

Board of Education Regular Meeting  
Monday, July 14, 2014 7:00 PM Central

HS CONFERENCE ROOM  
705 N 9th Street  
Arlington, NE 68002

Micheal Dwyer: Present

Matt O'Daniel: Present

Teri O'Flaherty: Present

Greg Sampson: Present

Luanne Sundberg: Present

Shanon Willmott: Present

Present: 6.

## 1. OPENING PROCEDURES

1.1. Call Meeting to Order

1.2. Roll Call

1.3. Pledge of Allegiance

1.4. Approval of Regular Meeting Agenda

Motion to approve the regular meeting agenda Passed with a motion by Matt O'Daniel and a second by Teri O'Flaherty.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea,  
Luanne Sundberg: Yea, Shanon Willmott: Yea

## 2. WELCOME TO GUESTS AND PUBLIC FORUM

Kathy Rhea addressed the board on the topic of band polo shirts and she encouraged the district to pursue the possibility of Arlington students participating in Fremont Public School's school to career welding program with Metro.

2.1. FBLA Update - Trevor Koger

Trevor Koger shared successes and learning experiences from the recent FBLA National

competition and thanked the board for their support indicating that the trip cost \$13,000 of which \$5000 was school funds and the rest fund raised by the chapter.

### 3. CONSENT AGENDA

Motion to approve the consent agenda as presented Passed with a motion by Greg Sampson and a second by Shanon Willmott.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

#### 3.1. Minutes of the Previous Board Meeting(s)

#### 3.2. Monthly Financial Reports

#### 3.3. Claims (Check Register)

#### 3.4. Special Fund Transfers

#### 3.5. Hot Lunch Report

#### 3.6. Activity Report

### 4. CURRICULUM/INSTRUCTION REPORTS

No reports

### 5. REVIEW OF ANNUAL DISTRICT PLAN

Tabled this month.

### 6. PRINCIPALS' REPORTS

No reports this month.

### 7. SUPERINTENDENT'S REPORT

#### 7.1. Welcome back on August 6, 2014

Board is invited to attend the staff opening session on August 6, 2014 at 8:00 a.m.

#### 7.2. Budget Meetings

Discussed and scheduled a budget workshop for the public at 6:00 p.m. prior to August board meeting to provide opportunity for engagement prior to adopting the budget in September.

#### 7.3. NASB Board of Director Nomination

There is an opening on the NASB Board of Directors that board members are eligible to pursue.

#### 7.4. Sound System Upgrades

A new sound system will be installed at the FB field with the old system being moved to the baseball field. Booster Club is helping to fund the purchase.

#### 7.5. Bus Routes

The number of option enrollment students from Fremont has been the impetus to extend a bus route to provide for a bus pick-up on the east edge of Fremont.

### 8. COMMITTEE AND REPRESENTATIVE REPORTS

8.1. Americanism/Education Evaluation

Chairperson Willmott indicated that they would be scheduling an August meeting.

8.2. Buildings and Grounds Committee

Chairperson Sundberg presented written report for consideration.

8.3. Finance Committee

The committee scheduled a meeting for July 21 at 6:00 p.m.

8.4. Negotiations Committee

Chairperson Sampson reported that the process for next year will begin soon.

8.5. NASB Legislative Representative

Micheal Dwyer provided an update on upcoming meetings and the progress of Senator Sullivan's 'Educational Visioning' bill.

8.6. Professional Development Sharing

Sampson shared information on safety equipment and other safety procedures being reviewed by other districts.

9. UNFINISHED BUSINESS

9.1. Discuss and consider the implementation of crossing guards.

Johnson shared observation notes by the safety committee and committee meeting notes pertaining to cross walks. Shanon Willmott expressed that she believes that a stronger presence is necessary before and after school during high traffic times around the campus to redirect students. Johnson indicated that she would take this back to committee for further review.

10. NEW BUSINESS

10.1. Discuss and Consider contracting with Trane to provide professional services and products for upgrading HVAC systems.

Trane representatives Dave Raymond and Brent Jackson presented information on development of a master plan for updating HVAC. They suggested that after completing a master plan that the board might consider designing project phases to complete the comprehensive update over the course of a few years as funds are available. An estimate for total campus is around 2 million. The master planning for this project would be \$25,000.

10.2. Discuss, Consider and Take Necessary Action to amend Policy 5008 Attendance on first reading

Board members had concerns about the clarity of the policy and indicated that it would better serve parents if it were revised to provide more specific information. President Dwyer opened a public hearing at 8:18 p.m. to take public input on the policy. Hearing no input the public hearing was closed at 8:19 p.m. The board directed Superintendent Johnson to revise the wording for consideration next month. Action on the policy was tabled for this month.

10.3. Discuss, Consider and Take Necessary Action to adopt a resolution authorizing a supplemental agreement to the active agreement with Civil Solutions for the Safe Routes Project.

Motion to adopt the resolution as presented Passed with a motion by Greg Sampson and a second by Teri O'Flaherty.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.4. Discuss and Consider the 2013-2014 Annual Transportation Report.

Repair costs for buses were higher this year which drives the operating cost upward. The building and grounds committee will investigate feasibility of outsourcing busing.

10.5. Discuss, Consider and Take Necessary Action to approve the 2014-2015 bus shuttle agreement with St. Paul's Lutheran School.

Motion to approve the school bus shuttle agreement with St. Paul's Lutheran Church and School at a cost of \$1.26 per mile and according to all other terms set forth in the agreement as presented Passed with a motion by Matt O'Daniel and a second by Shanon Willmott.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.6. Discuss and Consider upgrades to the camera security system.

The upgrades include upgrade from analog to IP/HD and install additional cameras for total coverage of exterior perimeter as well as relocation of old cameras to interior spots.

Questions arose about the storage capacity and options. This will be an action item next month.

10.7. Discuss, Consider and Take Necessary Action to approve 2014-2015 breakfast and lunch prices.

Motion to approve 2014-2015 breakfast prices of \$1.30 and lunch prices of \$2.15 (elem) and \$2.40 (MS/HS) Passed with a motion by Micheal Dwyer and a second by Greg Sampson.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.8. Discuss, Consider, and Take Necessary Action to hire a preschool paraprofessional.

Motion to hire Alexandria Gordon as a preschool paraprofessional Passed with a motion by Matt O'Daniel and a second by Teri O'Flaherty.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.9. Discuss, Consider, and Take Necessary Action to hire a paraprofessional.

Motion to hire Tina TenEyck as a special education/regular education paraprofessional Passed with a motion by Shanon Willmott and a second by Matt O'Daniel.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.10. Discuss, Consider, and Take Necessary Action to hire a bus driver

Motion to hire Monte Hanel as a regular bus driver Passed with a motion by Greg Sampson and a second by Teri O'Flaherty.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.11. Discuss, Consider and Take Action to amend Tobacco Policy 1120 on first reading.

Motion to amend Tobacco Policy 1120 on first reading as presented Passed with a motion by Micheal Dwyer and a second by Matt O'Daniel.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea,

Luanne Sundberg: Yea, Shanon Willmott: Yea

10.12. Discuss, Consider, and Take Necessary Action to amend Procedures - Bidding Construction Projects Policy 3540 on first reading.

Motion to amend Policy 3540 Bidding Construction Projects on first reading as presented Passed with a motion by Greg Sampson and a second by Micheal Dwyer.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.13. Discuss, consider, and take necessary action to amend Arlington Public Schools Safe Pupil Transportation Plan Policy 5506 on first reading.

Motion to amend Policy 5506 Safe Pupil Transportation Plan on first reading as presented Passed with a motion by Micheal Dwyer and a second by Shanon Willmott.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

10.14. Discuss, consider, and take necessary action to amend Student Discipline Policy 5101 on first reading.

Motion to amend Policy 5101 Student Discipline on first reading Passed with a motion by Matt O'Daniel and a second by Greg Sampson.

Micheal Dwyer: Yea, Matt O'Daniel: Yea, Teri O'Flaherty: Yea, Greg Sampson: Yea, Luanne Sundberg: Yea, Shanon Willmott: Yea

Procedures for long term suspension and expulsions are spelled out in handbooks.

11. EXECUTIVE SESSION

12. ACTION ON EXECUTIVE SESSION ITEMS

13. ADJOURNMENT

8:57 adjourned.

**Arlington Public Schools  
Board of Education  
Regular Meeting Minutes  
June 09, 2014 7:00 p.m.  
HS Conference Room**

**Attendance Taken at 7:07 p.m.:**

Present Board Members: Micheal Dwyer, Matt O'Daniel, Teri O'Flaherty, Greg Sampson

Absent Board Members: Luanne Sundberg, Shanon Willmott

**1. OPENING PROCEDURES**

**1.1. Call Meeting to Order:** President Dwyer called meeting to order at 7:07 p.m. All proceedings hereafter shown were taken while this meeting was open to the public.

**1.2. Roll Call:** Present were board members Micheal Dwyer, Matt O'Daniel, Teri O'Flaherty and Greg Sampson. Absent and excused were Luanne Sundberg and Shanon Willmott. Also present were administrators Johnson, Farber, Shada and Fritson.

**1.3. Pledge of Allegiance**

**1.4. Approval of Regular Meeting Agenda:** Motion to approve the regular meeting agenda by Teri O'Flaherty and a second by Greg Sampson. Motion carried on a 4-0 roll call vote with Mike Dwyer, Matt O'Daniel, Teri O'Flaherty and Greg Sampson voting in favor of the motion. Luanne Sundberg and Shanon Willmott were absent.

**2. WELCOME TO GUESTS AND PUBLIC FORUM:** Kathy Rhea addressed the board and shared three points. Mrs. Rhea expressed that she was appreciative of the band's presence at the Memorial Day service but felt that their dress/appearance was lacking. She questioned how there was room for daycare at the school when she understood that a year ago it was expressed to a patron that there was no room and she also expressed that she felt \$500 rent was too low. She also asked that the board keep in mind that her valuation increased 20% when setting the levy.

**3. CONSENT AGENDA** Motion to approve the consent agenda passed 4-0 with a motion by Matt O'Daniel and a second by Teri O'Flaherty.

**3.1. Minutes of the Previous Board Meeting(s)**

**3.2. Monthly Financial Reports**

**3.3. Claims (Check Register)**

**3.4. Special Fund Transfers**

**3.5. Hot Lunch Report**

**3.6. Activity Report**

**4. CURRICULUM/INSTRUCTION REPORTS**

**5. REVIEW OF ANNUAL DISTRICT PLAN**

**6. PRINCIPALS' REPORTS:** Mr. Fritson shared the process that was utilized as staff met this summer to evaluate and adopt language arts curriculum materials. Mr. Farber shared results from the senior exit survey and student failure data. He also recognized Mrs. Koger and FBLA students for their upcoming representation at the national FBLA conference. A brief discussion ensued about possible reasons for improved student performance and reduced failures. Mr. Farber noted new programs as well as TCT time as reasons for improved student performance. There was a brief discussion about gathering post graduate survey information and the value of that information in making informed decisions.

**7. SUPERINTENDENT'S REPORT:** Mrs. Johnson shared that the enrollment has stayed steady this year with about 20 students more than last year. Option enrollment has decreased slightly and much of this is due to a number of option students moving into the district.

## **8. COMMITTEE AND REPRESENTATIVE REPORTS**

### **8.1. Americanism/Education Evaluation**

**8.2. Buildings and Grounds Committee:** This committee has been working on the lease for before/after school and daycare. The committee talked about upgrading security with additional perimeter video surveillance and other targeted summer projects to include roofs and HVAC.

**8.3. Finance Committee:** Mr. Dwyer reported that the committee continues to work through the budget for next year and looking for ways to finance the priority items from the buildings and grounds summative needs list. These needs present the board with difficult decisions. Mr. O'Daniel shared that there are projects to be tackled that are not optional and that maintaining facilities and grounds that we can be proud of is a continuous and costly endeavor.

**8.4. Negotiations Committee:** Mr. Sampson shared that negotiations with the para-educator union are finalized for 2014-2015.

**8.5. NASB Legislative Representative:** Mr. Dwyer shared information that he has gleaned from various meetings and workshops he has attended. He shared that Pete Ricketts' vision to combine educational goals and workplace goals will impact our business. Mr. Dwyer has been asked to attend a meeting with UNO and look at all the pieces of education and the business community. He encouraged the board to provide input on LB1103.

**8.6. Professional Development Sharing:** Superintendent Johnson shared that further information has been released on how to enact the superintendent transparency act. Greg Sampson shared that his job takes him into other school buildings and most recently into Elkhorn Schools. He shared that he sees the commitment other districts make in keeping facilities viable and attractive and believes that we are doing the right things in regard to those issues at Arlington. He shared that simple upkeep and updates make a big difference and that it matters to parents and community. Mrs. Johnson shared that facilities do make a difference in a world where families are school shopping.

## **9. UNFINISHED BUSINESS**

**9.1. Discuss, Consider and Take Necessary Action to enter into a lease agreement to provide classroom space to an outside agency who would use the space to run a before and after school program and a day care program for children 3-4 years of age.** Mrs. Johnson shared background information about the board's progress to get to the point that we are at today in considering leasing space for before/after and daycare programming. Mr. Dwyer shared that the districts priority is to provide a service while ensuring that the program is not funded by taxpayers. It was expressed by board members that the lease agreement, which was designed with lawyer assistance, is exhaustive. There is no cleaning or daily obligation on the part of the district. This is a one year contract. Both Mr. O'Daniel and Mrs. O'Flaherty shared that they have had multiple conversations with patrons and non-district persons who are very interested and excited about the opportunity.

Motion to approve entering an agreement(s) to lease classroom space to Catey Ferdinand to run before and after school program and a day care program passed 4-0 with a motion by Micheal Dwyer and a second by Teri O'Flaherty.

**9.2. Discuss, Consider and Take Necessary Action to adopt Policy 6121 Curriculum Review Cycle on second reading.** Motion to adopt Policy 6121 Curriculum Review Cycle on second reading passed 4-0 with a motion by Greg Sampson and a second by Matt O'Daniel.

**9.3. Discuss, Consider and Take Necessary Action to amend Policy 5004 Students Full-Time and Part-Time Enrollment on second reading.** Motion to adopt Policy 5004 Students Full-Time and Part-Time Enrollment on second reading passed 4-0 with a motion by Teri O'Flaherty and a second by Greg Sampson.

## **10. NEW BUSINESS**

**10.1. Discuss, Consider, and Take Necessary Action to adopt Policy 5416 Student Fees.** Mr. Farber shared that the only change to student fees was an increase in woods class driven by increased cost of wood products. President Dwyer opened a hearing at 7:57 p.m. to take public input on the policy and closed the hearing at 7:57 p.m. after receiving no public input.

Motion to adopt the amended Policy 5416 Student Fees for the 2014-2015 school year, inclusive of Appendix I, passed 4-0 with a motion by Greg Sampson and a second by Matt O'Daniel.

**10.2. Discuss, Consider and Take Necessary Action to reaffirm Parental Involvement Policy.** Superintendent Johnson recommended no change to the policy. President Dwyer opened a public hearing at 7:59 p.m. to receive public comment and closed the hearing at 7:59 p.m. having received no public input.

Motion to reaffirm Policy 6400 Parent/Community Involvement in Schools for the 2014-2015 school year passed 4-0 with a motion by Teri O'Flaherty and a second by Greg Sampson.

**10.3. Discuss, Consider and Review Policy 5415 Anti-Bullying.** State law requires boards to review this policy annually. With no changes to the policy there was no discussion.

**10.4. Discuss and Consider the 2013-2014 Annual Activities Report and 2014-2015 Athletic Budget.** Activities report - Mr. Shada shared a summary report on activities and athletics. It was noted that participation rates for boys in grades 9-12 was slightly lower than the previous year. There was discussion about trying to capture data on number of students not involved in any extra curricular events. Mr. Shada also shared the athletic budget for 2014-2015. It was noted that athletic revenues exceeded expenditures for 2013-2014 for the first time in a few years. Increased gate revenue for football, basketball and having business sponsorships served to increase revenues. Mr. Shada expressed concern that the budget is tight and doesn't take into account replacement of equipment and larger items such as wrestling mats, track equipment, lights at stadium, regulations requiring helmet replacement, etc. Maintaining safety for participants is a key concern. Mr. O'Daniel encouraged Mr. Shada to continue to look for creative ways to generate revenue and the question arose as to how other school districts financially support athletics. The board asked Mr. Shada to create a detailed list of those bigger items for their continued consideration.

**10.5. Discuss, Consider and Take Necessary Action to approve the 2014-2015 elementary and secondary student/parent/guardian handbooks.** Mr. Fritson reported that the changes to the elementary handbook were primarily in organization but not in content. Mr. Farber reported that minor changes were made to the secondary handbook to reflect current practices and/or policy. Motion to approve the 2014-2015 elementary and secondary student/parent/guardian handbook passed 4-0 with a motion by Greg Sampson and a second by Micheal Dwyer.

**10.6. Discuss, Consider and Take Necessary Action to approve the 2014-2015 substitute teacher pay rate.** Superintendent Johnson shared that the daily rate for substitute teachers is currently \$125 and is recommending an increase to \$130 based on review of what area schools are paying.

Motion to approve the substitute teacher pay for the 2014-2015 school year at \$130.00 per day (Tier I-Short Term) and \$140.00 per day (Tier II-Long Term) passed 4-0 with a motion by Matt O'Daniel and a second by Teri O'Flaherty.

**10.7. Discuss, Consider and Take Necessary Action to approve the purchase and installation of projectors in elementary classrooms.** The building and grounds committee has identified this as a priority item for summer projects. The plan is to eventually have mounted projection systems in all classrooms. This first phase which includes elementary classrooms will encompass about 1/3 of the district classrooms.

Motion to approve purchasing and installing projector systems in elementary classrooms passed 4-0 with a motion by Micheal Dwyer and a second by Matt O'Daniel.

**10.8. Discuss, Consider and Take Necessary Action to approve the negotiated para-educator master agreement for 2014-2015 and 2015-2016.** Committee Chair Greg Sampson indicated that the negotiations committee has been working with the para-educators to reach an agreement. The board committee supported a slightly different structure but the para-educators advocated for retaining the current structure.

Motion to approve the negotiated para-educator master agreement for 2014-2015 and 2015-2016 passed 4-0 with a motion by Greg Sampson and a second by Teri O'Flaherty.

**10.9. Discuss, Consider and Take Necessary Action to approve a teaching contract.** Motion to approve a teaching contract for Douglas Hart as a family consumer science teacher with initial placement as appropriate on the salary schedule passed 4-0 with a motion by Matt O'Daniel and a second by Greg Sampson.

**10.10. Discuss, Consider, and Take Necessary Action to approve a quote to replace roof section 17 at a cost of \$131,170.** Mrs. Johnson shared that roof section 17 is the largest single section of roof on our buildings. McKinnis Roofing evaluated and identified roofs with the greatest concerns. Roof 14 would be the next section to be replaced. Payment for roof 17 will be from the depreciation fund.

Motion to approve replacing roof section 17 passed 4-0 with a motion by Greg Sampson and a second by Teri O'Flaherty.

## **11. EXECUTIVE SESSION**

## **12. ACTION ON EXECUTIVE SESSION ITEMS**

**13. ADJOURNMENT:** There being no further business the meeting was adjourned at 8:55 p.m.

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Micheal Dwyer, Board President

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Lynn Johnson, Board Secretary

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Date

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Date

**BUDGET MONITORING 2013-2014**

Comparison of receipts and disbursements between 2012-2013 and 2013-2014 reveals the following.

<b>Receipts</b>	<b>2012-2013</b>		<b>2013-2014</b>	
September	1,423,800.15	(Levy 1.140038 (Gen. Fd. 1.049130/	1,519,371.53	(Levy 1.141453 (Gen. Fd. 1.049869/
October	214,420.21	Bond 0.090908)	233,153.38	Bond 0.091584
November	179,333.15		189,892.72	
December	163,236.61		156,976.57	
January	913,415.47	(Levy 1.141453 (Gen. Fd. 1.049869/	868,959.91	(Levy 1.139953 (Gen. Fd. 1.049892/
February	314,109.23	Bond 0.091584	445,555.31	Bond 0.090061)
March	351,894.55		395,019.35	
April	457,605.07		432,058.72	
May	1,741,582.15		1,909,062.31	
June	415,708.88		614,927.91	
July				
August				
<b>RECEIPTS TO DATE</b>	<b>6,175,105.47</b>		<b>6,764,977.71</b>	

<b>Disbursements</b>	<b>2012-2013</b>	<b>2013-2014</b>
September	486,098.08	489,765.71
October	495,723.70	559,760.74
November	560,263.59	547,343.27
December	493,851.28	503,749.93
January	495,027.54	490,379.82
February	487,039.48	490,996.16
March	550,314.80	505,214.14
April	505,359.90	539,067.56
May	534,867.68	534,087.44
June	494,877.25	495,845.40
July		
August		
<b>DISBURSEMENT TO DATE</b>	<b>5,103,423.30</b>	<b>5,156,210.17</b>

<b>BUDGET</b>			
Gen. Minus SpEd/Grants	6,658,891	6,905,603	59.64% Expended
General SpEd	712,664	912,649	61.15% Expended
Gen. SpEd Transportation	12,394	47,741	77.72% Expended
General Grants	399,069	382,598	50.86% Expended
Sub Total	7,783,018	8,248,591	
Total Lunch Fund Expend.	313,513	291,653	91.04% Expended
<b>Total</b>	<b>8,096,531</b>	<b>8,540,244</b>	

**PERCENTAGE OF TOTAL BUDGET  
EXPENDED TO DATE 63.03%**

**60.38%**

JUNE 2014 MONTHLY SUMMARY REPORT

SITE	BUDGET	MTD	YTD	BUDGET BALANCE	% SPENT
<b>100 ELEMENTARY</b>					
1110 REGULAR INSTRUCTION	\$1,316,034.00	93,951.72	997,850.91	\$318,183.09	75.82%
1210 SPECIAL EDUCATION	\$381,565.00	24,038.18	271,785.66	\$109,779.34	71.23%
1290 PRE-SCHOOL	\$15,000.00	1,260.11	13,130.02	\$1,869.98	87.53%
2120 GUIDANCE	\$67,754.00	3,163.19	53,329.67	\$14,424.33	78.71%
2210 STAFF DEVELOPMENT	\$21,850.00	4,143.76	4,274.26	\$17,575.74	19.56%
2220 LIBRARY SERVICES	\$64,083.00	4,634.14	54,124.38	\$9,958.62	84.46%
2410 PRINCIPAL	\$133,854.00	9,632.24	92,582.28	\$41,271.72	69.17%
2760 SPECIAL ED TRANSPORTATION	\$40,741.00	836.58	18,160.39	\$22,580.61	44.58%
<b>TOTAL ELEMENTARY</b>	<b>\$2,040,881.00</b>	<b>141,659.92</b>	<b>1,505,237.57</b>	<b>\$535,643.43</b>	<b>73.75%</b>
<b>SECONDARY</b>					
1110 REGULAR INSTRUCTION	\$2,013,888.00	142,927.93	1,544,400.12	\$469,487.88	76.69%
1210 SPECIAL EDUCATION	\$531,084.00	24,239.29	286,309.52	\$244,774.48	53.91%
2120 GUIDANCE	\$98,556.00	3,663.39	91,295.87	\$7,260.13	92.63%
2210 STAFF DEVELOPMENT	\$21,150.00	353.69	672.35	\$20,477.65	3.18%
2220 LIBRARY SERVICES	\$42,231.00	3,382.98	35,887.87	\$6,343.13	84.98%
2410 PRINCIPAL	\$267,428.00	19,641.04	192,647.44	\$74,780.56	72.04%
2760 SPECIAL ED TRANSPORTATION	\$7,000.00	1,137.99	18,943.79	-\$11,943.79	270.63%
<b>TOTAL SECONDARY</b>	<b>\$2,981,337.00</b>	<b>195,346.31</b>	<b>2,170,156.96</b>	<b>\$811,180.04</b>	<b>72.79%</b>
<b>300 DISTRICT WIDE</b>					
1111 TECHNOLOGY	\$169,200.00	15,272.91	100,752.08	\$68,447.92	59.55%
1160 POVERTY PLAN	\$36,069.00	11,078.64	17,268.28	\$18,800.72	47.88%
2130 HEALTH SERVICES	\$32,257.00	0.00	34,885.19	-\$2,628.19	108.15%
2310 BOARD OF EDUCATION	\$58,163.00	851.12	30,296.97	\$27,866.03	52.09%
2320 SUPERINTENDENT	\$275,512.00	21,619.38	210,464.55	\$65,047.45	76.39%
2510 GENERAL BUSINESS SUPPORT	\$32,097.00	3,513.22	18,745.43	\$13,351.57	58.40%
2520 OTHER VEHICLES	\$13,108.00	1,363.44	9,913.55	\$3,194.45	75.63%
2610 OPERATION OF PLANT	\$573,560.00	40,070.89	388,563.41	\$184,996.59	67.75%
2620 MAINTENANCE	\$1,424,037.00	1,400.30	36,844.73	\$1,387,192.27	2.59%
2750 REGULAR TRANSPORTATION	\$220,772.00	21,213.33	181,472.53	\$39,299.47	82.20%
<b>TOTAL DISTRICT WIDE</b>	<b>\$2,834,775.00</b>	<b>116,383.23</b>	<b>1,029,206.72</b>	<b>\$1,805,568.28</b>	<b>36.31%</b>
<b>300 GRANTS DISTRICT WIDE</b>					
3121/3504/3500 STATE PROGRAMS	\$27,682.00	1,842.74	18,594.22	\$9,087.78	67.17%
4200 TITLE I	\$52,697.00	5,587.25	44,720.19	\$7,976.81	84.86%
4992 REAP	\$34,000.00	7,000.00	13,756.36	\$20,243.64	40.46%
4402-4406-2765 Preschool Transportation	\$4,329.00	455.84	3,641.60	\$687.40	84.12%
4404-4406-4412 IDEA GRANT	\$115,590.00	10,754.79	111,088.35	\$4,501.65	96.11%
4900 KICKS/PERKINS/ED/WALK GRANT	\$148,300.00	1,749.88	2,806.00	\$145,494.00	1.89%
5000 Transfer	\$9,000.00	0.00	9,000.00	\$0.00	100.00%
<b>TOTAL GRANTS DISTRICT WIDE</b>	<b>\$391,598.00</b>	<b>27,390.50</b>	<b>203,606.72</b>	<b>\$187,991.28</b>	<b>51.99%</b>
<b>GENERAL FUND TOTAL</b>	<b>\$8,248,591.00</b>	<b>\$480,779.96</b>	<b>\$4,908,207.97</b>	<b>\$3,340,383.03</b>	<b>59.50%</b>
<b>400 HOT LUNCH</b>					
TOTAL BUDGET	\$291,652.72	\$17,675.02	\$265,515.52	\$26,137.20	91.04%

MONTHLY GENERAL FUND BANK RECONCILIATION  
6/30/2014

BALANCE AS OF 5/31/2014 \$2,599,003.04

UNIT MADE AND ELECTRONIC DEPOSITS \$29,377.52

Receipts:	Wash Co. Taxes	\$408,643.09	
	Dodge Co. Taxes	\$26,514.09	
	Douglas Co. Taxes	\$9,307.19	
	Douglas Co Fines	\$52.91	
	Sped School Age 12-13	\$61,977.00	
	NASB Medicaid	\$3,933.60	
	Arps - Bus Tire Sale	\$320.00	
	Refund Books	\$23.80	
	REAP	\$13,756.36	
	IDEA 4410	\$35,307.00	
	IDEA 4406	\$5,954.00	
	Perkins	\$1,749.88	

Receipts \$596,916.44

Non-Program Receipts			
	Hot Lunch Transfer	\$17,675.02	Total transf <span style="float: right;">\$17,675.02</span>

MONTHLY INTEREST

Estimates	Sweep interest	\$335.13	
	Bank checking	\$1.32	
			Total Interest <span style="float: right;">\$336.45</span>

\$0.00

TOTAL MONTHLY RECEIPTS \$614,927.91

MONTHLY DISBURSEMENTS

	Accounts Payable	\$108,306.55	
	Fica Taxes EFT	\$83,367.79	
	Payroll	\$231,599.91	
	State Taxes EFT	\$11,367.70	
	Retirement	\$61,203.45	

Total Disbursements \$495,845.40

\$0.00

ENDING BANK BALANCE 6-30-2014 (Sweep account bal & GF account bal) \$2,718,085.55

CD Balance \$0.00

Total to account for \$2,718,085.55

**MONTHLY SPECIAL BUILDING FUND RECONCILLIATION**

6/30/2014

Balance as of 5/31/2014		\$219,738.05
DEPOSITS		
Property Taxes Washington Co.	\$0.00	
Property Taxes Dodge Co,	\$0.00	
Property taxes Douglas Co	\$0.00	
	Total receipts	\$0.00
RECEIPTS		
Account interest	\$29.93	
	Total Interest	\$29.93
		\$0.00
TOTAL MONTHLY RECEIPTS		\$29.93
DISBURSEMENTS		
	\$0.00	
	Total Disburse	\$0.00
ENDING BUILDING BALANCE		\$219,767.98

**MONTHLY DEPRECIATION FUND RECONCILLIATION**

6/30/2014

Balance as of 5/31/2014		\$203,823.19
MONTHLY INTEREST		
ACCOUNT INTEREST	\$29.92	
	Total Interest	\$29.92
TOTAL MONTHLY RECEIPTS		\$29.92
	\$0.00	
	Total receipts	\$29.92
MONTHLY DISBURSEMENTS		
	\$0.00	
	\$0.00	
	Total Disburse	\$0.00
ENDING DEPRECIATION BALANCE		\$203,853.11

**BOND FUND RECONCILLIATION**

6/30/2014

Balance as of 5/31/2014		\$305,891.67
MONTHLY INTEREST		
ACCOUNT INTEREST	\$30.83	
	Total Interest	\$30.83
TOTAL MONTHLY RECEIPTS		\$30.83
Bond Money Wash Co.	\$33,096.98	
Bond Money Dodge Co.	\$2,135.94	
Bond Money Douglas Co.	\$1,653.93	
	Total receipts	\$36,917.68
MONTHLY DISBURSEMENTS		
	\$0.00	
Union Bank Interest	\$102,938.75	
	Total Disburse	\$102,938.75
ENDING BOND BALANCE		\$239,870.60

**EMPLOYEE BENEFIT FUND**

6/30/2014

Balance as of 5/31/2014				\$24,033.67
MONTHLY INTEREST				
ACCOUNT INTEREST		\$0.00		
			Total Interest	\$0.00
TOTAL MONTHLY RECEIPTS				\$0.00
			Total receipts	\$0.00
MONTHLY DISBURSEMENTS				
BCBS	Health Premium	\$7,237.60		
			Total Disburse	\$7,237.60
ENDING BENEFIT BALANCE				\$16,796.07

**SUMMARIES OF BALANCES**

SPECIAL FUNDS CHECKING ACCOUNT BALANCE	\$680,287.76
CD SPECIAL BUILDING FUND	\$0.00
BUILDING FUND BALANCE	\$219,767.98
DEPRECIATION FUND BALANCE	\$203,853.11
BOND FUND BALANCE	\$239,870.60
EMPLOYEE BENEFIT FUND	\$16,796.07

## CHECK REGISTER FOR JULY 2014 BOARD MEETING

PAYEE NAME	DESCRIPTION	AMOUNT
American Broadband	Phone Service	\$391.59
American Library	Poster Set	\$39.00
Apple Computer	EDU Voucher	\$100.00
Atlas Pen & Pencil	Misc	\$141.07
B.E. Publishing	Typing Renewal	\$1,298.00
Barclay	Spelling Books	\$365.70
Barth, Gail	Reimbursement	\$7.50
Best Western	Lodging	\$255.00
BSN Sports	PE Supplies	\$184.73
Carolina Biological	Science Supplies	\$3,550.11
Cash	Postage	\$53.39
CDW-G	Projectors/Mounts	\$11,934.00
Cengage Learning	Business Papers	\$332.75
Central States	Bus Parts/Labor	\$2,449.70
Chem Tech	Pest Control	\$91.72
Constructive Playthings	Learning Games	\$77.88
Corvus Industries	Bleacher Inspection	\$297.00
Countryside Repair	Mower Tire Repair	\$17.25
Crystal Springs Books	Supplies	\$19.49
Dell Financial	Computer Lease	\$7,919.45
Delta Education	Elem Supplies	\$2,000.06
Demco	Library Supplies	\$90.14
Dick Blick	Art Supplies	\$1,194.89
Eakes	Copies	\$2,423.77
Educational Innovations	Supplies	\$39.70
Edupress	Dictionaries	\$81.31
Egan Supply	Floor Finish	\$3,462.57
Enterprise	Ads/Notices/Minutes	\$551.19
EPS Literacy	1st Gr Books	\$205.32
ESU #3	Sped Services	\$1,372.22
Feiner Supply	Math Supplies	\$78.90
Fishnet Security	Hardware	\$1,752.47
Flinn Scientific	Science Supplies	\$257.79
Follett School	Science Text/Library Books	\$1,954.51
Foundation for Education	Web Hosting	\$1,496.02
Fremont Sanitation	Trash Service	\$302.50
Fremont Tribune	Ad	\$241.00
GE Capital	I-Pods Lease	\$2,522.49
Global Equipment	I-Pad Carts	\$1,743.59
Gopher Sports	PE Supplies	\$637.24
Great Lakes Sports	PE Supplies	\$138.46
Gustave Larson	Leak Detector	\$287.50
Hanel, Monte	Reimbursement	\$65.00
Hireright	Drug Test	\$56.00
HomeTown Leasing	Copier Lease	\$642.69
Houghton Mifflin	2Gr Practice Books	\$757.80
HyVee	Food	\$78.52
Imagine Easy Solution	Level I Research	\$214.00
Iparadigms	Renewal License Fee	\$1,125.00
Japp Seeding	Aerate Fields	\$250.00
Johnson Controls	Chiller	\$505.00
K-12 School Supplies	Writers Books 1Gr	\$46.08
Kenkel, Irene	Lunch Refund	\$22.10
K-Log	Stools Industrial Tech	\$924.42
Kriz-Davis	Gloves/Bit	\$53.73
Lakeshore Learning	Elem Supplies	\$1,211.23
LE Learn2Move	PT Services	\$886.96
MacGill	Health Supplies	\$1,872.94
Marco Products	Guidance Materials	\$75.80
McDonalds Publishing	Posters	\$35.92
McGraw Hill	Math Books Elem	\$3,244.41
Menards	Misc	\$409.46
Midwest Technology	Ind Tech Supplies	\$272.95
NASCO	Math/PE/Sped Supplies	\$1,154.31

Naviance	E-Docs	\$1,616.92
NE Library	Stickers	\$6.40
NE Safety Center	Level I Class	\$150.00
News Bowl	Site License	\$309.00
Nielsen Enterprises	Turf Mix	\$1,125.00
NSCSS	Conference Registration	\$45.00
Omaha Truck	Bus Parts	\$386.74
One Source	Background Check	\$21.00
Opfer Nursery	Tree Trim	\$975.00
OPPD	Electricity	\$8,978.91
Oriental Trading	Posters	\$23.49
Payflex	Admin Fees	\$117.50
Perry Guthery Haase	Legal Fees	\$1,121.00
Plan Services	403(B) Administration	\$100.00
Prairie Fields	Physical	\$80.00
Primary Concepts	Tiles	\$34.95
Publication Printing	Stationery	\$205.94
Radon Concepts	Back Flow Test	\$90.00
Ralston School	Sped Services	\$3,371.00
Really Good Stuff	Elem Supplies	\$549.70
Redden, Dominik	Lunch Refund	\$6.00
School Library Journal	Subscription	\$79.99
School Specialty	Supplies	\$470.16
Seminole	Gas	\$779.58
Sid Dillon	Mirror/Repair	\$309.03
Staples	Office Supplies	\$320.18
Steffy's	Oil Change	\$32.58
Super Duper Publications	Speech Materials	\$90.85
Teacher Created Resources	Supplies	\$64.20
Teacher Direct	Supplies	\$50.00
Teacher Synergy	Summer School Supplies	\$76.48
Thermo King Christensen	Battery/Parts	\$180.87
Trane	AC Units	\$1,168.74
Two Rivers	Payroll Fees	\$36.00
Unite Private	Distance Learning	\$1,871.63
Upstart	Progress Tracker	\$20.45
Village of Arlington	Water	\$1,016.76
VISA	Misc	\$1,812.66
Wal-Mart	Misc	\$711.38
Weldon Parts	Bus Parts	\$38.00
Westlake, Kris	Lunch Refund	\$14.11
Wiese Plumbing	Repair/Materials	\$867.50
Winnelson	Adaptor/Show Lockers	\$2,692.38
Wolverine	Mesh Vests PE	\$107.72
Wong Publication	Classroom Book	\$296.01

Total Check Registers \$98,684.10

June Handpayables

Shell	Gas	\$1,768.69
Feick, Teresa	Mileage	\$201.04
Hart, Doug	Mileage	\$159.60
Koger, Shawna	Mileage	\$209.44
NCE Conference	Registration	\$640.00
Tek-Hut	Lightspeed AP	\$7,000.00
Fairfield Inn	Lodging Conference	\$539.80
Totals		\$10,518.57

**SUMMARY OF VISA**

Discover	Magazine	\$19.95
Honeywell	Equipment Rental	\$267.44
Stations	Gas	\$179.35
Pioneer	Long Distance	\$100.32
Restaurants	Meals @ conference	\$614.57
	Ceiling Mount	\$631.03

Total \$1,812.66

CHECK REGISTER JUNE 14 PAYROLL DEDUCTIONS/RETIREMENT

	DATE	PAYEE NAME	AMOUNT	DESCRIPTION
	06/17/14	TSA/DUES/DEDUCTIONS	\$13,394.42	EMPLOYEE DEDUCTIONS
	06/17/14	PRINCIPAL INSURANCE	\$1,184.22	LIFE & LTD
	06/17/14	BLUE CROSS	10,174.32	INSURANCE
<b>TOTAL</b>			<b>\$24,752.96</b>	

Electronic Pays	\$83,367.79	Internal Revenue Service	FICA
	\$61,203.45	Nebr. Retirement System	Retirement
	\$11,367.70	Nebr. State Taxes	State

**Total**                    **\$155,938.94**

JUNE 14 PAYROLL

Certified Staff	\$244,223.89
Non-Certified	\$67,055.73
Administration	\$29,824.08

**Total**                    **\$341,103.70**

HOT LUNCH ACCOUNT - JUNE 2014  
July 14, 2014 Board Meeting

Cash balance as of June 30, 2014:	Expenditures to date thru 6/30/14:	\$265,515.52
\$42,699.11		

June Receipts:

Lunches	62.30
Federal/State Reimb.	5,759.65
Interest	0.36
Other	35.45
	\$ 5,857.76

June 2014 Bills/July 2014 Expenditures for Approval

Best Western/other	255.00
Irene Kenkel/refund	22.10
Dominik Redden/refund	6.00
Kris Westlake/refund	\$14.11
	\$ 297.21

TOTAL CASH: \$48,556.87

June Expenditures:

Food	7,844.75
Salaries/June	9,619.37
Other	210.90
	17,675.02

BALANCE ON HAND: \$30,881.85

Bank Balance		
Checking	\$30,881.85	
CD's	-	
TRANSFERS TO GF	265,515.52	
MINUS EXPEND. FROM GF	(265,515.52)	(June \$17,675.02)
TOTAL:	\$30,881.85	

Bank balance does not reflect unpaid June bills presented for approval.

Working Balance 6/30/14: \$30,881.85

JUNE 2014 ACTIVITY BALANCE

Account	Beginning Bal	Expenditures YTD	Revenues YTD	Balance
One School One Team	800.40	\$1,289.05	\$500.00	\$11.35
Always For Kids	\$9,000.07	\$3,784.69	\$6,611.82	\$11,827.20
Art Class	\$3,935.18	\$1,549.33	\$1,436.00	\$3,821.85
Art Club	\$1,433.66	\$0.00	\$0.00	\$1,433.66
Athletics	\$14,887.79	\$67,509.30	\$70,755.21	\$18,133.70
Band	\$3,120.06	\$963.26	\$793.53	\$2,950.33
Band Fund Raising	\$1,521.71	\$3,901.57	\$3,897.24	\$1,517.38
Baylor/ACT	\$1,775.00	\$2,114.95	\$2,375.00	\$2,035.05
Book Club	\$649.26	\$397.80	\$20.00	\$271.46
Cheerleading	\$2,691.23	\$17,992.42	\$16,101.65	\$800.46
Class of 2010	\$376.21	\$0.00	\$0.00	\$376.21
Class of 2011	\$90.16	\$0.00	\$0.00	\$90.16
Class of 2012	\$1,396.62	\$0.00	\$0.00	\$1,396.62
Class of 2013	\$192.31	\$0.00	\$0.00	\$192.31
Class of 2014	\$2,006.48	\$2,184.29	\$500.00	\$322.19
Class of 2015	\$3,005.18	\$4,698.23	\$2,563.00	\$869.95
Class of 2016	\$2,071.36	\$30.00	\$1,611.60	\$3,652.96
Class of 2017	\$1,196.07	\$219.35	\$1,382.70	\$2,359.42
Class of 2018	\$572.66	\$0.00	\$335.15	\$907.81
Class of 2019	\$0.00	\$0.00	\$335.15	\$335.15
SKILLS	\$2,295.93	\$6,898.07	\$4,642.67	\$40.53
Library Fund Elem/HS	\$5,621.40	\$5,243.42	\$6,536.33	\$6,914.31
Concessions	\$1,080.99	\$20,793.02	\$25,085.57	\$5,373.54
Dance Squad	\$779.36	\$13,410.93	\$13,059.00	\$427.43
Drama	\$1,026.70	\$516.52	\$187.40	\$697.58
Elem Lounge	\$1,519.36	\$378.26	\$306.42	\$1,447.52
FBLA	\$8,282.50	\$28,702.19	\$28,707.91	\$8,288.22
Floor Fund	\$7,221.45	\$3,081.00	\$11,000.00	\$15,140.45
General	\$2,621.29	\$1,243.00	\$1,042.16	\$2,420.45
Home Economics	\$2,036.04	\$431.83	\$739.00	\$2,343.21
Honors History	\$602.02	\$4,685.45	\$4,749.96	\$666.53
Honor Society	\$823.24	\$383.55	\$341.17	\$780.86
Interest	\$19.77	\$0.00	\$10.29	\$30.06
JH Student Council	\$1,829.54	\$152.83	\$1,023.76	\$2,700.47
Math Counts	\$783.74	\$0.00	\$100.00	\$883.74
Metal Shop	\$573.74	\$458.47	\$227.13	\$342.40
Metro	\$49,490.81	\$168.00	\$2,099.11	\$51,421.92
Quiz Bowl	\$1,454.64	\$0.00	\$0.00	\$1,454.64
Secondary Lounge	\$3,560.31	\$1,615.83	\$668.38	\$2,612.86
Soaring to Excellence	\$2,134.41	\$4,636.53	\$5,119.00	\$2,616.88
Spanish Club	\$492.94	\$0.00	\$0.00	\$492.94
Speech	\$675.06	\$227.23	\$0.00	\$447.83
Spring Musical	\$6,404.77	\$3,050.12	\$2,665.00	\$6,019.65
Student Council	\$3,131.20	\$2,219.65	\$2,367.74	\$3,279.29
Student Vending	\$3,074.92	\$294.66	\$742.17	\$3,522.43
Swing Choir	\$2,678.17	\$4,001.58	\$2,935.34	\$1,611.93
Wood Shop	\$2,522.44	\$3,358.88	\$1,219.00	\$382.56
Yearbook	\$7,510.34	\$11,135.86	\$10,486.00	\$6,860.48
Pepsi	\$4,103.02	\$3,859.74	\$3,000.00	\$3,243.28
<b>CAMPS</b>				
BB Camp Fundraiser	\$2,161.36	\$3,715.76	\$5,510.50	\$3,956.10
GBB Camp Fundraiser	\$2,409.60	\$2,886.40	\$5,063.00	\$4,586.20
VB Camp Fundraiser	\$7,550.36	\$9,413.64	\$8,703.00	\$6,839.72
MSVB Fundraiser	\$0.00	\$304.66	\$307.00	\$2.34
FB Fund (Camps)	\$4,489.98	\$6,585.34	\$8,627.49	\$6,532.13
CC Fundraiser	\$1,162.98	\$1,531.56	\$765.00	\$396.42
SB Fundraiser	\$2,843.15	\$2,690.64	\$1,875.30	\$2,027.81
Wrestling Fund	\$1,903.06	\$4,091.57	\$3,179.50	\$990.99
Boys Golf	\$386.57	\$732.10	\$826.24	\$480.71
Girls Golf	\$129.01	\$424.76	\$117.00	-\$178.75
JH Track	\$273.12	\$126.00	\$0.00	\$147.12
Baseball Fund	\$850.17	\$2,463.91	\$3,988.00	\$2,374.26
Totals	\$199,230.87	\$262,547.20	\$277,240.59	\$213,924.26
Cd Balance	\$83,669.33			
Checking Balance	\$130,254.93			
Savings Balance	\$259.63			

# ARLINGTON PUBLIC SCHOOL

Title of Group Meeting: Board of Education Facility Committee

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Date: 6/23/2014

Time: 7:00 p.m.

Chairperson: Luanne Sundberg

Recorder: Lynn Johnson

Group Members Present: Mike Dwyer, Luanne Sundberg, Shanon Willmott, Lynn Johnson

Group Members Absent: Lawrence Reed

## Agenda:

1. Roofs - The committee discussed moving roof 14 up in the priority list for roofs. Lynn expressed that McKinnis has been asked to evaluate roof 14 and to provide a quote for that section if the condition warrants more immediate consideration.
2. Security Cameras - Lynn shared a quote with the committee that would expand the current camera security to provide total perimeter coverage as well as additional interior coverage in strategic areas such as entrances, gyms, and primary halls. In order to expand the camera system the server would need to be enhanced. The committee will present this for board discussion in July with the intent to present it for board action in August.
3. HVAC Planning - The committee discussed the need to consult with a mechanical engineer to obtain a comprehensive plan to address HVAC needs. Lynn and Lawrence will meet with Trane who has the capability of providing engineering consulting services as well as professional services to assist in bidding and acquiring parts for upgrading HVAC.
4. Amendment to Safe Route Agreement - The committee supports an amendment to the current Safe Routes project that allows for increased time for engineering services. The grant will cover these additional contract costs.
5. Arlington Youth Sports Facility Use - The committee was informed that Mr. Shada intends to discuss with the commissioners of the youth sports program a feasible plan for facility use fee's or shared contributions to identified program needs in lieu of fees.

DATE	STAFF
3/19/2014	STAFF A
3/21/2014	STAFF A
3/25/2014	STAFF B

3/26/2014	STAFF C
3/26/2014	STAFF C
4/1/2014	STAFF D

4/1/2014	STAFF F
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4/2/2014	STAFF F
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4/7/2014	STAFF G
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## OBSERVATIONS:

No safety issues viewed at this time, students were observant and safe. 8 students attempted to cross 9th street, 5 were redirected easily.

No safety issues were viewed at this time, 4 students crossed 9th street regardless of redirection. However please note they were walking with an adult guardian. There was no appearance of a safety issue.

I observed all but students using the cross walks expect for:

3 students Jay walking 9th street to a car or neighborhood.

2 students and a Mom jay walking 9th street with their mother

2 students walked through the 9th street cross walk and then crossed Bell street to Hack berry street

I observed three student using the crosswalk but not stopping before entering the street to see if it was ok to cross at the corner of 9th and Bell.

I also observed 2 students not using the cross walk at the same location where they were jaywalking to get to the car park across the street on the one way.

Most students used the cross walks.

I noticed students using the cross walk to Poplar who live in the neighborhood then cross in the middle of the street to get to the east side and then cut across yards to their houses.

AJ Konecny used the sidewalk until he was even with grandpa's car which was on the east side of 9th Street, then he jaywalked across 9th and got in the car.

Another student used the cross walk but then jaywalked across Poplar to get into mom's car. If she'd been on the other side of Poplar he wouldn't have had to do that.

Cars were stopping for students in cross walks on Bell Street, however; I don't think they were going 15 mph - seemed like they were going faster than that.

Observed same as Mrs. Pittman. I was impressed with the caution that the drivers of cars were displaying. Even the jaywalkers appeared to be cautious as they crossed the street. They did not haphazardly cross, looked both ways and crossed the street a distance from the street corner.

Students seemed to understand the expectations and routines that have been implemented.

Traffic was much like on the first. Drivers appeared aware of students and drove accordingly. Several students did jaywalk across 9th street, but did so away from the corner and appeared to look both ways before continuing. There was no jaywalking on Poplar. The party choose to park on the west side of the road and picked student up so there was no need to jaywalk across the street.

There were 41 total kids that crossed at either crossing. Five of these students went to cars parked on east side of 9th Street and at least 4 or the 5 jay walked. One white car picked up student right on Bell Street (Schindler). I did not see any danger. Kids were cautious when they crossed. Cars stopped when they saw kids at crossings.

UNSAFE SITUATIONS

No safety issues viewed at this

none viewed

No safety issues viewed at this

## **SAFETY COMMITTEE MEETING**

**Thursday November 7, 2013**

**7:40 a.m.**

### School Crossing Update

Currently the following issues have been addressed: closer adult supervision of the Bell Street crossing, students have been trained by Mr. Fritson and staff, letters went out to parents via the green sheet, meeting with the village resulted in increased signage along the west side of 9th street and investigation of the cost of a flashing yellow light along Bell Street. It was suggested that we do another week long study to see if there is evidence of changed behaviors and/or increased safety.

## **SAFETY COMMITTEE MEETING**

**Tuesday December 17 @7:40 a.m. 7, 2013**

**7:40 a.m.**

### Old Agenda Items

1. School Crossing Update - David was in the meeting and shared that all the kids were trained on how to cross safely. The no parking signs are posted on west side of 9th street. That should help with students J-walking and no visibility as they cross 9th street. David is also in charge of getting the cones. Lawrence indicated that the flashing light is around \$1700 and the cones would be \$350 each. The question is whether we should invest in cones or try to go straight to the light. David will put an article in the newsletter. Lawrence will continue to investigate the cost of solar lights. In the meantime we are going to put our cones out there just to gauge the impact. Question arose on whether a bigger stop sign be posted indicating that traffic must stop between certain times. The question that arose about the extent of this problem and if we should use human resources to manage the crossing. Is there someone who has a light that they would let us try out?

## **SAFETY COMMITTEE MEETING**

**Tuesday March 25, 2014 @ 7:40 a.m.**

### Old Business

3. Cross-walk - Completing three day observation this week. Put up cones and then do a follow-up survey to see if that makes a positive difference. Would like to have four observations at the two main cross-walk by safety committee members within the next three weeks.

StudentsStudent AttendanceAttendance Policy and Excessive Absenteeism

Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations, and all staff are expected to implement this policy and administrative rules and regulations to encourage regular and punctual student attendance. The Principals and teachers are required to maintain an accurate record of student attendance.

A. Attendance and Absences.

1. ~~Absences from School~~ **Circumstances of Absence** - Definitions. **The circumstances for all absences from school will be identified as School Excused or Not School Excused. Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, require advance approval.** ~~An absence from school will be reported as: (a) an excused absence or (b) an unexcused absence.~~

- a. **School Excused Absence.** ~~Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, require advance approval.~~

An absence **due to impossible or impracticable barriers outside the control of the parent or child which prevents a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to:** ~~for any of the following reasons may be excused, provided the required procedures have been followed:~~

- (1) Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents),
- (2) Illness which causes a student to be absent from school,
- (3) Doctor or dental appointment which require student to be absent from school,
- (4) Court appearances that are required by a court order,
- (5) School sponsored activities which require students to be absent from school,
- (6) Family trips in which student accompanies parent(s)/legal guardian(s), and
- (7) Other absences which have received prior approval from the Principal.

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

- b. **Not School Excused Absence.** ~~An absence which is not excused is unexcused. A student who engages in unexcused absences may be considered truant as per state law Neb. Rev. Stat. ' 79-201. Truancy is a violation of school rules. Students are subject to disciplinary consequences for trancies.~~ **Absences that are not school excused may result in a report to the county attorney and may be classified as follows:**

**(1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to, illness, vacations, personal appointments, and medical appointments.**

**(2) Other absences are those in which the parent has not communicated a reason for the student's absence.**

2. **Absence Procedure.** **In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.**

A student will not be allowed to enter class after an absence until an admit slip, based upon a written or verbal parental excuse, is issued by the Principal's office.

Two school days will be allowed to make up work for each day missed, with a maximum of 10 days allowed to make up work.

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

**Exceptions for Younger Students.** Attendance is not mandatory for a child who has reached the age of 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that the child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or guardian intends for the child to participate in a school which has elected or will elect

pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

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

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

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

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and
- any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either:

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

The Superintendent or Superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

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

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

- the child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable, and
- the Superintendent or Superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools). A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

4. Reporting and Responding to ~~Tuant Behavior~~ Excessive Absenteeism. Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the superintendent or such person(s) who the superintendent designates to be the attendance officer (hereafter, "attendance officer"). The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the district, the attendance officer believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to address the problem of excessive absenteeism. Such services shall include, as appropriate, the services

listed below under “Excessive Absenteeism” and “Reporting Excessive Absenteeism.”

5. Excessive Absenteeism. Students who accumulate five (5) ~~non-school related~~ **not school excused** absences in a quarter shall be deemed to have “excessive absences.” Such absences shall be determined on a per day basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, the following procedures shall be implemented, but not limited to:
- a. **Verbal or written communication by school officials with the person or persons who have legal or actual charge or control of any child; and**
  - b. One or more meetings shall be held between a school attendance officer, school social worker, or the school principal or a member of the school administrative staff designated by the school administration, if the school does not have a school social worker, the child’s parent or guardian and the child, if necessary, to report and to ~~attempt to solve the excessive absenteeism problem~~ **address the barriers to attendance. The result of the meeting or meetins shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:**
    - (i) **Illness related to physical or behavioral health of the child;**
    - (ii) **Educational counseling;**
    - (iii) **Educational evaluation;**
    - (iv) **Referral to community agencies for economic services;**
    - (v) **Family or individual counseling; and**
    - (vi) **Assisting the family in working with other community services.**

If the parent/guardian refuses to participate in such meeting, the principal shall place documentation of such refusal in the child’s attendance records.
  - ~~b. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child, would help solve the problem of excessive absenteeism.~~
  - ~~e. Educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the problem of excessive absenteeism, supplemented by specific efforts by the school to help remedy any condition diagnosed.~~
  - ~~d. Investigation of the problem of excessive absenteeism by the school social worker, or if such school does not have a school social worker, the school principal or a member of the school administrative staff designated by the school administration, to identify conditions which may be contributing to~~

~~the truancy problem. If services for the child and his or her family are determined to be needed, the person performing the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the problem of excessive absenteeism.~~

6. Reporting Excessive Absenteeism to the County Attorney.

**The school may report to the county attorney of the county in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than ten (10) absences per semester. The school shall notify the child's family in writing prior to referring the child to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.**

~~a. Ten (10) Absences. If a student accumulates more than ten (10) days per semester, the attendance officer shall file a report with the county attorney of the county in which the person having control of the student resides.~~

~~If all of the absences are due to documented illness that makes attendance impossible or impracticable or are otherwise excused by school authorities, the attendance officer may report such information to the county attorney of the county in which the person having control of the student resides.~~

~~In the report to the county attorney the school representative should include one of the following two position statements: (a) The school representative requests additional time to work with the student prior to intervention by the county attorney; and (b) the school representative believes that the school has used all reasonable efforts to resolve the student's excessive absenteeism without success and recommends county attorney intervention. If further action is necessary to address the child's attendance, the initial meeting between the parent or guardian of the child, the school, and the county attorney or his or her designee shall be at a location determined by the school.~~

~~b. Other. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.~~

7. Reporting to the Commissioner. The Superintendent or designee shall report on a monthly basis to the Commissioner of Education as directed by the Commissioner regarding the number of and reason for any long-term suspension, expulsion, or excessive absenteeism of a student; referral of a student to the office of the county attorney for excessive absenteeism; or contacting of law enforcement officials

~~(other than law enforcement officials employed by or contracted with by the District as school resource officers) by the District relative to a student enrolled in the District.~~

Legal Reference: Neb. Rev. Stat. ' ' 79-201 and 79-209; Neb. Rev. Stat. ' 79-527

Date of Adoption: June 11, 2012

RESOLUTION

ENVIRONMENTAL AND PRELIMINARY ENGINEERING SERVICES AGREEMENT  
SUPPLEMENTAL AGREEMENT NO. 1 – BO1301

ARLINGTON PUBLIC SCHOOLS

Resolution No. \_\_\_\_\_

**Whereas:** Arlington Public Schools and Civil Solutions, LLC, have previously executed a Environmental and Preliminary Engineering Services Agreement (BO1301) for a transportation project for which the Local Public Agency (LPA) would like to obtain Federal funds;

**Whereas:** Arlington Public Schools understands that it must continue to strictly follow all Federal, State and local laws, rules, regulations, policies and guidelines applicable to the funding of this Federal-aid project; and

**Whereas:** Arlington Public Schools and Civil Solutions, LLC wish to enter into a environmental and preliminary engineering services supplemental agreement setting out modifications and/or additional duties and/or funding responsibilities for the Federal-aid project.

**Be It Resolved:** by the School Board of Arlington Public Schools, Nebraska that:

Lynn Johnson, Superintendent of Arlington Public Schools is hereby authorized to sign the attached Environmental and Preliminary Engineering Services Supplemental Agreement No. 1 between the Arlington Public Schools and Civil Solutions, LLC

Arlington Public Schools is committed to providing local funds for the project as required by the Project Program Agreement and any Supplemental Project Agreements.

NDOR Project Number: SRTS-89(29)

NDOR Control Number: 22523

NDOR Project Description: Arlington Safe Routes to School

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014 at \_\_\_\_\_ Nebraska.

The School Board of Arlington Public Schools, Nebraska:

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

Board/Council Member \_\_\_\_\_  
Moved the adoption of said resolution  
Member \_\_\_\_\_ Seconded the Motion  
Roll Call: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Absent  
Resolution adopted, signed and billed as adopted

Attest:

\_\_\_\_\_  
Signature

ARLINGTON PUBLIC  
SCHOOLS'

ANNUAL TRANSPORTATION

REPORT 2013-2014

June 2014

(7/1/13 - 6/30/14)

**Comparison Summary  
Transportation Fleet  
(June, 2014)**

<b>Category</b>	<b>2010-10</b>	<b>2011-12</b>	<b>2012-2013</b>	<b>2013-2014</b>
	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>
Total Fuel Cost	\$42,809.92	\$43,995.50	\$49,738.44	\$46,844.61
Total Misc. Expenses	\$5,352.73	\$3,009.00	\$9,616.72	\$9,191.24
Total Repairs & Services	\$30,613.11	\$56,950.10	\$38,683.33	\$54,085.49
Total Depreciation	\$26,846.00	\$20,267.00	\$22,505.00	\$29,933.00
<b>Sub-Total</b>	<b>\$105,621.76</b>	<b>\$124,221.60</b>	<b>\$120,543.49</b>	<b>\$140,054.34</b>
Total Salaries	\$94,657.99	\$101,176.10	\$99,542.32	\$106,301.68
<b>Grand Total</b>	<b>\$200,279.75</b>	<b>\$225,397.70</b>	<b>\$220,085.81</b>	<b>\$246,356.02</b>
Total Miles	116,719	125,192	123,052	129,327
Operating Cost Per Mile - (including salaries)	\$1.72	\$1.80	\$1.79	\$1.90
Operating Cost Per Mile -- (excluding salaries)	\$0.90	\$0.99	\$0.98	\$1.08



TRANSPORTATION VEHICLE OPERATING EXPENSE TOTALS 2013-2014  
(7/1/13-6/30/14)

Bus #	Driver	Odometer	Total Rt.	Total Act.	Other	Total	#Gal.	Fuel Cost	Repair	Miscellaneous	Depreciation	Total
[All Diesel]			Miles	Miles	Miles	Miles	Fuel		Totals	Expenses		Per Bus
1996	Spare	136,563	72	0	0	72	65.7	\$235.45	\$420.69	\$559.05	\$0	\$1,215.19
1999	Spare	152,555	1,375	225	0	1,600	243.7	\$873.06	\$2,839.35	\$559.05	\$0	\$4,271.46
2000	Toebben	156,808	9,064	1,980	0	11,044	1878.4	\$6,738.05	\$6,514.72	\$701.01	\$0	\$13,953.78
2001	Ladehoff	150,377	9,283	2,072	0	11,355	1638.7	\$5,881.86	\$6,589.50	\$605.06	\$0	\$13,076.42
2002	Sapp	134,610	13,358	36	0	13,394	1833.3	\$6,579.00	\$6,024.91	\$731.56	\$0	\$13,335.47
2003	Spare	175,843	2,804	1,517	0	4,321	530.3	\$1,906.06	\$16,888.34	\$559.06	\$0	\$19,353.46
2010	Reed	49,428	7,572	2,079	0	9,651	1528.7	\$5,528.97	\$4,834.10	\$568.06	\$5,625	\$16,556.13
2011	Scheer	41,613	11,453	3,404	0	14,857	1985.4	\$7,123.59	\$5,367.41	\$650.06	\$10,057	\$23,198.06
<b>Bus Totals</b>			<b>54,981</b>	<b>11,313.0</b>	<b>0.0</b>	<b>66,294.0</b>	<b>9,704.2</b>	<b>\$34,866.04</b>	<b>\$49,479.02</b>	<b>\$4,932.91</b>	<b>\$15,682.00</b>	<b>\$104,959.97</b>
Full Size Ford (10 Passenger)	Van 2012	13,027	48	4,160	1,564	5,772	435.8	\$1,393.37	\$435.20	\$413.69	\$1,962.00	\$4,204.26
Full Size Chev (11 Passenger)	Van 2009	49,247	0	5,075	2,365	7,440	523.3	\$1,634.82	\$1,626.39	\$413.69	\$2,704.00	\$6,378.90
Full Size Chev SPED (11 Passenger) (w/running boards)	Van 2009	60,188	7,813	892	945	9,650	907.3	\$2,843.92	\$314.22	\$511.19	\$2,704.00	\$6,373.33
Chrysler Mini (Silver)	Van 2010	36,365	0	3,880	5,222	9,102	468.5	\$1,476.42	\$705.28	\$413.70	\$2,542.00	\$5,137.40
Dodge Mini (Maroon)	Van 2009	76,922	166	4,875	8,876	13,917	683.8	\$2,158.29	\$559.72	\$756.29	\$1,818.00	\$5,292.30
Mini White	Van 2003	110,934	0	5,159	1,247	6,406	350.4	\$1,083.72	\$546.01	\$501.19	\$0.00	\$2,130.92
Ford Mini (White)	Van 2012	36,542	10,369	34	343	10,746	426.4	\$1,388.03	\$419.65	\$1,248.58	\$2,521.00	\$5,577.26
<b>Van Totals</b>			<b>18,396</b>	<b>24,075</b>	<b>20,562</b>	<b>63,033</b>	<b>3,795.6</b>	<b>\$ 11,978.57</b>	<b>\$4,606.47</b>	<b>\$4,258.33</b>	<b>\$14,251.00</b>	<b>\$35,094.37</b>
<b>Totals:</b>			<b>73,377</b>	<b>35,388</b>	<b>20,562</b>	<b>129,327</b>	<b>13,499.8</b>	<b>\$46,844.61</b>	<b>\$54,085.49</b>	<b>\$9,191.24</b>	<b>\$29,933.00</b>	<b>\$140,054.34</b>

ST. PAUL SHUTTLE BUS AGREEMENT  
2014-2015 SCHOOL YEAR

This agreement entered into on the 14th day of July 2014, by Arlington Public School District 024 and St. Paul's Lutheran Church and School of 8951 CO RD 9, Arlington, Nebraska 68002.

Arlington Public Schools will provide a shuttle bus services for students attending St. Paul's Lutheran School. It is mutually agreed:

1. **Compensation.** St. Paul's Lutheran School shall compensate Arlington Public Schools a daily rate which is derived from a per mileage rate equal to 80% of the 'bus fleet per mile operational cost not including salaries' for the previous year. For the 2014-2015 school year the daily rate will be calculated at 4 miles X 2 trips X \$1.26 per mile.
2. School District shall assign a qualified school bus driver who has been approved by the Board of Education of the school district and a school bus that meets legal requirements. Compensation for the driver's services including transporting students and travel to/from an alternative fueling site will be provided by mutual agreement between the driver and St. Paul's. Payment of compensation to the driver (**and any substitute drivers**) shall be the responsibility of St. Paul's.
3. Should the employment of the assigned driver be terminated or should the assigned bus driver change his/her place of residence, the School District may elect to cancel or renegotiate this agreement. The School District will provide a sixty (60) day notice of shuttle cancellation. The School District will provide written notice to St. Paul's should they choose to renegotiate the terms of this agreement.
4. **Scope of Use.** St. Paul's shall use the designated shuttle service for purposes of transporting children attending St. Paul's School from the School District's school house site to St. Paul's and picking up students from St. Paul's school house and transporting them to the School District's school house site each day the School District is operating its school bus transportation facilities and is according to the School District's schedule. The shuttle service will only be available on such days as the School District maintains school at its regular school hours. In any instance when the bus is not available, or available at other times, because of changed school hours, St. Paul's shall be given as much notice as possible as to such change or non-availability.
5. **Routing.** The route over which the school vehicle travels and stops shall be the most direct route by county or state roads or highways between the Arlington Public School building and the St. Paul's building. Both parties will be aware of the route and any changes will be discussed by both parties.
6. **Authorized Passengers.** No person other than a student, teacher or school official of St. Paul's shall be permitted to ride the school vehicle without consent of the Superintendent of the School District. Nothing except students and their belongings shall be transported while students are in the vehicle. The school vehicle shall be used only in transporting regularly enrolled

students to and from St. Paul's. The School District shall not be required to transport any student of St. Paul's requiring special accommodations of the school bus.

7. **Passenger Obligations.** All passengers shall comply with all rules of conduct of the School District applied to regular passengers of its buses.
8. **Reports:** St. Paul's shall cooperate with the School District with regard to such reports as may be required by the State Department of Education, County Superintendent of Schools, Superintendent of Schools of the School District, or other school authorities.
9. **Billing/Payment.** St. Paul will be billed by the Arlington School District at the end of the school year with payment due within 30 days of that billing date.

WASHINGTON COUNTY SCHOOL DISTRICT 024

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

ST. PAUL'S LUTHERAN CHURCH & SCHOOL

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

**ARLINGTON PUBLIC SCHOOLS**

**LUNCH PROGRAM**

**ANNUAL REVIEW**

MONDAY, JULY 14, 2014

INCLUDED IN THIS REPORT ARE:

- 1) LUNCH PRICE COMPARISON
  - 2) SUMMARY INFORMATION
-

LUNCH PRICE COMPARISONS 2013-2014

	<u>Elementary</u>	<u>Secondary</u>	<u>Adults</u>
<b>*Arlington (Proposed)</b>	<b>\$2.15</b>	<b>\$2.40</b>	
*Ashland	\$2.25	\$2.45	\$3.45
*Conestoga	\$2.75	\$3.00	\$3.50
*DC West	\$2.15 PK-4	\$2.40	\$3.15
*Ft. Calhoun (Proposed)	\$2.15	\$2.50	\$3.45
*Raymond Central	\$2.25	\$2.40	\$3.20
*Syracuse	\$2.20 PS-3	\$2.45 4-12	\$3.20
*Wahoo	\$2.15 K-5	\$2.40	\$3.30
Bennington	\$2.20	\$2.45	\$3.10
Blair	\$2.40 K-5	\$2.75	\$3.45
Elkhorn	\$2.15 K-5	\$2.40	\$3.25
Fremont	\$2.00 K-4 \$2.25 5-6 \$2.40 7-8	\$2.40	\$3.00
*Conference Schools			

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SUMMARY INFORMATION  
FACTS AND FIGURES

RATE OF REIMBURSEMENT:	Regular Paid Lunch	\$ .28
	Free Lunch	\$2.93
	Reduced Lunch	\$2.53

Students qualify for free lunches (14%)  
Students qualify for reduced lunches (8%)

FINANCIAL SUMMARY:

<u>Bank Balances</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
June	22,024.16	-11,734.24	-2,495.39	\$6,942.56	\$12,728.94	\$30,881.85
July	12,282.11	-11,954.93	4,149.89	\$3,865.78	\$8,814.67	
August	21,728.73	1,240.74	14,870.60	\$22,239.80	\$32,330.49	
September	29,503.73	1,607.95	18,998.80	\$18,332.87	\$34,596.58	
October	34,845.89	4,595.78	22,070.18	\$48,955.71	\$70,036.01	
November	29,957.14	6,111.18	21,237.62	\$16,767.89	\$37,430.95	
December	20,179.74	3,763.75	15,745.50	\$11,838.29	\$36,268.95	
January	21,019.49	9,370.61	29,546.30	\$24,072.26	\$41,177.63	
February	24,391.58	10,756.80	30,909.41	\$51,139.02	\$44,562.74	
March	32,831.16	17,447.77	26,584.01	\$26,483.71	\$48,391.42	
April	30,714.46	15,168.06	26,445.42	\$30,348.57	\$48,732.55	
May	25,621.50	9,268.31	21,598.12	\$26,402.10	\$42,699.11	

Community RelationsTobacco Policy

The use of tobacco products is prohibited in all school buildings, all school vehicles and all school grounds. For purposes of this policy, tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

Neb. Rev. Stat. 71-5701 (Nebraska Clean Indoor Air Act)

Date of Adoption: April 9, 2007

Readopted: February 11, 2008

Reviewed: January 17, 2011

Business OperationsProcedures—Bidding Construction Projects

The District shall bid every project for the construction, remodeling, or repair of any school-owned building or for site improvements when the contemplated expenditures for the project is over \$40,000.00. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders: The Administration shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour and place bids are to be returned, received and opened, and a provision that such bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.
2. Regular Manner of Advertisement for Bids: The notice to bidders shall be published one time in a newspaper of general circulation in the School District. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board of Education or Administration may, in its sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.
3. Bid Opening: When the hour is reached for such bids to close, bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.
4. Contract Award: The contract shall be awarded to the lowest responsible bidder as and to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria set forth in this Policy for purchases of equipment, materials and supplies.
5. Performance and Payment Bonds. Whenever any contract is entered into for the erecting, furnishing, or repairing of any building or other public structure or improvement, the contractor shall be required, before commencing such work, to furnish a performance, labor and material payment bond. The bond requirement shall not apply, however, to any project bid or proposed which has a total cost of \$10,000 or less unless the School Board or Administration includes a bond requirement in the specifications for the project. The bond shall be in an amount not less than the contract price. The bond shall be conditioned on the faithful performance of the contract and the payment by the contracting party of all laborers and mechanics for labor that is performed and of all material and

equipment rental that is actually used or rented in connection with the improvement project and the performance of the contract. Such bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by the district.

6. Retention of an Architect or Engineer. The School District shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or a person under the direct supervision of an architect, professional engineer, or those under the direct supervision of an architect or professional engineer; provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed **one hundred thousand dollars (\$100,000)** ~~eighty-six thousand dollars (\$86,000)~~, or the dollar amount set forth in Neb. Rev. Stat. § 81-3445, as amended from time to time.
7. Additional Procedures. Each bid for which a labor and material bond is required shall be accompanied by a bid bond or certified check in the amount of five percent (5%) of such bid unless the School Board or Administration waives such requirement. The Board of Education or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriate for a particular project.

Legal Source: Neb. Rev. Stat. §52-118; Neb. Rev. Stat. §73-101 *et seq.*; Neb. Rev. Stat. §73-106; Neb. Rev. Stat. § 81-3445.

Adopted: March 10, 2008

**Arlington Public Schools' Safe Pupil Transportation Plan**

This Safe Pupil Transportation Plan sets forth the District's plan for providing safe transportation to students being transported in pupil transportation vehicles.

1. **Weapons-** Upon becoming aware of a weapon aboard a pupil transportation vehicle, the driver will make every attempt to:
  - A. Radio transportation dispatch and notify them of the situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location. Examples of a safe haven include, but are not limited to, any school building site, emergency service station (law enforcement or fire department), community service agency, etc.
  - B. Pull vehicle over to safe and secure area.
  - C. Confiscate weapon (if it doesn't jeopardize student or driver safety).
  - D. Give description of weapon and participating parties to dispatch.
  - E. Dispatch will immediately notify appropriate law enforcement agencies and school administration.
  
2. **Pupil behavior-** Students are expected to follow student conduct rules while in a pupil transportation vehicle. The pupil transportation driver is responsible for controlling behavior which affects safety and for reporting rule violations to school administration. In the event a student's behavior jeopardizes safety, the driver will make every attempt to:
  - A. Radio transportation dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
  - B. First seek to resolve incident through discussion with the student(s) involved.
  - C. Activate emergency flashers.
  - D. Bring vehicle to a safe stop. Seek to resolve the incident, using physical force only as necessary to protect students or yourself.
  - E. Report and document discipline problems to the school administrator on a Bus Conduct Report/Incident Form.
  
3. **Terrorist threats-** A person commits a terroristic threat if the person threatens to commit a crime of violence with the intent to terrorize another or with the intent of causing evacuation of a building, place of assembly or facility of public transportation or in reckless disregard of the risk of causing such terror or evacuation. Upon becoming aware of a terroristic threat relating to a pupil transportation vehicle, the driver will make every attempt to:
  - A. Radio transportation dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
  - B. Make every attempt to keep passengers calm (this may mean complying with the terrorist).
  - C. Dispatch will immediately notify appropriate law enforcement agencies and school administration.
  - D. Driver should wait for instructions from dispatch *if possible*.

**4. Severe weather-** Upon becoming aware of severe weather while aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio transportation dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- B. Return to the school if less than five minutes away and follow the directions of the school administrator.
- C. If more than five minutes away from school, go to the nearest school and follow the directions of the school administrator.
- D. If more than five minutes away from the nearest school or there is immediate danger, get to the nearest basement or underground shelter with all students.
- E. If there is no shelter and there is immediate danger the driver and passengers are to follow evacuation procedures and get everyone off the vehicle into the nearest ditch or culvert at least 100 feet away from the vehicle.

**5. Hazardous materials-** Upon becoming aware of a hazardous material aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio transportation dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- B. Pull vehicle over to safe and secure area.
- C. Give description of hazardous materials in question to dispatch.
- D. Dispatch will immediately notify appropriate law enforcement and school administration.
- E. Driver should wait for instructions from dispatch *if possible*.

**6. Medical emergencies-** Upon becoming aware of a medical emergency aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio transportation dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- B. Dispatch will immediately notify appropriate medical agencies and school administration.
- C. Driver should follow instructions from dispatch, school officials, and parents when such information can be obtained quickly enough. If not available, follow emergency first aid procedures.
- D. *Only if necessary*, the driver should move passengers only enough to get them out of danger of traffic or fire. If moved, the driver and aide are to keep them where placed until a medical agency arrives, unless a parent has taken charge of their child.
- E. Driver should try to keep student passengers as calm as possible.

**7. Procedures in the event of mechanical breakdowns of the vehicle-** Upon becoming aware of a mechanical breakdown aboard a Pupil transportation vehicle, the driver will make every attempt to:

- A. Pull vehicle over to safe and secure area *if possible*
- B. Radio transportation dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- C. Activate emergency flashers and place warning flares/reflectors in accordance with safety guidelines, if not in secure area.
- D. Driver should try to keep student passengers as calm as possible.
- E. Dispatch will arrange for assistance and a relief vehicle *if needed*.

**8. Procedures in the event the drop-off location is uncertain or appears unsafe to leave students.** In the event the drop-off location is uncertain or appears unsafe to leave students, the driver will make every attempt to:

- A. Radio transportation or otherwise communicate with dispatch to notify them of the situation if possible.
- B. Release children only if an adult responsible for the children is present. If not, keep children who are to be released in the vehicle, continue with route, and return children who were to be released to the school.
- C. Dispatch will notify appropriate law enforcement agencies and school administration if appropriate given the circumstances.

**9. Documentation under Safe Pupil Transportation Plan.** Each pupil transportation driver is required to complete and submit to the school administration a bus conduct report or incident report involving the pupil transportation vehicle operated by the driver or any pupils transported in it. Documentation is to include the occurrence of any of the following events: weapons, student behavior which affects safety, terroristic threats, severe weather, hazardous materials, or medical emergencies. Documentation of such events shall be completed and submitted as soon as practicable after the incident.

**10. Transportation of Unsafe Items.** Drivers shall not permit pupil transportation vehicles to transport any items, animals, materials, weapons or look-a-like weapons or equipment which in any way would endanger the lives, health or safety of the children or other passengers and the driver. Look-a-like weapons associated with a school sponsored or approved activity may be transported only with written permission of a school administrator. Any times that would break or could produce injury if tossed about inside the pupil transportation vehicle when involved in an accident or sudden stop shall be secured.

**11. Supplemental Information.** A copy of this plan shall be placed in each pupil transportation vehicle, kept at each school building, and made available upon request. Supplemental information with respect to operational and procedural guidelines used to administer this plan can be found in the District's safety and security plan adopted pursuant to 92 NAC10 and in the Nebraska Department of Education Pupil Transportation Guide.

Legal Source:

Neb. Rev. Stat. sections 79-318, 79-602, 79-607 and 79-608;  
Title 92, Nebraska Administrative Code, Chapter 91.

Adopted: June 9, 2008

Reviewed: November 12, 2012

StudentsStudent Discipline

- A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.
1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:
- a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
  - b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.
- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.

- e. A student who on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.
2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.
  3. Expulsion:
    - a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.
    - b. Suspensions Pending Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.
    - c. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.

- d. Alternative Education: Students who are expelled may be provided an alternative education program that will enable the student to continue academic work for credit toward graduation. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.
  - e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended (i.e., “stayed”) for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.
  - f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal’s designee shall meet with the student’s probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal’s designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.
4. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. 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.

- B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.
- C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.
1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
  2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
  3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
  4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
  5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
  6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
  7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. **Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco**

product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.

8. Public indecency or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for riding school buses or vehicles.
17. A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:

- a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
  - b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.
18. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing.

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

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
  - b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.
  - c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.
  - d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.
- D. Additional Student Conduct Expectations and Grounds for Discipline. The following additional student conduct expectations are established. Failure to comply with such rules is grounds for disciplinary action. When such conduct occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, the conduct is grounds for long-term suspension, expulsion or mandatory reassignment.
1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to

the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants, etc.) or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- b. Shorts, skirts, or skorts that do not reach mid-thigh or longer.
- c. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
- d. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage “horse-play” or that would damage property (e.g. cleats).
- e. Head wear including hats, caps, bandannas, and scarves.
- f. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double.
- g. Clothing or jewelry that is gang related.
- h. Students must wear shoes.
- i. **Visible body piercing (other than ears), body art, or body alterations that are disruptive to the learning environment or pose a safety risk.**

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

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

On a first offense of the dress code. The student will be asked to change the offensive clothing or turn it inside out. If this is not possible, they will be asked to call home for new clothing or return home to correct the problem. Time missed will be made up in detention. If clothes cannot be brought to school, the student will be assigned to in-school suspension for the remainder of the day. Students will not be allowed to leave campus to change clothes. Continual violations of the dress code will result in more stringent disciplinary actions, up to expulsion. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of

profanity, and the like), a first offense of the dress code may result in more stringent discipline, up to expulsion.

2. Academic Integrity.

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

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

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

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

(a) Tests (includes tests, quizzes and other examinations or academic performances):

(1) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.

(2) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.

(3) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

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

- (2) “Plagiarism” means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:
- (a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
  - (b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
- (3) “Contributing” to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.
- c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:
- (1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.
  - (2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.
  - (3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension, or expulsion or removal from class with loss of credit and/or a failing grade. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

3. Electronic Devices

- a. Philosophy and Purpose. ~~The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen.~~ In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices. **Although Arlington Public Schools encourages the use of individual student devices but expects all student to adhere to school policy regarding technology use regardless of the device being used. Arlington Public School is not responsible for lost or stolen personally owned devices.**
- b. Definitions.
- (1) “Electronic devices,” include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.
  - (2) **“Sexting” means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that:**
    - (i) **Displays sexual content, including erotic nudity, any display of genitalia, unclothed female breasts, or unclothed buttocks, or any sexually explicit conduct as defined at Neb. Rev. Stat. § 28-1463.02; or**
    - (ii) **Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph or video by permitting, allowing, encouraging, disseminating, distributing, or forcing such student or other person to engage in sexually explicit, obscene or pornographic photography, films, or depictions; or,**
    - (iii) **Displays a sexually explicit message for sexual gratification, flirtation or provocation, or to request or arrange a sexual encounter.**
- c. Possession and Use of Electronic Devices.
- (1) Students are not permitted to possess or use any electronic devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.
  - (2) Students are permitted to possess and use electronic devices before school hours, at lunch time in the cafeteria, and after school hours, provided that the student not commit any abusive use of the device

(see paragraph (4)(a). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.

- (3) Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a lap top computer for a class presentation).
- (4) Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).

d. Violations

- (1) **Prohibited Use of Electronic Devices:** Students shall not use electronic devices at any time or place for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; (f) recording others (photographs, videotaping, sound recording, etc.) without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public; (g) "sexting;" or (h) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.
- (2) **Disposition of Confiscated Electronic Devices:** Electronic devices used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.
  - (i) **First Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference

between the student and school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.

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

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

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

(3) **Penalties for Prohibited Use of Electronic Devices:** Students who send or encourage another to send a "sexting" message shall be subject to disciplinary action. Students who receive a "sexting" message are to report the matter to a school administrator and then follow the protocol outlined by administration or law enforcement agency. Students shall not participate in sexting or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion.

(4) **Reporting to Law Enforcement:** Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.

e. **Responsibility for Electronic Devices.** Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially

or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

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

1. 1st Offense: Student will be confronted and directed to cease.
2. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified. Disciplinary action may be taken.
3. 3rd Offense: Student will be suspended from school for a minimum of 1 day, and parents and student will need to meet with Administrator(s) and/or counselor.

If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.

F. Specific Rule Items: The following conduct may result in disciplinary action which, in the repeated violations, may result in discipline up to expulsion:

1. Students are not given locker passes, restroom passes or telephone passes to leave a classroom or study hall unless special circumstances arise.
2. Students in the hallway during class time must have a pass with them.
3. Gum, candy, seeds, etc. are not allowed in the school building or classrooms. The pop machine is closed until after school and pop is to be drunk outside.
4. Students are expected to bring all books and necessary materials to class. This includes study halls.
5. Assignments for all classes are due as assigned by the teacher.
6. Students are not to operate the mini-blinds or the windows.
7. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
8. Students are to be in their seats and ready for class on the tardy bell.
9. Special classes such as Industrial Technology, Art, P.E., and computers courses will have other safety or clean-up rules that will be explained to you by that teacher which must be followed.
10. Students are not to bring "nuisance items" to school. A nuisance item is something that is not required for educational purposes and which would cause a distraction to the student or others.
11. Students are to stand back from the entry steps and doors in the mornings before school and at noon before the bell so that others may pass in and out of the entry doors.
12. Snow handling is prohibited.

G. Law Violations

1. Cases of law violations or suspected law violations by students will be reported to the police and to the student's parents or guardian as soon as possible.
2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.
3. In an effort to demonstrate that student behavior is always subject to possible legal sanctions regardless of where the behavior occurs it is the District's policy to notify the proper legal authorities when a student engages in any of the following behaviors on school grounds or at a school sponsored event:
  - (a) Knowingly possessing illegal drugs or alcohol.
  - (b) Aggravated or felonious assault.
  - (c) Vandalism resulting in significant property damage.
  - (d) Theft of school or personal property of a significant nature.
  - (e) Automobile accident.
  - (f) Any other behavior which significantly threatens the health or safety of students or other persons, and such other offenses which are required to be reported by law.

When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made.

Legal Source: Neb. Rev. Stat. Sections §79-254 to §79-296

Date of Adoption: April 14, 2008 and Readopted June 9, 2008

Reviewed: September 10, 2012