Mr. Chessmore brought to the committee a proposal to have the school elect to be part of the Community Eligibility Provision for the school lunch program. The essence of the program is that all students would eat free and the school would get meals for more students reimbursed using the program. Below is the chart put together by the Nebraska Department of Education.

| Building | Matched | Enrolled | ISP % | % Free | % Paid |
|-----------------|----------------|-----------------|--------------|---------------|---------------|
| Preschool | 9 | 36 | 25% | 40% | 60% |
| Elementary | 56 | 114 | 49.12281 % | 78.6% | 21.404% |
| High School | 51 | 124 | 42.12903 % | 65.81 % | 34.19 % |
| Grouping | 116 | 274 | 42.33577 % | 67.74 % | 32.263% |

The matched column are the number of students in the school who are directly certified from NDE records. The enrolled column is the number of students in the school. The ISP% column is the percentage of matched students as compared to Enrolled. % Free is the percentage of students who would receive free lunches, this is figured by taking the ISP % time 1.6. % Paid column is the percent of meals the school would have to pay for. The grouping row is if you put everyone together.

Example: This year we average having 111 students eat lunch daily. Utilizing that number if we used grouping we would be reimbursed for 78.574 meals. We get reimbursed approximately \$4.43 per meal so we would receive approximately \$348.

The goal of this program is to increase the number of students eating meals, which we should be able to accomplish if all the meals are free.

It was also mentioned that in order to increase the number of meals the students eat is to work hard on improving the meals.

I will go over the board reports at the meeting.

Policy Committee Meeting

May 14, 2025

Attendance: Rob Martin, Sue Gompert, Bill Watson, Jodi Craig, Todd Chessmore

The policy committee met to go over the handbooks that are on the agenda. There were many items discussed which are reflected in the handbooks. Part of the discussion was to make sure the handbooks are consistent.

Early Childhood Board Report

May 19, 2025

- I. Professional Development
 - a. GOLD professional development for all Preschool teachers and Administrators has been passed on to DeLinda.
 - b. Sunny and Becky Jo will finalize all reports for the 2024-2025 school year.
- II. Nebraska Department of Education (NDE)
 - a. All future communication will be sent to DeLinda regarding reports, compliance, waived staff, Step Up to Quality, classroom observations, etc.
- III. Cognia
 - a. I completed the end of year report for our accreditation. All future communication has been directed to DeLinda.
- IV. Early Development Network (EDN)
 - a. Becky Jo will continue to serve the EDN families over the summer. At the end of July the district will assign new EDN support.
 - b. We continue to receive referrals, if there are any meetings that take place this summer the district will need to assign an administrator to attend.
- V. Head Start
 - a. This year's programming met the requirement of our Head Start partnership and we are in good standings to continue to partner in the future. With this bringing in over \$5,000 a month for tuition this is a large benefit for our families and our school.
- VI. Department of Health and Human Services (DHHS)
 - a. As of end of day May 21, 2025 my name will no longer be listed at the Early Childhood Director. I do not know if the district plans to continue this partnership.
 - b. The thousands of dollars in grants, and subsidy benefitted our programming over these last several years.
- VII. PRT #13
 - a. The end of the year meeting will be held in June. I have shared this information with DeLinda and Molly, as there will need to be a representative from Morrill on the team next year, as Becky Jo and I have held this role previously.
- VIII. Step Up to Quality
 - a. I do not know if the district plans to continue being a Step Up to Quality program. The information has been sent to DeLinda.
- IX. Parent Engagement
 - a. We will be hosting our final parent engagement on May 20 at the football field. We are all very excited about this, as we plan to celebrate our relationships with families, students and colleagues.

- X. Enrollment
 - a. Preschool- 35
 - b. Toddlers-6
 - c. Infant room-0
 - i. We closed the Infant room on April 1, as all our families found care in other centers, due to our building closing in May.
- XI. Special Education Services
 - a. Becky Jo will be serving those PK age students who qualify for extended year services.
- XII. Community for Kids Grant
 - a. This has moved over to the Elementary, I am no longer involved in the meetings or process moving forward.
- XIII. Knowledge Network for Early Childhood Education Workforce (KNEW) Grant.
 - a. The deadline for participating in this grant was not met, we will not be receiving the \$10,000 a year over the next 3 years to strengthen the Early Childhood workforce.

It has been a pleasure working alongside the amazingly talented and dedicated Early Childhood staff in Morrill for the last 6 years. The relationships built with our families of our youngest learners Birth-Preschool has been a blessing on so many levels. It has been a privilege to build an Early Childhood Program in Morrill, and I have many fond memories of my time here.

Morrill Public Schools

Elementary Principal's Report

May 2025

- At the end of April, all NSCAS state assessments were finished. Grades 3-8 completed English Language Arts and Math assessments. Grades 5 and 8 also completed the Science test.
- Held an introductory team meeting with Communities for Kids to discuss the continuation of our C4K grant. Laura Kemp from Nebraska Children, Mr. Chessmore, and several staff members and/or parents attended.. The team is conducting an informational survey and focusing grant funding on building connections between the school and parents of young children.
- Starting at the beginning of May, K-6 students completed Dibels Reading and Math assessments, an iReady Math Diagnostic assessment, and the IRLA Reading assessment.
- Interviews for an elementary building custodian continue to be held.
- Teacher and Staff Appreciation week was celebrated May 5-9 with activities to recognize and honor the great people who work at Morrill Elementary School. Thank you to MPS for providing lunch for everyone.
- An evacuation drill was held at the Elementary school on May 9. Students and staff smoothly and efficiently evacuated to the Morrill Methodist Church.
- Every grade level has taken learning outside of the school building over the last month by going on various field trips. Students have gone fishing, visited colleges, businesses, farms, and the zoo. We appreciate being able to provide a variety of learning experiences as we wrap up the school year.
- Jana Schwartz, from the 4-H Beyond the Bells Program, was a guest teacher for one final time this year, providing lessons in robotics to kids in grades K-6.
- Kaysen Muhr, Fhenix Rodriguez, Colt Mock, Una Rodriguez, Adalynn Sinner, Kynlee Gonzales, Peyton Wilson, Max Mock, Phoebe Jackson, Addelynn Patterson, Dawn Norton, Sofia Barron, Estephany Cuc, and Tucker Fitzgerald were all recognized as Lions of the Month for April and May. Families were invited to our Morning Meeting to celebrate with us.
- The MES Track and Field Day followed a new format this year. Several families were in attendance to watch students participate in running and field events. Thank you to Coach Lofink for all of the work and preparation for this fun day.
- Finished preschool and 6th grade transition activities. Step Up Day for grade level transition activities will be on Tuesday, May 20.

- The 4th quarter Den Day was held with Duma being awarded Den of the Year for earning the most PBIS tickets this year.
- Fifth Grade students completed the application process for Morrill Student Leadership Team which includes the application, letters of recommendation, and giving a speech. Letters of selection have been sent out to our new team.
- Finalized staffing and planning for Kinder-camp, Summer School and Summer Care. Kinder-Camp and Summer School are running from May 27-June 20 in the elementary building.. Summer Care will run in the early childhood building May 27-July 3.
- Worked on the Comprehensive Literacy State Development Grant with the ESU13 Consortium.
- Attended the Morrill PTO meeting to discuss summer and back to school plans.
- Attended weekly administrative meetings and several follow up meetings regarding the move of the preschool to the elementary building.
- Attended 1 MDT meeting, 2 IEP meetings, 2 attendance meetings and 1 data meeting with parents.
- We currently have 113 students with one attending at Meriden School.

SUPERINTENDENT/PRINCIPAL REPORT

May 2025

High School Principal Report:

It has definitely been an eventful month. Thanks to our custodial crew we were able to make the track useable. Thanks to the organization of Jodi Craig and the work of our staff we were able to host several track meets, which were very successful. We also hosted a golf meet.

The school year is quickly ending, graduation on the 17th and the last day of school on May 21st. It is hard to believe we are finishing up the 2024 – 2025 school year.

I feel like it has been a successful year, busy but good. The high school has a great staff. As everyone knows with everything going on it has been very stressful, I believe for both staff and students. With that being said everyone has been professional and we have had a successful year.

We may have summer school for some of our students who need to make up credits, this is still a discussion.

We have two girls who have made to State Track, Cecilia Barron and Katelyn Walker.

Superintendent Report:

It is hard to believe we have made it to the end of the school year. It has been an eventful year and a good one. I would like to say thanks to the board members. There is still a lot of work to do, but I feel with your leadership we have moved forward in a very positive way.

We will have a busy summer, a lot of projects to get completed. I am looking forward to preparing for a great year next year also.

TEACHER'S CONTRACT

THIS CONTRACT is made by and between the Board of Education (Board) of Morrill Public School District 79-0011, "District" and **Elisha Barron** a legally qualified teacher ("Teacher").

WITNESSETH: The Board agrees to employ Teacher in the schools of the District for a school year, which shall begin on or about **August 11, 2025**, and conclude on or about **May 22, 2026**.

FIRST: The Teacher accepts a salary of **\$39,000** based upon placement on step **1** of lane **BA** of the salary schedule. The Teacher's salary shall be payable in 12 equal installments. The first payment shall be made on the **20th** day of **September, 2024**. Subsequent payments shall be made on the **20th** day of each month thereafter.

SECOND: Teacher will abide by the District's and Administration's policies, rules, regulations and directives. Teacher's duties are subject to assignment by the Administration. Teacher agrees to devote full time during days of school to his/her position in all respects and to perform all assigned duties diligently and faithfully to the best of his/her professional ability.

THIRD: In addition to teaching duties, Teacher may be assigned such "extra duty" assignments which shall be for such compensation as may be agreed upon by the District and Teacher's duly authorized bargaining agent.

FOURTH: A majority of the Board members may cancel or amend this contract during its term for any of the following reasons: (a) cancellation, termination, revocation or suspension of Teacher's certificate by the State Board of Education; (b) a breach of any material provision of this contract; (c) any reason set forth in this contract; (d) incompetence; (e) neglect of duty; (f) unprofessional conduct; (g) insubordination; (h) immorality; (i) physical or mental incapacity; or (j) any conduct that interferes substantially with Teacher's continued performance of duties. Such cancellation or amendment shall be governed by the provisions of Nebraska statute.

FIFTH: Upon termination of this contract for just cause, or upon Teacher's release from this contract, the compensation paid or to be paid hereunder shall be an amount that bears the same ratio to the yearly salary herein specified as the number of days of service to the date of such termination bears to the number of days of service in the contract year. Teacher shall refund any unearned fractional portion of an installment paid but not earned prior to termination of the contract.

SIXTH: There shall be no penalty for Teacher's release or resignation from this contract, provided no resignation shall become effective until the close of the school year

unless it is accepted by the Board, which shall fix the time that the resignation is to take effect.

SEVENTH: This contract shall conform to the regulations governing statutory deductions from compensation such as withholding tax, social security and retirement. Other deductions may be made as the parties agree.

EIGHTH: Teacher affirms that he/she is not under contract with another board of education within this state covering a part or all of the same time of performance as is contemplated by this agreement. Teacher affirms that he/she holds or will hold a valid Nebraska Teaching Certificate at the beginning of the term of this contract. This contract is not valid until said certificate is registered in the office of the Superintendent of Schools, and Teacher shall not be compensated for any services performed prior to the date of the registration.

NINTH: The compensation set forth in this agreement shall be subject to such adjustments as the Board and Teacher or Teacher's duly authorized bargaining agent may agree upon from time to time.

TENTH: Teacher's failure to return a signed copy of the contract or renewal agreement to the Superintendent of Schools or Secretary of the Board of Education of the District on or before **May 8, 2025** shall constitute a rejection of this offer of employment.

ELEVENTH: Other contract terms: Salary and Extra Duty to be outlined and confirmed on a separate extra duty letter and a salary and compensation confirmation document.

Executed _____, 20__.

Teacher

Executed _____, 20__.

Board President

Attest:

Board Secretary

RESOLUTION AGREEMENT

This Agreement is made by and between Autumn Holt (Teacher); the Board of Education of Morrill Public Schools, legally known as Scotts Bluff County School District No. 79-0011, and referred to as "the Board" and "the District" respectively; and Clarence Chessmore, Superintendent of the District (Superintendent).

In consideration of the compromise of all current matters, disputes, and/or claims between the parties and in full and complete settlement thereof, the parties agree as set forth below.

- 1. Waiver of Rights and Resignation.** By signing this Agreement, the Teacher resigns her employment effective at the conclusion of the 24-25 contract year and waives her right to a hearing on the currently proposed reduction in force. The resignation contained herein is irrevocable once signed by the Teacher and is conditioned solely upon the Board's approval of this Agreement.

- 2. Consideration for Teacher.** The Teacher will receive the following:
 - a.** The District will pay the Teacher \$65,000.000. The total sum of which will be paid on or before May 31, 2025, following the approval of this Agreement. The payment will be structured as follows:
 - i.) Of the total, \$44,545.00 will be paid as salary for the 24-25 contract year and will be subject to any legally required withholdings, deductions, and any other deductions elected by the Teacher pursuant to this Agreement.
 - ii.) A total of \$8,850 from the amount designated as salary above will be placed into the Teacher's HSA by the District.
 - iii.) The remaining \$20,455 is for additional consideration and is subject to any legally required withholdings and deductions. No retirement deductions or contributions will be made from this amount.
 - b.** The District will deduct the statutorily required amount from the Teacher's 24-25 salary number above for the employee contribution to the Teacher's retirement and contribute that amount to the Teacher's retirement/NPERS. The District will contribute the statutorily required employer contribution to the Teacher's retirement/NPERS. The employer contribution will be in addition to the payments listed above and not deducted from the settlement payment. The District will ensure the Teacher

receives service credit as an employee of the District for the 24-25 retirement/NPERS year.

- c. The District will provide the Teacher with family health and dental effective April 1, 2025 through the remainder of the 24-25 contract year, which runs through August 31, 2025. The coverage will be the same or current equivalent tier as the Teacher had in place during the 23-24 contract year. The District will pay these premiums in addition to the payments listed above and not deducted from the settlement payment.
- d. The District will pay any necessary costs or fees to facilitate the contributions or payments made under this Agreement.
- e. The District will coordinate with the Teacher immediately after the Teacher's signature of this Agreement to enroll in any coverages available to certificated teachers of the District for the remainder of the 24-25 contract year. The Teacher will pay any premiums associated with her elections, which the District will deduct from the settlement payment and contribute on her behalf to the same extent the District does so for other certificated employees.
- f. The parties agree and understand that completion of these payments, contributions, and other promises will take coordination between them. The parties agree to coordinate on the implementation of the Agreement and its terms and will use all reasonable efforts to implement it cooperatively.

3. Teacher's Release of All Claims. The Teacher acknowledges that in consideration of the promises and payments specified in this Agreement, upon signing below she releases the District and its officers, Board members, administrators, employees, agents, representatives, successors, and assigns (collectively referred to as the Released Parties) from all claims, demands, and actions, past, present, and future, arising out of and/or related in any way, either directly or indirectly, to her recruitment by, employment with, or separation from employment with the District, and/or any actions or occurrences taking place up to and including the date of execution of this Agreement, whether such claim is based on any tort theory, any contract theory, or any equitable theory, and includes but is not limited to: wrongful or tortious termination, specifically including actual or constructive termination in violation of public policy; implied or express employment contracts and/or estoppel; breach of the covenant of good faith and fair dealing, express or implied; any and all tort claims of any nature, including but not limited to claims for negligence, libel, slander, defamation, misrepresentation, fraud, negligent or intentional infliction of emotional distress, negligent

hiring, retention and training; negligent or intentional interference with business relations; discrimination, harassment, failure to accommodate and/or retaliation under any federal, state or local statute or regulation; and is for any and all known and unknown damages, including but not limited to any of the following claims or rights under her contract with the District, the Nebraska statutes governing the employment of certificated employees from NEB. REV. STAT. § 79-824 *et seq.*, the Nebraska Wage Payment and Collection Act, Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, the Civil Rights Act of 1866 and 1871, or any other Civil Rights Acts as amended, claims or rights under 42 U.S.C. § 1981, through and including 42 U.S.C. § 1988, the Americans with Disabilities Act, § 504 of the Rehabilitation Act, the Family Medical Leave Act of 1993, the Nebraska Age Discrimination in Employment Act,, the Fair Labor Standards Act, The Nebraska Fair Employment Practice Act NEB. REV. STAT. § 48-1101 *et seq.*, The Pregnancy Discrimination Act of 1978; The Equal Pay Act, The National Labor Relations Act, The Employee Retirement Income Security Act of 1990, as amended, The Immigration Reform Control Act, The Rehabilitation Act of 1973, 29 U.S.C. §§ 791, *et seq.*, The Occupational Safety and Health Act, as amended, The Consolidated Omnibus Budget Reconciliation Act of 1985, all claims or rights relating to discrimination on the basis of age, race, color, religion, sex, disability, handicap, or national origin before the federal Equal Employment Opportunity Commission, the Nebraska Equal Opportunity Commission, and any state or federal court under any state or federal constitution, law, rule, or regulation, or claims or rights of whatever nature arising under any other state, federal, or local constitution, executive order, statute, regulation, or ordinance arising from her employment or contractual relations with the School District or her resignation of employment. The Teacher acknowledges that nothing in this Agreement prohibits her from filing a Complaint with the Equal Employment Opportunity Commission or any other similar state agency, or otherwise participating in matters pending before those agencies. However, in the event she files such a charge or complaint, she shall be entitled to no relief, no reinstatement, no remuneration, no damages, no back pay, no front pay, liquidated damages, punitive damages, and no compensation whatsoever from the District as a result of such charge or complaint, since she has released and extinguished any right to such relief under this Agreement. The Teacher also releases all contract, tort, and common law claims, and claims for attorney's fees, costs and expenses. She further understands and agrees that she will in no way be considered the "prevailing party." She covenants not to institute any complaints or

proceedings against the District or any of the Released Parties in the future with respect to any of the claims, demands, causes of action, or rights hereby released.

The Teacher acknowledges and represents that this Agreement is intended to cover all claims and damages which she now has or purports to have sustained as of the date of execution of this Agreement, including future damages she might have from any existing claims which arise from her employment or separation of employment with the District which exist as of the date of execution of this Agreement, even if such damages are not known at the present time. She acknowledges and understands that part of the consideration contemplated by this Agreement is to cover any new damages, existing damages or future development of any claims existing as of the date of the execution of this Agreement, even though they are not now anticipated, and in consideration of this payment, she agrees to assume the risk of such developments. She waives any claim that she is mistaken about the nature of any injury or damage, whatever the basis for any claimed mistake.

Notwithstanding the foregoing, the claims released hereunder shall not include: (a) any rights and entitlements that cannot be waived as a matter of law; (b) the filing of any charges or participation in any investigations with the Equal Employment Opportunity Commission, Nebraska Equal Opportunity Commission, or any other governmental agency charged with the enforcement of any laws, although she waives and agrees not to take any award of money or other damages including attorney's fees and costs, punitive damages, or liquidated damages as a result of any such claim, charge or investigation; (c) any claim for unemployment compensation; (d) any benefits already vested under ERISA or other employee benefit plan; (e) any workers' compensation claim; (f) any claims or rights which by their express terms survive any termination of employment; and/or (g) any claims based on obligations created by or reaffirmed in this Agreement.

4. **Waiver of Recall Rights.** By signing this Agreement, the Teacher agrees that she is not entitled to recall rights available to certificated employees whose contracts are terminated due to a reduction in force and hereby waives any such recall rights in consideration of the payments contained herein.
5. **Binding Nature of Agreement.** This Agreement shall be forever binding on the Teacher, her heirs, executors, administrators, and assigns.

6. **No Assignment.** The Teacher has not assigned to or given anyone a right, claim, or cause of action covered by this Agreement.
7. **Severability.** If any one or more of the provisions contained in this Agreement shall for any reason be held to be unenforceable in any respect, such non-enforceability shall not affect any other provision of this Agreement, and this Agreement shall then be construed as if such unenforceable provision or provisions had never been contained herein. Nothing in the Agreement precludes employees from exercising their rights under the NLRA.
8. **Entirety of Agreement.** This Agreement contains the entire agreement between the parties hereto, and the terms of this release are contractual and not a mere recital.
9. **Nebraska Law.** This Agreement shall be construed in accordance with the laws of the State of Nebraska. The parties agree that any dispute arising hereunder shall be submitted only to a state court or federal court of competent jurisdiction in Nebraska to whose jurisdiction all parties hereto consent.
10. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one document.
11. **Presentation to Board for Approval.** This Agreement shall be presented to the Board for approval at their next regular meeting following the Teacher's signature of the Agreement.



Autumn Holt, Teacher

Dated this ___ day of May, 2025.

Bill Watson, Board President

Dated this ___ day of May, 2025.

Clarence Chessmore, Superintendent

Dated this ___ day of May, 2025.

Twin City Roofing & Sheet Metal Inc.
925 East Country Club Rd
Gering, NE 69341
3086324534
Mrterry_tcr@hotmail.com



ADDRESS

Morrill Public Schools
PO Box 486
Morrill, NE 69358

Estimate 3304

DATE 04/30/2025

EXPIRATION DATE 05/14/2025

| DESCRIPTION | AMOUNT |
|--|-----------|
| Roof Repair Kindergarten Room & Gym | 16,147.00 |
| 1. Move rock ballest away from parapet walls 2ft | |
| 2. Clean existing roof membrane | |
| 3. Remove existing sheet metal lap flashing & save for re-use | |
| 4. Remove loose membrane from parapet wall | |
| 5. Install new rust strip at wall to roof transition | |
| 6. Install new membrane on walls & over top of parapet & seal into existing roof | |
| 7. Re-install sheet metal cap flashings | |
| 8. Re-distribute rock ballest | |
| Kindergarten roof all 4 parapet walls \$6,785.00 | |
| Gym North & West wall & small areas on East & South \$9,362.00 | |

Note: We do not replace chimney caps of any kind

To accept estimate please sign and return to.
Lshanks_tcr@hotmail.com
or
PO Box 812
Scottsbluff, NE 69363

TOTAL \$16,147.00

Accepted By

Accepted Date

Authorized Signature

Morrill PUBLIC SCHOOLS
2025-2026 COACHES HANDBOOK

Introduction

The Morrill Public Schools Activities Handbook is designed as a guide for personnel to ensure that the activity program functions under standards consistent with the accepted goals for interscholastic competition. Each member of the Morrill High School Athletic Department has the professional responsibility to adhere to the policies and procedures contained herein.

MORRILL HIGH SCHOOL COACHING PHILOSOPHY

At Morrill High School coaching is defined as a teaching situation. This implies that teacher responsibility for supervision, preparation, and training is as essential in coaching as it is in the classroom, especially if we are to justify our interscholastic program on a sound educational philosophy. Therefore, we must assume that the individual coach will apply him/herself to athletic assignments in the same professional manner displayed in a formal classroom situation.

Coaches have a tremendous opportunity to influence young people. Activities are an extension of the school day and the coach is the “teacher.” The “classroom” becomes the soccer field, the baseball/softball field, basketball court, stage or the yellow school bus carrying student/athletes home after they've just suffered a heart wrenching loss or emotionally thrilling last second victory. These are teaching opportunities a coach can use to help young people become better citizens and better human beings.

QUALIFICATIONS OF COACHES

Nebraska School Activities Association is the governing body of interscholastic activities in Nebraska. As such, the NSAA website (<https://nsaahome.org/>), summarizes their coaching certification requirements as shown below: Per the NSAA Bylaws:

A head coach, assistant coach or activity sponsor may possess a valid Nebraska Teaching Certificate or Nebraska Administrative and Supervisory Certificate and have a written contract of employment as a coach or sponsor with the school in which he/she is to perform these duties.

Individuals who possess a Provisional Trades Certificate and/or Special Services Certificate endorsed in coaching may also be employed by a school district as a head or assistant coach in NSAA sponsored activities.

Obtaining a Special Services Certificate for Coaching:

- 1) Complete (2) online NFHS courses at www.nfhslern.com/courses.
 - Fundamentals of Coaching
 - First Aid, Health and Safety for Coaches 2)
- 2) Fingerprint cards are required if you have not continuously lived in Nebraska for the past five (5) years.
- 3) Complete the Nebraska Department of Education Special Services Certificate application at www.education.ne.gov/TCERT.

- 4) Submit original certificates to the Nebraska Department of Education indicating completion of the NFHS Fundamentals of Coaching & NFHS First Aid, Health and Safety for Coaches.
- 5) The Nebraska Department of Education will send the Special Services Certificate electronically to the individual's email address included on the application.
- 6) The certificate will be valid for five (5) years and can be renewed.

Questions should be directed to the Nebraska Department of Education, Teacher's Certification
Phone: 402-472-2295

CODE OF ETHICS FOR COACHES

Each high school coach is first a TEACHER. The student-athlete is participating within the school's activity program because he or she desires to do so. Consequently, that student is often more attentive to a coach's lessons than to those offered by teachers in required courses. At Morrill High School each student-athlete should be treated as an individual whose welfare shall be primary at all times. The coach must be aware that he/she serves as a model in the education of the student-athlete and, therefore, shall never place the value of winning above the value of character building.

As Lions coaches you are expected to model a "Person of Character." A Person of Character Exemplifies the following...

- Trustworthiness
 - Be honest--don't deceive, cheat or steal.
 - Be reliable--do what you say you'll do.
 - Have the courage to do the right thing.
 - Build a good reputation.
 - Be loyal--stand by your family, friends, school and country.
- Respect
 - Treat others with respect; follow the golden rule.
 - Be tolerant of differences
 - Use good manners, not bad language.
 - Be considerate of the feelings of others.
 - Don't threaten, hit or hurt anyone.
 - Deal peacefully with anger, insults and disagreements
- Responsibility
 - Do what you are supposed to do.
 - Persevere--keep on trying! Always do your best.
 - Use self-control--be self-disciplined.
 - Think before you act--consider the consequences
 - Be accountable for your choice.
- Fairness

- Play by the rules.
- Take turns and share.
- Be open-minded listen to others
- Don't take advantage of others--don't blame others carelessly
- Caring
 - Be kind, be compassion-ate and show you care.
 - Express gratitude; forgive others; help people in need.
 - Do your share to make your school and community better.
- Citizenship
 - Cooperate--stay informed; vote.
 - Be a good neighbor--obey laws and rules.
 - Respect authority; protect the environment.

Lastly, the function of an interscholastic coach is to educate students in "LIFE LESSONS," through participation in interscholastic competition. The interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. Every young person should be treated as though they were the coach's own and their safety/welfare has to be paramount at all times.

"The quality of a person's life is in direct proportion to their commitment to excellence. " Vince Lombardi

COACH CONDUCT

Coaches who fail to uphold the integrity of the Morrill High School athletic program and do not follow the coaches conduct/expectations will be reprimanded including but not limited to an administrative conference, letter of reprimand or dismissal from the athletic department.

- Language
 - Carefully consider the language used when speaking to or in the vicinity of any or our student, parents and members of the community.
 - A coach should not use any language with a student/athlete that would not be acceptable in an academic classroom.
 - Sport officials are becoming more sensitive to profane outburst and those individuals who either use or tolerate the use of profanity are sure to be penalized.
- Ejection from a Game
 - If a coach is ejected from a game, they are suspended for the next game at a minimum
 - If the AD's conduct comes into question, the principal will govern.
 - An ejected coach is required to submit to the AD a written statement explaining their actions.
 - A follow up discussion with the Athletic Director will follow
 - Coaching position for the following season may be in jeopardy if a coach has multiple game ejections.

- You are their coach, not their peer
 - Whenever you are with your athletes, you are an extension of Morrill High School and all school rules follow.
 - At no time should there be alcohol provided to, or consumed by, underage students •
 - Failure to comply with any school rule may result in a hearing and could get you dismissed from your coaching duty.
- Communication with student athletes
 - Texting an athlete is only acceptable for the following reasons:
 - Practice time/game times
 - Missing practice
 - Being late for practice
 - Change in schedule
 - Items directly related to athletics, team or sport.
 - Coaches should not have personal conversations with athletes on personal cell phones.
 - Conversation should be limited to program/school related topics and are to remain on a professional level at all times.
 - Conversation that diverts from program/school topics is inappropriate.
 - Networking Web Sites and/or Blogs Social networking sites such as Facebook, Instagram, Twitter and Snap Chat are structured to be closed environments, and as such the Morrill Public School District discourages students and teachers from using them to communicate with one another.

Social Networking Sites and Blogs for Personal Use:

The personal use of social networking sites or blogs creates the risk of affecting your professional career whether you want it to or not. To that end, it is vital that you conduct yourself in such a way that it doesn't adversely affect your position with the District. The following guidelines have been developed:

- If you participate in a social networking site for personal use, you may identify yourself as an employee of the District.
 - If you do, you must state that you are expressing your own opinion, not that of the District.
 - If you identify yourself as a District employee, remember, your actions will reflect not only on you but on the District as well.
 - If you identify yourself as a District employee, readers will associate you with the District, even with the disclaimer that your views are your own.
 - Never pretend to be someone else and post information about the District.
 - Tracking tools enable supposedly anonymous posts to be traced back to their authors. •

- Do not use the District’s Official Seal or individual school logos, athletic logos, mascots or any other such graphic representations or images – including photographs – during your personal online activities (Web site, blogs, etc.) or on any personal sites.
- Weigh whether a particular posting puts your effectiveness as a teacher at risk.
- If you post information or comments that are not related to the District, your activities may still result in professional and/or personal repercussions. Such actions include, but are not limited to:
 - Posting of photographs, regardless of the content, which could be considered offensive to other parties and be a violation of state and/or District rules and policies;
 - Posting of information that is considered to be proprietary, copyrighted, defamatory, libelous or obscene (as defined by the courts) may be a violation of state and/or District rules and policies.
 - Exercise caution with regards to exaggeration, colorful language, guesswork, legal conclusions, and derogatory remarks or characterizations.
 - You do not have control of what others may post on social networking sites; therefore, be aware that your conduct in your private life may affect your professional life.
 - Be vigilant about what others post about you or on your page and, if necessary, take steps to remove comments that pose a risk to you or the District.
 - It is inappropriate for District employees to communicate with current students enrolled in the District on any public social networking site (Face book, MySpace, etc.). This includes becoming “friends” or allowing students to access your personal page to communicate.
 - Do not accept students as friends on personal social networking sites. Decline any student-initiated friend requests.
 - Do not initiate friendships with students.
 - Remember that people classified as “friends” have the ability to download and share your information with others. Post only what you want the world to see. Imagine your students, their parents, your administrator, visiting your site. It is not like posting something to your web site or blog and then realizing that a story or photo should be taken down. On a social networking site, basically once you post something it may be available, even after it is removed from the site.
 - Do not discuss students or coworkers or publicly criticize school policies or personnel.
 - Visit your profile’s security and privacy settings. At a minimum, educators should have all privacy settings set to “only friends”. “Friends of friends” and “Networks and Friends” open your

content to a large group of unknown people. Your privacy and that of your family may be a risk.

- Employees should refrain from creating “personal” Web pages, etc. that permit social interaction with current students enrolled in the District. This does not include “professional” Web pages that may be used for work related reasons (homework blogs, school sports teams, etc.) All postings on work related Web pages that are related to District business are public record and must be maintained as required by law.
- Employees should notify parents of their intention to use this media to communicate with the student and the intended purpose of such communications. All ethical and legal expectations for appropriate employee/student relationships should be followed.
- Employees should refrain from providing their personal E-mail address to students currently enrolled in the District.
- Employees should only provide their official District E-mail address (this address can be accessed via computers at work, at home and on personal digital assistants and Smartphone’s) as a way to communicate with students or parents regarding District and/or school related business.
- During the work day, employees should refrain from participating on any social networking Web site for personal reasons, even from personal equipment (i.e. their own Blackberry, iPhone, laptop, netbook, etc.)
- Employees should avoid posting personal comments – on their page or someone else’s page – no matter whose equipment it is during lunch time and/or breaks since such activities will leave time-stamps that could be misinterpreted by others.
- If a staff member learns of information, on the social networking site, which falls under the mandatory reporting guidelines, they must report it as required by law. The very nature of the Internet and social networking sites are that they are ever changing. The above guidelines are intended to provide direction if you choose to use social networking sites and/or blogs for either personal or professional reasons.

Do Not Allow Hazing

- As a coach you are liable if your athletes are involved in “hazing”
- As coach of the team you are responsible for the safety of all your athletes.
- If one of your athletes commits hazing to another athlete regardless of the circumstances, it is wrong and will be dealt with appropriately and the Athletic Director will be notified of the incident.

- Examples of hazing would be:
 - Tying an athlete to a pole
 - Any type of embarrassing dress
 - Any type of physical attack

HEAD COACHING DUTIES AND RESPONSIBILITIES

Professional Expertise

1. Instructs athletes in fundamental skills, training, and strategies necessary to achieve success.
2. Has knowledge of game rules and NSAA regulations and implements these rules on a consistent basis.
3. Follows all Morrill High School Athletic Handbook Policies (Coaches and Student) and instructs staff and athletes in accordance with these policies.

Personal Behavior

1. Students will receive instruction and guidance that will lead to positive values, acceptable behavior, and self-discipline.
2. Coach will exhibit responsible conduct both in and out of the competitive area.

School Relationships

1. Maintains records for sport such as physicals, insurance forms, and parent consent forms, etc.
2. Promotes professional growth by encouraging staff attendance at clinics and conferences.
3. Assigns staff specific duties, supervises the assignments, and completes proper evaluation at end of season.
4. Supports all school programs.

Community/Parent Relationships

1. Is responsible for good public relations with media, booster clubs, parents and officials.
2. Consistently releases positive information to media on a regular basis.
3. Promotes sport among parents, players and fans at all times.

Fiscal Responsibilities

1. Responsible for submission of yearly budget to athletic director.
2. Responsible for all equipment collection and the cost of any misplaced equipment.

Other Responsibilities

1. Monitors and supervises athletic locker rooms before and after practice and games.
2. Secures all doors, windows, and gates before leaving facility.
3. Develops, in each athlete, a respect for school property and its care.

4. As outlined by the statistical data recorded in MaxPreps.com, coaches are to record and maintain statistical data, throughout the entire season, for each participant in their program.
 - a. Submit to Activities Director at the end of season.

A coach who fails to adhere to the guidelines set forth in this handbook is subject to disciplinary action, up to and including termination of the coaching appointment. You are responsible for all coaches and levels within your sport, as well as the duties listed below. Delegation of responsibility to your assistants is encouraged, however you are the person in charge at all times. Be certain that all responsibilities/duties are carried out.

ASSISTANT COACHES

You share with the Head Coach many of these duties, and some of these duties may be delegated solely to you. Make sure that you carry out all duties assigned, remembering that loyalty, cooperation and support are essential to any successful program. Assist your head coach at all times. Your concerns or complaints should be discussed privately with the head coach first. If there is no resolution then take the concern to the AD.

BEFORE THE SEASON STARTS, YOU MUST:

1. Attend preseason meeting organized by Activities Director
2. Attend mandatory NSAA rules meetings
3. Insure all your athletes have physicals, an athlete cannot practice without a physical
4. Check your practice area and equipment to be certain it is ready for use.
 - a. The Athletic Director must sign work orders before they are submitted.
 - b. Individuals must not make purchases. All purchase requests must be go through the Athletic Director's office.
 - c. Athletes must turn in the completed athletic department paper work including an updated physical/medical history form before they are allowed to practice. No equipment should be issued before these forms are turned in to the Activities Secretary.
5. An accurate list of all participants must be on file in the athletic office at all times. This list must be turned in to the AD by the end of the first week of practice so that an accurate eligibility report can be prepared. You must also inform the AD about additions/deletions daily.
6. Assist in arranging for the systematic issuance of equipment. This system varies by sport. Ask questions if you are not sure what to do.
7. Discuss the Athletic Handbook with your athletes and your assistants. Make certain that they are aware of the contents along with any rules or policies, which pertain to your sport. If you have any special rules of your team, be sure that the athletic director is aware of them before distribution and has a written copy on file. Also, include your requirements for earning a letter in your sport that are in addition to those listed in the Athletic Handbook.

8. Submit a copy of your schedule with bus times listed. Be realistic about these times. Buses should not have to wait more than 5 minutes for your team.
9. Meet with your staff to standardize techniques, drills, system of play, etc., to ensure consistent teaching within your sport.
10. Meet with parents/guardians to discuss athletic handbook making sure they are aware of the contents along with any rules or policies, which pertain to your sport no later than 3 weeks into a season.

DURING THE SEASON, YOU MUST:

1. Make certain that the athletes in your program are supervised at all times. This includes but not limited to Locker room supervision before and after practice/games. Also the supervision of bus/vans on away trips is your responsibility. After away games make sure you are supervising your athletes until they have all been picked up. Assign assistants as needed.
2. Use sound judgment and coaching practices at all times. If there is lightning near the practice/game area, or any other severe weather conditions, practice and games should immediately be suspended or terminated. Seek safe shelter for everyone.
3. Practices during hot weather require safety measures. Advise your athletes to drink at least 1 gallon of water throughout the day. Frequent water breaks during the practice will be provided. Refer to addendum at end of handbook.
4. Resistant bacteria known as MRSA are a growing concern. Refer to addendum at the end of the handbook.
5. Familiarize yourself with “Heads Up”, the Concussion fact sheet for youth and high school coaches’ addendum at the end of the handbook. And more importantly follow the guidelines outlined in this document, “When in Doubt, Sit them Out”.
6. Assist in the care and security of your equipment, practice area, and locker room. Lock all doors to locker rooms and equipment areas during practice and after practice. Make sure you lock gates to the school if you are the last one to leave.
7. Schedule and organize daily practices.
8. Electronic notification on games results and any incident reports for AD provide any publicity information, which might be helpful. This report must be in by noon on the first day of school following the contest.
9. Attend all meetings as requested.
10. Keep accurate team and individual records.
11. Turn in a summary at the conclusion of your season.
12. Monitor athletes’ eligibility weekly
13. An accident report must be filled out for each injury. This report should be turned into the AD/athletic trainer within 24 hours of the accident unless contest is on a weekend, then accident reports must be turned in on Monday.
14. Make sure you have classroom coverage or substitute teacher for away games. Absence notice must be complete for all athletic contests and travel.
15. Travel lists must be emailed to the Front Office/Athletic Secretary 24 hours prior to an away game. Please list all athletes’ names and release time from class.

16. Athletes are to travel to all athletic events in school transportation, athletes who show up to athletic events on their own cannot participate in that event without proper approval from the administration.
17. Athletes may be allowed to go home after athletic events with their parents/guardians ONLY providing they have talked to the coaches at the event and have signed out their child on the coach's sign out form and the coach sees the athlete leave with their parent/guardian. Do not have athletes call administration on the day of an event asking if they can ride home with another person!
18. Athletes may only leave with another adult that is not their parent/guardian only under special circumstances, which must be explained on a travel release form that must be filled out no later than twenty-four (24) hours before the event is to start. The coach must see the ID of the person the athlete is leaving with and under no circumstances will a student be released to another student or anyone under the age of 18.
19. Insure that the coaching staff and team is "Dressed for Success" at both home and away games. This includes the school day on game day; travel to and from athletic events, and on the sidelines.
20. On piggyback trips, the boys will sit at the back of the bus with an open seat between boys and girls, if possible. The boys coach(s) will sit between the girls and boys. The girl's team will sit at the front of the bus with coach(s) sitting between the boys and girls. Girls and boys can alternate the front and back of the bus during the season.
21. Over-night stay for all athletic events requires principal approval two months prior to the event. Remember that all financial responsibilities pertaining to overnight travel must be paid for by the particular program requesting overnight stay.
22. The Morrill Public Schools does not provide money for meals for athletic travel. Make sure that you make arrangements with the activities director for fund-raisers for meal/equipment monies.
23. Stay on top of your student athlete's eligibility.

Purpose of the Code of Conduct.

Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image. The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and team rules. The expectation for the Code of Conduct, school policy and procedures are a YEAR-ROUND expectation and will be monitored during the school year and summer break

ACADEMIC ELIGIBILITY

Eligibility to start a semester

1. Students in grades 10 – 12 must have passed 20 semester credits the previous semester in order to be eligible to play.
2. Students who failed a class the previous quarter will begin the new quarter under Advisement. Advisement will last until the first grade check, which will be the second (2nd) Friday in the quarter. The student must be passing all classes during the Advisement period in order to be eligible to participate in an activity.
3. The first grade check for each quarter will be the second (2nd) Friday of the quarter, grades will then be checked every Friday thereafter.
 - a. Coaches and/or the principal may run a preliminary eligibility report Wednesday or Thursday in order to advise student athletes failing a class.
4. Students will be given a probationary week in order to gain eligibility. Grades will be run the second (2nd) Friday of the quarter. If a student is failing one or more classes they will have one week in order to have all grades passing. If a student is still failing classes on the third (3rd) Friday, they will be ineligible for the following week. Thereafter anytime a student has a failing grade in any class two weeks in a row, they will be ineligible for the following week. Teachers need to record at least two (2) grades a week. If a student is failing and a teacher has not recorded two grades the week eligibility is run then it will be assumed the student is passing the class.
5. Parents can request to be notified when their child is failing a class through signing up for an automatic notice of failing grades through Infinite Campus, that will be the only notification parents will receive of their child failing a class. If they don't choose to sign up for the notification they will only receive notification of their grades at parent-teacher conferences. Parents will have the ability to check their child's grade at any time electronically.

PENALTIES FOR MISSING SCHOOL:

1. A student-athlete is ineligible to participate in practice or compete in any team or individual athletic competition if they are absent from school the day of competition.
 - a. A student who is absent from school with special circumstances (i.e. funeral, doctor's appointment, court), may practice/play with proper documentation of the absence presented to the administration for approval.
2. Student-athletes must be in school no later than 8:10am in order to participate in athletic competition.
3. Athletes; As student-athletes you are role models, which means you become leaders by example, and staff and students will be looking at everything you do both on the field/court, but more importantly in school. The Morrill High School activities program expects all student-athletes to be in class, on time, and be prepared and ready to learn. A student-athlete is ineligible to participate in, practice or compete in their sport any day during which he/she is on suspension. Student-athletes must understand that missing practice/games due to suspensions are unexcused. Multiple school suspensions may result in removal from the athletic team.

Grounds for Extracurricular Activity Discipline.

Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self-respect, self-discipline, teamwork, sportsmanship, and respect for authority. Misconduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation. The use or possession of tobacco products (e-cigarettes) or herbal chew on campus or any school related activity is not permitted.

Possession, consumption or evidence of previous consumption of a narcotic, controlled substance, alcohol, or other intoxicants is not permitted.

Student Self-Reporting:

A student who violates the Code of Conduct must self-report. A failure to self-report will lead to a longer suspension or other discipline. The self-report must be made to the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report.

The self-report must be made the earlier of (1) before the end of the next school day after the conduct occurred and/or (2) before participation in an extracurricular or co-curricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement.

In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

Consequences

Infractions include: Use or Possession, or in Attendance at places where illegal activity is taking place. Athletes are expected to leave compromising situations.

1. First Offense – Students will be suspended from all competition for one (1) competition or seven (7) days which is ever the shortest, however it is required the student miss at least one (1) event/contest for self-reporting or two (2) competitions or fourteen (14) days for **not self-reporting** whichever is the shortest, however it is required the student miss at least two (2) events/contests.. Suspensions begin with the date of self-reporting (within a school day of incident), or verification of violation.

- a. Athletes are expected to practice, but CAN NOT participate in any way or dress at home or away competitions. Athletes may not travel with team to away competitions.
 - b. Athletes **may** not be eligible for special awards/honors during the season. (Dance royalty, special team awards/honors, etc.)
2. Second Offense – Students will be suspended from all competition for two (2) competitions or fourteen (14) days whichever is the shortest, however the student must miss at least two (2) events/contests for self-reporting or four (4) competitions or twenty-eight (28) days whichever is the shortest, however the student must miss at least four (4) events/contests. Suspensions begin with the date of self-reporting (within a school day of incident), or verification of violation.
 - a. Athletes are expected to practice, but CAN NOT participate in any way or dress at home competitions. Athletes may not travel with team to away competitions.
 - b. Athletes **may** not be eligible for special awards/honors during the season. (Dance royalty, special team awards/honors, etc.)
3. Third Offense – Student(s) will be suspended for all activities/events for the remainder of the year
4. Should a violation occur outside of the season an athlete is participating in the consequence will carry into the next season or to the next event. Should the violation occur at the end of the school year the consequence will carry into the following school year.
5. Morrill Public Schools has mandatory random drug testing for all students participating in extracurricular activities. Should a student test positive during the drug test the consequences will be enforced as any other violation of the Code of Conduct and the student will be required to test for the next two months.

Each incident will be evaluated and the circumstances involving the student and situation will be taken into consideration. If it is determined that it is in the best interest of the student, they may be placed on a behavior modification plan.

Procedures for Extracurricular Discipline.

The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.

2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.
3. Notice Letter. Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing Before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures
6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

Expenses for District and State activities:

In the event an athletic team or extra-curricular activity is participating in a District or State competition the following guidelines will be followed:

1. If participation in a district activity requires the student/athlete and coach to be away from home during breakfast, lunch or dinner the district's general fund will provide a per diem of \$15 for each of the meals the student/athlete and coaches are at the activity.
2. During participation in a State Activity the district's general fund will provide a per diem of \$13 for breakfast (if there is not a complimentary breakfast), \$15 for lunch, and \$26 for lunch.
3. Ideally, the team will be able to eat as a group, at which time a school credit card should be utilized to pay for the meals.
4. If it is determined, before the activity that the use of a credit card is not practical then the coach will be given a sum of money to equal the per diem times the number of students and coaches times the number of meals. The coach will sign a receipt for the amount of cash they had been given.
 - a. If it is determined it was more practical to use the credit card instead of the cash, the coach will return any cash not given to the students or not used for coach's meals.
5. If the use of a credit card is not reasonable then each student will be given the per diem in cash for each of the meals. The student will sign off that they had received the money which had been allocated for their meals.

6. If the distance is such to the District and or State competitions the district will pay for the lodging for students and their coaches. Every effort will be made to have them stay in a hotel that provides a complimentary breakfast. If a breakfast is available the students and coaches will not receive the breakfast per diem.

Expenses for Regular Season Activities:

It is the expectation that students, when traveling to regular season activities will provide their own meals by either bringing a sack lunch, or bringing funds to purchase food either at the activity or if the teams stops. If a meal is provided that money must come from the funds raised by the team for that purpose, which is first deposited in the activity fund. The team's activity fund must have sufficient funds deposited before the funds are expended. Funds must be requisitioned by the coach before the activity and if sufficient funds are not available the request will be denied and the students must provide their own meal.

Any regular season activity where distance requires an overnight stay funds must be raised by the team to cover the expenses of the overnight activity.

Athletic Transportation Requests:

Use of Cars and Vans:

1. Keys, fuel cards and paperwork will be given to the driver by the Activities Secretary
2. Receipts **MUST** be turned in with fuel cards. If you do not receive a receipt at the pump, you **MUST** go inside and obtain one.
 - a. Receipts **MUST** be signed by the driver.
3. Use of Seatbelts:
 - a. **ALL** passengers **MUST USE SEATBELTS**. Drivers **MUST** ensure all passengers are wearing seat belts.
 - b. Failure of a passenger to wear a seatbelt will result in that passenger **NOT** being transported.
 - c. Failure of a Driver to ensure seatbelts are being worn may result in loss of vehicle privileges and/or disciplinary action being taken.
4. Cleaning of vehicles:
 - a. It is the responsibility of the Driver to have all trash, clothing, personal belongings, etc., removed from the vehicle upon return.
 - b. Club Sponsors, Coaches, etc.; **PLEASE** make sure **NO FOOD ITEMS** are left in the vehicles. Club and team members should make sure they remove their own trash. Failure to do this can result in the club or team being denied future use of vehicles.
 - c. Vehicles will be inspected, no later than the following work day, to ensure they are fueled and cleaned.
5. Reporting of Damage or Repairs needed:

- a. Please write any information, regarding damage or the need of repairs, on the paperwork given out at the time of use.
- b. Major damage, i.e.: broken windows, broken doors, body damage, etc. **MUST** be reported to an Administrator **IMMEDIATELY**.

A COACH'S GUIDE TO DEVELOPING TEAMWORK

It's not the best team that wins, but the team that plays or works best together. Having a group of tremendously talented athletes won't give you a winning team if these individuals don't get along and refuse to support each other to work toward a common goal. Similarly, a team of average athletes will perform far above average for you if they work as one and mutually support each other. Peak performance and teamwork always go hand in hand. Follow these general guidelines to develop a winning team.

1. **BUILD SOLID RELATIONSHIPS WITH YOUR ATHLETES** Teamwork starts and ends with you. How you treat your athletes as individuals significantly affects how they'll treat each other and get along. Consistently show them respect, and they'll come to value that and show respect for themselves, their teammates and others. Further, how you relate to them determines how much of your coaching/teaching really gets through and sticks. And as a role model, you set the tone for teamwork by who you are, how you interact, and what social norms you require. 2
2. **WALK THE TALK** Direct modeling by you is one of the keys to successful team building. How you act always speaks much louder than what you say. If you are "selling" mutual respect and team effort verbally to your athletes, are you modeling these behaviors? If you want your athletes to be open and honest with you, they have to see you model this behavior in your interactions with them and with your staff. To create a winning team, you must consistently model the behaviors you want. You must walk the talk that says "TEAM" (together everyone achieves more) every day.
3. **BE FAIR** One of the biggest reasons athletes drop out of organized sports is because of unfair treatment by coaches. Your athletes are really sensitive to and aware of preferential treatment given to more talented teammates. You will not build a winning team by being more interested in and excited about a "superstar" at the expense of your other athletes. You will only develop undesirable characteristics within the team such as jealousy, and resentment in your athletes and their parents. Be fair. Be honest. Be genuinely interested in everyone. Make your team rules team rules that apply to everyone.
4. **TREAT EACH MEMBER AS AN INDIVIDUAL** Every athlete on your team is put together in his/her own unique way. Each responds differently to your coaching style, comments, jokes, and casual remarks. Be flexible. Be aware of what works best for each athlete and try not to treat everyone the same. Raising your voice may get one athlete moving and bring a second athlete to a screeching halt. Be open to examining your behavior with each athlete and when you don't get what you want, change your behavior or words until you find a way that works. Recognize and respect individual differences.
5. **BUILD SELF-ESTEEM EVERY OPPORTUNITY THAT YOU HAVE** Individual and team self-esteem is directly linked to quality of performance. Build it and you'll

enhance performance. Cut it down and you'll create performance problems. Help an athlete feel good about him/herself, and he/she will become expansive, and share those good feelings with teammates. Demean, humiliate, or otherwise assault your athletes' self-esteem, and they will automatically change their behavior on the team to protect themselves at the possible expense of their teammates. This protective behavior to rebuild the self-esteem you knocked down includes scapegoating, jealousy, talking behind teammates backs, acting out, resentment, etc.

6. **ESTABLISH A COMMON MISSION EARLY** Nothing fosters team cohesion quite like a common mission. Encourage your athletes to participate in the process of setting up meaningful team goals. Then challenge them to come together to accomplish these. Groups with a common mission/purpose bind tightly together under stress to produce an uncommon effort.
7. **FOSTER COOPERATION AND HEALTHY COMPETITION** Healthy competition on a team entails a 'seeking together,' a win-win mentality. The better one athlete gets, the more opportunities his teammates have to improve. There is not room for petty jealousies and resentments of others' success on a winning team. Do not collude with or ignore this kind of team-disrupting behavior. Teach your athletes to compete with, not against their teammates; to celebrate a peer's success and use it to get motivated rather than as an excuse to feel bad.
8. **CREATE ROLES/PARTNERS** Teams function best together when all members are assigned Roles and/or given special identities. For example, pairing veterans with rookies and having them work together gives both athletes a special role and function. The veteran may get to show the younger athlete the ropes while the rookie gets to help/support the senior athlete in various ways. This kind of partnering not only helps make new team members feel accepted but also breaks up the formation of destructive cliques. Consistently using a co-op learning model where you train each athlete to coach teammates on specific skill execution during practice increases skill acquisition for everyone involved and greatly contributes to a sense of team.
9. **FOSTER OPEN COMMUNICATION** Nothing disrupts team cohesion faster than unexpressed feelings and/or resentments. Encourage your athletes to appropriately express their feelings and deal with conflicts as soon as they arise. Teach them to take their problems directly to the individual involved rather than sharing them with everyone else. Provide a safe atmosphere for doing this that protects them from retaliation. Schedule weekly team meetings for just this purpose: to air problems for the good of the whole team. Remember, how you communicate with your players will determine how well they'll communicate with each other. Model effective communication; Listen to your athletes. Let them know you understand.
10. **CREATE A SAFE ATMOSPHERE TO 'GO FOR IT'** A winning team is made up of athletes who feel comfortable taking risks. This means the athlete is not distracted by the consequences of possible failure. When athletes risk and fail, they need support and encouragement rather than anger and humiliation from their teammates. On a winning team, this kind of mutual support is present.

11. **EMPHASIZE “TEAM” EVERYDAY** Remind your athletes every day that $2 + 2 = 5$, that the whole is always greater than the sum of its parts. If you make teamwork a priority, you will develop a winning team.
12. **CHOOSE/ELECT YOUR CAPTAINS WISELY** Whether you handpick game captains or elect seasonal captains, be sure that their leadership qualities include a strong commitment to the team. If your captains are self-centered or oblivious to the importance of teamwork, they will engage in disruptive behaviors that will make your season a very long and unrewarding one.

"I won't accept anything less than the best a player's capable of doing, and he has the right to expect the best that I can do for him and the team." ---Lou Holtz

SAFETY AT PRACTICE/GAMES HEAT STRESS AND ATHLETIC PARTICIPATION*

Fall football, cross country, and are conducted in very hot and sometimes humid weather. Due to the equipment and uniform needed in football, most of the heat problems have been associated with football. In 2024 there were three (3) reported deaths due to heat stroke in high school football. This is not acceptable. There are no excuses for heatstroke deaths, if the proper precautions are taken. During hot weather conditions the athlete is subject to the following:

1. **HEAT CRAMPS** - Painful cramps involving abdominal muscles and extremities caused by intense, prolonged exercise in the heat and depletion of salt and water due to profuse sweating.
2. **HEAT SYNCOPE** - Weakness fatigue and fainting due to loss of salt and water in sweat and exercise in the heat. Predisposes to heat stroke.
3. **HEAT EXHAUSTION (WATER DEPLETION)** - Excessive weight loss, reduced sweating, elevated skin and core body temperature, excessive thirst, weakness, headache and sometimes unconsciousness.
4. **HEAT EXHAUSTION (SALT DEPLETION)** - Exhaustion, nausea, vomiting, muscle cramps, and dizziness due to profuse sweating and inadequate replacement of body salts.
5. **HEAT STROKE** - An acute medical emergency related to thermoregulatory failure associated with nausea, seizures, disorientation, and possible unconsciousness or coma. It may occur suddenly without being preceded by any other clinical signs. The individual is usually unconscious with a high body temperature and a hot dry skin (heat stroke victims, contrary to popular belief, may sweat profusely).

It is believed that the above-mentioned heat stress problems can be controlled provided certain precautions are taken. According to the American Academy of Pediatrics Committee on Sports Medicine, heat related illnesses are all preventable. (Sports Medicine: Health Care for Young Athletes, American Academy of Pediatrics, July 2000). The following practices and precautions are recommended:

1. Each athlete should have a physical examination with a medical history when first entering a program and an annual health history update. History of previous heat illness and type of training activities before organized practice begins should be included.

2. It is clear that top physical performance can only be achieved by an athlete who is in top physical condition. Lack of physical fitness impairs the performance of an athlete who participates in high temperatures. Coaches should know the PHYSICAL CONDITION of their athletes and set practice schedules accordingly.
3. Along with physical conditioning the factor of acclimatization to heat is important. Acclimatization is the process of becoming adjusted to heat and it is essential to provide for GRADUAL ACCLIMATIZATION TO HOT WEATHER. It is necessary for an athlete to exercise in the heat if he/she is to become acclimatized to it. It is suggested that a graduated physical conditioning program be used and that 80% acclimatization can be expected to occur after the first 7-10 days. Final stages of acclimatization to heat are marked by increased sweating and reduced salt concentration in the sweat.
4. The old idea that water should be withheld from athletes during workouts has NO SCIENTIFIC FOUNDATION. The most important safeguard to the health of the athlete is the replacement of water. Water must be on the field and readily available to the athletes at all times. It is recommended that a minimum 10-minute water break be scheduled for every twenty minutes of heavy exercise in the heat. Athletes should rest in a shaded area during the break. WATER SHOULD BE AVAILABLE IN UNLIMITED QUANTITIES.
5. Check and be sure athletes are drinking the water. Replacement by thirst alone is inadequate. A method for assessing heat and humidity is the weather guide or heat index.
 - a. Below 65 - Unlimited activity
 - b. 65-73 - Moderate risk
 - c. 73-82 - High risk
 - d. 82 plus - Very high risk
6. Cooling by evaporation is proportional to the area of the skin exposed. In extremely hot and humid weather reduce the amount of clothing covering the body as much as possible. NEVER USE RUBBERIZED CLOTHING.
7. Athletes should weigh each day before and after practice and WEIGHT CHARTS CHECKED.
 - a. Generally a 3 percent weight loss through sweating is safe and over a 3 percent weight loss is in the danger zone.
 - b. Over a 3 percent weight loss the athlete should not be allowed to practice in hot and humid conditions. Observe the athletes closely under all conditions.
 - c. Do not allow athletes to practice until they have adequately replaced their weight.
8. Observe athletes carefully for signs of trouble, particularly athletes who lose significant weight and the eager athlete who constantly competes at his/her capacity. Some trouble signs are nausea, incoherence, fatigue, weakness, vomiting, cramps, weak rapid pulse, visual disturbance and unsteadiness.
9. Know what to do in case of an emergency and have your emergency plans written with copies to all your staff. Be familiar with immediate first aid practice and prearranged procedures for obtaining medical care, including ambulance service.

HEAT STROKE - THIS IS A MEDICAL EMERGENCY - DELAY COULD BE FATAL. Immediately cool body while waiting for transfer to a hospital. Remove clothing and immerse torso in ice/cold water. Immersion therapy has the best cooling rates.

1. A plastic baby pool can be available at all practices and games, and can always be ready for immersion procedures.
2. If not available apply ice packs in armpits, groin and neck areas. Continue cooling efforts until EMS arrives.

HEAT ACCLIMATIZATION & EXERTIONAL HEAT ILLNESS MANAGEMENT POLICY

It is the position of the AIA that prevention is the best way to avoid exertional heat stroke. Prevention includes educating athletes and coaches about:

1. Recognition and management of exertional heat illnesses;
2. The risks associated with exercising in hot, humid environmental conditions;
3. The need for gradual acclimatization over a 14 day period;
4. Guidelines for proper hydration;
4. Implementing practice/competition modifications according to local temperature and relative humidity readings.
5. Definitions Exertional heat illness includes the following conditions, ordered from the least to the most dangerous:
 - 1 a. Exercise associated muscle cramps: an acute, painful, involuntary muscle contraction usually occurring during or after intense exercise, often in the heat, lasting approximately 1-3 minutes.
 - b. Heat syncope: also known as orthostatic dizziness, it refers to a fainting episode that can occur in high environmental temperatures, usually during the initial days of heat exposure.
 - c. . Exercise (heat) exhaustion: the inability to continue exercise due to cardiovascular insufficiency and energy depletion that may or may not be associated with physical collapse.
 - d. Exertional heat stroke: a severe condition characterized by core body temperature > 40°C (104°F), central nervous system (CNS) dysfunction, and multiple organ system failure induced by strenuous exercise, often occurring in the hot environments.

II. Heat Acclimatization Football

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| 1. Days 1 through 5 of the heat-acclimatization period consist of the first 5 days of formal practice. During this time, athletes may not participate in more than 1 practice per day. |
| 2. If a practice is interrupted by inclement weather or heat restrictions, the practice should recommence once conditions are deemed safe. Total practice time should not exceed 3 hours in any 1 day. |

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| 3. | A 1-hour maximum walk-through is permitted during days 1–5 of the heat-acclimatization period. However, a 3-hour recovery period should be inserted between the practice and walk-through (or vice versa). The only pieces of player equipment to be worn by the individuals during the walk-through are shoes and helmets. The only pieces of general equipment to be used during the walk-through are footballs and kicking tees |
| 4. | 4. During days 1 & 2 of the heat-acclimatization period, helmets are the only protective equipment permitted. During days 3 & 4, only helmets and shoulder pads permitted. Beginning on day 5, all protective equipment may be worn. |
| 5. | Beginning no earlier than day 6 and continuing through day 14, double-practice days must be followed by a single practice day. On single-practice days, a 1-hour maximum walk-through is permitted, separated from the practice by at least 3 hours of continuous rest. When a double-practice day is followed by a rest day, another double practice day is permitted after the rest day. |
| 6. | On a double-practice day, neither practice should exceed 3 hours in duration, and student-athletes should not participate in more than 5 total hours of practice. Warm-up, stretching, cool-down, walk-through, conditioning, and weight-room activities are included as part of the practice time. The 2 practices should be separated by at least 3 continuous hours in a cool environment. |
| 7. | Because the risk of exertional heat illnesses during the preseason heat-acclimatization period is high, we strongly recommend that an athletic trainer be on site before, during, and after all practices |

***NOTES:**

1. Consideration should also be taken for any practices conducted in hot and humid weather in non-air cooled facilities.

2. Marching Bands should be considered for Heat Acclimatization protocols.

3. Consult the Heat Index Chart, www.nsaahome.org, Sports Medicine Page

References: National Federation of State High School Associations Sports Medicine Advisory Committee. Heat acclimatization and heat illness prevention position statement. Published 2012. <http://www.nfhs.org>.

Levels of Contact focus on the varying levels of intensity throughout practices to build player confidence, ensure their safety and prevent both physical and mental exhaustion. These Levels of Contact will increase player safety by reducing the risk of helmet-to-helmet contact without sacrificing skill development.

Five intensity levels are used to introduce players to practice drills which position them to master the fundamentals and increase skill development.

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| AIR | (Coach pre-determined outcome) Players run a drill unopposed without contact. |
| BAGS | (Coach pre-determined outcome) Drill is run against a bag or another soft-contact surface |

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| CONTROL | (Coach pre-determined outcome) Drill is run at assigned speed until the moment of contact; one player is pre-determined the “winner” by the coach. Contact remains above the waist and players stay on their feet. |
| THUD | (No coach pre-determined outcome) Drill is run at assigned speed through the moment of contact; no pre-determined “winner”. Contact remains above the waist, players stay on their feet and a quick whistle ends the drill. |
| LIVE ACTION | (No coach pre-determined outcome) Games, scrimmages and drills run in game-like conditions. These are the only times that players are taken to the ground. |

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| Day 1 & 2 | 3.11.4.6 – No Contact Rule Equipment – Helmets Allowable Contact – “Air” and “Bag” (COACH PRE-DETERMINED OUTCOME) o Unlimited |
| Day 3 & 4 | Equipment – Helmets and shoulder pads Allowable Contact – “Air”, “Bag” and “Control” (COACH PRE-DETERMINED OUTCOME) o Unlimited |
| Day 5-14 | Equipment – Full protective equipment may be worn Allowable Contact – “Air”, “Bag” and “Control” (COACH PRE-DETERMINED OUTCOME) o Unlimited “Thud” and “Live Action” (NO COACH PRE-DETERMINED OUTCOME) o Maximum 30 minutes per practice o No more than 2 consecutive days o Only one practice (on a scheduled 2-a-day) o 2 scheduled scrimmages, not to exceed 90 minutes each ♣ Not to be scheduled before day 6 |
| Day 15-through remainder of season | Equipment – Full protective equipment may be worn Allowable Contact – “Air”, “Bag” and “Control” (COACH PRE-DETERMINED OUTCOME) o Unlimited “Thud” and “Live Action” (NO COACH PRE-DETERMINED OUTCOME) o Maximum of 4 days per week (including games) o No more than 2 consecutive days o Maximum of 30 minutes per practice |

CROSS COUNTRY 10- 14 Day Heat-Acclimatization Period

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| 1. Days 1 through 5 of the heat-acclimatization period consist of the first 5 days of formal practice. During this time, athletes may not participate in more than 1 practice per day |
| 2. If a practice is interrupted by inclement weather or heat restrictions, the practice should recommence once conditions are deemed safe. Total practice time should not exceed 3 hours in any 1 day |
| 3. Beginning no earlier than day 6 and continuing through day 14, double-practice days must be followed by a single-practice day. When a double-practice day is followed by a rest day, another double-practice day is permitted after the rest day |
| 4. On a double-practice day, neither practice should exceed 3 hours in duration, and student-athletes should not participate in more than 5 total hours of practice. Warmup, stretching, cool-down, walk-through, conditioning, and weight-room activities are |

included as part of the practice time. The 2 practices should be separated by at least 3 continuous hours in a cool environment.

5. Because the risk of exertional heat illnesses during the preseason heat acclimatization period is high, we strongly recommend that an athletic trainer be on site before, during, and after all practices.

***NOTES:**

1. Consideration should also be taken for any practices conducted in hot and humid weather in non-air cooled facilities.

2. Consult the Heat Index Chart, www.nsaahome.org, Sports Medicine Page

References: National Federation of State High School Associations Sports Medicine Advisory Committee. Heat acclimatization and heat illness prevention position statement. Published 2012. <http://www.nfhs.org>

Prevention Key to Reducing Skin Infections in High School Wrestling

By B.J. Anderson, M.D., and Larry Cooper, MS, LAT, ATC on December 21, 2015

In recent years, the issue of serious skin infections has come to the forefront in secondary school athletics – particularly in wrestling. It is increasingly more common that news media reference a professional athlete being afflicted with Methicillin-Resistant Staph Aureus (MRSA). This serious problem not only affects professional athletes but also collegiate and high school student-athletes.

Among high school athletes, wrestlers seem to be the most susceptible due to the constant skin-to-skin contact. In wrestling, three common infectious agents are present: Ringworm (Tinea Corporis Gladiatorium), Herpes Gladiatorium and bacterial infections, including MRSA.

Prevention is paramount and must be started at the beginning of the season. Any wrestler with a history of Herpes Gladiatorium, or cold sores, must consider being on preventative antiviral medication starting five days before the season starts and continuing through the season. Studies have shown it significantly reduces the risk of outbreaks and transmission to teammates and opponents. As the season progresses, proper protocol must be in place to prevent outbreaks and transmission to fellow student-athletes and opponents.

Hygienic Principles to Reduce Skin Infections in Wrestling

- Skin checks must be performed every day before practices and meets.
- Any skin infection must be examined and cleared by a health-care professional, in accordance

with the wrestling skin form.

- Clean workout gear for each practice, including bags.
- All wrestlers must shower immediately after practice/meets.
- Mats must be cleaned before each practice with appropriate disinfectant.

Coaches and certified athletic trainers (ATCs) must be well-versed in these infectious agents and their appearance. Skin checks are meant to detect these skin lesions before a student-athlete gets on the mat and potentially exposes others. Any suspicious lesion must be evaluated by a health-care professional. If a lesion is present, the student-athlete should be treated in accordance with the NFHS Wrestling Skin Form.

Student-athletes must shower immediately after practice and meets. They should not wait until they get home. A recent study showed that about eight percent of high school wrestlers don't shower until they get home. That can amount to up to 12 hours that these infectious agents may exist on an athlete's skin before they attempt to wash them away. This allows plenty of time for these agents to invade the skin and for an infection to develop. At tournaments, showering is also recommended after each match. If this is not feasible, the use of baby wipes has proved beneficial and superior to alcohol-based wipes in reducing skin infections.

Cleaning and disinfecting other pieces of equipment is just as important. Weekly washing of knee pads and cleaning headgear with soap and water or wipes will also help to remove these agents and reduce the risk of infections developing.

Treating and preventing these infections focuses on the aforementioned basic Hygienic Principles. Additional means to treat and control these infectious agents focuses on medications. Herpes Gladiatorum is one of the skin infections commonly seen in high school wrestlers. It is a viral infection caused by the Herpes Simplex Type-1 (HSV-1) that accounts for more than 40 percent of all skin infections in collegiate wrestling. HSV-1 is an extremely contagious virus with a 30-percent chance that other team members will contract the infection once an outbreak occurs. Unfortunately, only about 10 percent of those affected realize that they actually have the disease, which complicates eradication and increases the spread within the team.

With the potential for lifelong problems, the proper treatment and containment of this disease is paramount. Typically, 10-14 days are needed for the infection to clear, although it may shut down a team for two to three weeks. Since the head, face and neck are involved in more than 70

percent of the outbreaks, the potential for eye involvement is a great concern. Although rare, it can have serious consequences for the student-athlete.

As with cold sores, which are also caused by HSV-1, recurrence is the rule rather than the exception. Commonly brought on by stress of cutting weight, academics, personal issues or a compromised immune system, outbreaks can occur multiple times through the course of a season. Since outbreaks may take up to two weeks to clear, it is obvious that an athlete's season can be seriously disrupted. Due to the constant close body contact of wrestling, it is easy to understand why this virus spreads so quickly and is difficult to control.

In dealing with HSV-1, treatment requires 10-14 days with a primary outbreak. Recurrent outbreaks require 120 hours of treatment before returning to practice and/or competition. Treating herpes within the athletic arena is different than the non-athletic population. Non-wrestlers use antiviral medication to treat symptoms, whereas in wrestling the treatment focuses on clearance of the virus to prevent transmission to teammates and opponents.

Ringworm, or *Tinea Gladiatorum*, is primarily due to a dermatophyte called *Trichophyton tonsurans* and is transmitted primarily by direct skin-to-skin contact. It is a nuisance-type infection that up to 70 percent of these student-athletes get each season. This can be easily treated with topical agents, unless there is scalp involvement. Once in the scalp, it may become a deeper form of infection that requires oral medication and longer treatment time. Complete clearance takes up to 21 days for superficial infections, but guidelines address practical versus adequate treatment. Three days of treatment is adequate, unless there is scalp involvement, which requires oral medications for at least 14 days before allowing the athlete back to practice/competition.

Bacterial infections are typically folliculitis, impetigo and cellulitis. Primarily seen on the extremities and face, they are caused by Staph and Strep organisms. Treatment requires a minimum of three days of oral antibiotics before return to practice/competition. Complications of these infections are usually abscess formation or misdiagnosis. Dynamic changes in an athlete's progression require the health-care providers to monitor these infections on a daily basis. Abscess development should prompt concern for MRSA. Progression of 'vesicles' initially treated as folliculitis may also need re-evaluation for possible herpes. Treatment for MRSA usually requires draining the collection of pus and culturing to verify that proper antibiotics have been prescribed. Antibiotics used for MRSA are different for simple folliculitis, impetigo and

cellulitis.

Finally, infections at the end of a season can be disastrous to a young wrestler's season. For athletes with recurrent tinea infections, there is evidence-based research that shows preventative usage of oral antifungal medication can reduce the risk of developing ringworm. Herpes Gladiatorum is notorious for occurring late in the season, right before the individual tournament that leads to the state championships. A recent study published in the Clinical Journal of Sports Medicine showed that the use of antiviral medication can reduce the risk of contracting herpes and with limited usage has application for these young athletes at this crucial time of their season.

Hopefully, these guidelines will improve the safety of all student-athletes and allow everyone to compete. It is also hopeful that reduced exposure and incidence to these types of skin conditions will promote interest and increase participation levels in wrestling, as well as change the public's perception of the sport and the often-associated skin conditions.

Concussion Protocol: All football and wrestling coaches will be required to take the free online NFHS course on concussions found at: <https://nfhslearn.com/courses/concussion-in-sports-2>

Recommendations and Guidelines for Minimizing Head Impact Exposure and Concussion Risk in Football

National Federation of State High School Associations (NFHS) Report from the July 2014 NFHS Concussion Summit Task Force

The National Federation of State High School Associations (NFHS) and its member associations firmly believe that athletic participation by students promotes health and fitness, academic achievement, healthy lifestyles, and good citizenship. While there will always be a risk of injury, minimizing the risk of head trauma and concussion in all sports is a priority for the NFHS. Over the past several years, the NFHS and the NFHS Sports Medicine Advisory Committee (SMAC) have:

1. Produced a 20-minute online educational course with the Centers for Disease Control (CDC) on "Concussion in Sports."

2. Specifically addressed concussion management in the rules books of all sports, including football.
3. Written several Points of Emphasis in the football rules book focused on limiting helmet-to-helmet contact and blows to the head with the shoulder, forearm, and hand.
4. Disseminated multiple publications regarding concussion management to the member state associations.

In July of 2014, at the request of the NFHS Board of Directors, a task force of medical and scientific experts, high school football coaches, state association personnel, and representatives of several stakeholder organizations met to discuss strategies to reduce head impacts and minimize concussion risk in high school football players during contests and practices, as well as during activities conducted outside of the traditional fall football season (spring and summer practices). The Fundamentals outlined below represent the task force's recommendations and guidelines developed following two days of presentations and discussion of the relevant medical literature and current expert opinion.

The members of the task force fully acknowledge the present limited – though evolving – scientific evidence available to support the Fundamentals outlined below with absolute certainty and explicit detail. Accordingly, the outcomes and clinical relevance of an increasing number of research studies may eventually alter these recommendations and guidelines. Ideally, this emerging data will clarify the potential for long-term adverse cognitive, emotional, and/or neurologic effects from concussions and repetitive blows to the head that may not result in the clinical symptoms of concussion. Based on what is currently known, the guiding principles in developing this report for young athletes and those who oversee, support and administer high school football programs were to reasonably limit overall 2 exposure to multiple blows to the head and body (head impact exposure) and minimize concussion risk, while maintaining the integrity of the game and attempting to avoid unintended consequences.

The Fundamentals below are designed to allow flexibility for the state associations that collectively oversee the more than 15,000 high schools playing football across the country. The teams fielded by these schools may vary tremendously in the number of available players. Team size dictates numerous variables that may affect an athlete's potential head impact exposure. Those variables cannot be easily accounted for by stringent guidelines. For example:

- An athlete playing on offense, defense and special teams will have greater cumulative head impact exposure and will be at higher risk for injury than an athlete playing a single position.
- The fewer the number of players on a team, the greater the chance some players will need to participate in repeated drills, raising head impact exposure and potential injury risk.

As additional evidence emerges, these Fundamentals will evolve and may become more or less restrictive. While the current level of knowledge keeps this task force from making proposals that are specific and rigid, there is consensus that lessening the frequency of contact (and thus head impact exposure) is likely beneficial to overall brain health. The task force also recognizes multiple contributing factors that affect head impact exposure and the parallel effects on an individual football player's brain. For example:

- Position played (linemen receive more total blows than other positions)
- Two-way players versus those who only play offense or defense
- Tackling and blocking techniques
- Practice frequency and duration
- Players that practice and/or compete on multiple levels (such as varsity and sub-varsity)*
- Concussion history
- Genetic predisposition to concussion

*Note: This contributing factor was added to the document by the NFHS SMAC.

It is very likely that each athlete has a unique level of resilience or susceptibility to concussion and further brain injury. While there is currently no definitive way to measure or quantify this resilience or susceptibility, the task force recommends reasonably limiting head impact exposure through the Fundamentals presented below. Individual risk factors that are modifiable, such as position played, total time spent on field, and sport technique, must be also considered when implementing contact limitations.

Fundamentals for Minimizing Head Impact Exposure and Concussion Risk in Football

1. Full-contact should be limited during the regular season, as well as during activity outside of the traditional fall football season. For purposes of these recommendations and guidelines, full-contact consists of both “Thud” and “Live Action” using the USA Football definitions of Levels of Contact.
 - a. **Rationale:** By definition, “Thud” involves initiation of contact at, or up to, full speed with no pre-determined winner and no take-down to the ground. Accordingly, the task force supports that initial contact, particularly with linemen, is just as violent with “Thud” as with “Live Action.” However, the task force also recognizes that “Live Action” likely carries a higher risk for other injuries to the body than does “Thud.” The USA Football Levels of Contact “Air,” “Bags,” and “Control” are considered no- or light-contact, and thus no limitations are placed on their use.
2. Member state associations should consider a variety of options for limiting contact in practices. The task force strongly recommends full-contact be allowed in no more than 2-3 practices per week. Consideration should also be given to limiting full-contact on consecutive days and limiting full-contact time to no more than 30 minutes per day and no more than 60-90 minutes per week.
 - a. **Rationale:** The task force acknowledges that there are insufficient data to specify with certainty a research-validated “best practices” standard for contact limitations. Several states (Alabama, Arizona, Maryland, and Texas) adopted varying limitations on contact prior to the 2013 football season. Preliminary High School RIO injury surveillance data suggest these states have seen a statistically significant decrease in concussion rates during practices, with no increase in concussion or other injuries during games.
3. Pre-season practices may require more full-contact time than practices occurring later in the regular season, to allow for teaching fundamentals with sufficient repetition.
 - a. Pre-season acclimatization protocols and regulations regarding heat and hydration take precedent and should always be followed.

policies stand in alignment with the Fundamentals discussed within this report and, if needed, modify the policies accordingly.

- a. **Rationale:** Football played outside of the traditional fall football season presents an opportunity for learning, physical activity, and skill development. However, athletes are at further risk for head impact exposure and concussion during any full-contact activity. Consideration should be given to significantly limiting the total time of full contact. Other factors to consider include time elapsed since the previous football season and whether individual athletes have recently been, or are currently, participating in other contact/collision sports (e.g., Ice Hockey, Lacrosse, Soccer and Wrestling).
7. Each member state association should reach out to its respective state coaches' association on designing and implementing a coach education program that appropriately integrates youth, middle school, and high school football programs in every community. USA Football and the NFHS Fundamentals of Coaching courses should be the primary education resources for all coaches. Education for coaches should also include the proper fitting and care of helmets.
 - a. **Rationale:** The game of football continues to evolve and proper coaching technique at each level is fundamental to keeping the game safe and enjoyable. A proper fitting helmet may help decrease, but not eliminate concussion risk.
 8. Each member state association should regularly educate its schools on current state concussion law and policies and encourage schools to have a written Concussion Management Protocol. Schools should also be encouraged to share this information with coaches, parents, and students annually.
 - a. **Rationale:** Many schools experience frequent turnover of Athletic Directors and coaches. Frequent "refreshers" on state concussion laws and policies as well as sample concussion management protocols should be made available to ensure all schools are current on, and prepared for, safe and effective concussion management.

9. An Emergency Action Plan (EAP) with clearly defined written and practiced protocols should be developed and in place at every high school. When possible, an athletic trainer should be present at all practices and games.

- a. **Rationale:** An effective EAP should be in place, as a prompt and appropriate response to any emergency situation can save a life. The EAP should be designed and practiced to address all teams (Freshman, Junior Varsity, and Varsity) and all practice and game sites. An athletic trainer is a key component in any strategy to minimize injury risk and optimize safety for all participants.

. Approved by the NFHS Concussion Summit Task Force in August 2014; Approved by the NFHS SMAC in October 2014; and Approved by the NFHS Board of Directors in October 2014.

COACHING GUIDELINES

2025 – 2026

The following guidelines will be utilized when determining the number of coaches/sponsors for an activity.

- All Junior High sports teams will have the following coaching to student/athlete ratio:
 - ≤ 12 participants – 1 Coach
 - > 12 participants – 1 head coach, 1 assistant coach
- All High School Activities:
 - ≤ 8 participants – 1 Coach
 - > 8 participants ≤ 16 participants – 1 Head Coach, 1 Assistant Coach
 - > 16 participants – ≤ 24 participants 1 Head Coach, 2 Assistant Coaches
 - One additional assistant coach for each 8 participants
- Potential Combined Junior High/High School Activities
 - Cross Country
 - Track
 - Coaching ratios would remain the same as the above ratios

PROJECTED NUMBER OF COACHES

For the 2025 -2026 school year we will have the following number of students in each class:

- 7th grade 8 girls 9 boys

- Cross Country 1 Coach
- Track 4 Coaches (2 JH – 2 HS will practice together)

Morrill Public Schools

2025-2026

STUDENT/PARENT ACTIVITIES HANDBOOK



Home of the Lions

Section 1: Extracurricular Activity Philosophy

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provides experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better individuals and citizens.

Safety

The District's philosophy is to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

Extracurricular Activity 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 respect for the individual worth and dignity of those with whom they have contact.

Section 2:

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school. This also includes dances and other activities that are not part of the academic curriculum.

Purpose of the Code of Conduct.

Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image. The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and team rules. The expectation for the Code of Conduct, school policy and procedures are a YEAR-ROUND expectation and will be monitored during the school year and summer break.

Grounds for Extracurricular Activity Discipline.

Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self-respect, self-discipline, teamwork, sportsmanship, and respect for authority. Misconduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation.

The use or possession of tobacco products (e-cigarettes) or herbal chew on campus or any school related activity is not permitted.

Possession, consumption or evidence of previous consumption of a narcotic, controlled substance, alcohol, or other intoxicants is not permitted.

Testing positive during the random drug test for any prohibited substance.

Student Self-Reporting.:

A student who violates the Code of Conduct must self-report. A failure to self-report will lead to a longer suspension or other discipline. The self-report must be made to the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report. The self-report must be made the earlier of **(1)** before the end of the next school day after the conduct occurred and/or **(2)** before participation in an extracurricular or co-curricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement.

In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

Consequences

Infractions include: Use or Possession, or in Attendance at places where illegal activity is taking place.

Athletes are expected to leave compromising situations.

1. First Offense – Students will be suspended for all competition for one (1) competition/event or seven (7) days whichever is the shortest, however it is a requirement the student miss at least one (1) event/contest for self-reporting or two (2) competitions or fourteen (14) days for **not self-reporting** whichever is the shortest, however it is a requirement the student miss at least two (2) events/contests. Suspensions begin with the date of self-reporting (within a school day of incident), or verification of violation
 - a. Athletes are expected to practice, but CAN NOT participate in any way or dress at home or away competitions. Athletes may not travel with team to away competitions.
 - b. Athletes may not be eligible for special awards/honors during the season. (Dance royalty, special team awards/honors, etc.)
2. Second Offense – Students will be suspended from all competition for two (2) competitions or fourteen (14) days whichever is the shortest, however the student must miss at least two (2) events/contests for self-reporting or four (4) competitions or twenty-eight (28) days whichever is the shortest, however the student must miss at least four (4) events/contests. Suspensions begin with the date of self-reporting (within a school day of incident), or verification of violation.
 - a. Athletes are expected to practice, but CAN NOT participate in any way or dress at home or away competitions. Athletes may not travel with team to away competitions.
 - b. Athletes may not be eligible for special awards/honors during the season. (Dance royalty, special team awards/honors, etc.)
3. Third Offense – Student(s) will be suspended for all activities for the remainder of the year
4. Should a violation occur outside of the season an athlete is participating in the consequence will carry into the next season. Should the violation occur at the end of the school year the consequence will carry into the following school year.
5. Morrill Public Schools has mandatory random drug testing for all students participating in extracurricular activities. Should a student test positive during the drug test the consequences will enforced as any other violation of the of the Code of Conduct and the student will be required to test for the next two months.

Each incident will be evaluated and the circumstances involving the student and situation will be taken into consideration. If it is determined that it is in the best interest of the student, they may be placed on a behavior modification plan.

Procedures for Extracurricular Discipline.

The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.
3. Notice Letter. Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures
6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

Section 3: Attendance

1. A student-athlete is ineligible to participate in practice or compete in any team or individual athletic competition if they are absent from school the day of competition.
 - a. A student who is absent from school with special circumstances (i.e. funeral, doctor's appointment, court), may practice/play with proper documentation of the absence presented to the administration for approval.
2. Student-athletes must be in school no later than 8:10 AM in order to participate in athletic competition. If a student/athlete is tardy due to circumstances beyond their control (ex. Accident, flat tire, etc.) the school principal may waive the 8:10 AM requirement.
3. Athletes; As student-athletes you are role models, which means you become leaders by example, and staff and students will be looking at everything you do both on the field/court, but more importantly in school. The Morrill High School activities program expects all student-athletes to be in class, on time, and be prepared and ready to learn. A student-athlete is ineligible to participate in, practice or compete in their sport any day during which he/she is on suspension. Student-athletes must understand that missing practice/games due to suspensions are unexcused. Multiple school suspensions may result in removal from the athletic team.
4. If an activity is an all-day activity (ex. Track meet) the student must be in attendance all day the previous day.
5. A student/athlete must meet the same attendance requirements the day after a contest/event as they do for the day of an event/contest. If a student athlete misses part or all of the day following a contest the absence will be consider unexcused unless the student athlete can produce a doctor's excuse.

Section 4: Transportation

1. Athletes may be allowed to go home after athletic events with their parents/guardians ONLY providing they have talked to the coaches at the event and have signed out their child on the coach's sign out form and the coach sees the athlete leave with their parent/guardian. Do not have athletes call administration on the day of an event asking if they can ride home with another person!
2. Athletes may only leave with another adult that is not their parent/guardian only under special circumstances, which must be explained on a travel release form that must be filled out no later than twenty-four (24) hours before the event is to start. The coach must see the ID of the person the athlete is leaving with and under no circumstances will a student be released to another student or anyone under the age of 18.

Section 5: Academic Standards

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities show evidence of sincere effort towards scholastic

achievement. To be eligible for participation in extracurricular activities (including selection of royalty) students must follow the guidelines of eligibility set forth by Morrill Public Schools.

Academic Eligibility

1. Students in grades 10 – 12 must have passed 20 semester credits the previous semester in order to be eligible to play.
2. Students who failed a class the previous quarter will begin the new quarter under Advisement. Advisement will last until the first grade check, which will be the second (2nd) Friday in the quarter. The student must be passing all classes during the Advisement period in order to be eligible to participate in an activity.
3. The first grade check for each quarter will be the second (2nd) Friday of the quarter, grades will then be checked every Friday thereafter.
 - a. Coaches and/or the principal may run a preliminary eligibility report Wednesday or Thursday in order to advise student athletes failing a class.
4. Students will be given a probationary week in order to gain eligibility. Grades will be run the second (2nd) Friday of the quarter. If a student is failing one or more classes they will have one week in order to have all grades passing. If a student is still failing classes on the third (3rd) Friday, they will be ineligible for the following week. Thereafter anytime a student has a failing grade in any class two weeks in a row, they will be ineligible for the following week. Teachers need to record at least two (2) grades a week. If a student is failing and a teacher has not recorded two grades the week eligibility is run then it will be assumed the student is passing the class.
5. Parents can request to be notified when their child is failing a class through signing up for an automatic notice of failing grades through Infinite Campus, that will be the only notification parents will receive of their child failing a class. If they don't choose to sign up for the notification they will only receive notification of their grades at parent-teacher conferences. Parents will have the ability to check their child's grade at any time electronically.

Section 6: School Dances

A school-sponsored dance, is a school activity subject to all provisions of the Student Activity Code, and is a privilege available to students meeting all requirements for participation.

Students currently attending Morrill High School or another area high school who have not been restricted from attending extracurricular activities at Morrill High School or their own school are generally considered an appropriate date or invited guests. Only students currently enrolled in high school will be considered an appropriate guest at school dances. In order for a student attending another high school to attend a dance as a guest of one of Morrill High School students must have a form signed by the student's principal insuring the student is in good standing in their school.

Eligibility for Selection as Royalty.

Nomination and selection as royalty for school sponsored dances is an honor awarded by students to those of their peers that exemplify the highest standards of integrity and achievement. Students nominated for dance royalty must have demonstrated through their conduct, academic achievement and activities that they have represented, and will represent, themselves, their classmates, and their school in a manner which reflects outstanding effort, commitment to their school and fellow students, and integrity and good citizenship in the school and in the community. The students selected to be the “royalty” for the Homecoming and Prom or any other school sponsored dance or activity shall meet that general standard as determined by the administration and, in addition, meet the guidelines for academic eligibility set forth by Morrill Public School.

Section 7: Specific Dance Eligibility and Selection Requirements:

The determination of whether a student meets the foregoing conduct and citizenship standards shall be made by a committee including the Principal and STUCCO sponsor for each dance.

Queen and King (Homecoming, Winter Royalty, Prom)

- Only a senior girl shall be eligible to be Queen and only a senior boy shall be eligible to be King.
- The queen and king will be chosen from the qualified nominees by secret ballot by the senior class during Dance week. Final selection will be made by secret ballot by the student body. Ballots will be counted by the principal and Sponsor. Crowning will be held at the sporting event deemed to have the largest attendance.
- To be eligible, a candidate must be eligible in good academic standing, and agree to attend the entire Dance and represent the school properly.

Achievement, Citizenship and Conduct

1. The student must have exhibited sportsmanship and leadership in activity endeavors and participation.
2. The student must maintain a cooperative and respectful attitude toward fellow students, teammates, opponents, sponsors, coaches, and officials.
3. Students must be academically eligible according to school policy during the week of the dance.
4. Students must not have had excessive violations of school policies or referrals.
5. Students must participate in at least one (1) sport/activity/club.

Violations

1. Students exhibiting unsportsmanlike conduct will be subject to review by a committee, and eligibility for Royalty during that season will be based on their ruling.
2. Students violating school policy for drugs/alcohol will not be eligible for Royalty during that season.
3. Students academically ineligible will not be eligible for Royalty during the time of the particular dance.
4. ANY SECOND OFFENSE for the same violation in removes the student from any Royalty selection for the rest of the school year.
5. Any student engaged in criminal violations including: Felony or convictions of a criminal offense will not be eligible for dance Royalty.
6. Students will be expected to follow the player's contract implemented by the activity the student is participating in.

Section 8: Relationships Between Parents and Coaches/Sponsors

Both parenting and coaching are very difficult vocations. By establishing an understanding between coaches and parents, both are better able to accept the actions of the other and provide a more positive experience for everyone.

Parents have the right to know the expectations placed on them and their children. Coaches and sponsors have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place.

Parents' Role in Interscholastic Athletics and Other Extracurricular Activities

Communicating with your children

- Make sure that your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level.

- Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.
- Don't compete with the coach. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach(s). Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

Communicating with the Coach and/or Coaches

- Communication you should expect from your child's coach includes:
 - Philosophy of the coach
 - Expectations the coach has for your child
 - Locations and times of all practices and contests
 - Team requirements
 - Procedure should your child be injured
 - Discipline that results in the denial of your child's participation
- Communication coaches expect from parents
 - Concerns expressed directly to the coach
 - Notification of any schedule conflicts well in advance
 - Specific concerns in regard to a coach's philosophy and/or expectations
- Appropriate concerns to discuss with coaches:
 - The treatment of your child, mentally, and physically
 - Ways to help your child improve
 - Concerns about your child's behavior
 - Injuries or health concerns. Report injuries to the coach immediately!! Tell the coach about any health concerns that may make it necessary to limit your child's participation or require assistance of trainers. Students are sometimes unwilling to tell coaches when they are injured, so please make sure the coach is told.
- Issues not appropriate to discuss with coaches:
 - Playing time

- Team strategy
- Play calling
- Other student-athletes (except for reporting activity code violations)
- Appropriate procedures for discussing concerns with the coaches:
 - Call to set up an appointment with the coach
 - Call to set up an appointment with the Athletic Director
 - Do not confront a coach before or after a contest or practice (these can be emotional times for all parties involved and do not promote resolution or good sportsmanship)

Section 8: Activity Chain of Command

1. Concerns do arise throughout the course of activities. Parents/Athletes are asked to follow the chain of command when resolving concerns:
2.
 - First contact the head coach/sponsor of the activity.
 - If there is no resolution; he or she would then contact the Athletic/Activities Director.
 - Followed by the Principal
 - Followed by the Superintendent
 - Followed by the President of the Board of Education

Section 9: Good Sportsmanship—Behavior Expectations of Spectators

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed. We ask that you support good sportsmanship when you attend events at Morrill Public Schools.

Responsibilities of Spectators Attending Interscholastic Athletic Events and Other Extracurricular Activities

1. Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
2. There can be no vulgar or inappropriate language from the spectators.
3. Spectators should be supportive and positive and not interfere or impede during the activity.

Section 10: Photographs and/or Video

I hereby grant permission to Morrill Public School's to use photographs and/or video of students to be used in publication, news releases, online, and in other communications related to the mission of Morrill Schools

MANDATORY DRUG TESTING POLICY FOR STUDENTS INVOLVED IN EXTRACURRICULAR ACTIVITIES

(Board Policy 506.50)

POLICY STATEMENT

The Board of Education for Morrill Public Schools values students' participation in extracurricular activities. Such students, as role models for other students, are a key to our goal to provide the best possible educational program for our students. To achieve our goal and to maximize the skills and talents of our students, it is important that each student understands the dangers of drug and alcohol use. Participation in extracurricular activities is a privilege which can be taken away for failure to comply with this policy.

The purpose of this policy is as follows:

1. To provide for the health and safety of all students;
2. To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol; and
3. To identify students who use illegal drugs and/or alcohol; and
4. To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs.

The drug testing policy is mandatory for any student participating in an activity that meets the guidelines of an extracurricular activity at Morrill Secondary School will be subject to this policy. The mandatory drug testing policy is not based on reasonable suspicion and is not part of the Student Discipline Act. In order to be constitutional, the policy does not involve student discipline, pursuant to Neb. Rev. Stat., §79-254 et seq. This policy is promoted as a deterrent to illegal drugs and alcohol use. Any attempt to subpoena the results of these drug tests, is prohibited for discovery or disclosure pursuant to the Public Health Service Act, 42 USC §290dd-2. (See 42 CFR §2.11 defining "program" for purposes of the Public Health Services Act.)

Activity Programs: Any activity that meets the guidelines of an extracurricular activity at Morrill Public Schools, which shall include, but not be limited to, the following:

| | | | |
|---------------|--------------|--------------|--------------------------|
| Basketball | Football | Gaming Club | Spanish Club |
| Cheerleading | Golf | Cooking Club | Speech Team |
| Computer Club | Volleyball | STUCO | National Honor Society |
| Cross Country | One-Act Play | Quiz Bowl | Track |
| Dances | Show Choir | Yearbook | Pep/Marching/Honor Band |
| FBLA | FFA | Wrestling | Prom, Homecoming, Winter |
| Royalty | | | |

Morrill High School Fight Song

“Hail to the Varsity”

Hail to the Varsity
Cheer them along the way
Onward to Victory
May they win again today!
We'll give a cheer for the Varsity
Long may they rein supreme
Shout till the echoes ring
For the glory of our team!

Fight! Fight! Fight!

Ever faithful we will stand united
Cheering Morrill High!
We'll revere her forever
Morrill do or die!
We will proudly march along to Victory
Watch our colors fly!
For its RAH RAH RAH for Morrill

Let's cheer for our dear old High!

Morrill Junior-Senior High School

2025-2026

Activities Handbook

Official Parent/Student Receipt of Handbook Form

This mandatory signed record acknowledges receipt of the 2023-2024 JuniorSenior 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.

Print Parent's Name: _____ Print Student's Name: _____

Parent/Guardian's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Return this form to the High School Office/Secretary

MORRILL HIGH SCHOOL

STUDENT HANDBOOK

2025-2026 Edition

411 East Hamilton
Morrill, NE 69358

Phone: (308) 247-2149
Fax: (308) 247-2094

2025 – 2026 Calendar

Weekly Schedule

High School Modified A/B block schedule organizes classes so that students don't attend every class every day—instead, classes alternate between two days: "**A days**" (Mon/Wed) and "**B days.**" (Tues/Thurs) and **Traditional** classes on Friday.

Benefits of the Block Schedule:

- Block days allow **more in-depth learning**, projects, or labs.
- The traditional Friday keeps **weekly consistency**, helps with:
 - Make-up work
 - Quick check-ins with all teachers
 - Quizzes, reviews, or catch-up activities
- Teachers and students still see each class **3 times a week**, which is a nice balance.

Student Benefits:

- More time to focus in fewer classes each day
- Friday helps tie the week together and prepare for the next
- Easier to manage workload and homework across the week

High School Schedule:

| <u>Day</u> | <u>Morning Schedule</u> | <u>Classes Held</u> | <u>Day</u> | <u>Afternoon Schedule</u> | <u>Class Held</u> |
|-------------------|--------------------------------|----------------------------|-------------------|----------------------------------|--------------------------|
| Monday | A Day (85 min.) | Periods 1, 3, 5 | Mon.-Thur. | Traditional Day | Periods 7 - 9 |
| Tuesday | B Day (85 min.) | Periods 2, 4, 6 | | | |
| Wednesday | A Day (85 min.) | Periods 1, 3, 5 | | | |
| Thursday | B Day (85 min.) | Periods 2, 4, 6 | | | |
| Friday | Regular Day (31 min.) | All periods (1– 9) | | | |

Junior High Schedule:

7th – 8th will remain a Traditional Schedule Monday – Friday Periods 1 – 9

WELCOME

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year.

Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.

There are several forms at the end of this handbook that you must read, sign, and return no later than September 5, 2025.

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office.

Sincerely,

C. Todd
Chess
more
Superin
tendent

Intent of Handbook

This handbook is intended to be used by students, parents, and staff as a guide to the rules, procedures, and general information about this school district. Students and their parents must become familiar with the handbook, and parents should use it as a resource and assist their children in following the rules contained in it. The use of the word "parents" refers to any adult who has the responsibility for making education-related decisions about a child, including, but not limited to biological parents, adoptive parents, legal guardians, and adults acting in loco parentis.

Although the information in this handbook is detailed and specific on many topics, it is not intended to be all-encompassing or to cover every situation and circumstance that may arise during a school day or school year. This handbook does not create a "contract" with parents, students, or staff, and the administration may make decisions and rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will decide based on applicable school district policies, and state and federal statutes and regulations.

Notice of Nondiscrimination

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

Name: C. Todd
Chessmore Title:
Superintendent
Address: 411 East Hamilton Morrill
NE 69358 Telephone: 308-325-4211

E-mail: todd.chessmore@mpslions.org

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Policy Title 9 Nondiscrimination.



OUR VISION:

Morrill Public works collaboratively with all stakeholders to educate and empower our students to navigate their future.

Our Mission:

At MPS, every student matters and every moment counts!

*For more information about our schools' policies, visit us on the Web at:

<https://www.mpslions.org/page/district-policies>

SECTION ONE

BASIC SCHOOL RULES AND GENERAL PRACTICES

Attendance

(BOE policy
5001)

Required Attendance

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Exceptions

This policy does not apply when temporary illness or severe weather conditions make attendance impossible or impracticable.

Discontinuing Enrollment – 16- and 17-Year-Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request that demonstrates that the student meets the district's legal criteria allowing for disenrollment to the superintendent using the applicable district form. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may

confirm the validity of the submission with the State Department of Education.

Regular attendance is one of the most important factors determining success or failure in school, and the real value comes from the face-to-face relationship between the teacher and student.

Expectations for Regular Attendance:

1. Students are expected to attend every class, every day.
2. The only "excused" absences shall be:
 - a. absences when a licensed health care provider has confirmed in writing that, in his/her professional medical opinion and within his/her scope of practice, the student or a child whom the student is parenting is so physically or mentally ill that attendance of the student is impracticable or impossible;
 - b. absences when the Nebraska State Patrol confirms in writing that weather conditions have made the roads impassable so that the student's attendance impracticable or impossible;
 - c. student attendance at a school-sponsored activity;
 - d. Student has been suspended or expelled from school by the school district.
3. All other absences, including absences for minor physical or mental illnesses, family events, routine medical appointments are simply "absences."
4. Upon return from every absence or partial-day absence, students must meet with teachers on missed assignments.
5. Students must not be absent from any course more than five days in any given quarter in order to earn academic credit for that course for that quarter. **Students may lose credit in any given course due to absences, and may appeal that loss of credit to his/her building principal.**

Our goal is to support students in overcoming attendance challenges while maintaining high academic standards. Recovery of credit will depend on the student's ability to demonstrate proficiency in the missed content. This may include assessments or other forms of evaluation.

Possible Credits lost from Excessive Absences:

- 0 – 5 Absences = 5 Credits earned
- 6–10 Absences = 4 Credits earned
- 11–15 Absences = 3 Credits earned
- 16–19 Absences = 2 Credits earned
- 20 + Absences = 0 Credits earned

Excessive Absenteeism

When a student receives 5/10/15 unexcused absences or the hourly equivalent in any semester, the Attendance Officer will follow the district's policy to address barriers to the student's attendance.

When a student is absent more than 20 days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer will file a report with the Scottsbluff County Attorney.

Absences due to illness

The school district will contact parents if a student becomes ill at school. A student who is absent due to illness has **two** days for every day of absence to complete missed assignments.

Planned absences

Parents who know in advance that a student will be absent must call the school or send a written note at the earliest possible date. Students must complete any work required by the teacher before the absence. Parents should make every attempt to schedule medical and other appointments after school hours when possible.

Students are obligated to:

- Complete all class work in advance for any absence that can be anticipated.
- Attend school a full day before attending practice or participating in a scheduled student activity except in cases of family emergencies or prearranged absences.
- Check out of school at the office if leaving school during the school day.
- Make up any and all work that is assigned by teachers as make-up work for the instructional time that has been missed.

Parents are obligated to:

- Call the High School building office to inform the school of the reason for each absence.
 - The class informing the school of the absence should be before 8:30 AM.
- Submit a doctor's statement, if requested, for each period of absence due to illness that exceeds five days.

Pregnant and Parenting Students (see BOE policy 5008)

Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming. The building principal will work with the student to develop a plan to assist the student in participating in district curriculum and extra-curricular activities.

Bills

Students should pay bills for supplies, fines, shop materials, clothing orders, etc. in the school bookkeeper's office. Any check for these payments should be made out to Morrill Public Schools unless otherwise instructed. Pursuant to board policy, the district will assess an additional penalty of \$30 for any check returned from the bank for insufficient funds.

When students purchase items of significant value, such as class rings and letter jackets, they must make payment at the time of purchase or when the order is placed.

Books and Supplies

Students must take care of books and other supplies provided by the district. The school will assess fines for damage to books and school property.

Students must supply their own consumable items such as pens, pencils, tablets, notebooks, erasers, and crayons.

Bulletin Boards (see BOE policy 5043)

Bulletin boards are maintained throughout the building to communicate general information, material, and school announcements. Students should check the bulletin boards and the monitor outside the office carefully each school day.

Bulletin board or electronic publishing space may be provided for the use of students and student organizations for notices relating to matters of general interest to students. Student postings must be approved by the building principal or designee.

Bullying (see BOE policy 5054)

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

Bullying Investigations

School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

Cafeteria Expectations

- All food must be consumed in the areas designated by the school.
- After students have eaten, they must return trays to the kitchen. All straws, papers, milk cartons should be deposited in the trash cans. All leftover food should be scraped off the tray on to the correct container. Forks and spoons should be placed in the pan with water, NOT THROWN AWAY!
- Students are to use proper manners including conversing quietly.
- Students may not throw food or other items.
- Second servings are available to those who have requisite funds as required by board policy.
- Students should remain at their tables until they are dismissed.
- Students must treat lunch personnel with respect.
- Students who violate the above expectations will be disciplined.

Cell Phones and Other Electronic Devices (see BOE policy 6050)

Students may not use cell phones or other personal electronic devices while in the classroom.

- From 8:00 AM – 3:35 PM all cell phones and personal electronic devices must be in backpacks, lockers or placed in the “phone caddy” in the classroom. ***Cell phones can only be used between class periods, lunch, or approved by the teacher for educational purposes.***
- IF a student receives a hall pass to leave the room they **must** leave their electronic device in the classroom in the cell phone caddy.
- Teachers and Staff will model the same protocols and will monitor expectations among students in a fair and equitable manner.
- Personal electronic devices will be confiscated by MHS Administration if seen in violation of expectations. Parents or guardians will be able to pick-up confiscated technology after school.
- Accommodations will be made for students that require a personal electronic device for medical assistance or for Individualized Education Programs (IEP).

Hallways

- If an administrator sees an electronic device outside of the classroom during class the electronic device will be confiscated. If any other staff member sees an electronic device they will remind the student to put the device away. If the student does not put the device away an administrator will be notified.

Consequences

First and Second Offense

- Students who have their cell phone visible in class will be given a warning and required to put the cellphone in the cell phone caddy to pick-up at the end of the class period.
 - If the cell phone is not deposited in the caddy an administrator will be contacted and the cell phone will be

confiscated, which may be picked up after school by student.

Third and Fourth Offense

- Parent must conference with administrator before picking up confiscated electronic device.
 - One day of in-school suspension.

Fifth Offense

- Cell Phone **must** be turned into the office upon arrival at school and picked up when leaving at the end of the day.

*Students may not use cell phones or other electronic devices while riding in a school vehicle unless they have express permission to do so from the vehicle's driver.

*Students are personally and solely responsible for the security of their cell phones and other electronic devices. The school district is not responsible for theft, loss, or damage of a cell phone or any calls made on a cell phone.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- Copying another person's work or answers.
- Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- Taking or receiving copies of a test without the permission of the teacher.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Submitting work or any portion of work completed by another person or AI.
- Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.

- Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.

Artificial Intelligence - AI

AI is not a substitute for schoolwork that requires original thought. Students may not claim AI generated content as their own work [without citation]. In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator. Students may use AI as authorized in their Individualized Education Program (IEP). Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.

Child Abuse and Neglect

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

Class Dismissal

Classes are in session from the ringing of the tardy bell until the teacher dismisses the class. The bell at the end of the period is not a dismissal bell, and students may not leave their classrooms until

they have been excused by their classroom teacher.

Classroom Behavior

Student behavior and attitude in the classroom must be cooperative and serious. All students must:

- arrive to class on time;
- prepare for class with all necessary materials;
- be considerate of others;
- respond promptly to all directions of the teacher; and
- take care of school property and the property of others.

Teachers will establish classroom conduct expectations that students must follow.

Closed Campus Grades 7th – 10th

Students may not to leave the building without permission from the administration. Students in grades 7 – 10 will be required to be on campus during the lunch period. Grades 11 – 12 will be permitted to leave campus during the lunch period.

Communicable Diseases

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a “best practice” guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child’s health condition or if you know your child has contracted a contagious or communicable disease or condition not otherwise specified in board policy or this handbook, please call Caitlin Pittman at: 308-247-2176.

Communicating with Parents

Parents shall be kept informed of student progress, grades, and attendance through Infinite Campus, report cards, and parent/teacher conferences. The school district will notify parents utilizing the Infinite Campus notification system anytime a student has a failing grade or is missing a class. The school district will

endeavor to notify parents of failing students prior to entry of the failing grade on the student's report card. Parents will also be notified of their student's possible failure to meet graduation requirements.

Morrill Public Schools utilizes Infinite Campus, a student information system. Parents are expected to sign up for alerts from Infinite Campus which allows parents know as soon as a student is failing a class, or missing a class. Utilizing Infinite Campus parents can check on a student's grade at any time.

Complaint Procedure (see BOE policy 2006)

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

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

No Retaliation.

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

Computer Network Use by Student (see BOE policy 5037) (BOE policy 6038)

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

Chromebooks (BOE policy 5037)

See attachment

Conferences

Students' academic success has been closely linked to parental involvement in school. The school district has formal parent-teacher conferences at the end of the first quarter and during the third quarter.

In addition to formal conferences, classroom teachers will communicate with parents as necessary. Parents are encouraged to communicate with their student's teacher or the building principal to discuss parental concerns, student needs or any other issue.

Copyright and Fair Use

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

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>.

Damage to School Property

Students who damage school property either intentionally or unintentionally may be required to pay to replace or restore the property, at the discretion of the administration.

Dating Violence (See Board Policy 5030)

Dating violence, as that term is defined by Nebraska law, will not be tolerated by the school district. Students who engage in dating violence on school grounds, in a school vehicle or at a school activity

or that otherwise violates the Nebraska Student Discipline Act will receive consequences consistent with the Act and the district's student discipline policies.

The school district shall provide dating violence training to staff deemed appropriate by the administration and in accordance with Nebraska law.

Discrimination and Harassment

The school district prohibits discrimination and harassment based upon or related to race, color, national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Section 504 Coordinator Sarah McCabe at 308-247-2149 by email sarah.mccabe@mpslions.org, or in person at the school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Todd Chessmore at 308-325-4211, by email todd.chessmore@mpslions.org. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

Dress Code (BOE policy 5031)

Students must come to school dressed in clean, neat, and

appropriate clothing to conform to educational standards.

Students are prohibited from wearing the following attire:

- Clothing displaying indecent, suggestive or profane writing, pictures or slogans
- Clothing that advertises or displays alcohol, tobacco or any illegal substance
- Hoods (hoodie), Bandanas, Durags, etc. are not approved.
- Bare feet (some type of footwear must be worn)
- Costumes and/or those clothes intended only for leisure, entertaining or special occasions
- Chains hanging or attached to pants or shorts
- Any apparel which may create a safety hazard to the student wearing it or to others.

For all students, mid-thigh to top of chest are to be covered while also concealing all undergarments.

Students who violate dress code guidelines will be required to correct the violation by changing into something appropriate at school or returning home to change. A detention or suspension may be given to make up the time away from school. Students will also receive zeros for any class time they miss while correcting the violation. Repeated dress code violations may result in more severe consequences.

Driving and Parking Personal Vehicles (see BOE policy 5033)

Students who drive privately owned motor vehicles to school must obey the following rules:

- Students must **ONLY** park in the front of the school building (south side).
- Students may not move their vehicles during the school day without the permission of the building principal or superintendent. Students will not be allowed to sit in or be around their vehicles during the school day, without administrative permission.
- Students must drive with care to ensure the safety of the pedestrians. Students may not drive carelessly or with excessive speed.

- By driving personal vehicles to school and parking on school grounds, students consent to having that vehicle searched by school officials when they have reasonable suspicion that such a search will reveal a violation of school expectation.
- Students will not be allowed to drive personal vehicles to the Agricultural Building unless they have prior permission from administration.

Drug Free Schools

The board of education has adopted policies to comply with the Federal Drug- Free Schools and Communities Act. Students are prohibited from using, possessing, or selling any drug, alcohol, or tobacco while on school grounds, at a school activity or in a school vehicle. In addition, students who participate in the school's activities program should refer to the Activities Handbook which prohibits the use or possession of alcohol, controlled substances and tobacco at all times.

Any student who violates any school policy regarding drug, alcohol, and tobacco use will be disciplined, up to and including short-term suspension, long-term suspension, or expulsion from school and/or referral to appropriate authorities for criminal prosecution.

Emergency Contact Information

Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions. Parents must promptly inform the school if this contact information changes during the school year.

Evacuations

The school district will hold routine evacuation drills throughout the school year. Classroom teachers will provide students with detailed instructions on building evacuations.

Food Service Program

The school district provides a food service program that is designed to provide adequate nutrition and an educational experience for students. Morrill Public Schools will participate in the Community

Eligibility Provision (CEP) lunch program for the 2025 – 2026 school year. This program will allow all students to eat lunch and breakfast free of charge.

Breakfast

The school will serve breakfast daily from 7:30 a.m. until 7:50 a.m.

Lunch

Students will be charged for any seconds or a la carte items. Students must have money in their account before they will be allowed to have seconds or a la carte items.

Notice of Non-discrimination

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, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for
Civil Rights 1400 Independence
Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the

school district. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

Field Trips

Classes occasionally take field trips off school property for educational enrichment. A student's parent, or "caregiver" as that term is defined in the Nebraska Strengthening Families Act, must authorize a student to participate in a field trip by signing a permission slip and providing it to the school before the field trip. Students who have not completed classroom work on time may not be allowed to attend field trips. Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

First-Aid

First-aid items may only be used by school staff. Students who need first aid should ask for assistance from their classroom teacher or the nearest staff member.

Head Lice

Students found to have live head lice or louse eggs will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice or louse eggs the student's parent(s) or guardian(s) will be notified, and if appropriate will be asked to pick up the student from school immediately.

Students will not be permitted to return to school until the district finds that no live lice or eggs can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.

Health Problems Limiting Activities

Parents who do not want their children to play outdoors or participate in physical education for health reasons must send a written request to school. If a student persistently requests to be

excused from these activities, the building principal or classroom teacher may require a doctor's verification.

Parents should notify principal or superintendent if their student has any special health problems such as diabetes, asthma, or the like.

Homebound Instruction

The school district may provide a student with instruction in his or her home and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular classes for an extended period of time. Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. If you believe that homebound instruction is appropriate for your child, please contact the building principal to initiate the appropriate process to determine eligibility.

Homeless Children and Youth (see BOE policy 5014)

Homeless students generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable state and federal law.

It is the school's policy not to stigmatize or segregate homeless students on the basis of their status of being homeless. Transportation for homeless students who enroll in the district shall be furnished by the district under the same guidelines applying to other students or if such transportation is necessary for compliance with federal law.

Illness or Injury at School

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher, nurse or the nearest staff member. The school will contact parents to pick students up from school whenever necessary. When school officials determine that a student needs immediate medical attention but the parents cannot be reached by phone, emergency services will be summoned or the student will be taken directly to the doctor and/or hospital. Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions.

Immunizations

All students must furnish one of the following to school officials:

- proof of adequate immunizations for mumps, measles, rubella; diphtheria, pertussis, tetanus; polio; and hepatitis B series; or
- a signed parental statement of refusal to provide the immunization history. Homeless students who are in need of immunizations will be referred to the homeless coordinator, who shall assist in obtaining necessary immunizations or medical records.

Provisional Enrollment. Students who meet the statutory requirements for provisional enrollment shall be allowed to attend school for sixty days without the necessary immunizations.

Students who are exempt from the immunization requirement may be excluded from school in the event of an outbreak of any contagious disease in the school population.

Initiations and Hazing (see BOE policy 5028)

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non-approved initiations is subject to discipline as permitted by policy and law.

Lockers and Other School Property (BOE policy 5036)

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

assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

Lost and Found

All lost and found articles are to be taken to High School Office. Students may claim lost articles there. Unclaimed articles will be donated to a local charity or otherwise disposed of at the conclusion of each semester.

Medications (see BOE policy 5024)

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

Prescription medication. (1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

Non-prescription medication. (1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication

The district reserves the right to review and decline requests to

administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

Media Center

Students must check out materials from the librarian on duty. Each borrower is responsible for all books checked out in his/her name. A fine of five cents per day per book may be charged for overdue books. Each student is responsible for any fine that accumulated on a book charged to him/her. If a book is lost and/or damaged, the student must pay for it.

Memorials

Memorials or plaques honoring deceased students are generally not allowed in or on the school grounds unless authorized by board policy. Dedications to students will not be allowed.

Scholarships in the deceased person's name will not be set up by the school. Scholarships set up by outside organizations or individuals, such as a foundation, will be allowed.

Opting Out of Assessments

The Board of Education has adopted a policy on approval and denial of state and federal assessment opt-out requests, which is based on requirements in law. The policy can be requested by contacting the Superintendent of Schools at 308-325-4211 or todd.chessmore@mpslions.org

Parental Involvement (see BOE policy 5018)

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parent and family engagement in the Title I program.

Personal Items

The school provides the necessary equipment for classroom and school day activities. **Students should not bring items such as**

athletic equipment, electronic devices, toys, or other similar personal items to school unless they have the prior permission by the school administrator. The school is not responsible for damaged or lost personal items or equipment.

Physical Education

The school district requires students to receive physical education to assist them in developing gross and fine motor skills. P.E. uniforms are not required but are encouraged to wear appropriate clothing and gym shoes for P.E.

Physical Exam

Students entering the seventh grade, and those entering school from another state, are statutorily required to show evidence that they have had a physical examination within six months prior to the date of entering school.

Pictures

The school district arranges for a photographer to be present at school in the fall to take class pictures. Parents will be notified of the date. Included in the individual packet is a class composite. Parents who want pictures of their students or of their student's class composite may purchase them directly from the photographer.

Police Questioning and Apprehension (see BOE policy 5022)

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

Protection of Student Rights (BOE policy 5015)

The Board of Education respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA). The policy is available on the district's website or upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. The approximate dates during the school year when a survey requesting personal information as defined in the Protection of Pupil Rights policy is scheduled are as follows: See Board policy 5015.

Public Displays of Affection

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others. Prohibited conduct includes hugging, kissing, touching or any other display of affection that a staff member determines to be inappropriate.

Reasonable Suspicion Testing

Students may be required to submit to drug or alcohol testing if there is a reasonable suspicion that the student is under the influence of drugs or alcohol.

Rights of Custodial and Non-Custodial Parents (see BOE policy 5020)

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

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

School Day

The school day typically begins at 8:00 a.m. and ends at 3:35 p.m. Students are to leave the school grounds after dismissal. School staff will provide supervision for students on school grounds 20 minutes before the school day begins and 15 minutes after the

school day ends. **There will be no supervision provided by the school before or after these times.** Parents must arrange for their children to leave school promptly at the end of the day.

Self-Management of Diabetes or Asthma/Anaphylaxis

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact Caitlin Pittman at 308-247-2176.

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.

This policy outlines that school authorities are allowed to use *reasonable means* to conduct searches on campus, which may include technological tools such as:

- **Metal detectors**
- **Vapor detectors and sensors** (commonly used for detecting substances like nicotine or marijuana vapor)
- **Smoke detectors**

The key points of this policy are:

1. **Broad Allowance for Search Tools:** The phrase "*may include but are not limited to*" means the school can use other reasonable search methods beyond those listed.

2. **Surveillance Notice Requirement:** These tools will be considered *surveillance* (such as cameras or sensors that monitor students' behavior), the school **posts a notice** in areas where they are used. This helps maintain transparency with students and staff.
3. **Focus on Reasonableness:** The term "reasonable means" indicates that searches must still respect legal and constitutional rights.

Sniffer (Drug) Dogs (BOE policy 3045)

The administration is authorized to use sniffer dogs to minimize the presence of illicit items on school grounds. Students and staff are specifically notified of the following:

- Lockers may be sniffed by sniffer dogs at any time.
- Vehicles parked on school property may be sniffed by sniffer dogs at any time.
- Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
- If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action, and law enforcement notified.

Smoking and Tobacco

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

Standardized Testing

State Tests grades 7-8 three times per year. Fall, Winter, and Spring. 11th grade State Test is the ACT test in the Spring.

Student Assistance

Parents who believe their students have any learning, behavior, or emotional needs that they believe are not being

addressed by the school district should contact the student's teacher. The teacher may convene the Student Assistance Team (SAT). The SAT can explore possibilities and strategies that will best meet the educational needs of the student.

Student Fee Policy

See Attachment

Voluntary Contributions to Defray Costs.

When appropriate, the district will request donations of money, materials, equipment, or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements, and staff members of the district are directed to communicate that fact clearly to students, parents, and patrons.

Fund-Raising Activities

Students may be permitted or required to engage in fund-raising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fund-raising activities are not eligible under this policy for waiver of the costs or fees which the fund raising activity was meant to defray.

Student Illness (see BOE policy 5023)

Students who suffer from a significant illness which has an actual or expected duration of six months or more may be eligible for accommodations and supports under Section 504 of the Rehabilitation Act or under the Individuals with Disabilities in Education Act. The school will provide accommodations to students who are returning to school after a prolonged absence due to illness, including pediatric cancer, through a 504 plan or an IEP, as appropriate.

Student Government

Students are encouraged to formulate and participate in elective and representative student government activities. The

organization, operation, and scope of the student government shall be administered by the superintendent or designee.

Student Records (see BOE policy 5016)

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

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

Transfer of Records Upon Student Enrollment

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

Complaints

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

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

Student Schedule Changes

Student schedule changes may be made without penalty during the first three days of each semester. Drop and Add slips are to be obtained from the office of the Guidance Counselor and must be signed by the guidance counselor and building principal before they are presented to the teacher of the class that is to be added or dropped.

Tardiness

A student who does not have a valid excuse for being tardy to any class may be required to serve detention. If the student continues to be tardy to school, the student and parents will be required to meet with the principal to discuss the situation.

Telephone Calls

The school's telephone may be used only with permission of staff.

Threat Assessment and Response (see BOE policy 3039)

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

1. Definitions

- a.** A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.

Transportation Services (BOE policy 5044)

The district operates school buses as a convenience for students and parents. They represent a substantial investment, and students are expected to care for and respect them.

Transportation to School

Students who ride the bus to school will arrive in time for them to eat breakfast at school. Parents must contact their bus driver if a student will not ride the bus on a given day. Bus drivers endeavor to adhere to their schedule, and will wait for riders only a short period of time so as not to jeopardize the time remaining for the rest of their schedule.

Non-resident or option enrollment students may ride the buses, but they will be charged a fee to be established by the board of education. The Superintendent will schedule bus routes, and questions concerning them should be directed to that office.

Bus Regulations

Riding school vehicles is a privilege, not a right. The bus drivers have the same authority as teachers while transporting students. Students must comply with the following expectations and all school conduct expectations and directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles. If misconduct is recurring, the student will not be allowed to ride the bus.

a) **Expectations for Conduct on School Vehicles:**

- Students must obey the driver promptly.
- Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- Students are prohibited from fighting, engaging in bullying, harassment, or horseplay.
- Students must enter the bus without crowding or disturbing others and go directly to their assigned seats.
- Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- Students are prohibited from throwing or passing objects on, from, or into vehicles.
- Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.

- Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
- Students may carry on conversations in ordinary tones, but may not be loud and should avoid talking to the driver while the vehicle is in motion. Students must be absolutely quiet when the vehicle approaches a railroad crossing.
- Students may not open windows without permission from the driver. Students may not dangle any item out of the windows.
- Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle.
- Student must respect the rights and safety of others at all times.
- Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.
- Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.
- Video cameras may be placed on buses, at random, to monitor student behavior on the bus.

Transportation to Activities

The school district provides transportation to students who are participating in school-sponsored events and they must ride to those events in a school vehicle. Students who wish to take private transportation home from a school event must submit a release form to the sponsor that has been signed by that student's parent.

Video Surveillance, Recordings, and Photographs (BOE policy 3059)

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

captures a student or other building user violating school policies or rules or local, state, or federal laws, it may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

Recordings Made by Parents/Guardians and Patrons.

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

Recordings Made by Students.

This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Student use of assistive technology that has the capacity to record and/or transmit recordings (e.g. AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Students who violate this policy may be subject to discipline up to and including expulsion.

Weather-Related School Closing

The Superintendent or his designee will occasionally announce an emergency early school dismissal, late start, or cancellation of

school due to extreme heat, snow, or ice. School closings will be announced on KNEB radio station, Infinite Campus (All Call) and Thrill Share. Parents should assume that school is open and a regular schedule is being followed if there is no announcement concerning the school district. Parents who do not believe it is safe to transport their students to school may keep their student home after contacting the district office.

If schools are closed due to severe weather conditions, all after-school activities will be canceled.

Work Permits

The building principal or other authorized school official shall be responsible for the issuance of work permits for children in accordance with state law.

SECTION TWO

ACADEMIC

INFORMATION

Academic Lettering

A student in grades 9-12 is eligible for an academic letter if he/she achieves Honor Roll status any three of the four quarters in a year.

Class Rank

Student class rank shall be determined by using a numeric grade point average derived from all classes graded on a numeric basis. To be included in the class ranking, a student must have received a numeric grade for each core curriculum class in which he/she was enrolled. For the purposes of this policy, core curriculum shall include all courses in the areas of language arts, mathematics, science, social studies, and courses in these areas taken as dual-credit from a college.

Students who transfer into the school district will be eligible to be included in class ranking after two semesters of attendance.

Students who transfer into the school district in middle of their senior year will be eligible to be included in class ranking, although a mid-year transfer will not displace the ranking of a student who has not transferred mid-year. In those circumstances there will be two students holding the relevant class ranking. Mid-year transfer students will not be eligible to receive senior awards such as valedictorian and salutatorian unless the student has been enrolled in the district's high school for the last two semesters. Foreign exchange students will not be considered for awards as valedictorian and salutatorian.

Credit for Non-Academic Work

Credit is not awarded for participation in extracurricular activities such as sports, speech, drama, etc. However, all such activities in which the student participates, as well as honors earned, are noted

on the student's permanent record.

The district will not be liable for the costs of such courses until the student has successfully completed the course according to the established timelines. After the student has completed the course and the district has reimbursed the student for these costs, the textbooks and class materials shall become the property of the district.

Grades

Students will receive letter grades for their academic core classes.

The middle and high school grading system is as follows:

| | | |
|---|---------------------|----------|
| A | Exemplary | 100%-90% |
| B | Proficient | 89%-80% |
| C | Developing | 79%-70% |
| D | Needs Improvement | 69%-60% |
| F | Failing (no credit) | 59%-0% |
| I | Incomplete | |

A student may earn an incomplete when he or she fails to complete classroom assignments. Any student in grades 7-11 who receives an incomplete will have this grade recorded on his/her permanent record until the required work is completed to the teacher's satisfaction. If a student does not remove an incomplete by completing the minimum classroom assignments, the incomplete will be calculated as a failing grade in determining the student's grade point average.

If a student does not remove an incomplete by completing the necessary work within two weeks of the end of the grading period, the incomplete will become a failing grade that the student may make up only by taking the entire course again. The two-week period may be extended by mutual agreement of the teacher, principal, and student.

A student who receives an incomplete during his/her senior year must satisfactorily complete the classroom assignments to

participate in the graduation ceremony. Seniors with incompletes will not be dismissed from school attendance until the classroom assignments are completed to the teacher's satisfaction.

Grading Periods

The school year will be divided into four (4) distinct grading periods, or four (4) quarters. Grades from one quarter will not be impacted by grades from the previous quarter, there will be no semester grades. Acquiring a grade of 60% or more for any class during a grading period will earn the student 2.5 credits toward graduation.

Graduation Awards

Graduating seniors will be awarded for their academic achievements during the annual commencement activities. The winners of these awards will be determined on the basis of student academic achievement in the core curriculum: English, mathematics, science, social studies, business education, foreign language, and computer science.

The valedictorian and salutatorian of the graduating class shall be the students with the highest and second highest cumulative percentage grade point averages respectively in core curriculum course work completed in grades nine through twelve. These students will receive their awards during commencement exercises.

Students whose cumulative grade point average in core curriculum course work completed in grades nine through twelve ranks them in the top ten

percent of their class and will be recognized during commencement exercises.

Graduation Requirements (BOE policy 6005)

Students must earn total (250) credit hours in order to graduate from high school.

Required courses and credit hours that students must complete in order to qualify for the 250 High School Diploma.

COURSE REQUIREMENTS CREDIT HOURS

Transfer students must meet the minimum hour requirement for graduation both in terms of total number and specific subject areas. Substitutions may be made for deficiencies in required courses, provided that it was not possible to include the courses on the student's schedule while enrolled at this school district.

Students who receive special education services are mainstreamed into the regular education curriculum when appropriate. The curriculum content of regular education classes may be modified to accommodate the individual needs and abilities of verified special education students. Each curriculum modification will be included on the student's Individual Education Plan by the Multi-Disciplinary Team and/or school staffing teams composed of special and regular education staff. Hours in special education will be counted toward a high school diploma.

Parents of students who may not qualify for their high school diploma because of academic deficiencies will be notified of this possibility by the beginning of the second semester of the student's senior year. Students not fully completing requirements before graduation, will not attend the ceremony.

Homework

Classroom teachers will make an effort not to assign homework, but may assign homework if a student is missing work. Parents who have questions about homework or concerns about class work should contact the teacher. Questions not resolved by the teacher should be referred to the administration.

Each student is expected to spend some time preparing for studies outside of school hours. The amount of time that is needed will depend upon each student.

Students who struggle to complete assignments or who must spend an inordinate amount of time completing an assignment should seek the help and advice of their teachers and consult with the principal and/or the guidance counselor.

Honor Roll

To qualify for the honor roll, students must be enrolled in a minimum of seven (7) classes, four of which must be from the core curriculum of English, mathematics, science, social studies, business education, foreign language, and computer science.

* "Straight A" Honor Roll = Gold Honor Roll (No grades lower than 90%)

* "A/B" Honor Roll = Blue Honor Roll (Average grades higher than 80% but no grades 79% or lower)

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*. Must be enrolled in college preparatory courses and required courses while in attendance at Morrill High School. *Home school students are not eligible.*

Mid-Term Graduation

Students are generally required to attend four years of high school (minimum of seven semesters) to be eligible to receive a diploma from the school district.

The Board of Education, upon receiving administrative recommendation, may grant mid-term exit from high school to students who have completed the requirements for graduation. To be considered for mid-term exit from high school, the student and his/her parents or guardian should apply during the first quarter of the student's senior year. The Board of Education will act on all requests. Any student who is granted mid-term exit from high school forfeits all privileges of high school enrollment, except the right to participate in commencement exercises.

Report Cards

Report cards are sent home the week following the end of the nine-week reporting period. Mid-quarter reports are also sent to parents of students who are having difficulty in an academic subject.

SECTION
THREE
STUDENT
DISCIPLINE

(BOE Policy
5035)

General Discipline Philosophy

The school district has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

The school district's discipline is guided by the following principles:

- The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
- Behavior expectations and the consequences for failing to meet those expectations will be clearly communicated to all students and their parents.
- The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.
- 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 30 or more points in any category or combination thereof, during any quarter, will result in students being excluded from but not limited to dances, trips, parties, and similar activities. Student points will reset at the start of the new quarter.
- Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
- Behavior expectations apply to all students; consequences are

enforced consistently without regard to a student's academic record or achievement.

Extracurricular activities including athletics, cheerleading, band, chorus, dances, and club activities, are governed by the Student Activity Handbook. Students who are involved in extracurricular activities may face consequences related to the activity in addition to the consequences discussed in this handbook.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

PROGRESSIVE DISCIPLINE LEVELS

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 ensure 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

| <u>Category 1 Offenses</u> | <u>PTS</u> | 1st | |
|------------------------------|------------|-----|------------------------|
| Bottles/Containers in school | 0 | A | (Confiscation of item) |
| Public display of affection | 0 | A | |
| Minor cafeteria misbehaviors | 0 | A | |
| Dress code violations | 0 | A | |
| Littering | 0 | A | |
| Food in locker | 0 | A | (Confiscation of item) |
| Inappropriate use of vehicle | 0 | A | |
| Bus misbehavior | 0 | A | |
| Other | 0 | A | |

| <u>Category 2 Offenses</u> | <u>PTS</u> | 1st | 2nd | 3rd | 4th | 5th |
|-----------------------------------|------------|-----|-----|-----|-----|-----|
| Repeated violations of Category I | 5 | A | B | C | D | E |
| Chronic tardiness | 5 | A | B | C | D | E |
| Disruption of class / school | 5 | A | B | C | D | E |
| Parking inappropriately | 5 | A | B | C | D | E |
| Inappropriate behavior/materials | 5 | A | B | C | D | E |
| Disruptive objects (Confiscation) | 5 | A | B | C | D | E |
| Profanity/Inappropriate language | 5 | A | B | C | D | E |

| | | | | | | |
|-----------------------------------|---|---|---|---|---|---|
| Unauthorized electronics in class | 5 | A | B | C | D | E |
| Other | 5 | A | B | C | D | E |

Category 3 Offenses

| | <u>PTS</u> | 1st | 2nd | 3rd | 4th | 5th |
|---|------------|-----|-----|-----|-----|-----|
| Cheating / Plagiarism | 10 | A | B | C | E | F |
| Skipping / Cutting class | 10 | A | B/I | C/I | E/I | F/I |
| Bullying/Degrading fellow student | 10 | A | B | C | E | F |
| Disorderly conduct | 10 | A | B | C | E | F |
| Roughhousing | 10 | A | B | C | E | F |
| Indecent material/action | 10 | A | B | C | E | F |
| Jeopardizing the safety of self or others | 10 | A | B | C | E | F |
| Leaving school building/class without permission | 10 | A | B | C | E | F |
| Giving false information during an investigation. | 10 | A | B | C | E | F |
| Misuse of material & equipment | 10 | A | B | C | E | F |
| Not following request | 10 | A | B | C | E | F |
| Other | 10 | A | B | C | E | F |

Category 4 Offenses

| | <u>PTS</u> | 1st | 2nd | 3rd | 4th | 5th |
|--|------------|-----|-----|-----|-----|-----|
| Leaving grounds w/o permission | 15 | B | C | E | F | H |
| <u>Use/Possession</u> of tobacco products (Vape) | 15 | B/I | C/I | E/I | F/I | H/I |
| Careless driving/speeding | 15 | B/I | C/I | E/I | F/I | H/I |
| False calls | 15 | B | C | E | F | H |
| Vandalism 1 (< \$100) | 15 | B/I | C/I | E/I | F/I | H/I |
| Theft 1 (< \$100) | 15 | B/I | C/I | E/I | F/I | H/I |
| Other | 15 | B | C | E | F | H |

Category 5 Offenses

| | <u>PTS</u> | 1st | 2nd | 3rd |
|----------------------------|------------|-----|-----|-----|
| Gross misbehavior | 20 | E | F | H |
| Disrespect faculty members | 20 | E | F | H |
| Harassment/Intimidation | 20 | E | F | H |

| | | | | |
|-----------------------|----|-----|-----|-----|
| Vandalism 2 (> \$100) | 20 | E/I | F/I | H/I |
| Theft 2 (> \$100) | 20 | E/I | F/I | H/I |
| Insubordination | 20 | E | F | H |
| Fighting/Assault | 20 | E/I | H/I | |
| Under the influence | 20 | E/I | F/I | H/I |
| Other | 20 | E | F | H |

| <u>Category 6 Offenses</u> | <u>PTS</u> | 1st | 2nd | 3rd |
|---------------------------------------|-------------------|------------|------------|------------|
| Indecent exposure | 25 | F | G | H |
| Intimate acts | 25 | F | G | H |
| Open/Persistent defiance of authority | 25 | F | G | H |
| Threatening behavior | 25 | F | G | H |
| Other | 25 | F | G | H |

| <u>Category 7 Offenses</u> | <u>PTS</u> | 1st | 2nd |
|---|-------------------|------------|------------|
| Possession/Use of alcohol/drugs on school grounds or at school activity | 40 | G/I | H/I |
| Extortion | 40 | G/I | H/I |
| False fire alarm | 40 | G/I | H/I |
| Possession or use of firecrackers | 40 | G/I | H/I |
| Possession of weapon | 40 | G/I | H/I |
| Other | 40 | G/I | H/I |

| <u>Category 8 Offenses</u> | <u>PTS</u> | 1st |
|---|-------------------|-------------------------|
| Selling/Giving/Exchanging alcohol-drugs | 50 | H/I |
| Arson | 50 | H/I |
| Use of weapon/force | 50 | H/I |
| Bomb Threat | 50 | H/I |
| Physical assault school employee | 50 | H/I |
| Possession of firearm | 50 | H/I (One calendar year) |
| Other | 50 | H/I |

Forms of School Discipline (BOE Policy 5035)

Administrative and teaching personnel may take actions regarding

student behavior that are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions during the day or mandatory attendance at Saturday school. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. District administrators may develop building-specific protocols for the imposition of student discipline. Any student who is suspended or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

After School Sessions and Detentions

Teachers and administrators may require students to stay after school or to serve a detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

Students who ride the bus home from school will be given a 24-hour notice of after-school time or a detention so that the parents may make plans to pick up the student the following day.

- After-school sessions will not exceed 30 minutes from the time of dismissal and are to be served in the designated teacher's room. A student who fails to attend an after-school session may be given a detention by the teacher or may face additional disciplinary consequences. A student

who has a conflict with an after-school session is responsible for working it out with the teacher/principal.

- Detentions are 30 minutes, served in the central office or the detention room designated by the building principal.

In-School Suspension

The building administrator may require a student to serve in-school suspension. Students may be required to serve partial to Full days of school-sponsored suspension a day at a designated location where they will study and participate in campus clean up. There will be zero tolerance for behavior problems from students placed in in-school suspension and **NO** electronic devices allow while serving. Students not completing their In-School Suspension will face further disciplinary action.

Emergency Exclusion

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

Short-Term Suspension

The Principal or the Principal's designee may exclude a student from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

Long-Term Suspension

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

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

Reporting Requirement to Law Enforcement (BOE policy 5022)

Violations of this section will result in a report to law enforcement if:

- The violation includes possession of a firearm;
- The violation results in child abuse;
- It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed by discipline from the school district;
- It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students; or
- It is a violation of the Nebraska Criminal Code that interferes with school purposes.

Title IX Policy

(see BOE Policy 3057)

It is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. The district is required by Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106 to not discriminate in such a manner.

School Wellness

(see BOE Policy 5052)

The school district is committed to providing a school environment that enhances learning and the development of lifelong wellness. The goals outlined in this policy were determined and selected after reviewing and considering evidence-based strategies.

The district will ensure that student access to foods and beverages meet federal, state and local laws and guidelines. The district will offer students a variety of age-appropriate, healthy food and beverage selections with plenty of fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements in order to promote student health and reduce childhood obesity.

The district may provide a list of healthy party ideas or food and beverage alternatives to parents, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The district discourages the use of food and beverages as a reward or incentive for performance or behavior.

SECTION FIVE

FORMS

This section contains forms that students and their parents must complete and return to the school office **NO LATER THAN**

_____.

RECEIPT

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

Parents (or guardians) and students are required to sign & return the receipt form below before ____.

PARENT/STUDENT AGREEMENT

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

RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS

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

Student's Signature

Date

Parent/Guardian's

Signature Date Cell Phone Number (Optional) Cell Phone Number

(Optional)

Parent's Email Address (Optional)

Parent's Email Address (Optional)

EMERGENCY INFORMATION:

Student's Name

Parent/Guardian's Name(s)

Mailing

Address
Home Phone

Father's Employer
Phone

Business

Mother's Employer
Phone

Business

Other Person Who May Be Contacted in Case of
Emergency Phone

Choice of
Doctor
Phone

**PARENTAL AUTHORIZATION AND RELEASE FORM
ADMINISTRATION OF NON- PRESCRIPTION DRUGS TO
STUDENTS**

While the administration of medications to students should be scheduled outside of school hours whenever possible, occasionally it may be necessary for school personnel to administer nonprescription drugs to a student as authorized by the student's parents, guardians, or medical professionals and state law. School personnel will only dispense those nonprescription drugs which have been approved by state and federal law for use as a drug and meet the definition of nonprescription drugs in Nebraska's Medication Aide law which states:

Nonprescription drugs mean nonnarcotic medicines or drugs which may be sold without a medical order and which are prepackaged for use by the consumer and labeled in accordance with the requirements of the laws and regulations of this state and the federal government.

In order for students to be administered nonprescription medication by school personnel, a parent or guardian must:

- Complete and return this authorization form.
- Provide the district with any nonprescription drugs you wish to be administered in its original container from the manufacturer, which must include legible, unadulterated manufacturer instructions. The container must be labeled with the student's name.
- Provide the district with specific written instructions regarding the requested nonprescription drug's administration, including the date(s) the student is to be administered the drug, the dosage to be administered, the frequency of administration, and any other details or conditions relevant to administration.

School personnel will not administer nonprescription drugs in a manner inconsistent with the manufacturer instructions or state law. School personnel will not administer non-prescription drugs that is expired.

The undersigned are the parent(s), guardian(s), or person(s) in charge of

_____. (name
of the student)

I authorize and request school personnel to administer nonprescription drugs to my student. I release the school district, its officials, and employees from any and all liability concerning the administration of nonprescription drugs to my student.

DATED this _____ day of _____, 20__.

Parent/Guardian

**PARENTAL AUTHORIZATION AND RELEASE FORM
ADMINISTRATION OF PRESCRIPTION DRUGS TO
STUDENTS**

The undersigned are the parent(s), guardian(s), or person(s) in charge of

_____.
(name of the student)

It is necessary that the student receive (name of drug)
_____, a physician-prescribed drug,
during school intervals beginning on (date) _____ and
continuing through _____. (date)

I hereby request that the School District, or its authorized representative, administer the drug named above to my child named above, in accordance with the prescribing physician's instructions, and agree to:

1. Submit this request to the teacher.
2. Make certain the Physician's Request for the Administration of Prescription Medication by School Personnel is submitted to the teacher.
3. Make sure personally that the drug is received by the teacher and/or county nursing service administering it, in the container in which it was dispensed by the prescribing physician or licensed pharmacist.
4. Make sure personally that the container in which the drug is dispensed is marked with the drug name, dosage, interval dosage, and date after which no administration should be given.
5. Submit a REVISED STATEMENT signed by the physician prescribing the drug to the teacher IF ANY OF THE INFORMATION PROVIDED BY THE PHYSICIAN CHANGES.
6. Release the School District and the Board of Education of the School District and all employees, agents, and the representatives of the School District from any liability concerning the giving or non-giving of the drug to the student.

DATED this _____ day of _____, 20__.

Parent/Guardian

**ADMINISTRATION OF MEDICATION TO STUDENTS
PHYSICIAN'S REQUEST FOR ADMINISTRATION OF PRESCRIPTION
MEDICATIONS BY SCHOOL PERSONNEL**

DATE _____

CHILD'S FULL NAME _____ is under my care and must take medication which I have prescribed during the school day.

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

_____ Dosage _____ and time _____

_____ Date administration of drug is to begin _____

_____ Possible adverse reactions to be reported to physician _____

_____ Special instructions for the administration and storage of the drug _____

_____ I or my designee(s) have trained school personnel or approved alternative training as adequate to administer the medication, have evaluated the situation, the general administration plan and if applicable, the self-administration plan or emergency care plan, and deemed each to be safe and appropriate, and if applicable authorize the use of hypodermic syringes and needles or similar medical terms.

Name of Physician and Designee _____

_____ Print or Type _____

_____ Primary Phone Number _____

Secondary Phone Number

Signature of Physician

RECORD OF SELF-ADMINISTRATED MEDICINE

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

_____ gives permission for _____
our son/daughter to self-administer specific medications at school.
This medication cannot be taken at any other non-school time.
DATED this _____ day of _____, 20____.

Students who are able to self-administer specific medication may do so provided:

1. The physician provides written authorization allowing self-administration of said medication.
2. The parent provides written authorization allowing self-administration of said medication.
3. Such medication is transported to the school and maintained under the student's control in the original, properly labeled package and (a) is not opened except when self-administering the medication, (b) is not self-administered during instructional time or in the presence of other students unless medically necessary, and (c) is not shown or exhibited to other students.
4. The student's physician or physicians' designee has (1) evaluated the situation and deemed it to be safe and appropriate; (2) documented this on the physician's authorization for the student's cumulative health record, and (3) approved the general administration plan.
5. The student and the student's physician or physician's designee have developed a plan for reporting and supervising self-administration.
6. The principal and appropriate teacher are informed that the student is self-administering prescribed medication.

Doctor's Signature

**ATTACHMENT 1
CHROMEBOOK
HANDBOOK
Table of Contents**

| | |
|---|----------|
| Distribution of Chromebooks | 2 |
| Equipment, Operating System, and Software 2 | |
| Privacy, Legalities, Security, and Filters 2 | |
| No Expectation of Privacy | |
| No Warranties, Indemnification, Monitoring Software, Passwords Staff Inspection, Operating System, Filter, No Personal Devices | |
| Discipline Consequences | 4 |
| Device Use | |
| 4 | |
| Educational Use, Ownership, Charging Device Chromebook Battery, Personalizing the Chromebooks Use Outside of School, Sound | |
| Appropriate Uses and Digital Citizenship | 5 |
| 1. Respect Yourself | |
| 2. Protect Yourself | |
| 3. Respect Others | |

4. Protect Others

5. Respect Intellectual Property

6. Protect

Intellectual Property

Privacy and Safety,

Legal Propriety

Email, Compliance with the Law and Use of Computers / Internet

Child Pornography, Access to the Internet

Chromebook Care, Maintenance & Repair

8

General Precautions, Screen Care, Vandalism

Tech Support & Missing or Forgotten

Chromebooks Repair & Replacement Costs

Collection of

Chromebo

oks 9

Acceptable Use Agreement Including Chromebook Loan Signature

Page 10 Distribution of Chromebooks

Students will be issued a Chromebook at the beginning of each school year. Before a student is issued a Chromebook the following steps must occur:

- New students and incoming 7th graders as well as a parent/guardian are required to attend a scheduled Chromebook orientation.
- Students and parents must read and agree to all policies and procedures for use, care and maintenance of the Chromebook.
- Students and parents must have a current signed Acceptable Use Agreement on file.
- Students with outstanding balances for Chromebook issues from the previous school year will not be issued a Chromebook in the fall until the outstanding balance is paid in full.

Equipment, Operating System, and Software

Equipment

Students in grades 7-12 will be issued the following equipment:

- Chromebook
- Charger

Operating System

The Chromebook operating system, Chrome OS, updates itself automatically and is managed by the district.

Software

Google Apps for Education

- Chromebooks seamlessly integrate with the Google Apps for Education suite of tools. This suite includes Google Docs, Sheets, Slides, Forms, Sites, etc.
- Work within these apps is stored via Google Drive in the cloud.
- Student accounts are issued and maintained through Morrill Public School's Google domain.

Additional Apps and Extensions

Students in grades 7-12 are unable to install additional apps and extensions on their Chromebooks other than what has been approved by Morrill Public Schools.

Privacy, Legalities, Security, and Filters

No Expectation of Privacy

Use of the district's electronic resources, including email, is not private. The District reserves the right to log, monitor, examine, evaluate, and disclose solely at its discretion, the contents of all files, communications, or other usage on or conducted through these resources despite any designation of privacy by either the sender or the recipient.

No Warranties

The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or the users' errors or omissions. Use of any information obtained via the internet is at the user's own risk. The district specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Indemnification

The user agrees to indemnify the district for any losses, costs, or damages, including reasonable attorney fees, incurred by the district relating to, or arising out of, any violation of these procedures.

Monitoring Software

Teachers, school administrators, and the technology department staff may use monitoring software that allows them to view the screens and activity on student Chromebooks.

Passwords

Passwords are provided by Morrill Public Schools and should not be changed. Do not share passwords with anyone, ever. All password issues are handled through the Morrill Public Schools Technology Department. If a password needs to be

reset, the student should contact the Library or the Technology Department.

Staff Inspection

Students may be selected at random to provide their Chromebook for inspection. The purpose for inspection will be to check for proper care and maintenance as well as inappropriate material contained on the device.

Operating System

As previously noted, the Chromebook operating system, Chrome OS, updates itself automatically and is managed by the district. Students should never change or tamper with the settings or operating system. Students found to be inappropriately using their Chromebook will face disciplinary consequences up to a loss of device privileges.

Filter

The district utilizes an Internet content filter that is in compliance with the federally mandated Children's Internet Protection Act (CIPA). All Chromebooks, regardless of physical location (in or out of school), will have all Internet activity protected and monitored by the district.

No Personal Devices

Students are NOT allowed to bring personal laptops, Chromebooks, tablets, Kindles, etc. to use during the regular school day or to connect to the school provided internet, except in certain extenuating circumstances (such as for college courses) approved by school staff.

Discipline Consequences

Network use, email, internet, and computer use at Morrill Public Schools is a privilege, not a right. Any problems which arise from the use of an account are the liability or responsibility of the user. The building principal will make all decisions regarding whether or not a user has violated this authorization and may deny, revoke, or suspend access at any time. Any violation of policies may result in the loss of access by the student involved and will be dealt with according to the discipline policies of Morrill High School and/or civil authorities in accordance with applicable state and federal laws. By using the computers or network system, participants agree to indemnify and hold Morrill Public Schools harmless from any claims or damages arising from such use. Morrill Public School District makes no warranties for the information or the services provided.

Device Use

Educational Use

School issued Chromebooks should be used for educational purposes and students are to adhere to the Acceptable Use Agreement at all times.

Ownership

Chromebooks are issued to individual students for educational purposes and should be used only by the student to whom it is issued. The Chromebooks are property of Morrill Public Schools, not the student to whom it is issued.

Charging Device

Students are expected to bring a fully charged Chromebook to school every day. Failure to do so may result in the student's inability to participate in classroom learning activities and/or be assigned a non-digital assignment. A non-charged Chromebook or lack of a Chromebook will NEVER exempt a student from coursework responsibilities. Chromebook chargers should be left at home. Morrill Public Schools will not be responsible for theft or loss of Chromebook chargers.

Chromebook Battery

The Chromebook should be charged using the provided charger. Fully charged Chromebook batteries will typically last 6-8 hours of use. Waiting to charge the Chromebook until the charge is low (less than 20%) will extend the battery life.

Personalizing the Chromebooks

Chromebooks must remain free of any writing, drawing, paint, tape, adhesives and labels. Students may add appropriate music, photos and videos to their Chromebook via their Google Drive if they would like. Personalized media is subject to inspection and must follow the Morrill Public Schools' Acceptable Use Agreement. School appropriate stickers are allowed on Chromebooks, but students MUST remove all stickers (except barcode and name label) if/when they will be giving up their Chromebook.

Use Outside of School

Students are encouraged to use their Chromebooks at home and other locations for educational purposes. However, most functions of the Chromebook will only be accessible with a WiFi connection. Students are required to abide by the Acceptable Use Agreement, school policies, local, state and federal laws.

Sound

Sound should be muted at all times unless permission is obtained from a teacher. Student provided headphones may be used at the discretion of the teachers.

Headphones are also available for checkout from the Library.

Appropriate Uses and Digital Citizenship

School-issued Chromebooks should be used for educational purposes and students are to adhere to the Morrill Public Schools Acceptable Use Agreement and all of its

corresponding administrative procedures at all times.

Network use, email, internet, and computer use at Morrill Public Schools is a privilege, not a right. Any violation of policies may result in the loss of access by the student involved. We believe that access to the Internet is an important educational resource for our students. We understand that although there are many valuable educational resources available, there are

also unacceptable and offensive materials available on the Internet. We require efficient, ethical, courteous and legal utilization of the equipment, computers, and network resources.

While working in a digital and collaborative environment, students should always conduct themselves as good digital citizens by adhering to the following:

1. Respect Yourself - I will show respect for myself through my actions. I will select online names that are appropriate. I will use caution with the information, images, and other media that I post online. I will carefully consider what personal information about my life, experiences, or relationships I post. I will not access, accept, create or send any obscene, vulgar, lewd, tasteless, or objectionable messages, information, language or images. I will act with integrity.

2. Protect Yourself - I will ensure that the information, images, and materials I post online will not put me at risk. I will not publish my personal details, contact details, or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me while online. I will protect passwords, accounts, and resources. I will act with integrity.

3. Respect Others - I will show respect to others and be polite. I will not use electronics to antagonize, annoy, bully, harass, or stalk people through language, images, or threats. I will show respect for other people in my choice of websites. I will not visit sites that are degrading to others, pornographic, racist, or inappropriate. I will not vandalize or "hack" any device or software. I will not destroy, modify, or abuse hardware or software. I will not access, accept, create or send any obscene, vulgar, lewd, tasteless, or objectionable messages, information, language or images. I will act with integrity.

4. Protect Others - I will protect others by reporting abuse and not forwarding inappropriate materials or communications. I will avoid unacceptable materials and conversations. I will not publish others' personal details, contact details, or a schedule of their activities. I will act with integrity.

5. Respect Intellectual Property - I must request permission to use copyrighted or otherwise protected materials. I must suitably cite all use of websites, books, media, etc. I must acknowledge all primary sources and validate information. I must use and abide by the fair use rules. I will act with integrity.

6. Protect Intellectual Property - I will request to use the software and media others produce. I will purchase, license, and register all software or use available free and open source alternatives rather than pirating software. I will purchase my music and media and refrain from distributing these in a manner that violates their licenses. I will act with integrity.

Privacy and Safety

- Students should not go into any chat rooms other than those set up by the teacher or mandated in other distance education courses.

- Students should not open, use, or change computer files that do not belong to them.
- Students should not reveal their full name, phone number, home address, social security number, credit card numbers, passwords, or passwords of other people.
- Remember that network storage is not guaranteed to be private or confidential. District Administration reserves the right to inspect your files at any time and will take the necessary steps if files are in violation of the district's Acceptable Use Agreement.
- If a student inadvertently accesses a website that contains obscene, pornographic, or otherwise offensive material, they should notify a teacher or the principal immediately so that such sites can be blocked from further access. This is not merely a request. It is a responsibility.

Legal Propriety

- Students are required to follow all copyright laws around all media including text, images, programs, music, ~~and~~ video and material obtained through artificial intelligence. Downloading, sharing, and posting online illegally obtained media is against the Acceptable Use Agreement.
- Plagiarism is a violation of the Morrill Public Schools Code of Conduct. Give credit to all sources used, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music, text, and material obtained through artificial intelligence.

Email

Students are provided an email account for academic reasons. This email access will be through a Google Gmail system managed by the Morrill Public Schools. This email system is monitored by the Morrill Public Schools Technology Department and all messages sent or received through this system are archived and subject to filtering of inappropriate content.

- Always use appropriate language.
- Do not transmit language/material that is profane, obscene, abusive, or offensive to others.
- Do not send mass email, chain letters, or spam.
- No private chatting during class is allowed without permission.
- Email is subject to inspection at any time by school administration.

Compliance with the Law and Use of Computers / Internet

Students, using the Internet, will follow all laws, policies, and rules governing computers. This includes (but is not limited to) copyright laws, software

publishers' rights, license agreements, acts of terrorism, cyber bullying, assault, threats, and student right of privacy.

Child Pornography

In Nebraska, teenagers who send or receive sexually explicit photographs by cell phone or computer are at risk of felony child pornography charges. Child pornography includes depiction of someone under the age of 18 engaged in sexually explicit conduct – such as actions, poses or nudity. Even if the student was not there to capture the photo or video, it is against the law to be in possession of such photographs – or to share such photographs with other students. Possession and distribution of child pornography carry serious penalties that will affect the future of our students. In addition, there are real risks that sexually explicit pictures, meant to be shared with a friend or partner, will make their way into wider publication on the Internet. Students who come into possession of child pornography should immediately contact a trusted adult and notify police. Students should not delete the image or video, because that would destroy potential evidence. They should save the images to share with the police.

Access to the Internet by Minors (students under the age of 18) or Adults (over age 18)

Minors or adults shall:

- Not access material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for education.
- Not use Morrill Public Schools technology or Internet resources to engage in hacking or attempts to otherwise compromise any computer or network system's security.
- Not engage in any illegal activities on the Internet.
- Only use electronic mail, chat rooms, social networking sites, and other forms of direct electronic communications for the purposes related to education within the context of a Morrill Public Schools-related assignment or activity.
- Not attempt to override or bypass any protection measure that has been put in place by Morrill Public Schools to block and/or filter access to Internet Sites that are not in accordance with policies of Morrill Public Schools.
- Minors shall not disclose personal identification information on the Internet.

Chromebook Care, Maintenance & Repair

Students are responsible for the general care of the Chromebook they have been issued by the school.

General Precautions

- Chromebooks should always be transported with the lid closed.
- Students should always keep their Chromebook secured in their hallway locker or backpack when unattended.
- No food or drink should be consumed or open near the Chromebook.
- Cords, cables, and removable storage devices should be plugged in carefully to the

Chromebook.

- Heavy objects should never be placed on top of a Chromebook.
- Don't lean on or use a Chromebook as a writing surface.
- Never leave the device in extreme temperatures, direct sunlight, or in a vehicle overnight.
- Always bring the Chromebook to room temperature prior to turning it on.
- Barcode tags & name labels should not be removed.
- Students are encouraged to purchase a Chromebook case, a small Chromebook sleeve, or a fitted protective bag for their Chromebook.

Screen Care

The Chromebook screen can be damaged if subjected to heavy objects, rough treatment, some cleaning solvents, and other liquids. The screens are particularly sensitive to damage from excessive pressure.

- Do not put pressure on the top of a Chromebook when it is closed.
- Do not store a Chromebook with the screen open.
- Make sure there is nothing on the keyboard before closing the lid (e.g. pens or papers!)
- Only clean the screen with a soft, dry microfiber cloth or anti-static cloth.

Vandalism

Vandalism will result in cancellation of privileges and can be reported to the legal authorities for possible prosecution. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the internet, the network, or hardware.

Tech Support & Missing or Forgotten Chromebooks

All Chromebooks in need of repair must be brought to the Library as soon as possible during a non-FCS class period when the librarian is present. All repair work or replacement must be provided by Morrill Public Schools. A loaner Chromebook may or may not be available for students while repairs or replacements are being made.

If a student comes to school without a charged Chromebook they will be allowed to check out a CB from the library before school or during 1st hour ONLY, if one is available.

- Loaner CB opportunities can be limited at principal discretion
- Loaner chargers will be limited at staff discretion
- Loaner Chromebooks MUST be returned to the office by 3:35 on the day of checkout
- Office will do an All Call at the end of the day for loaner Chromebooks
- Consequences for NOT returning a loaner CB by 3:35 will be implemented

Repair & Replacement Costs

- Students will be held responsible for **ALL** damage to their Chromebooks resulting from misuse, neglect, or accidental damage. Payment plans ~~may~~ will be accepted.
- Costs are effective as of August 2025 and are subject to change without notice. The list below contains includes common replacement parts, but others can be billed at staff discretion.
 - Screen- \$75
 - Keyboard- \$75
 - Broken Hinge Set- \$25
 - Charger- \$25
 - Top Cover- \$40
 - Bottom Cover- \$25
 - Bezel- \$25
 - Missing Barcode- \$5
 - Total Replacement- \$250

Collection of Chromebooks

At the end of the school year, students will turn in their Chromebooks and chargers. The same device will be returned to students the following year, unless the student is being issued a newer device.

Students who transfer out of or withdraw from Morrill Public Schools must turn in the Chromebook and charger to the office on their last day of attendance. Failure to return these items will result in the student/family being charged the full replacement cost.

**Board Policy: 5037 Student Internet and Computer Access*

**Acceptable Use
Agreement Including
Chromebook Loan**

Student Use of Computers, Technology, and the Internet

Student

I understand and will abide by the regulations for student use of computers, technology, and internet. I further understand that a violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access to privileges may be revoked, and school disciplinary action or appropriate legal action may be taken.

Your signature on this Acceptable Use Agreement is legally binding and indicates that you have read the Chromebook Handbook carefully and understand the significance.

Student Printed Name: _____

Student Signature: _____ Date: _____

Parent/Guardian

As the parent or guardian of this student, I have read the regulations for student use of computers, technology, and the internet. I understand that this access is designed for educational purposes and that the school district has taken precautions to eliminate controversial material. I also recognize, however, that it is impossible for the school district to restrict access to all controversial materials and I will not hold the district responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting.

Your signature on this Acceptable Use Agreement is legally binding and indicates that you have read the Chromebook Handbook carefully and understand the significance.

Parent/Guardian Printed Name:

Parent/Guardian Signature: _____ Date:

**ATTACHMENT 2
POLICY
5045
STUDENT
FEES**

**5045
Student Fees**

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

A. Definitions.

- 1.** "Students" means students, their parents, guardians or other legal representatives.

B. Listing of Fees Charged by this District.

1. Guidelines for Clothing Required for Specified Courses and Activities.

Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

2. Safety Equipment and Attire.

The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items.

The district does/does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects.

The district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.

5. Technological Devices

The district will provide students with the technological devices necessary to complete all basic curricular projects.

Students in grades 7 -12 will be provided with chrome books, the following fees may be charged for lost or damaged devices:

- Screen \$160
- Keyboard \$75
- Broken Hinge \$12/each
- Charger \$60
- Top Cover \$60
- Bottom Cover \$50
- Bezel \$30
- Missing Barcode \$5
- Battery \$99
- Total Replacement \$250

6. Participation in Before-and-After-School or Pre- Kindergarten Services.

The district will charge reasonable fees for participation in before-and- after school or pre-kindergarten services offered by the district pursuant to statute.

The maximum dollar amount charged by the district for these services shall be \$462/month.

7. Participation in Summer School or Night School.

The district will charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses.

Preschool summer camp \$100.

8. Charges for Food Consumed by Students.

Morrill Public Schools will participate in the Community Eligibility Provision Lunch Program for the 2025 – 2026 school year. This program will allow all students to eat free of charge, however students getting seconds or purchasing a la carte items will be charged for those items. Students will not be allowed to purchase seconds or a la carte items unless there is a balance in their lunch account sufficient to cover the charges.

The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

The district will, when appropriate, request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements and staff members of the district are directed to clearly communicate that fact to students, parents and patrons.

F. Fund-Raising Activities

Students may be permitted or required to engage in fund-raising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fund-raising activities are not eligible under this policy for waiver of the costs or fees which the fund-raising activity was meant to defray.

G.