

Board of Education Regular Meeting
Media Center, Twin River High School
816 Willard Avenue
Genoa, NE 68640
Monday, October 19, 2020 7:30 PM

David Baxa: Present
John Nelson: Present
Dan Preister: Present
John Reeg: Present
Jennifer Swantek: Present
Chelsa Thompson: Present

1. Meeting Called to Order
 - 1.1. Open Meeting Law
 - 1.2. Meeting Properly Published and Posted
 - 1.3. Rules For Public Participation Stated
2. Roll Call
 - 2.1. Excused/Unexcused Absences
3. Approval of Agenda
4. Approval of Minutes of Previous Meetings
5. Treasurer's Financial Report
6. Approval of Claims
7. Reports of Administrators and Committees
 - 7.1. Visitors
 - 7.2. Principal's Reports
 - 7.3. Activities Report
 - 7.4. Superintendent Report
 - 7.5. Board of Education Report
8. Old Business

9. New Business

9.1. Consider and Take Possible Action to Accept Proposal to Update and Upgrade Security Cameras System

9.2. Consider and Take Possible Action to Approve Amendments to the Following Policies:

2008 - Meetings; 3001 - Budget; 3004.1 - Fiscal Management for Purchasing and Procurement Using Federal Funds; 4043 - Professional Boundaries Between Employees and Students; 5018 - Parental and Guardian Involvement in Educational Practices; 5067 - Student Assistance Team Process

9.3. Discussion About Drop Off and Pick Ups from Licensed Daycares - Information

9.4. Consider and Take Possible Action to Accept Resignation(s)

10. Date, Time, and Location of Next Meeting - November 16, 2020; 7:30 p.m.; Media Center, Twin River High School

11. Executive Session

12. Adjournment

Jennifer Swantek, Board President

Dan Preister, Board Secretary

2020 - 2021 Budget Hearing
Media Center, Twin River High School
816 Willard Avenue
Genoa, NE 68640
Monday, September 14, 2020 7:00 PM

David Baxa: Present
John Nelson: Present
Dan Preister: Present
John Reeg: Present
Jennifer Swantek: Absent
Chelsa Thompson: Present

1. Meeting Called to Order

1.1. Open Meeting Law

1.2. Meeting Properly Published and Posted

2. Roll Call

3. Budget Hearing

4. Adjournment

Meeting adjourned at 7:05 p.m.

Jennifer Swantek, Board Secretary

John Reeg, Board President

Board of Education Regular Meeting

Media Center, Twin River High School

816 Willard Avenue

Genoa, NE 68640

Monday, September 14, 2020 7:30 PM

David Baxa: Present
John Nelson: Present
Dan Preister: Present
John Reeg: Present
Jennifer Swantek: Absent
Chelsa Thompson: Present
Jennifer Swantek: Present
Jennifer Swantek arrived at 7:36pm.

1. Meeting Called to Order

1.1. Open Meeting Law

1.2. Meeting Properly Published and Posted

1.3. Rules For Public Participation Stated

2. Roll Call

2.1. Excused/Unexcused Absences

No action taken. Jennifer Swantek will be late.

3. Approval of Agenda

Motion to Approve Agenda Passed with a motion by David Baxa and a second by Dan Preister.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Chelsa Thompson: Yea

4. Approval of Minutes of Previous Meetings

Motion to Approve Minutes of Previous Meetings Passed with a motion by Dan Preister and a second by David Baxa.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Chelsa Thompson: Yea

5. Program Spotlight

No Program Spotlight.

6. Treasurer's Financial Report

Motion to Approve Treasurer's Financial Report Passed with a motion by David Baxa and a second by John Nelson.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Chelsa Thompson: Yea

7. Approval of Claims

Motion to Approve Claims Passed with a motion by John Nelson and a second by Dan Preister.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Chelsa Thompson: Yea

8. Reports of Administrators and Committees

8.1. Visitors

No visitors spoke.

8.2. Principal's Reports

PreK-6 Principal's Report:

Student Numbers -PreK-6 Total: 230 (244) (258) (248). By Grade Level: PreK (14) Kindergarten (36) 1st Grade (32) 2nd Grade (26) 3rd Grade (37) 4th Grade (22) 5th Grade (32) 6th Grade (31). All classes are split except for 2nd and 4th grade. Emergency Response Packets have been updated and placed in all classrooms. Assessing Students- NWEA-MAPS Testing completed for K-6. Acadience (DIBELS) Testing completed K-6. PELI Testing completed for PreK. Mr. Heier has started informal teacher evaluations. School is up and running very smoothly. Elementary students have done an excellent job with masks. Everyone has been flexible and adjustments are made as time passes. Lots of team effort has been made by custodians, nurse, aides, bus drivers, teachers, parents, and students.

JH/HS Principal's Report - 8/14 - Financial Aid meeting (15 students with parents attended) - 8/26 - College Planning Night (16 students with parents attended) - 9/27-30 - Senior College Fair will be done virtually with colleges and senior students during their English classes. Meetings and Workshops - 8/27 - ESU7 HS Principal Zoom - 8/31 - ESU7 Title IV meeting with Megan Welch - Mental Health Provider - 9/11 - ESU7 K-12 Principal Zoom -School Updates - Fall MAPS testing completed, Data Team reviewed data on 9/10 - 9/22 - Senior ACT testing at Silver Creek site. - Theme of the year is FLEXIBILITY. A few adjustments have been made to the Return to School Procedures; however, day-to-day adjustments are becoming the norm as they continue to provide quality education to all students and balance attendance. Former graduate, Dalton Gembica, is a National Finalist for his proficiency in the area of agricultural mechanics repair and maintenance placement.

8.3. Activities Report

Recent News, Events- East Central Health District moved to Phase IV of reopening effect today (September 14th). The new guidelines let the district move into 75% capacity indoors, 100% capacity outdoors, most restrictions lifted (suggested to still follow). Winter activity classifications have been announced-Boys Basketball C2, Girls Basketball D1, Speech C1, Wrestling C. Upcoming events, meetings- EHC Superintendent Meeting is on September 16th- EHC Softball Tournament is on September 26th. Meetings, Professional Development- EHC AD meeting, September 9th. Activity update- Cross Country: had 2 meets (Boone Central,

Bergan), next meet is Thursday (Central City). Jackson Strain finished 10th at Bergan Invite. Football: 0-2, next game Friday at Ponca . Softball: 9-6, games today against Central City, tomorrow at St. Paul, Thursday vs. GICC. Volleyball: 0-7, next game Thursday at Fullerton. JH Football: 1st game today at Centennia. JH Volleyball: 3rd game today vs. Madison at Silver Creek. They played at Shelby-Rising City and at David City last week.

8.4. Superintendent Report

Dr. Weidner showed the board the letter from NDE, stating Twin River's pre-school program has once again been approved. He also shared a letter with the board containing very kind words from a patron who expressed appreciation for their efforts to get school up and running again. The USDA has extended the free meal program until December 31, 2020. In Nebraska the school may go back no later than September 1st to make claims for free lunches and breakfasts. Family accounts will be reimbursed by the district for meals paid for since September 1st. Meals purchased before that date are not impacted by the USDA's decision. Families who would normally fill our Free and Reduced meals forms are encouraged to do so, as this information is used in determining eligibility for certain scholarships. The district is still waiting on word from the state to see if they will be able to use the free meal program during December since they are ending the semester before Thanksgiving. As an aside, there will be learning packets sent home with students during that time. Dr. Weidner has reached out to the folks at NRSCA to set up a date so they can finish up their planning program with them. Dr. Weidner was recently contacted by Humphrey Public about the possibility of cooping softball with them and Lindsey Holy Family.

8.5. Board of Education Report

Jennifer Swantek spoke on behalf of the Building Committee. They recently took a tour of the school and made a list of things that need to be improved. She spoke about the importance of starting to plan for future needs and putting good thoughts and ideas into it. The teaching style is changing and it is time to start preparing to have the things that is needed when the time comes. John Nelson said they are planning to get together with the architect soon to brainstorm thoughts and ideas and what the district is in need of.

Dan Preister spoke about raising the levy. As a board member he said his main concern is the students which he feels get a great education, and his next concern is the tax payers. Dan Preister does not think the levy should be raised at this time.

9. Old Business

10. New Business

10.1. Consider and Take Possible Action to Approve Budget for 2020 - 2021 School Year

Motion to Approve Budget for 2020 - 2021 School Year Passed with a motion by David Baxa and a second by John Nelson.

Dan Preister: Nay, David Baxa: Yea, John Nelson: Yea, John Reeg: Yea, Jennifer Swantek: Yea, Chelsa Thompson: Yea

Dr. Weidner gave an overview of the proposed budget.

10.2. Consider and Take Possible Action to Approve Final Tax Request Resolution for 2020 - 2021 School Year

Motion to Approve Final Tax Request Resolution for 2020 - 2021 School Year Passed with a motion by David Baxa and a second by Jennifer Swantek.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Jennifer Swantek: Yea, Chelsa Thompson: Yea

10.3. Consider and Take Possible Action to Amend Extended Contract for FCCLA

Motion to Amend Extended Contract for FCCLA Passed with a motion by Jennifer Swantek and a second by Chelsa Thompson.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Jennifer Swantek: Yea, Chelsa Thompson: Yea

10.4. Daycare Drop off and Pick Up

Chelsa Thompson spoke about concerns that have been brought up with younger school aged children crossing streets to get to licensed daycare providers in town at all 3 sites. She asked the board to look into this and see if there is possible transportation that can be provided by the school district for the safety of the students that attend licensed daycare afterschool.

11. Date, Time, and Location of Next Meeting

Motion to Approve Next Board Meeting for October 19, 2020 in the Media Center, High School Building at 7:30 p.m. Passed with a motion by David Baxa and a second by John Nelson.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Jennifer Swantek: Yea, Chelsa Thompson: Yea

12. Executive Session

No Executive Session.

13. Adjournment

Motion to Adjourn at 8:19pm. Passed with a motion by John Nelson and a second by Chelsa Thompson.

David Baxa: Yea, John Nelson: Yea, Dan Preister: Yea, John Reeg: Yea, Jennifer Swantek: Yea, Chelsa Thompson: Yea

Jennifer Swantek, Board Secretary

John Reeg, Board President

Tax Request Hearing
Media Center, Twin River High School
816 Willard Avenue
Genoa, NE 68640
Monday, September 14, 2020 7:00 PM

David Baxa: Present
John Nelson: Present
Dan Preister: Present
John Reeg: Present
Jennifer Swantek: Absent
Chelsa Thompson: Present

1. Meeting Called to Order

1.1. Open Meeting Law

1.2. Meeting Properly Published and Posted

2. Roll Call

3. Tax Request Hearing

4. Adjournment

Meeting adjourned at 7:10 p.m.

Jennifer Swantek, Board Secretary

John Reeg, Board President

Revenue Journal

Fiscal Year: 2021

Entry Line	Date Account	Received From	Receipt Description	Accrue	Description	Bank ID/Account Receivable	Received
Journal: 64 10/13/2020 General Fund Sept. 2020							
Entry	09/28/2020	Merrick County			County Receipts	A 010080	Genoa Natl
1	01-1-01100-000-000-000		Property Tax Receipts			0.00	312,528.15
2	01-1-01125-000-000-000		Motor Vehicle Tax Receipts			0.00	4,489.28
3	01-1-01115-000-000-000		Carline Payments Receipts			0.00	2,105.05
4	01-1-02110-000-000-000		County Fines and Licenses			0.00	824.14
Totals for Entry 20804						0.00	319,946.62
Entry	09/28/2020	Nance County			County Receipts	A 010080	Genoa Natl
1	01-1-01125-000-000-000		Motor Vehicle Tax Receipts			0.00	13,423.21
2	01-1-01100-000-000-000		Property Tax Receipts			0.00	558,775.58
3	01-1-01115-000-000-000		Carline Payments Receipts			0.00	1,039.52
Totals for Entry 20805						0.00	573,238.31
Entry	09/10/2020	Polk County			County Receipts	A 010080	Genoa Natl
1	01-1-01125-000-000-000		Motor Vehicle Tax Receipts			0.00	216.63
2	01-1-01100-000-000-000		Property Tax Receipts			0.00	136,947.21
3	01-1-02110-000-000-000		County Fines and Licenses			0.00	33.37
Totals for Entry 20806						0.00	137,197.21
Entry	09/04/2020	State of NE			School Bus	A 010080	Genoa Natl
1	01-1-05690-000-000-000		Other Non-revenue Receipts			0.00	57,000.00
Entry	09/14/2020	USAC Treasury			Medicaid	A 010080	Genoa Natl
1	01-1-04708-000-000-000		Medicaid/MAAPS			0.00	3,192.64
Entry	09/15/2020	Platte County			County Receipts	A 010080	Genoa Natl
1	01-1-01100-000-000-000		Property Tax Receipts			0.00	373,350.49
2	01-1-01125-000-000-000		Motor Vehicle Tax Receipts			0.00	9,111.35
3	01-1-01115-000-000-000		Carline Payments Receipts			0.00	1,023.24
4	01-1-02110-000-000-000		County Fines and Licenses			0.00	343.88
5	01-1-03130-000-000-000		Homestead Exemption			0.00	700.44
Totals for Entry 20810						0.00	384,529.40
Entry	09/30/2020	State of NE			state aid	A 010080	Genoa Natl
1	01-1-03110-000-000-000		State Aid			0.00	4,831.00
Entry	09/30/2020	Genoa Comm. Bank			interest	A 010080	Genoa Natl
1	01-1-01510-000-000-000		Interest On Investments			0.00	146.97
Totals for Journal 64						0.00	1,480,082.15

Bank Account Totals	A	010080	Genoa Natl Bank Gen	1,480,082.15
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Fund Summary	01	GENERAL FUND	Receivable	Received
			0.00	1,480,082.15

**Twin River Board of Education
Monthly Meeting
10-19-20**

PreK-6 Principal's Report

I. Principal Cluster

- A. Trauma Informed Instruction
- B. Resource Coach
- C. Data Dig-Planning for 2021-2022
- D. Five Types of Feedback to Teachers
- E. SAT
- F. Matt Townsley via Zoom—Grading
- G. Grading Reflection—Our next Move

II. EdLeader21 Annual Event--Virtual

- A. Session reflections:
 - i. Creating a Curriculum and Assessment System for 21st Century Learning-Jay McTighe
 - ii. Equitable Student Engaged Assessment-Portsmouth, OH
 - iii. Rethinking Assessments and Addressing COVID19 Learning Loss-VA Beach

III. Statewide Assessment Workshop--Virtual

- A. Jeremy Heneger, NDE:
 - i. NSCAS-ACT- all Juniors (March 23rd)
 - ii. NSCAS-General- Grades 3-8 ELA and Mathematics (March 22-April 30): Phase 1 Pilot, 1 session
 - iii. NSCAS-General- Grades 5 & 8 Science: Field Test, 2-sessions
 - iv. No Public Reporting or Individual Student Reports for parents

IV. Assessment Calendar

- A. Updated to reflect NWEA-MAPS testing in November (rather than February)

V. Daily Adjustments

- A. Rubrics Cube of moving parts trying to line up things covering absent staff
- B. Students—continue to be awesome!!!

High School Principal's Report

10-19-2020

I. Recent School Activity

- 9/17 - FBLA Fall Leadership Conference - Students attended virtually from SC site
- 9/22 - ACT testing @ SC - all seniors tested
- 10/14 - FFA Land Judging
- 10/17 - FBLA Appliance Drive
- 10/30 - FBLA will host the blood drive at St. Rose

II. Meetings and Workshops

- 9/17 - Principal Cluster @ ZOOM ESU7 (8:00-12)
- 9/18 - East Central Health Dept @ ZOOM 11:00
- 10/13-14 - EdLeader21 Conference @ ZOOM Orlando (areas of focus - curriculum and assessment)
- 10/15 - Principal PD Day @ ESU7 (8:00-3:30)

III. School Updates

- ASVAB testing for Juniors scheduled for Oct. 22
- Megan Welch (Mental Health Practitioner) will start with Twin River on Oct. 21 and will be in the building every Wednesday from 1:00-3:00 pm.
- We continue to monitor the pandemic situation daily and make adjustments to our plan and facilities as needed based on information received.
- Met with 7-12 staff and students upon return from remote learning to update with changes in the building (3 lunch periods and distancing), masks, grades, on-line issues. Attendance and work completed by students was far better than what we experienced last spring. Most all were in agreement that we would rather be physically at school.



TWIN RIVER TITANS

Activities Department

Twin River Public Schools will provide opportunities for individuals to become lifelong learners by providing educational excellence for a changing tomorrow.

October 2020

Message from the AD

As we wrap up the fall season and get closer to Thanksgiving, which in this topsy-turvy year means closer to our extended holiday break, I've been reminded to remain thankful and grateful. This is harder some days than others. Everything hasn't gone the way we would like it to this year. We've had some incredibly tough breaks and had to deal with some things that even in these trying circumstances are unprecedented. But even then, we've mostly had students at school in person. Even though we've had to cancel some games and even had the softball season end in brutal fashion, we've gotten chances to participate in activities that in the summer we weren't sure we would get. And that's something to absolutely be grateful for!

As always, #WeareTR!

The spotlight is on...

Mr. Anderson. The Play Production competition season hasn't begun yet, but the Play Production cast and crew, led by 1st year (at Twin River) director Mr. Anderson and assistant director Mr. Robb, have been hard at work preparing for their November-December competition season. District Play Production will take place during the week of Nov. 30-Dec. 5. Break a leg!

Twin River information

- Winter activity classifications have been released
 - Boys BB: C2
 - Girls BB: D1
 - Play Production: C1
 - Speech: C1
 - Wrestling: C

As always, the rSchool calendar (with the most up-to-date information) can be found on the Twin River Public Schools website (click on Activity Calendar), following [this link](#), or scanning the QR code below.



- Superintendent**
John Weidner
- High School Principal**
Kyle Metzger
- Elementary Principal**
Tod Heier
- Activities Director**
Spencer Zysset
- Softball**
Renae Van Driel
- Cross Country**
Mitchel Tracy
- Football**
Bob Frederickson
- Volleyball**
Julie Strain
- Boys Basketball**
Tod Heier
- Girls Basketball**
Bryan Pilakowski
- Wrestling**
Kalin Koch
- Track & Field**
Mindy Swanson
Kristine Rogers
- Boys Golf**
Scott Fehringer
- Baseball**
Andy Jarecki
- Cheer**
Stephanie Paulsen
- Athletic Trainer**
Mike Sloup
- School Board**
John Reeg (president)
John Nelson
Jennifer Swantek
Dave Baxa
Chelsa Thompson
Dan Preister



Activities Report: 10-19-2020

Recent news, events

- FCCLA Fall Leadership Conference, September 21st
- FFA Land Judging, October 14th

Upcoming events, meetings

- EHC AD meeting, October 21st
- FBLA Blood Drive, October 30th
- EHC superintendent meeting, November 4th
- NSAA District II meeting, November 4th

Meetings, professional development

- EHC superintendent meeting, September 16th
- East Central Health District (Zoom) meeting, September 18th
- East Central Health District (Zoom) meeting, October 9th

Other information

- Activity updates
 - Cross Country: finished season last Thursday at districts
 - Football: last game is Friday at St. Paul
 - Softball: finished season 10-10
 - Volleyball: final regular season games tomorrow (@ Wisner) and Thursday (vs. Madison)
 - Had conference tournament last week
 - Subdistricts/district finals next week
 - JH Football: finished season last Monday at David City
 - JH Volleyball: finished season last Tuesday vs. HLHF
- HS Winter sports practices begin November 16th
 - JH wrestling (October 26th) and JH GBB (October 30th)
- Waiting for winter sports/activities guidance from the NSAA

Student Population for School Year 2020 - 2021 as of the 5th of each month.										
	August	September	October	November	December	January	February	March	April	May
Grade										
PK	14	14	16							
K	35	36	35							
1st	31	32	32							
2nd	25	26	26							
3rd	37	37	37							
4th	22	22	22							
5th	32	32	33							
6th	30	31	31							
Total	226	230	232	0	0	0	0	0	0	0
7th	33	33	33							
8th	40	40	40							
Totals	73	73	73	0	0	0	0	0	0	0
9th	25	25	25							
10th	27	29	29							
11th	33	33	33							
12th	33	33	33							
Total	118	120	120	0	0	0	0	0	0	0
Grand Total	417	423	425	0	0	0	0	0	0	0

Superintendent's Report

1. New Directed Health Measure goes into effect on Wednesday.
2. Baseball with Boone Central
3. Free meal program extended through the rest of the school year
 - a. No meals will be served over Thanksgiving break nor the usual Christmas Break
4. Other

Applied Connective Technologies

Phone: 866-358-0109
 2585 NE-14, PO Box 446
 Albion, NE 68620

Quote

No.: **1431**
 Date: 9/23/2020

Prepared for:
 John Weidner
 Twin Rivers Schools-Genoa
 816 Willard Ave
 Genoa, NE 68640

Prepared by: Justin Niewohner
 Account No.: 761
 Phone: (402) 993-2274
 Job: Wisenet Wave Conversion, Insall 18 Cameras

Quantity	Item ID	Description
1	CAM-NVR-WAVE-PRO-24	Wisenet Wave Professional License- 24 Cameras
1	CAM-NVR-WAVE-PRO-08	Wisenet WAVE Professional License- 8 Cameras
1	CAM-NVR-WAVE-EMB-08	Wisenet WAVE Embedded Recorder license - 8 channel
3	CAM-NVR-WAVE-ENC-04	Wisenet WAVE Encoder License- 4 Channels
1	CAM-NVR-SPE-1610	Samsung Security SPE-1610 16-Channel H.264 Network Video Encoder
8	CAM-QNV-8010R	Samsung QNV-8010R 5MP Outdoor IR Network Vandal Dome, 2.8mm Lens
9	CAM-QND-7010R	Samsung QND-7010R 4MP Indoor IR Network Dome Camera, 2.8mm Lens
1	CAM-HCV-7010R	Samsung HCV-7010R 4MP Wisenet HD+ Outdoor Dome Camera, 2.8 mm Fixed Lens
2	DT-PC-CS-CAT6-YLW-8	CommScope Uniprise Cat6 8' Patch Cord, Yellow
1.00	MISCELLANEOUS STRUCTURED CABLING	Miscellaneous Mounting Hardware, Connectors
1.00	LIFT-SCISSOR	Indoor Scissor Lift Rental
1.00	FRT	Freight
1.00	MILEAGE/ACC	Mileage and Accomodations per bid
1.00	Installation Services AVS	Installation Services AVS

Your Price: \$16,408.96

Prices are firm until 10/23/2020

Terms: Net 30

Prepared by: Justin Niewohner, jniewohner@appliedconnective.com

Date: 9/23/2020

Accepted by: _____

Date: _____

Quote

No.: **1431**

Date: 9/23/2020

Disclaimer

All prices quoted are valid for 30 days and does not include applicable sales tax. A 35% down payment invoice will be sent and must be paid before materials will be ordered. Thank you for your business.

Policy Changes

2008 – Meetings – With the passage of LB 148, we must now print notices of our regular meetings in a newspaper of general circulation. This is nothing new for us as we have been printing the notices the Columbus newspaper for quite some time now. We do have to make sure we put the method and date of the meeting notice in our Board minutes.

3001 – Budget – LB 148 also requires that our budget hearing is to be held separately from our regular meeting. Some districts will put their hearing on the agenda of their regular meeting. We have not done this. Our hearing has always been a separate event. It may be on the same night, but it is not a part of the regular meeting.

3004.1 – Fiscal Management for Purchasing and Procurement Using Federal Funds – We are prohibited from accepting any kind of gift from vendors when federal funds may be used to pay for their services or goods. We are allowed to set a certain amount for a ceiling of the value of the gift. This policy sets that amount at \$25.00. The policy will specifically list the possible disciplinary actions that will be applied for violations of the code of conduct or conflict of interest provisions.

4043 – Professional Boundaries and Appropriate Relationships Between Employees and Students – LB 1080 requires schools to enact a policy regarding appropriate relationships between a student or former student and a school employee or any student teacher or intern. There are nine new policy requirements that are addressed in this amended policy.

5018 – Parent and Guardian Involvement in Education Practices – The amendments to this policy more accurately reflects state and federal law governing state testing opt-outs.

5067 – Student Assistance Team or Comparable Problem-Solving Team – Rule 51, which governs the Special Education program from the state level, grants districts the ability to use an alternative to Student Assistance Teams (SAT). In our case, we use the Multi-Tiered System of Support (MTSS). This policy change better aligns our usage of MTSS with Rule 51 as an alternative to SAT's.

2008 Meetings

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

2. Notice

The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public. Notice of regular and special meetings shall be *published in a newspaper of general circulation within the district and, if available, on the newspaper's website. Newspapers of general circulation in the district include, but are not necessarily limited to, the Genoa Leader-Times, the Columbus Telegram, or the Omaha World-Herald.* Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting *on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.*

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

3. Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay. *Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.*

4. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, *the method(s) and date(s) of the meeting notice*, and the substance of all matters discussed.
- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
- c. The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and may be published on the school district's website.

Adopted on: August 7, 2017

Re-Adopted: January 29, 2019; July 15, 2019;

Revised on: _____

Reviewed on: _____

3001 Budget

The board of education shall adopt a budget each year to support the school district's programs and services for the ensuing fiscal year. The superintendent of schools shall be responsible for developing the budget subject to the direction and decisions of the board. The budget document shall be under continuous development, based upon the requirements of the adopted educational program.

Proposed Budget. The superintendent shall prepare the proposed budget in accordance with board policies and goals, state statutes, and regulations. As the district's spending plan, the budget will be based on up-to-date revenue estimates, and will reflect the assessed needs and programs approved by the board.

Budget Hearing Notice. *Notice of place and time of the hearing, together with a summary of the proposed budget statement, must be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the school district. The four calendar days shall include the day of publication but not the day of hearing.*

Budget Hearing. *The board must conduct a hearing prior to adopting the budget. The hearing must be held separately from any regularly scheduled meeting and may not be limited by time. The board must make a presentation outlining key provisions of the proposed budget statement, including, but not limited to, a comparison with the prior year's budget. Any member of the public desiring to speak on the proposed budget statement shall be allowed to address the board at the hearing and must be given a reasonable amount of time to do so. Five minutes shall generally be considered a reasonable amount of time.*

Budget Hearing Documents. *The board must make at least three copies of the proposed budget statement and at least one copy of all other reproducible written material to be discussed at the hearing available to the public at the hearing.*

Budget Adoption. *After the budget hearing, the proposed budget statement shall be adopted or amended and adopted as amended. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of the changes (including the items changed and the reasons for such changes) must be published in a newspaper of general*

circulation within the school district within twenty calendar days after its adoption without further hearing.

Certification and Filing. *The amount to be received from personal and real property taxation shall be certified to the appropriate levying board as provided by law. The budget shall also be filed with the state auditor.*

Purchase Authorization. Except for bids required under the section "Bid Letting and Contracts," the board's adoption of the budget shall authorize the purchases without further board action.

Monthly Report. At each monthly board meeting, the superintendent will provide a report on the current status of the major sections of the budget.

Adopted on: August 7, 2017

Revised on: _____

Reviewed on: _____

3004.1

Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between \$10,000 and \$250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

- 1.** Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, *except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of \$25 or less.*

D. Enforcement

Disciplinary Actions *including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment,* will be applied for violations of such standards by officers, employees, or agents of the District.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.
2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;

9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for

other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of

passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: August 7, 2017

Revised on: July 15, 2019

Reviewed on: _____

4043

Professional Boundaries and Appropriate Relationships Between Employees and Students

School district employees and student teachers or interns (“employees”) are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students and must have appropriate relationships with students. They may be friendly with students, but they are the students’ teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees’ conduct and interactions with students and to material they post on personal web sites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee’s professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

Sexual Relationships Prohibited. Employees are prohibited from engaging in any relationship that involves sexual contact or sexual penetration with a student while the student is a current student and for a minimum of one year after the date of the student's graduation or the date the student otherwise ceases enrollment. Sexual contact has the same meaning as in section 28-318, and sexual penetration has the same meaning as in section 28-318.

Grooming Prohibited. Employees are prohibited from engaging in grooming with students. Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student’s life the sexual contact or sexual penetration would take place.

Unless an employee can clearly and convincingly demonstrate a legitimate educational purpose, grooming behaviors and related conduct that are a violation of this policy include, but are not limited to:

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.

- Displaying sexually inappropriate material or objects.
- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
- Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school.
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.
- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.
- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed.
- Any after-school hours activity with only one student.
- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

Communication Between Employees and Students. The preferred methods for employees to communicate with students are _____ [NOTE TO BE DELETED: identify the methods that your district prefers teachers to use to communicate with students such as in person, school e-mail accounts,

and other preferred modes of communication. Employees may use the following personal communication systems to communicate with students: _____ . [NOTE TO BE DELETED: Identify the methods that your district prefers teachers to use to communicate with students such as school e-mail accounts, SeeSaw, Google classroom, and other approved personal communication systems]. A personal communication system is a device or software that provides for communication between two or more parties and is capable of receiving, displaying, or transmitting communication. Personal communication system includes, but is not limited to, a mobile or cellular telephone, an email service, or a social media platform.

Employee communications with students through a communication system generally are to be sent simultaneously to multiple recipients and not just to one student. The burden to demonstrate the appropriateness of a communication with a student only shall rest with the employee.

Reporting a Policy Violation. Anyone may report suspected grooming, other unacceptable employee conduct, or any violation of this policy as follows:

School District. Reports may be made to a principal, the superintendent, or the Title IX Coordinator in person, by mail, by telephone, or email.

Nebraska Department of Education. Reports may be made at: Nebraska Department of Education, Attn: Certification Investigations' Office, P.O. Box 94933, Lincoln NE 68509 or Nde.investigations@nebraska.gov.

Nebraska Department of Health and Human Services. Reports may be made by calling the Child Abuse and Neglect Hotline at (800) 652-1999.

Law Enforcement. Reports may be made to the local police department by calling (____) ____-____, the county sheriff at (____) ____-____, or the Nebraska State Patrol at (____) ____-____.

An employee is required to make a report to a principal or the superintendent if the employee reasonably believes that another employee has violated or may have violated this policy. Minor concerns or violations shall be reported within 24 hours. Major concerns or violations shall be reported immediately. Violations committed by or concerns about the superintendent shall be reported to the school board president.

A student who feels his or her boundaries have been violated should directly inform the offender that the conduct or communication is offensive

and must stop. If the student does not wish to communicate directly with the offender or if direct communication has been ineffective, the student should report the conduct or communication to a teacher, administrator, counselor, the Title IX coordinator, or other school employee with whom she or he feels comfortable.

Retaliation Prohibited. Retaliation for good faith reports or complaints made as a result of this policy is prohibited. Individuals who knowingly and intentionally make a false report shall be subject to discipline as provided by district policy and state law.

Policy Violations. Any violation of this policy by an employee may result in disciplinary action up to and including dismissal from employment and/or referral to the Nebraska Department of Education, which may result in the suspension or revocation of the employee's certificate. Any violation involving sexual or other abuse will result in referral to the Nebraska Department of Health and Human Services, law enforcement, or both.

Policy Verification. Employees shall verify that they have received, reviewed, and understood this policy by signing an acknowledgment document indicating the same.

No Limits on Reports to NDE. Nothing in this policy shall be construed to limit any certificated employee's duty to report any known violation of the standards of professional practices (Title 92, Nebraska Administrative Code, Chapter 27, commonly known as Rule 27) adopted by the Nebraska Board of Education.

Adopted on: _____
Revised on: _____
Reviewed on: _____

5018

Parent and Guardian Involvement in Education Practices

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

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
 - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
 - b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
 - c. A parental request to review specific standardized and criterion-referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
 - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.

- b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
 - a. Building principals may excuse a student from any single school experience at the parent's written request.
 - b. When appropriate, alternative experiences will be provided for the student by the school.
4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
 - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.
 - b. State Assessments

State and federal law simultaneously require students to take state assessments, with few exceptions, but also permit parents or guardians to request to opt their students out of these assessments. Approval of opt out requests is contrary to the mandatory testing laws, so the District cannot "approve" the request. Parents who do not present their child for testing will result in the child receiving the lowest score possible on the assessment.

c. National Assessment of Educational Progress

As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.

The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least **three** days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.

7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.
 - a. The principal must approve all surveys intended to gather information from students before they are administered to students.
 - b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5067

Student Assistance Team or Comparable Problem-Solving Team

Pursuant to the Rules of the Nebraska Department of Education, the school district uses a general education student assistance team ("SAT") or a comparable problem-solving team ("Team"). The SAT or Team will use and document problem-solving and intervention strategies to assist teachers in the provision of general education and to meet the needs of students who may be struggling in the general curriculum or who are struggling to comply with the student code of conduct or to meet acceptable behavioral and social norms.

If the SAT or Team feels that all viable alternatives have been explored, a referral for multidisciplinary evaluation shall be completed. The referral shall comply with the requirements of the Rules of the Nebraska Department of Education.

All teaching staff must:

- 1) Support the SAT or Team process by appropriately referring students who may benefit from the SAT or Team process; and
- 2) Faithfully and consistently implementing the intervention strategies recommended by the SAT or Team.

The failure to support the SAT or Team process is a serious matter and may constitute just cause for terminating or canceling a teacher's employment.

Adopted on: August 7, 2017

Revised on: _____

Reviewed on: _____

Kyle Metzger
407 S. Park St.
Genoa, NE 68640
kmetzger@twinriver.esu7.org

October 15, 2020

Dr. John Weidner
Superintendent
Twin River Public Schools
816 Willard Ave.
Genoa, NE 68640

Dear Dr. Weidner and Twin River Board of Education:

Please accept this letter as formal notification of resignation from my position as 7-12 Principal at Twin River Public Schools. I will be entering into retirement at the conclusion of the 2020-2021 school year.

Thank you for the opportunity you have provided me over the past four years at Twin River and the support you have provided throughout the last three unprecedented years in particular as we continued to provide the best educational opportunities for our students and patrons.

If I can be of any assistance during this transition, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Kyle Metzger", with a long horizontal line extending to the right.

W. Kyle Metzger