

Board of Education Regular Meeting
Monday, August 12, 2019 7:00 PM
HS CONFERENCE ROOM
705 N 9th St
Arlington, Nebraska 68002

1. OPENING PROCEDURES
 1. Call Meeting to Order
 2. Roll Call
 3. Pledge of Allegiance
 4. Approval of Regular Meeting Agenda
2. WELCOME TO GUESTS AND PUBLIC FORUM
3. CONSENT AGENDA
 1. Minutes of the Previous Board Meeting(s)
 2. Monthly Financial Reports
 3. Approve 4th Grade Teacher Contract
4. PRINCIPALS' REPORTS
 1. Mr. Pfingsten's August Report
 2. Mr. Shada's August Report
5. SUPERINTENDENT'S REPORT
 1. NASB Board Quicks
 2. Admin Days Report
 3. Board/Superintendent Planning Session with McPherson Jacobson
 4. NRCSA member update
 5. Enrollment Report
6. COMMITTEE AND REPRESENTATIVE REPORTS
 1. Buildings and Grounds Committee
 1. Report on Summer Projects
 2. DLR Report
 2. Finance Committee
 1. Budget Progress
7. UNFINISHED BUSINESS
 1. Discuss and Consider and Adopt on Second Reading Required Policy Updates on First Reading: 1120-Tobacco Policy; 3130-Purchasing Policies; 3131- Procurement Plan; 4030-Wage Information; 5001-Admission Requirements; 5012-Military Recruiters; 5101- Student Discipline; 5104-Drug and Substance Use and Prevention; 5305-School Dances; 6211-Curriculum-Assessments; 6410-Family Engagement Policy
 2. Discuss and Consider and Adopt on Second Reading amendments to Policy 8151 Standing Committees and Policy 8153 Standing Committee on Americanism
 3. Discuss and Consider and Adopt Amendment to Policy 9320--Business Operations on Second Reading
 4. Discussion of Communications System / Bus Radio MOU from October 2018
8. NEW BUSINESS
 1. Approve Purchase and Install of Cameras for Two New Busses

2. Consider, Discuss, and Approve Interlocal Agreement with Fort Calhoun for Occupational Therapist for 2019-2020.

3. Discuss Time/Date/Location of Budget Hearing and Tax Levy Request Hearing

9. EXECUTIVE SESSION

10. ACTION ON EXECUTIVE SESSION ITEMS

11. ADJOURNMENT

Board of Education Regular Meeting
Monday, July 8, 2019 7:00 PM Central

HS CONFERENCE ROOM
705 North 9th Street
Arlington, NE 68002-0580

Jason Arp: Present
Matt O'Daniel: Present
Bruce Scheer: Present
Jessica Scheer: Present
Janet Warner: Present
Shanon Willmott: Present
Present: 6.

1. OPENING PROCEDURES

1.1. Call Meeting to Order

Matt O'Daniel called the meeting to order at 7:02pm.

1.2. Roll Call

Board members present were Matt O'Daniel, Shanon Willmott, Bruce Scheer, Janet Warner, Jessica Scheer, and Jason Arp. Also present were Superintendent Lynn Johnson, High School Principal Aaron Pfingsten, High School Athletic Director James Shada, Elementary Principal Jacqueline Morgan, and recording secretary Jenny Hansen.

1.3. Pledge of Allegiance

2. WELCOME TO GUESTS AND PUBLIC FORUM

3. CONSENT AGENDA

Motion to approve the consent agenda as presented Passed with a motion by Bruce Scheer and a second by Jessica Scheer.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

3.1. Approval of Regular Meeting Agenda

3.2. Minutes of the Previous Board Meeting(s)

3.3. Monthly Financial Reports Updated Check Register Attached

4. CURRICULUM/INSTRUCTION REPORTS

5. REVIEW OF ANNUAL DISTRICT PLAN

The playground is completed.

DLR did walk through with Dr. Lewis and Lawrence Reed. They will get a report to Dr. Lewis that she can review with the building committee at a later date.

6. PRINCIPALS' REPORTS

7. SUPERINTENDENT'S REPORT

- Enrollment Report
- Supt Evaluation of Policy #2120
- Conference Attendance
- NASB Board Quick Notes
- NRCSA Legislative Committee Board Member Opportunity

8. COMMITTEE AND REPRESENTATIVE REPORTS

8.1. Americanism/Education Evaluation

8.2. Buildings and Grounds Committee

8.3. Finance Committee

8.4. Negotiations Committee

8.5. Professional Development Sharing

9. UNFINISHED BUSINESS

10. NEW BUSINESS

10.1. Discuss and Consider on First Reading amendments to Policy 8151 Standing Committees and Policy 8153 Standing Committee on Americanism

Policy 8151 and 8153: We previously distributed a memo on LB 399. Policies 8151 and 8153 have been revised to reflect that the Americanism Committee is now referred to as the Committee on American Civics. Please refer to the prior memo from last month that outlines the Committee's requirements in more detail.

10.2. Discuss and Consider on First Reading Required Policy Updates on First Reading: 1120-Tobacco Policy; 3130-Purchasing Policies; 3131- Procurement Plan; 4030-Wage Information; 5001-Admission Requirements; 5012-Military Recruiters; 5101- Student Discipline; 5104-Drug and Substance Use and Prevention; 5305-School Dances; 6211-Curriculum-Assessments; 6410-Family Engagement Policy

The PDF document title Annual Policy Update Memo explains the changes made to each of these policies and the purposes for adding the policies to our manual.

10.3. Discuss and Consider on First Reading Amendment to Policy 9320--Business Operations on First Reading

It was suggested to move the consent agenda to the beginning of the meeting after the opening. The board will come back next month for a vote.

10.4. Discuss, Consider and Take Necessary Action to approve the quote for changing exterior doors to electronic locks

Motion to accept the bid for changing exterior doors to electronic locks as presented. Passed with a motion by Matt O'Daniel and a second by Shanon Willmott.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

Finally received bid waiting for.
\$23,460

10.5. Discuss, Consider and Take Necessary Action to approve concourse cement at the baseball field

Motion to accept the Bid from Pave the Way for \$22,500 for the concourse cement work to be done at the baseball field Passed with a motion by Jessica Scheer and a second by Shanon Willmott.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

10.6. Discuss, Consider and Take Necessary Action to approve the purchase of minivan

Motion to approve the purchase of minivan from Gene Steffey Chrysler for the purchase price not to exceed \$22564. Passed with a motion by Matt O'Daniel and a second by Jessica Scheer.
Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

10.7. Discuss, Consider and Take Necessary Action to approve the contract for Arbor Family Counseling Services for the 2019-2020 school year

Motion to approve the Arbor Family Counseling Contract as presented for the 2019-2020 School year Passed with a motion by Matt O'Daniel and a second by Jessica Scheer.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

10.8. Discuss, Consider and Accept the 2018-2019 Annual Transportation Report

Motion to Accept the 2018-2019 Transportation Report as Presented. Passed with a motion by Bruce Scheer and a second by Janet Warner.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

10.9. Discuss, Consider and Take Necessary Action to enter into contract with ProCare for Elementary SPED Teacher

Motion to approve fall semester contract with ProCare for Elementary SPED Teacher as presented Passed with a motion by Jessica Scheer and a second by Janet Warner.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

10.10. Discuss, Consider and Take Necessary Action to approve the 2019-2020 shuttle bus agreement with St. Paul's Lutheran School

Motion to approve the 2019-2020 Shuttle Bus Agreement with St Paul's Lutheran Schools as presented Passed with a motion by Matt O'Daniel and a second by Bruce Scheer.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

10.11. Discuss, Consider, and Take Necessary Action to Set Hot Breakfast/Lunch Prices for 2019-2020

Motion to Set Hot Breakfast and Lunch Prices for 2019-2020 as presented. Passed with a motion by Janet Warner and a second by Shanon Willmott.

Jason Arp: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Jessica Scheer: Yea, Janet Warner: Yea, Shanon Willmott: Yea

Hot Breakfast and Lunch Prices were \$1.40 (K-12 Breakfast) \$2.20 (Adult Breakfast) \$2.25 (K-6 Lunch) \$2.50 (7-12 Lunch) \$3.55 (Adult Lunch) for 2018-2019. This appears to be a healthy

mid-point with area schools, and we have adequate funds in the food service account. We don't believe we need to raise prices for this coming year.

11. EXECUTIVE SESSION

12. ACTION ON EXECUTIVE SESSION ITEMS

13. ADJOURNMENT

Matt O'Daniel adjourned the meeting at 8:10pm.

GENERAL FUND EXPENDITURES

JULY 2019

Accounts Payable \$ 221,438.98

Payroll \$ 263,571.76

Total General Fund \$ 485,010.74

Arlington Public Schools
July 31, 2019

Fund Name 2 Rivers Bank	Starting Balance	Receipts	Disbursements	Interfund Transfers	Ending Balance
General Fund - 864	\$ 280,152.48	\$ 92,923.75	\$ 600,832.12	\$ 334,972.81	\$ 107,216.92
Activities - 109	\$ 130,317.66	\$ 17,380.28	\$ 20,970.26	\$ -	\$ 126,727.68
Sweep - 956	\$ 4,861,606.09	\$ 3,214.65		\$ (333,528.31)	\$ 4,531,292.43
Hot Lunch - 487	\$ 134,892.80	\$ 25.91		\$ (1,444.50)	\$ 133,474.21
Employee Benefit Fund	\$ 12,807.47	\$ -	\$ 11,965.52	\$ -	\$ 841.95
Depreciation Fund	\$ 1,687,865.54	\$ 1,145.66	\$ 22,569.00	\$ -	\$ 1,666,442.20
2017 Bond Refunding	\$ 692,246.77	\$ 6,496.65		\$ -	\$ 698,743.42
QCPUF	\$ 280,457.77	\$ 3,572.10		\$ -	\$ 284,029.86
Spec Bldg Fund	\$ 413,097.97	\$ 4,279.16	\$ -	\$ -	\$ 417,377.13
Total Special Funds	\$ 3,086,475.52	\$ 15,493.57	\$ 34,534.52	\$ -	\$ 3,067,434.57

CHECK REGISTER FOR AUGUST 2019 BOARD MEETING

(Includes special fund checks)

PAYEE NAME	DESCRIPTION	AMOUNT
Ace Hardware	Gator Blade	\$47.97
Ace Hardware	Hedge Trimmer	\$339.45
Ace Hardware	Lawn Maintenance items	\$362.94
Advance Education	Advanced Improvement Networ	\$1,200.00
American Broadband	Telephone Service	\$489.33
APS Athletics	Pepsi Deposit correction	\$125.32
Ballard Equipment	Super Pro Jack	\$264.00
Blick Art Materials LLC	Supplies	\$98.70
Bomgaars	Bus/Van Supplies	\$19.98
Border States	Electrical Supplies	\$688.62
Bound to Stay Bound Books Inc	Supplies	\$547.25
Bryan Rock Products	25 Ton Agilime	\$1,787.50
Carolina Biology Supply	Supplies	\$312.50
CDW-G	Epson	\$1,836.00
Charleston Inc	Maintenance	\$81.79
Chem Tech	Pest Control	\$92.64
Classroom Direct	Classroom Supplies	\$125.16
Classroom Direct	Classroom Supplies	\$66.70
Cleary Shamrock Rull Property Svcs	Fence Repair	\$510.00
Delta Education	Supplies	\$411.41
Dennis Supply	Filters and molded plug connec	\$668.24
Dodge County Humane Society	Used Riding Mower	\$300.00
Eagle Auto	Repairs to AC 11P van	\$238.02
Eagle Auto	Repair brakes and coolant silve	\$1,266.32
Eakes Office Solutions	18-19 copier overage	\$489.54
Enterprise Publishing	Legal Notices / Minutes	\$583.01
ESU #3	Summer Science Collaborative	\$26.00
ESU #3	Summer Science Collaborative	\$26.00
Fastbridge Learning LLc	Fast Subscription	\$3,000.00
Fastenal Company	Parts and Equipment Sign on H	\$644.23
Fifth Season	Backflow	\$253.00
First Wireless	Wiring 10p silver for new radios	\$225.75
Flinn Scientific	Supplies	\$710.15
Follett School Solutions	Destiny Library Manager	\$907.05
Follett School Solutions	Supplies	\$4,675.30
Foundation for Ed Svcs	Annual Renewal Website hostir	\$2,745.00
Ft Calhoun Community Schools	Psychologist Services	\$5,850.05
Fremont Chamber of Commerce	Bronze Membership dues	\$325.00
Fremont Sanitation	Trash Service	\$687.80
Getzman Heating LLC	Part for AC	\$80.00
Getzman Heating LLC	Run Capacitor	\$28.21
Getzman Heating LLC	Terminal Kit	\$86.69
Global Equipment Company	Laptop charging cart	\$689.00
Glynlyon Inc	Odysseyware courseware	\$3,500.00
Hansen Tire LLC	Repairs on bus 2011	\$2,523.33
Harco Athletic Reconditioning	Football Helmets	\$1,071.00
Heartland Tires and Treads	Tires for bus 2013	\$1,917.70
Hometown Leasing	Printer Copier Lease	\$1,723.15
Jackson Services	Kitchen Supplies	\$61.92
JW Pepper	Music	\$800.00
Krause, Rodney	Wash and Paint bus barn	\$3,445.00
KSB School Law	Legal Services	\$660.00
LE Learn2Move	PT Services	\$428.26
McKinnis Roofing	Rood Leak Repair	\$1,589.98
Menards	Supplies	\$839.21
Menards	Buidling Maintenance	\$387.28
Metal Doors and Hardware Co	Installation of Hinge and Lockse	\$463.00

NACIA	Rewewal for Fairhead	\$15.00
NASCD	NASCD renewal	\$40.00
NCSA	Admin renewals	\$2,870.00
Newzbrain Education	Newz Brain interactive and print	\$309.00
NE Central Equipment	Rubber Seal and horn for bus	\$267.24
Noredink Corp	Subscription Renewal	\$6,000.00
Noredink Corp	Subscription Renewal	\$6,000.00
NRCSA	Membership Dues	\$850.00
NRCSA	Membership Dues	\$75.00
NW Evaluation Association	MAP Growth	\$2,125.00
Omaha Truck	Bus Parts / Repairs	\$1,053.22
One Source	Background Checks	\$87.00
OPPD	Electricity	\$8,253.54
O'Reilly Auto Parts	Bus / Van Parts	\$28.40
P&H Electric	Oval Case for Rooftop	\$160.84
Pay Flex	Payflex	\$100.00
Pioneer Valley Edu Press	Literacy Footprints	\$3,330.00
Plains Equipment	Mower Tires	\$20.13
Plan Services	403b admin fee	\$100.00
Pomps Tire Service	Balance for bus tires	\$102.72
Prairie Fields Fam Med	Driver Physicals	\$80.00
Prairie Fields Fam Med	Driver Physicals	\$240.00
Ralston Public Schools	Deaf and Hard hearing services	\$22,571.33
Really Good Stuff, LLC	Supplies	\$39.98
Reed Electric	Fairgrounds Plumbing Service	\$166.84
Reed Electric	FB Field Sprinkler System	\$823.57
Rich's Welding	Mud flap for bus	\$34.00
Rogers Athletics	5 Man Lev Sled	\$5,535.00
School Health	Balance Stones, Timers	\$82.89
School Specialty Supply	Supplies	\$15.79
School Specialty Supply	Supplies	\$155.47
Sherwin Williams	Paint and supplies	\$545.71
Siffring	Fairground Ball field	\$2,972.47
Sign Depot	Decals on new Mini van	\$74.70
Staples	Folders	\$336.50
Strive Inc	New Media Platform	\$1,975.00
Sysco Lincoln	Oven	\$46,618.00
T Square Supply	Maintenance Parts	\$58.52
T&T Electric	Baseball Field Scoreboard	\$945.00
Teacher Direct	Supplies	\$193.16
Teacher Direct	Supplies	\$116.44
Thermo King Christensen	Bus Parts	\$584.94
Two Rivers Bank	Direct Deposit Fee	\$18.00
Uline	Steel Shelving	\$1,977.28
Village of Arlington	Water	\$1,159.32
VIRCO	Chair and Table	\$444.64
VISA	Supplies	\$2,417.49
Walmart	Supplies	\$254.70
Washington Co Treasurer	Transportation radios	\$44,495.81
Weldon Parts	Bus Parts	\$105.24
West Music	Supplies	\$1,055.51
Winnelson	Plumbing Supplies	\$237.14

Total Payables

\$221,438.98

NASCD

\$ 375.00

\$375.00

\$221,813.98

BCBS

\$11,965.52 Employee Benefit Fund

2019 Dodge Grand Caravan	\$22,569.00
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\$34,534.52

Sandra S. Sanders

3106 Marian Lane

Fremont, NE 68025

(402) 727-4057

Professional Profile

A creative problem solver with strong organizational and team building skills, as well as written and oral communication skills. Able to develop productive relationships with a diverse range of colleagues. Hard-working self-starter who excels at multi-tasking and solving challenges. Proficient in the use of technology.

Education

University of Nebraska-Lincoln, 1985, Bachelor Degree in Elementary Education, Certification in K-8
Doane College, 1995, Master of Education in Curriculum and Instruction

Employment Experience

June 2018-Present, Moostash Joe Tours, Fremont, NE

Operations Manager

- Invoice customers
- Enter customer tour reservations into database
- Route tour information for customers

August 1997-May 2018, Fremont Public Schools, Howard Elementary School

Classroom Educator

- Prepare lesson plans and deliver instruction in all curriculum areas for 3rd grade, 4th grade, and 5th grade rooms.
- Student teacher supervision.
- Mentor new teachers on staff.
- Evaluated curriculum at an established entrepreneurial school in San Francisco.
- Assist in writing CRT tests.

August 1985 to August 1997, Fremont Public Schools, Grant Elementary School

Classroom Educator

- Prepared lesson plans and delivered instruction in all curriculum areas for 4th grade, 5th grade, 3rd/4th grade combination rooms, 4th/5th grade combination rooms and 5th/6th grade combination rooms.
- Implemented the Boys Town social skills program and served as a peer trainer for the faculty.
- Served as the administrator for the Boys Town social skills office referrals.
- Assisted in writing CRT tests.

Additional Employment Experience

May 1989 to August 2005, Fremont National Bank

Bank Teller

- Opened new accounts, provided assistance to customers with a variety of transactions, reconciling daily transactions with demonstrating excellent customer service skills.
- Managed large amounts of cash and accurately balanced drawer at end of shift.
- Provide prompt resolution to customer inquiries by providing appropriate and accurate information.
- Understand all programs, systems, and procedures necessary to perform job effectively.
- Identify and pursue selling and cross-selling opportunities with Bank customers and prospective customers.
- Efficiently operate computer software used to perform daily duties.

Secondary Principal's Report For the August 2019 Board Meeting

Curriculum Cycle - 2019-20

We are in the 2nd year of our curriculum cycle for science and plan to recommend ordering new curriculum materials by the end of the school year. We also begin the first year of a two year cycle for FCS, Health, and PE.

The social sciences curriculum that was purchased will be implemented this school year. Thank you for supporting our curriculum cycle.

Committee on American Civics - LB 399

We should schedule a meeting in the near future as the new regulations come into play this year.

James Shada
August
Board Report

Concussion, Heat Illness Prevention, and Sudden Cardiac Arrest Training

According to LB 260 all coaches must complete concussion training prior to their sport season. Our coaching staff has completed an on line training course. Our coaches also completed Heat Illness Prevention and Sudden Cardiac Arrest Training on line.

Impact Testing

The impact test is a test that has and will be given to all Arlington High School athletes prior to their sports season. This test will give our trainers base line data on each student athlete. In the event one of our athletes sustains a concussion we will have data that will guide our trainers in helping these young men and women get back to practice. Students are tested in their 7th, 9th, and 11th grade. This allows us to have current baseline data.

Fall Sports Begin

According to NSAA guidelines all Fall sports began on Monday August 12th, those include: Football, Softball, Girls Golf, Volleyball, and Cross Country. Please go to www.apseagles.org and on the right hand side of the main home page you will find the activities calendar. From that link you can find our sports schedule for the 2019-2020 season.

Booster Club Scrimmages

In conjunction with the Booster Club, the Food for the Food Bank Scrimmage will be on August 17, 2018:

Cross Country at 4:15pm
Softball at 5pm
Volleyball at 6pm
Football at 7pm

On August 17th we will have our fall sports media day at 8am in the main gym.



<http://members.nasbonline.org/index.php/events>

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'.
If you do not have an email and password to log in or have forgotten it, please contact NASB at 800-422-4572 for assistance.

Don't Forget: Legislative Lunches in Fremont, Wayne & O'Neill ...

THIS
WEEK!

Area Membership Meetings | August & September

AUG 20 | VALENTINE AUG 21 | FREMONT AUG 22 | LA VISTA
AUG 26 | GERING AUG 27 | NORTH PLATTE AUG 28 | KEARNEY
SEPT 4 | YORK SEPT 18 | NEBRASKA CITY SEPT 25 | NORFOLK

REGISTER BY AUGUST 13 FOR VALENTINE, FREMONT & LA VISTA!



Mark Your Calendar: State Conference Registration Opens September 11

Labor Relations Conference | September 11-12 | Lincoln

Thriving Children, Families, and Communities Conference | September 16 | Kearney

Learn More & Register at: <http://events.r2o.constantcontact.com/register/event?llr=hzuhtab&oeidk=a07egbmwu5q06810010>

School Board Member of the Year Nominations - Due September 27

<http://members.nasbonline.org/index.php/ann-mactier-school-board-member-of-the-year-award>

4th Annual Sparq Data Solutions Tailgate Party | Saturday, September 28 | Lincoln

2019 STATE EDUCATION CONFERENCE | NOVEMBER 20-22
CHI HEALTH CENTER - DOWNTOWN OMAHA

Board Presidents: Check your inbox each month for the monthly 'NASB Update' to include in your meeting agenda.
Please contact mbelka@NASBonline.org with any questions, or if you are not receiving them.

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

The Nebraska Association of School Boards provides support to School Boards to strengthen public education for all Nebraska children.



As you near the beginning of another school year, your District Representatives are making plans for the NRCSA District Membership Meetings. Some tentative dates and locations have already been identified but not yet finalized. Once they are “etched in stone” you will receive an invitation from the Representative. Please plan on including this in your calendar. While the meetings have traditionally been attended mainly by Superintendents, Board members from the member schools are welcome as well. At the District Meetings, Executive Director Jack Moles will outline NRCSA offerings, as well as discuss some possible legislative issues for the coming session.

Membership dues reminders (and possible new members) were mailed to districts July 2. These letters are sent to current NRCSA members, as well as any non-members in our enrollment range. Memberships and renewals are \$850 per district and are due by September 15. NRCSA membership has grown from 177 members seven years ago to 199 in 2018-19. Membership continues to grow, and we hope 2019-20 is no exception.

Thanks to you and your school district or ESU for being a member. This energizes our representation and advocacy for rural Nebraska no matter who we are engaged with on education, legislation, or community. Without your support, there is less rural advocacy. Whether we like it or not, the outstate and rural population does not create a legislative majority anymore. In fact, rural Nebraska will likely lose a couple more seats in the Unicameral in the next redistricting. Finding success, whether passing, amending, or stopping legislation comes from membership, relationships, and focus. As a result of your membership in NRCSA, rural is at the table and making a difference on behalf of our rural students, schools, and communities.

When completing the membership registration for the school district or ESU, we ask the Superintendent to include the email addresses for all Board of Education members. In the past, NRCSA has sent the monthly Member Update to the Superintendent/Administrator and the Board of Education President. NRCSA will now email the Member Update to all of the Board of Education members for whom we have email addresses.

Welcome to our newest member: Sidney Public Schools led by Superintendent Jay Ehler.

Welcome to newly appointed Legislative Committee members. With the approval of the Executive Committee in June, NRCSA sought a Board of Education member from each of NRCSA’s six districts to serve on our Legislative Committee in an advisory capacity. The new members of the Committee are:

Mike Dannehl, Board Member at Bertrand Community Schools (South Central District)
Jessica Pozehl, Board Member at Ainsworth Community Schools (North Central District)
Sandy Roes, Board Member at Chadron Public Schools (West District)
Shad Stamm, Board Member at Dundly County-Stratton Public Schools (Southwest District)

NRCSA Events

NRCSA West District Meeting
12:00 PM (MT) Sept 25, 2019
ESU 13 in Scottsbluff

NRCSA Southeast District Meeting
10:00 AM, October 4, 2019
NCSA Building in Lincoln

NRCSA South Central District Meeting
9:00 AM, October 8, 2019
ESU 11 in Holdrege

NRCSA North Central District Meeting
October 9, 2019, Time TBD
Bonfire Grill in Broken Bow

NRCSA Legislative Forum
February 26, 2020
Cornhusker Hotel in Lincoln
[More about this event](#)

NRCSA Spring Conference
March 26-27, 2020
Holiday Inn in Kearney
[More about this event](#)

NRCSA Golf Tournament
July 28, 2020
Meadowlark Hills Golf Course in Kearney
[More about this event](#)

Committee Meetings

NRCSA/NDE Closing the Gap Research Team Meeting
November 19, 2019 Tentative
CHI Center in Omaha

NRCSA Executive Committee Meeting
9:00 AM, November 20, 2019
CHI center in Omaha

NRCSA S&R Committee Meeting
11:00 AM, November 20, 2019
CHI Center in Omaha

NRCSA Legislative Committee Meeting
1:15 PM, November 20, 2019
CHI Center in Omaha

NRCSA Programs



Dave Welsch, Board Member at Milford Public Schools (Southeast District)
Shannon Wilmot, Board Member at Arlington Public Schools (Northeast District)

Bryce Jorgenson, Superintendent at Southern Valley Public Schools, was appointed to the Legislative Committee, replacing Joel Applegate, representing the South Central District.

Welcome to the newly appointed member of the NRCSA/NDE Closing the Achievement Gap Research Team. Jody Phillips, Superintendent at Ponca. Jody replaces Scott Gregory of Neligh-Oakdale who is taking a position in Kansas. Welcome to Jody and good luck to Scott.

BOARD-SUPERINTENDENT PLANNING

It is a common practice for many Boards of Education and the Superintendent to conduct short and long-term planning over the summer months. NRCSA does provide a quality service using experienced consultants. If are interested in more information, please contact Executive Director Jack Moles.

[NRCSA Planning Support Brochure](#)

NRCSA's ANNUAL JOE TOCZEK GOLF TOURNAMENT: This year's tournament featured 132 players, side contests on every hole, lunch, and many prizes. Thanks to all of our members and vendors who made the tournament such a success! A special thank you must go to Woodland Hills Golf Course for agreeing to host the tournament.

For those wanting to play next year the tournament will return to Meadowlark Hills, July 28, 2020.

FLOOD RELIEF: During Administrator Days, Dr. Mike Dulaney and I were honored to present checks in the amount of \$5,667.50 apiece to North Bend Community Schools and Niobrara Public Schools. Representing those districts their Superintendents, Dr. Dan Endorff and Margaret Sandoz.

The funds raised for this project came from a challenge to other vendors made by Renaissance Learning (Mike Cuning) and TRANE (Dave Raymond). Some other groups also contributed to the fund. Vendors and groups who donated were:

Bahr Vermeer Haecker Architecture
BCDM Architects--John Sullivan
BD Construction
Boyd Jones Construction Co--Emily Bannick
Dan and Molly Dahlgren
EMC Insurance
Engineering Technologies, Inc.

[Grant Programs \(Pusch Foundation and Project Fit America\)](#)

[Global Speech Teletherapy](#)
[myONcore Services](#)

[Planning Support Service](#)
[Scholarship and Awards Programs](#)
[Superintendent Search Service](#)

Legislative Contacts

U.S. Senators

[Deb Fischer](#)

[Ben Sasse](#)

U.S. House of Representatives

[Don Bacon](#)

[Jeff Fortenberry](#)

[Adrian Smith](#)

Nebraska Governor

[Pete Ricketts](#)

NE State Senators

[Joni Albrecht, Dist 17](#)

[John Arch, Dist 14](#)

[Carol Blood, Dist 3](#)

[Kate Bolz, Dist 29](#)

[Bruce Bostelman, Dist 23](#)

[Tom Brandt, Dist 32](#)

[Tom Brewer, Dist 43](#)

[Tom Briesse, Dist 41](#)

[Machaela Cavanaugh, Dist 6](#)

Ernie Chambers, Dist 11, no e-mail

[Robert Clements, Dist 2](#)

[Sue Crawford, Dist 45](#)

[Wendy DeBoer, Dist 10](#)

[Myron Dorn, Dist 30](#)



eScholar--Elissa Seto
Hamilton Telecommunications
KSB School Law
National Insurance Services--Amy Knitter
NRCSA
NRCSA
On To College--John Baylor
Renaissance Learning
TRANE--Dave Raymond
The Tyler Foundation--Sara McGrath
Valentine Community Schools Staff (Jean Day donations)
Vosaic-Emir Plicanic
Cash received from NRCSA Spring Conference attendees

Academic Decathlon

I would like to encourage NRCSA member schools to consider fielding an Academic Decathlon team for the 2019-20 school year. Academic Decathlon is the most meaningful academic competition that I have experienced. I have been involved with Academic Decathlon for about 25 years. Three of my four kids were actively involved in the Decathlon, each of them winning multiple regional and state level medals and earning thousands of dollars in scholarships. I currently sit on the Nebraska Academic Decathlon Board of Directors. Below is a memo from Dr. John Anstey, Executive Director of the Decathlon, in which most of your questions can be answered. If you have an interest or other questions, please feel free to contact me.

Nebraska Academic Decathlon Program

FOREIGN EDUCATION EXPERIENCE OPPORTUNITY

The NRCSA Executive Committee has given approval to a unique offering for administrators in NRCSA-member school districts. NRCSA will help to sponsor administrators who take part in selected foreign travel experiences. There are three expectations for those who are sponsored:

1. The administrator must use his/her experiences to start something in the school. This could be hosting students from the country visited, matching classes up in a "pen pal" program, a teacher exchange, or simply fostering a relationship with the country visited.
2. The administrator must share his/her experiences in the community.
3. The administrator would be expected to share his/her experiences at the NRCSA Spring Conference.

NRCSA will pay \$500 for 5-6 administrators who want to participate in the selected program.

The first program that will be sponsored will be the America-Israel Friendship League's (AIFL) Superintendent Delegation to Israel this coming fall.

[Steve Erdman, Dist 47](#)

[Curt Friesen, Dist 34](#)

[Suzanne Geist, Dist 25](#)
[Tim Gragert, Dist 40](#)

[Michael Groene, Dist 42](#)

[Steve Halloran, Dist 33](#)

[Ben Hansen, Dist 16](#)

[Matt Hansen, Dist 26](#)

[Mike Hilgers, Dist 21](#)

[Robert Hilkemann, Dist 4](#)

[Sara Howard, Dist 9](#)

[Dan Hughes, Dist 44](#)

[Megan Hunt, Dist 8](#)

[Rick Kolowski, Dist 31](#)

[Mark Kolterman, Dist 24](#)

[Andrew La Grone, Dist 49](#)

[Steve Lathrop, Dist 12](#)

[Brett Lindstrom, Dist 18](#)

[Lou Ann Linehan, Dist 39](#)

[John Lowe Sr., Dist 37](#)

[John McCollister, Dist 20](#)

[Mike McDonnell, Dist 5](#)

[Adam Morfeld, Dist 46](#)

[Mike Moser, Dist 22](#)

[Dave Murman, Dist 38](#)

[Patty Pansing Brooks, Dist 28](#)

[Dan Quick, Dist 35](#)

[Jim Scheer, Dist 19](#)

[Julie Slama, Dist 1](#)

[John Stinner, Dist 48](#)

[Tony Vargas, Dist 7](#)

[Lynne Walz, Dist 15](#)



Please contact NRCSA Executive Director Jack Moles at jmoles@nrca.net or at 402-335-7732 if you are possibly interested. Once we know how many administrators may be interested in the program, Jack will host a Zoom meeting in which questions will be answered.

[America – Israel Friendship League](#)

Boundary Challenges for Therapists Serving Rural Communities

The latest article from Global Speech Teletherapy is available through the link below.

[Boundary Challenges for Therapists Serving Rural Communities](#)

National Updates

From Dr. Jon Habben, NREA President:

The AASA Advocacy Update from July 23 is available below. This is from the joint lobbyists for AASA and NREA. It appears to indicate greater need for comments than in some previous re-authorizations regarding e-rate renewal.

There is opposition to the scope (trying to narrow what is eligible) as well as total dollars available. Unfortunately there are enough examples of large districts “over claiming” thereby undermining trust. Very large districts claim very large amounts, so they get attention and can poison the water. This is not a new concern as it has been present consistently. The best rural can do is continue to make its case based upon need and importance of addressing rural students everywhere.

[AASA Advocacy Update](#)

The latest AASA Legislative Corps Newsletter is available below.

[AASA Legislative Corps 8-2-19](#)

[Justin Wayne, Dist 13](#)

[Matt Williams, Dist 36](#)

[Anna Wishart, Dist 27](#)

NRCSA Leadership

Dr. Curtis Cogswell, President.
McCool Junction Public Schools

Dr. Jon Cerny, Past President.
Bancroft-Rosalie Comm Schs

Del Dack, Pres-Elect.
Paxton Consolidated Schools

Jane Davis, Secretary.
Hershey Public Schools

District Representatives:

Chris Geary, West
Leyton Public Schools

Dale Hafer, North Central
Ainsworth Community Schools

Dr. Dawn Lewis, Northeast
Arlington Public Schools

Paul Sheffield, Southeast
Exeter-Milligan Public Schools

Dr. Dennis Shipp, South Central
Bertrand Public Schools

Alan Garey, Southwest
Medicine Valley Schools

Executive Director:

Jack Moles

Lobbyists:

Jeff Edwards
Trent P. Nowka
Russell Westerhold

Legislative Co- Chairs:

Randy Page,
Thayer Central Community Schs

Dr. Jason Dolliver
Pender Public Schools



Principal Workload Study: Dr. Allen Pratt, Executive Director of the NREA is asking for response to the survey below being conducted by Central Michigan University.

As former rural school principals and professional educators, we are concerned about the nature of your workload stress and are conducting a study to learn more about how to respond to this challenge. This study was designed to explore the level of challenge of the rural school principal by asking you to disclose the sources of your workplace stress. Additionally, we are asking what roles teachers currently perform in your building and what roles you think teachers could perform in order to reduce the level of stress that you experience. Responding to this survey should require no more than 15 minutes. We expect to distribute these results widely and your prompt response would be greatly appreciated.

[Principal Workload Survey](#)

Dr. Pratt also shares the following update from the U.S Department of Education.

[Education Almanac 8-1-19](#)

NRCSA Superintendent Search Service – 2019-20 Searches:

Please let Jack Moles know where superintendent vacancies occur, so that NRCSA Superintendent Search can make direct contact. We need to hear as soon as possible in anticipation of getting promotional materials specific to that board of education ready. It is critical that Board Presidents have the NRCSA contact information so that if they choose to consider a Superintendent Search Service, NRCSA is one they hopefully will consider.

No postings at this time

Member Employment Postings (not using any search service):

NRCSA members may advertise their employment postings here FREE OF CHARGE, provided they are using NRCSA Superintendent Search or searching without using any search service to fill their vacancy.

No postings at this time

Buy, Sell, Trade

NRCSA members may advertise jobs or items for sale. This service is completely FREE OF CHARGE to NRCSA members. E-mail jbundy@nrdsa.net if you would like to post something. Postings will remain in place for one (1) month but may be resubmitted if additional time is needed.

No postings at this time

Scholarship & Recognition Co Chairs:

Tim Heckenlively,
Falls City Public Schools

Brian Tonniges,
High Plains Community Schools

APS 2018-2019
STUDENT ENROLLMENT SUMMARY

Grades	8/10/17	11/1/17	1/5/2018	3/5/18	5/24/18	8/10/18	8/9/19
PS	26	27	28	28	29	26	26
KG	48	44	45	45	47	46	39
1ST	39	36	36	37	38	46	45
2ND	48	48	48	48	49	40	46
3RD	51	52	52	52	52	52	44
4TH	48	49	51	51	50	52	56
5TH	42	40	39	39	39	53	54
6TH	48	45	46	46	46	42	54
PS-6 TOTAL	350	341	345	346	350	357	364
7TH	49	47	47	47	47	57	46
8TH	53	53	55	56	55	51	59
9TH	55	53	55	56	54	58	64
10TH	65	65	65	65	65	52	62
11TH	44	43	44	45	44	67	50
12TH	54	54	54	53	54	46	62
7-12 TOTAL	320	315	320	322	319	331	343
PK-12 TOTAL	670	656	665	668	669	688	707
OPTION ENROLLMENT							
IN/OUT		IN/OUT	IN/OUT	IN/OUT	IN/OUT	IN/OUT	IN/OUT
KG		10/2	9/2	9/3	9/3	7/2	4/5
1ST		8/3	7/2	7/2	6/1	9/3	7/2
2ND		6/2	6/2	6/2	6/2	7/1	8/1
3RD		9/5	8/5	8/5	6/5	5/3	5/2
4TH		9/3	9/3	9/3	8/2	7/4	6/3
5TH		9/5	9/5	9/5	9/5	8/2	6/3
6TH		10/2	10/2	10/2	10/2	11/5	8/2
7TH		12/7	11/8	11/8	10/8	16/2	11/5
8TH		10/5	10/5	10/4	10/3	13/8	16/2
9TH		9/4	9/4	9/4	9/4	12/3	18/10
10TH		19/4	18/3	18/3	18/3	10/5	13/4
11TH		13/5	13/5	13/5	13/4	19/3	11/6
12TH		14/2	13/2	13/2	13/2	14/6	19/3
TOTAL		138/49	132/48	132/48	127/44	138/47	132/48

Master Planning Update

Arlington Public Schools

AUGUST 12, 2019



"If you don't know where you're going, any road will get you there." – Lewis Carroll



PRESENTATION OVERVIEW

- Tasks Completed
- Next Steps
- Question & Answer



CONSENSUS BUILDING APPROACH

Defeat Apathy, Ensure Success

6 Step Process

1. Engage Stakeholders Planning Team - Completed
2. Collect and Analyze Information - Completed
3. Brainstorm for the Future
4. Solicit Community Feedback
5. Refine and Analyze
6. Begin Implementing the Plan

1: CREATE A STAKEHOLDER PLANNING TEAM

Define Vision, Goals, and
Objectives

- District Staff
- Educators
- Students
- Business Owners
- Patrons



District Understanding

Arlington Public Schools



2: COLLECT AND ANALYZE INFORMATION

Evaluate Facilities with a Critical Eye

- Future enrollment projections
- Physical Plant Assessment
- Educational Program
Assessment & Capacity
Current and future curriculum
needs to address
- Budgetary parameters



District Understanding

Arlington Public Schools



■ Enrollment Analysis

- ✓ Last Year Enrollment (2018-19) – 703
- ✓ Past Enrollment (2009-10) – 591
- ✓ Average Annual Enrollment Growth – 2.1%
- ✓ Projected Enrollment @ 2% Annual Growth – (2023-24) – 776 = 57 / Grade

Current enrollment of approx. 48 / grade = 2 sections of 24

Growth to 3 sections / grade will require additional classroom space

Existing Building Gross Square footage – 149,794 SF

Elementary - 42,344 SF / 332 = 128 SF/Student

MS / HS – 107,450 SF / 371 = 290 SF/ Student

District Understanding

Arlington Public Schools



■ Physical Plant Assessment

- ✓ Site Expansion Constraints
- ✓ Parking
- ✓ Drainage
- ✓ Exterior Windows
- ✓ Temperature Control
- ✓ Ind. Tech Ventilation
- ✓ Update Lighting to LED
- ✓ Replace Ceilings
- ✓ Limited Power capacity for future expansion
- ✓ Future Data Cabling bandwidth / service capacity

District Understanding

Arlington Public Schools



■ Educational Program Assessment

- ✓ Building Expansion Constraints
- ✓ Class sizes
- ✓ Middle School Science Lab update
- ✓ Graphics Art / Computer Lab update
- ✓ FCS Lab update
- ✓ Ind. Tech. Lab update
- ✓ Primary Grades Indoor Activity space (shared lunch room limits use)
- ✓ Wrestling Room
- ✓ Locker Rooms (Location)

ARLINGTON - PK-12 EDUCATIONAL SPACE PROGRAM ANALYSIS

DEPARTMENT / SPACE	EXISTING			PROPOSED			DEFICIENCY
	# of Spaces	Net SF ea Space	Total Net SF	# of Spaces	ea Space	Total Net SF	Total Net SF
ADMINISTRATION			3000	subtotal		3000	0
1.01 ES Public Reception	1	180	180	1	180	180	0
1.02 ES Secretarial	1	180	180	1	180	180	0
1.03 ES Principal's Office	1	250	250	1	250	250	0
1.01 HS Public Reception	1	180	180	1	180	180	0
1.02 HS Secretarial	1	180	180	1	180	180	0
1.03 HS Principal's Office	1	195	195	1	195	195	0
1.04 Assistant Principal's Office	1	180	180	1	180	180	0
1.05 District Administration Office	1	290	290	1	290	290	0
1.06 Superintendent's Office	1	240	240	1	240	240	0
1.06 Curriculum Office	1	75	75	1	75	75	0
1.07 Board / Conference Room	1	400	400	1	400	400	0
1.08 District Workroom	1	90	90	1	90	90	0
1.09 ES ISS	1	75	75	1	75	75	0
1.10 HS ISS	2	55	110	2	55	110	0
1.11 ES Workroom		0	0		0	0	0
1.12 HS Workroom	1	120	120	1	120	120	0
1.13 ES Storage		0	0		0	0	0
1.14 HS Storage	1	105	105	1	105	105	0
1.15 Storage / Vault		0	0		0	0	0
1.16 Time Out		0	0		0	0	0
1.17 Staff Toilets							0
.01 Men	1	50	50	1	50	50	0
.02 Women	1	50	50	1	50	50	0
.03 Unisex	1	50	50	1	50	50	0
1.18	0	0	0		0	0	0
1.19			0			0	0

Notes:

EARLY CHILDHOOD				1420	subtotal		1620	200
3.02	Preschool Classroom	1	600	600	1	800	800	200
3.03	Indoor Activity Space	1	780	780	1	780	780	0
3.04	Toilet / Changing			0				
	.01 Boy's			0		0	0	0
	.02 Girl's			0		0	0	0
	.02 Unisex	1	40	40	1	40	40	0
3.05	Storage			0		0	0	0
3.06	Laundry			0		0	0	0
3.07	Kitchenette			0		0	0	0
3.08	Office			0		0	0	0
3.09				0		0	0	0

Notes:

KINDERGARTEN				3450	subtotal		3795	345
4.01	Classroom	2	1100	2200	3	1100	3300	1100
4.02	Classroom	1	900	900	0	0	0	-900
4.03	Toilet / Changing							
	.01 Boy's			0		0	0	0
	.02 Girl's			0		0	0	0
	.02 Unisex	3	30	90	3	65	195	105
4.04	Storage	2	40	80	3	40	120	40
4.05	Cubbies / Outdoor Storage	1	180	180	3	60	180	0
4.06	Kitchenette			0		0	0	0
4.07				0		0	0	0

Notes:

GRADES 1-6				10470	subtotal		15915	5445
5.01	First Grade	2	860	1720	3	860	2580	860
5.01	Second Grade	2	835	1670	3	835	2505	835
5.01	Third Grade	2	835	1670	3	835	2505	835
5.01	Fourth Grade	2	835	1670	3	835	2505	835
5.01	Fifth Grade	2	850	1700	3	850	2550	850
5.01	Sixth Grade	2	950	1900	3	950	2850	950
5.02	Collaboration Space	2	70	140	6	70	420	280
5.03				0		0	0	0

Notes:

ART		3360			subtotal			3940	580
2.01	Elementary Studio	1	1,000	1000	1	1,000	1000	0	
2.02	MS / HS Studio	1	1350	1350	1	1350	1350	0	
2.03	Kiln Room	1	120	120	1	120	120	0	
2.04	Computer Graphics Studio	1	830	830	1	1350	1350	520	
2.05	Digital Photography Studio			0			0	0	
2.06	Storage	1	60	60	2	60	120	60	
2.07	Collaboration Space			0			0	0	
2.08				0			0	0	

Notes:

AUDITORIUM			500	subtotal		11150	10650
3.01	Lobby		0		0	0	0
3.02	Ticket Booth		0	0	120	0	0
3.03	Concessions		0	1	150	150	150
3.04	Seating Area - Main House		0	1	6600	6600	6600
3.05	Black Box / Forum Seating		0		0	0	0
3.06	Stage	1 500	500	1	2560	2560	2060
3.07	Orchestra Pit		0	0	375	0	0
3.08	Lighting Control		0	1	150	150	150
3.09	Sound Control		0	1	150	150	150
3.10	Dressing Room / Toilet						0
	.01 Men		0	1	125	125	125
	.02 Women		0	1	125	125	125
3.11	Makeup		0	1	240	240	240
3.12	Green Room		0		0	0	0
3.13	Scene / Stage Shop		0	1	500	500	500
3.14	Shop Storage		0	1	50	50	50
3.15	Stage Storage		0	1	150	150	150
3.16	Prop Storage		0	1	150	150	150
3.17	Costume Storage		0	1	100	100	100
3.18	Flat Storage		0	1	100	100	100
3.19			0		0	0	0

Notes:

BUSINESS			790	subtotal		790	0
4.01	Classroom	1 790	790	1	790	790	0
4.02	Collaboration Space		0		0	0	0
4.03			0		0	0	0

Notes:

COMMUNITY ROOM			0	subtotal		0	0
5.01	Classroom	0 0	0		0	0	0
5.02	Storage		0		0	0	0
5.03			0		0	0	0

Notes:

COMPUTER TECHNOLOGY & SUPPORT				1705	subtotal		1705	0
6.01	Classroom	1	1120	1120	1	1120	1120	0
6.02	Service and Assessment	1	335	335	1	335	335	0
6.04	Repair and Refurbishment			0			0	0
6.05	Office			0			0	0
6.06	Storage	1	250	250	1	250	250	0
6.07	Collaboration Space			0			0	0
6.08				0			0	0

Notes:

COUNSELING / GUIDANCE				1470	subtotal		1470	0
7.01	ES Guidance Office	1	485	485	1	485	485	0
7.02	Secretary	1	140	140	1	140	140	0
7.03	Career Center	1	270	270	1	270	270	0
7.04	Conference	1	110	110	1	110	110	0
7.05	Counselor's Office	3	120	360	3	120	360	0
7.06	Storage	1	75	75	1	75	75	0
7.07	Toilet	1	30	30	1	30	30	0

Notes:

CUSTODIAL / MAINTENANCE				1380	subtotal		1380	0
8.01	Receiving	1	300	300	1	300	300	0
8.02	Warehouse / Storage	1	180	180	1	180	180	0
8.03	Workshop	1	700	700	1	700	700	0
8.04	Tool Storage			0		0	0	0
8.05	Grounds / Equipment Storage			0		0	0	0
8.06	Flammable Storage			0		0	0	0
8.07	Custodial Office			0		0	0	0
8.08	Crew Room			0		0	0	0
8.09	Locker / Changing Room							
	.01 Men			0		0	0	0
	.02 Women			0		0	0	0
8.10	Refuse Collection / Compaction			0		0	0	0
8.11	Recycling Collection			0		0	0	0
8.12	Custodial Closets	4	50	200	4	50	200	0
8.13				0		0	0	0

Notes:

FOOD SERVICE			2170	subtotal		2170	0
13.01	Cafeteria (Shared w/ ES Gym)	0	0	0	0	0	0
13.02	Servery	1	345	345	1	345	345
13.03	Kitchen / Food Preparation	1	1000	1000	1	1000	1000
13.04	Walk-in Coolers	1	90	90	1	90	90
13.05	Walk-in Freezers	1	90	90	1	90	90
13.06	Dishwashing	1	285	285	1	285	285
13.07	Dry Storage	1	150	150	1	150	150
13.08	Office	1	80	80	1	80	80
13.09	Employee Break Room			0		0	0
13.10	Employee Locker	1	30	30	1	30	30
13.11	Staff Toilets						
	.01 Men			0		0	0
	.02 Women	1	30	30	1	30	30
13.12	Utility	1	70	70	1	70	70
13.13	Receiving	0	0	0	0	0	0
13.14	Cart Storage	0	0	0	0	0	0
13.15	Cart Wash			0		0	0
13.16	Vending Machine			0		0	0
13.17	Student Café			0		0	0
13.18	Table Storage			0		0	0
13.19	Faculty Dining			0		0	0
13.20				0		0	0

Notes:

JOURNALISM			0	subtotal		0	0
14.01	Classroom	0	0	0	0	0	0
14.02	Lab			0	0	0	0
14.03	Collaboration Space			0	0	0	0
14.04				0	0	0	0

Notes:

LIFE MANAGEMENT			1240	subtota		1620	380
15.01	Classroom	1	620	620	1	620	620
15.02	Foods lab	1	620	620	1	900	900
15.03	Pantry / Storage			0	1	100	100
15.04	Clothing / Textiles Lab			0	0	0	0
15.05	Samples Storage			0		0	0
15.06	Laundry / Utility			0		0	0
15.07	Child Development Lab			0		0	0
15.08	Observation			0		0	0
15.09	Storage			0		0	0
15.10	Changing / Toilet			0		0	0
15.11	Office			0		0	0
15.12	Collaboration Space			0	0	0	0
15.13				0	0	0	0

Notes:

MATHEMATICS			3480	subtotal			4270	790
16.01	Classroom	2	790	1580	3	790	2370	790
16.02	Classroom	2	950	1900	2	950	1900	0
Notes:								
MEDIA CENTER / LIBRARY			4440	subtotal			4440	0
17.01	Entry / Circulation	1	280	280	1	280	280	0
17.02	Elementary Collection	1	1000	1000	1	1000	1000	0
17.03	MS / HS Collection	1	1700	1700	1	1700	1700	0
17.05	Office	1	140	140	1	140	140	0
17.06	Classroom	1	780	780	1	780	780	0
17.07	Administrative Office			0		0	0	0
17.08	Work Room / Tech Support	1	300	300	1	300	300	0
17.09	Equipment Storage	1	70	70	1	70	70	0
17.10	Audio / Video Studio			0		0	0	0
17.11	Collaboration Space	1	170	170	1	170	170	0
Notes:								
MUSIC			5725	subtotal			6350	625
18.01	Elementary Music Room	1	780	780	1	780	780	0
18.02	Storage	1	450	450	1	450	450	0
18.03	Band / Instrumental Music Room	1	1375	1375	1	2000	2000	625
18.04	Instrument Storage	1	220	220	1	220	220	0
18.05	Choral / Vocal Music Room	1	1850	1850	1	1850	1850	0
18.06	Robe Storage			0		0	0	0
18.07	Orchestra Room			0		0	0	0
18.08	Instrument / Storage			0		0	0	0
18.09	Practice Rooms							0
	.01 Small	2	110	220	2	110	220	0
	.02 Medium	0	0	0	0	0	0	0
18.10	Ensemble Rooms	1	400	400	1	400	400	0
18.11	Office	2	145	290	2	145	290	0
18.12	Music Library	1	140	140	1	140	140	0
18.13	Collaboration Space			0	0	0	0	0
Notes:								
NURSE / HEALTH			226	subtotal			226	0
19.01	Waiting			0		0	0	0
19.02	Office			0		0	0	0
19.03	Exam	1	130	130	1	130	130	0
19.04	Cot Room	1	40	40	1	40	40	0
19.05	Toilet							
	.01 Men	0.5	56	28	0.5	56	28	0
	.02 Women	0.5	56	28	0.5	56	28	0
19.06	Storage			0		0	0	0

PHYSICAL EDUCATION / ATHLETICS				38770	subtotal 44250			5480
20.01	Lobby	1	1500	1500	1	1500	1500	0
20.02	Public Restrooms	2	350	700	2	350	700	0
20.03	Concessions	1	200	200	1	200	200	0
20.04	Gymnasium - Competition	1	10800	10800	1	10800	10800	0
	.01 Elevated Track			0			0	0
	.02 Gymnasium Storage			0	1	300	300	300
	.03 Athletic Storage			0	1	300	300	300
20.04	Gymnasium - Competition	1	7600	7600	1	7600	7600	0
	.01 Gymnasium Storage	2	200	400	2	200	400	0
	.02 Athletic Storage	1	280	280	1	280	280	0
20.05	Gymnasium - Elementary	1	6900	6900	1	6900	6900	0
	.01 Storage	1	335	335	1	335	335	0
20.06	Weight Room	1	3950	3950	1	3950	3950	0
	.01 Weights Storage			0	0	0	0	0
20.07	Exercise / Fitness / Aerobics			0	0	0	0	0
	.01 Exercise Storage			0	0	0	0	0
20.08	Wrestling Room	0	0	0	1	3600	3600	3600
	.01 Wrestling Storage	0	0	0	1	100	100	100
20.09	Classroom / Team Meeting Room	0	0	0	1	875	875	875
20.10	Training Room	1	280	280	1	280	280	0
	.01 Training Storage			0	1	100	100	100
20.11	Laundry			0		0	0	0
20.12	MS Locker Room	2	950	1900	2	950	1900	0
	.01 Showers / Drying	8	10	80	8	10	80	0
	.02 Toilet	2	60	120	2	60	120	0
20.13	HS Locker Room	2	720	1440	2	720	1440	0
	.01 Showers / Drying	9	10	90	9	10	90	0
	.02 Toilet	2	100	200	2	100	200	0
20.13	Athletic Locker Room	2	500	1000	2	500	1000	0
	.01 Showers / Drying	2	120	240	2	120	240	0
	.02 Toilet	2	50	100	2	50	100	0
20.14	Official's Locker Room	2	65	130	2	65	130	0
	.01 Showers / Drying	2	25	50	2	25	50	0
	.02 Toilet			0	0	0	0	0
20.15	Staff Locker Room			0		0	0	0
	.01 Showers / Drying			0		0	0	0
	.02 Toilet			0		0	0	0
20.16	Phys. Ed. Office	3	65	195	2	65	130	-65
20.17	Athletic Office	2	100	200	3	100	300	100
20.18	Storage	1	80	80	1	250	250	170

Notes:

SCIENCE				4590	subtotal		5640	1050
21.01	MS General Science Laboratory	1	1000	1000	2	1000	2000	1000
21.02	Specialized Laboratory	1	1000	1000	1	1000	1000	0
21.03	Chemistry Laboratory	1	860	860	1	860	860	0
21.04	Biology Laboratory	1	800	800	1	800	800	0
21.05	Preparation / Special Project	2	230	460	2	230	460	0
21.06	Chemical Storage	1	35	35	1	35	35	0
21.07	Storage	3	50	150	4	50	200	50
21.08	Greenhouse	1	175	175	1	175	175	0
21.09	Office	1	110	110	1	110	110	0
22.10				0		0	0	0

Notes:

SOCIAL STUDIES		3560		subtotal		4450	890	
22.01	Classroom	4	890	3560	5	890	4450	890
22.02	Collaboration Space			0	0	0	0	0
22.03				0		0	0	0

Notes:

SPECIAL EDUCATION		7195		subtotal		5405	-1790	
23.01	ES Resource Classroom	3	800	2400	4	400	1600	-800
23.01	MS / HS Resource Classroom	2	890	1780	2	400	800	-980
23.02	Transition Classroom	1	1000	1000	1	400	400	-600
23.02	Life Skills Classroom	1	450	450	2	450	900	450
23.03	Toilet			0	1	100	100	100
23.04	Time Out			0	1	40	40	40
23.05	Sensory			0	1	200	200	200
23.05	Speech	1	400	400	1	200	200	-200
23.05	Title	1	400	400	1	400	400	0
23.06	Reading Intervention	1	200	200	1	200	200	0
23.06	Office / Testing	2	100	200	2	100	200	0
23.07	Testing / Small Group	3	75	225	3	75	225	0
23.08	Storage	2	70	140	2	70	140	0
23.09				0		0	0	0

Notes:

STUDENT SERVICES / SUPPORT			1395	subtotal		3650	2255
24.01	Lockers	0	0	0	0	0	0
24.02	Social Commons	1	500	500	2	500	500
24.03	Learning Commons			0	3	800	2400
24.04	School Bank / Flex Room	1	725	725	0	0	-725
24.05	Storage	1	170	170	1	250	250
							80

Notes:

TECHNOLOGY / INDUSTRIAL				5278	subtotal		7426	2148
TECHNOLOGY / VOCATIONAL ARTS								
25.01	Classroom	1	670	670	1	670	670	0
25.02	Wood Lab	1	1200	1200	1	1200	1200	0
25.03	Construction Lab			0	1	1000	1000	1000
25.04	Metals Lab	1	2200	2200	1	2200	2200	0
25.05	Manufacturing Lab			0	0	1000	0	0
25.06	Auto Mechanics Lab			0	0	1280	0	0
25.07	Auto Body Lab			0		0	0	0
25.08	Agriculture Classroom	1	840	840	1	840	840	0
25.09	Technology/Robotics Lab			0	0	0	0	0
25.10	Finishing Room			0	1	180	180	180
25.11	Materials Storage	1	168	168	2	168	336	168
25.12	Project Storage	1	200	200	2	200	400	200
25.13	Tool Storage			0	2	200	400	400
25.14	Locker/Changing			0	2	100	200	200
25.15	Office			0	0	0	0	0
25.16	Showroom			0	0	0	0	0
25.17				0		0	0	0

Notes:

WORLD LANGUAGE		790		subtotal		1580	790	
26.01	Classroom	1	790	790	2	790	1580	790
26.02	Collaboration Space			0	0	0	0	0
26.06				0		0	0	0

Notes:

MISCELLANEOUS		1800		subtotal		1800	0	
27.01	Student Restrooms	10	180	1800	10	180	1800	0
27.02				0		0	0	0
27.03				0		0	0	0
27.04				0		0	0	0

Notes:

TOTAL NET ASSIGNABLE AREA		111764		142642		30878
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BUILDING INFRASTRUCTURE						
Circulation - Interior	21.1%	23625	25.0%	35661		
Electrical / Special Systems	0.7%	750	2.0%	2853		
Mechanical	1.5%	1680	3.0%	4279		
Restrooms		0	0.3%	428		
Structure	11.6%	12975	12.5%	17830		

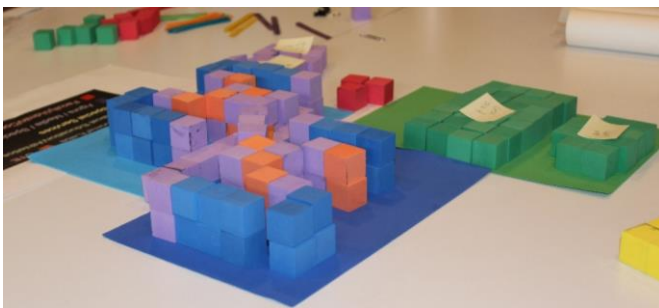
TOTAL BUILDING AREA		74.6%	149794	70.0%	203693	53899
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3: BRAINSTORM FOR THE FUTURE



Design Options!

- Brainstorming Activities
- Workshops
- 21st Century Learning
- Future Ready
- Sustainability



4: SOLICIT COMMUNITY FEEDBACK

Building Consensus

- Patrons offer unbiased feedback on proposed concepts, budgets, and priorities
- District Understanding
- We Facilitate, You Decide



5: REFINE AND ANALYZE

Continue to Shape the Ideas

- Refine the plan based on community feedback
- Identifying funding mechanisms for facility improvements
- Define priorities



6: PUT THE PLAN INTO MOTION!

listen.DESIGN.deliver

- Implement the facilities plan
- Complete capital improvement projects
- Delivery methods



Questions?

Arlington Budget Summary Special Funds

		Tax Request	Tax Request	Difference
Fund	19-20 Proposed Budget	2019-2020	2018-2019	
Activity	\$ 470,139.00	\$ -	\$ -	\$ -
Depreciation	\$ 2,000,097.00	\$ -	\$ -	
QCPUF	\$ 617,009.00	\$ 300,000.00	\$ 346,554.00	\$ (46,554.00)
Bond	\$ 1,283,504.00	\$ 300,000.00	\$ 609,000.00	\$ (309,000.00)
School Nutrition	\$ 347,727.00	\$ -	\$ -	
Employee Benefit	\$ 1,408.00	\$ -	\$ -	
Special Building	\$ 1,256,190.00	\$ 1,000,000.00	\$ 412,916.00	\$ 587,084.00
			Total Change	\$ 231,530.00

Community RelationsTobacco Policy

The use of tobacco products is prohibited in all school buildings and all school vehicles. Smoking shall also be prohibited in any area where school staff, students or members of the public may be present or may be affected by smoke, including without limitation the stands and bleachers of outdoor athletic fields and near the entry of school buildings.

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), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. This does not preclude adults from wearing non-visible nicotine patches, or using nicotine gum without displaying the product container, as part of a smoking cessation program.

Legal Reference: Neb. Rev. Stat. §§ 71-5716 to 5734 (Nebraska Clean Indoor Air Act)

Date of Adoption: [Insert Date]

Business OperationsPurchasing Policies

The Superintendent shall ensure that all purchases are made in the interest of economy and efficiency. Where necessary, standards and procedures shall be established to accomplish the following policies of the Board of Education:

1. Purchases up to \$5,000. For the greatest efficiency in expediting purchases, the administration shall be authorized to purchase any item specifically budgeted which has a sale price within the established limit.
2. Purchases from \$5,000 up to \$90,000. The Superintendent shall request the submission of proposals for purchases which have a sale price within the established limit. The Superintendent shall receive and evaluate all proposals in making a recommendation to the Board of Education for acceptance. The Board of Education may review all proposals submitted relating to the recommended purchase. Since this is a proposal system, not a bidding process, the school district in no way shall be obligated to arbitrarily award the contract to the lowest proposal, but shall reserve the right to reject any and all proposals or to waive any informality in any proposal it deems advisable, and to award to the proposer which, in its opinion, is most desirable.
3. Purchases of \$90,000 and above. The Superintendent shall advertise for sealed bids which shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent. The Board retains the right to determine the responsibility of the bidders, and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.
4. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal or superintendent shall be personally liable for payment for the supplies or equipment purchased.
5. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.
6. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State Purchasing Bureau competitively bid the purchase of property.

Credit Card Purchasing Program

1. The Board of Education authorizes the Superintendent or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.
2. The Board of Education delegates to the Superintendent or designee: (a) the determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program. The Superintendent shall submit the approved names to the Board, from time to time.
3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or designee shall temporarily or permanently suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference: Neb. Rev. Stat. § 13-610

Date of Adoption: [Insert Date]

Business OperationsProcurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 (small purchase threshold) per procurement event or in aggregate purchases this organization will follow the informal Small Purchase Procedures.
- When the annual total for food service program related items is greater than \$250,000 (small purchase threshold) per year per procurement event or in aggregate purchases this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for single purchases under \$10,000 made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Small Purchase Procedures

For purchases made below the small purchase threshold, Small Purchase Procedures will be utilized to purchase necessary goods and services. When Small Purchase Procedures are used, this organization will take the following steps:

1. Contact a reasonable number of qualified vendors.
2. Write specifications for goods and services.
3. Document each vendor's quoted price. (ex. log sheet)
3. Select the company that provides the lowest, most responsive, and responsible bid.
4. Document supplier who was awarded the quote.
5. Manage orders by confirming product and prices match quotes.

Formal Competitive Solicitation Procedures

For purchases made in excess of the small purchase threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid (“IFB”) or Request for Proposal (“RFP”) document specifically addressing the items to be procured
 - a. Include detailed specifications
 - b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
 - b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the small purchase threshold established in the sponsor’s procurement policy statement is less than \$150,000, the smaller bid threshold will govern.)

Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. [2 CFR 200.319(a)(6)]
- C. Documentation: We shall maintain for the current year and the preceding three years all significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]

- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]
- E. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)]
- G. General Requirements:
1. Small, minority and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
 2. Ensure compliance with the Buy American Provision when purchasing food 7 CFR 210.21(d).
 3. A cost or price analysis in connection with every procurement action in excess of the Small Purchase Threshold including contract modifications. [2 CFR 200.323(a)]
 4. Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
- H. Duties of Food Service Supervisor:
1. Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting and budgeting.
 2. Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods or services.
 3. Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer's markets, etc.
 4. Make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service, and price.
 5. Place and confirm orders with vendors or make plans to purchase the required items.
 6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
 7. To work with vendors on a fair and equal basis.
 8. To conduct an in-house procurement review once per year.

Date of Adoption: [Insert Date]

Personnel - All EmployeesWage Information

The District will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the District gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function, who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure is made in response to a complaint or investigation proceeding, hearing or other similar action.

Legal Reference: LB 217 (2019)

Date of Adoption: [Insert Date]

StudentsAdmission RequirementsMinimum Age:

A child shall be eligible for admission into kindergarten at the beginning of the school year if the child is five years of age or will be five years of age on or before July 31 of the calendar year in which the school year for which the child is seeking admission begins. The School Board shall admit a child who will reach the age of five years on or after August 1 and on or before October 15 of such school year if the parent or guardian requests such entrance and provides an affidavit stating that (i) the child attended kindergarten in another jurisdiction in the current school year; (ii) the family anticipates a relocation to another jurisdiction that would allow admission within the current year; or (iii) the child is capable of carrying the work of kindergarten which can be demonstrated through a recognized assessment procedure approved by the Board.

Early Admission to Kindergarten:

The following assessment procedure for determining if a child is capable of carrying the work of kindergarten is approved and shall be made available to interested persons:

Early kindergarten enrollment exceptions may be made for younger children who are intellectually advanced. At a minimum, eligibility for the admission shall be based upon an analysis of the child's: (1) mental ability, (2) emotional/social development, (3) pre academic skills, and (4) fine motor skills.

The kindergarten early entrance assessment procedures are designed to identify and place in kindergarten those children who:

- a. will turn 5 years of age between August 1 and October 15;
- b. are deemed by parents or guardians as being intellectually advanced and likely to benefit from advanced grade placement; and
- c. are selected on the basis of testing by professionals trained and certified to administer the assessments that will produce evidence of strength in:
 1. mental ability defined as scoring 84th percentile or above on a standardized assessment of cognitive ability such as the Wechsler Pre Primary Scale of Intelligence III, or the Stanford-Binet V;
 2. a test of emotional/social development such as the Behavior Assessment System for Children, Second Edition (BASC-2);
 3. 75th percentile or greater on a test of pre academic skills such as the Woodcock Johnson III; and
 4. a test of fine motor ability, scoring 75th percentile or above on a standardized measurement such as the Beery VMI.

In the discretion of the Superintendent or designee, the assessments may be administered by the School District's professional staff, or the parents or guardians may be required, at their own expense, to have all or some of the required assessments completed by

reputable professionals and to submit the results of such assessments to the School District.

The decision regarding early entrance to kindergarten requires careful consideration of all factors that affect kindergarten success with final determination to be made based on the recommendation of the District Evaluation Team, to be composed of such individuals as the Superintendent or designee determine appropriate. The academic, social, and emotional readiness, as well as the student's physical development and well-being, must be weighed with institutional factors also considered. Sound decision making in the area of early entrance to kindergarten is dependent upon reliable information regarding a student's readiness and a thoughtful balancing of the myriad of factors implicated by the decision. Parents will be notified in writing of the results of the Early Kindergarten Entrance assessment and the determination of the District Evaluation Team in a timely fashion; not to exceed three weeks after the assessments are completed.

Families who seek early admission of their child into kindergarten must obtain an *Early Entrance to Kindergarten Packet* from the School District Administrative.

Parents must fill out the early entrance application forms, which include a parent questionnaire and obtain and attach a reference letter from someone who is well acquainted with the child but not a relative of the child. The person providing this reference should know the child well enough that they can speak with some expertise about the child's attributes and abilities. The reference letter should indicate whether this person recommends the child be schooled with children who will be a year older than the child and, if so, the evidence this person has concerning the child's mental ability, fine and gross motor ability, visual and auditory discrimination, emotional/social development, and communication skills. Suggestions for this reference letter are a preschool teacher, a Sunday school teacher, a day-care provider, or a physician.

The assessment request, reference letter and parent questionnaire must be completed and returned to the District no later than May 25th of the spring before fall enrollment to allow summer assessment to be completed.

Decisions regarding early kindergarten entrance must include consideration of the above and shall not be made based on race, color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation of the child or the child's parents or guardians. Institutional factors, such as capacity, may also be considered.

Admission to First Grade:

A child may be eligible to enter first grade, even if the child has not attended kindergarten, if the child is six years of age or will be six years of age on or before October 15 of the current school year and school officials determine that first grade is the appropriate placement for the child.

Graduates:

A student who has received a high school diploma or received a General Equivalency Diploma shall not be eligible for admission or continued enrollment.

Age 21:

A student shall not be admitted or continued in enrollment after the end of the school year in which the student reaches the age of 21. The school year for this purpose ends at the last day of instruction for graduating seniors.

Birth Certificate, Physical, Visual Evaluation and Immunization:

The parents or legal guardian shall furnish:

- (1) A certified copy of the student's birth certificate issued by the state in which the child was born, upon admission of a child for the first time, shall be provided within 30 days of enrollment. Other reliable proof of the child's identify and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate. An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced. (Failure to provide the birth certificate does not result in non-enrollment or disenrollment, but does result in a referral to local law enforcement for investigation).
- (2) Evidence of a physical examination by a physician, physician assistant, or nurse practitioner, within six months prior to the entrance of the child into the beginner grade and the seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a physical examination.
- (3) Evidence of a visual evaluation by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, within six months prior to the entrance of the child into the beginner grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a visual evaluation. The visual evaluation is to consist of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity.
- (4) Evidence of protection against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella, Hepatitis B, Varicella (chicken pox), Haemophilus Influenzae type b (Hib), invasive pneumococcal disease and other diseases as required by applicable law, by immunization, prior to enrollment, unless the parent or legal guardian submits a written statement that establishes than an exception to the immunization requirements are met.
- (5) Every student entering the seventh grade shall have a booster immunization containing diphtheria and tetanus toxoids and an acellular pertussis vaccine which meets the standards approved by the United States Public Health Service for such biological products, as such standards existed on January 1, 2009.

The Superintendent or Superintendent's designee shall notify the parent or guardian in writing of the foregoing requirements and of the right to submit affidavits or statements to object to the requirements, as applicable. The Superintendent or Superintendent's designee shall also provide a telephone number or other contact information to assist the parent or guardian in receiving information regarding free or reduced-cost visual evaluations for low-income families who qualify.

A student who fails to meet the foregoing requirements shall not be permitted to enroll or to enter school, or if provisionally enrolled or enrolled without compliance, shall not be permitted to continue in school until evidence of compliance or an exemption from compliance is given.

Enrollment of Expelled Students

If a student has been expelled from any public school district in any state, or from a private, denominational, or parochial school in any state, and the student has not completed the terms or time period of the expulsion, the student shall not be permitted to enroll in this school district until the expulsion period from such other school has expired, unless the School Board of this school district in its sole and absolute discretion upon a proper application approves by a majority vote the enrollment of such student prior to expiration of the expulsion period. As a condition of enrollment, the School Board may require attendance in an alternative school, class or educational program pursuant to Nebraska law until the terms or time period of the original underlying expulsion are completed. A student expelled from a private, denominational, or parochial school or from any public school in another state, will not be prohibited from enrolling in the public school district in which the student resides or in which the student has been accepted pursuant to the enrollment option program for any period of time beyond the time limits placed on expulsion, pursuant to the Student Discipline Act, or for any expulsion for an offense for which expulsion is not authorized for a public school student under such Act. For purposes of this policy, the term expulsion or expelled includes any removal from any school for a period in excess of twenty (20) school days.

Military Families

If a parent presents evidence to the District of military orders that military family will be stationed in the State of Nebraska during the current or following school year, the District will enroll preliminarily the parent's students.

Legal Reference: Neb. Rev. Stat. §§ 43-2001 to 43-2012
 Neb. Rev. Stat. § 79-214
 Neb. Rev. Stat. §§ 79-217 to 79-223
 Neb. Rev. Stat. § 79-266.01

173 NAC Chapters 3 and 4 (HHS Regulations)

Date of Adoption: [Insert Date]

StudentsMilitary Recruiters

The District will provide access to routine directory information to each student in a high school grade upon a request made by a military recruiter, unless the student's parent or guardian has submitted a written request that the student's information not be shared with a military recruiter. The District will provide military recruiters with the same access to a student in a high school grade as the District provides to postsecondary educational institutions or to prospective employers of such students.

If a parent or guardian does not want his or her student's information to be provided to a military recruiter, the parent must submit a written request to the Superintendent.

Legal Reference: LB 575 (2019)

Date of Adoption: [Insert Date]

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 is 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 is 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. **Emergency Exclusion:** A student may be excluded from school in the following circumstances:

- a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
- b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers described above.

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing is to be held and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. 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 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 a 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), electronic nicotine delivery systems, 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) 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 meaning.
 - g. Clothing or jewelry that is gang related.
 - h. Visible body piercing (other than ears).

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

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

On a first offense of the dress code, the student may call home for proper apparel. 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):
 - (i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
 - (ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for “open book” tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
 - (iii) Use of Other Student Answers: Copying or looking at another student’s answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student’s paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student’s answers on the test paper.
 - (iv) Use of Other Student to Take Test. Having another person take one’s place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.

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

- (2) “Plagiarism” means to take and present as one's own 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. 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.
- 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, and after school hours, provided that the student not commit any abusive use of the device (see paragraph (d)(1). 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 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.) or otherwise transmitting images and/or sounds of another person or persons 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 possessed or 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.

- (3) Penalties for Prohibited Use of Electronic Devices: Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. 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, provided that at a minimum the following penalties shall be imposed:

- (i) Students found in possession of a "sexting" message shall be subject to a one (1) day suspension from school.
- (ii) Students who send or encourage another to send a "sexting" message shall be subject to a five (5) day suspension from school.

- (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.
 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 computer courses will have other safety or clean-up rules that will be explained to students 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. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. 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.
The foregoing reporting standards shall be reviewed annually by the school board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.
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.

Legal Reference: Neb. Rev. Stat. sections 79-254 to 79-296

Date of Adoption: [Insert Date]

StudentsDrug and Substance Use and Prevention**Drug-Free Schools**

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

Education and Prevention

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

Standards of Conduct; Notice to Students and Parents

Students are to be provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities. It shall be the further policy of the District to keep a file showing receipt of standards of conduct and a statement of disciplinary sanctions that may be taken for violations of such standards of conduct. The receipt shall be signed by both student and parent or guardian and returned to the respective Principal. It shall contain in prominent letters the following language:

"RECEIPT SHALL SERVE TO DEMONSTRATE THAT YOU AS PARENT OR GUARDIAN OF A STUDENT ATTENDING [NAME] PUBLIC SCHOOLS HAVE RECEIVED NOTICE OF THE STANDARDS OF CONDUCT OF THIS DISTRICT EXPECTED OF STUDENTS CONCERNING THE ABSOLUTE PROHIBITION AGAINST THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF ANY OF THE SCHOOL'S ACTIVITIES AS DESCRIBED IN BOARD POLICY OR ADMINISTRATIVE REGULATION. THIS NOTICE IS BEING PROVIDED TO YOU PURSUANT TO P.L. 101-226 AND 34 C.F.R. PART 86, BOTH FEDERAL LEGAL REQUIREMENTS FOR THE DISTRICT TO OBTAIN ANY FEDERAL FINANCIAL ASSISTANCE. YOUR SIGNATURE ON THIS RECEIPT ACKNOWLEDGES THAT YOU AND YOUR CHILD OR CHILDREN WHO ARE STUDENTS ATTENDING THIS DISTRICT FULLY UNDERSTAND THE DISTRICT'S POSITION ABSOLUTELY PROHIBITING THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF THE SCHOOL'S ACTIVITIES AS HEREIN ABOVE DESCRIBED AND THAT COMPLIANCE WITH THESE STANDARDS IS MANDATORY. ANY NON-COMPLIANCE WITH THESE STANDARDS CAN AND WILL RESULT IN PUNITIVE MEASURES BEING

TAKEN AGAINST ANY STUDENT FAILING TO COMPLY WITH THESE STANDARDS."

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

Students are to be provided an age appropriate, developmentally based drug and alcohol education and prevention program. The program educates on the adverse effects of the use of illicit drugs and alcohol, with the primary objective being the prevention of illicit drug and alcohol use by students.

Drug and Alcohol Counseling, Rehabilitation and Re-entry Programs

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

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

Safe and Drug-Free Schools-- Parental Notice of Right to Withdraw

Parents will be notified that, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

Standards of Student Conduct Pertaining to the Possession, Use, or Distribution of Illicit Drugs, Alcohol or Tobacco.

These standards are in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation. The District's standards prohibit the possession, use, or distribution of illicit drugs, alcohol or tobacco (including electronic nicotine delivery systems) on school premises, in school vehicles, or as a part of any of the school's activities on or off school premises. Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession, use distribution or being under the influence of any controlled substance, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession, use, distribution or being under the influence of alcohol.
4. Possession, use, distribution, or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited

- to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes.
5. Possession, use, or distribution of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes.
 6. Possession, use or distribution of any tobacco product (including electronic nicotine delivery systems).

Disciplinary Sanctions

Violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion, and referral to appropriate authorities for criminal prosecution. In particular, students should be aware that:

1. Violation of these standards may result in suspension or expulsion.
2. Prohibited substances will be confiscated and turned over to law enforcement authorities.
3. The student may be referred for counseling or treatment.
4. Parents or legal guardian will be notified.
5. Law enforcement will be notified.
6. If it appears there is imminent danger to the student, other students, school personnel, or students involved, emergency medical services will be contacted.

Intervention

The [Name] Public School District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational climate or activity, the school then has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff. The school will issue a statement to all students and employed staff that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The school shall make available to students and employed staff information about any drug and alcohol counseling, and rehabilitation and re-entry programs, which are available to students.

Administration

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

Date of Adoption: [Insert Date]

StudentsSchool Dances

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

General Rules of Student Conduct at Dances. In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

1. Who Can Attend: Only students of [Name] Public Schools and their guests may attend.
 - a. Students currently attending [Name] High School or another Nebraska high school who have not been restricted from attending extracurricular activities at [Name] High School or their own school are generally considered appropriate dates or invited guests.
 - b. Persons who are younger than 16 or older than 19 years of age and not attending high school are generally considered to not be appropriate dates or invited guests for our school dances.
 - c. Some school dances may be restricted to students attending specified grades levels at [Name] Public Schools. For any dances at the middle school level, only students attending [Name] Public Schools in the grade(s) for which the dance is being held may attend.
 - d. Students who have been suspended from school or from extracurricular activities may not attend.
 - e. The school reserves the right to exclude persons who may or do cause a disruption or detract from the event. Dates or invited guests not attending our school are expected to follow the same rules of conduct which apply to our students.
 - f. Rules for dances may restrict students and their guests from leaving the dance until the dance ends without written parental permission on a form provided.
 - g. Students or their guests who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.
2. Prohibited Substances: Alcoholic beverages, illegal drugs, and tobacco (including electronic nicotine delivery systems) are prohibited. Anyone using these or showing the affects of use will not be allowed admission or, if discovered after admission, be removed from the dance. Their parents may be contacted.

Students and their dates may be required to submit to a breathalyzer prior to gaining entrance. Those who choose not to submit to a breathalyzer will not gain entrance. Law enforcement will be contacted if there is reasonable suspicion that the student or a student's date is under the influence of alcohol or drugs.
3. Appropriate Attire: Students and their guests must meet the dress code requirements established for each dance. Teachers or administrators will make the final decision as to whether or not a student's attire is appropriate. Students will be asked to change unacceptable items, which may mean that the student may have to return home to change

the inappropriate clothing. It is advisable to check in advance of the dance with the Principal or staff sponsor for the event if you are uncertain about your attire.

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

1. Specific Dance Eligibility and Selection Requirements:

- a. Homecoming Queen & King:
 - Only a senior girl shall be eligible to be Queen and only a Senior boy shall be eligible to be King.
 - To be eligible, a candidate must agree to attend the entire Homecoming Dance and represent the school properly.
 - The queen and king will be chosen from the qualified nominees by secret vote of the student body during Homecoming week. Crowning will be held at the fall sports event deemed to have the largest attendance.
- b. Prom King and Queen:
 - Only a Senior girl shall be eligible to be Queen and a Senior boy shall be eligible to be King. The candidates may not have been previously selected as royalty at another school sponsored dance.
 - To be eligible, a candidate must agree to attend the entire Prom Dance and represent the school properly.
 - The queen and king will be chosen from the qualified nominees by secret vote of the junior class.

Date of Adoption: [Insert Date]

InstructionCurriculum – Assessments (Policy No. 6211)1. State Assessments.

The [Name] Public School District has adopted an assessment plan and has aligned the curriculum with the state approved content standards. The assessment plan includes a schedule and procedures for assessing success in achieving state standards.

Teachers are to clearly articulate the learning targets and align instruction to the learning targets within each of the content standards. Teachers are to give students instruction on the content prior to students being assessed on each content standard in order to provide learning opportunities for all students.

The assessments are to be conducted in accordance with the assessment plan schedule. Teachers are to conduct the assessments in a manner that assures it accurately assesses whether or not students are meeting the targets outlined by the content standards.

Assessment results are to be reported by the teachers in the manner and within the time directed by the administration or designee. The assessment data is to be used to meet state standards, to provide students and parents with information about student progress, to enhance school improvement planning, and to improve instruction. The assessment data is to be evaluated by teachers to monitor student learning and to improve instruction or terminate ineffective teaching practices to ensure students are being given the opportunity to meet the standards.

2. Achieving Valid Assessments.

Educators are responsible for maintaining the integrity of the assessments to ensure that assessments provide a valid measure of student progress and accomplishments. Educators are not to engage in any practice that may result in assessment results that do not reflect student learning, knowledge, skills or abilities in the area assessed.

For purposes of this policy, student assessments include both “standardized assessments” (including state assessments, norm referenced tests, and evaluations conducted for special education eligibility) and “coursework assessments” (e.g., classroom tests, quizzes, and other evaluative tools used to assign grades).

The following specific assessment expectations and rules apply:

- a. Integrity of the Assessment Instrument. The integrity of the assessment instrument is to be maintained.
 - i. Standardized Assessments. Standardized assessment instruments are not to be made available to students at any time before the student takes the assessment. The assessment instrument is to be maintained in a secure manner.

- ii. Coursework Assessments. Coursework assessment instruments are to be periodically modified to keep the assessments current and prevent students from effectively using “test banks.” For coursework assessments that are given on a repeat basis to students at different times (e.g., a test that is given to students throughout the school day), the educator is to remind students to not share the content of the assessment with students who will be taking the assessment later.

b. Teaching for Success on Assessments.

It is appropriate for educators to prepare students to do well on assessments. This is to be accomplished in a manner that assures the assessment accurately reflects the student’s knowledge, and not simply test preparation.

- i. Teach the Content. Educators are to prepare students to do well on assessments by teaching the subject content. Educators are not to “teach to the test” by teaching based solely on the content of the assessment. The content is to be taught to the students over an appropriate amount of time prior to the assessment. “Cramming” assessment content just before the assessment is to be taken is not appropriate. Review of content previously taught is appropriate.
- ii. Practice Tests. Educators are to prepare students by teaching test taking skills independent of the subject matter being assessed. Educators are not to conduct reviews (drills) using earlier (no longer published) versions of the same test, using alternate (parallel) forms of the same published test, or using actual items from the current form of a standardized test that will be administered to students. Educators are not to conduct reviews (drills) using items of identical format (for example, multiple choice) to the exclusion of other formats.

c. Conditions for Successful Assessments.

- i. Communications. Educators are to communicate to students and parents when assessments will be administered, the purpose of the assessment and how the assessment results will be used. Educators are to motivate students to do their best on assessments. Educators are to read and be familiar with assessment administration directions in advance and communicate the rules to students accurately and clearly.
- ii. Climate. Educators are to have sufficient assessment materials available (e.g., No. 2 pencils, if needed). The classroom is to be arranged to allow comfortable seating. Distractions are to be eliminated. Educators in nearby classrooms are to be informed that the assessment is to be administered so noises from neighboring classrooms are kept at a minimum. Activities or arrangements are to be made for students who finish early so such students do not cause a distraction to other students still taking the assessment.

- iii. Security. Educators are to monitor students while administering assessments to ensure students are complying with standards of academic integrity. Students who violate standards of academic integrity are to be reported to the administration.
- d. Full Participation. Educators are to make efforts to have all eligible students take the assessments. The educator should develop a list of students who will be exempted from assessment and the reason for the exemption and submit the list for review and approval by the Principal.
- e. Assistance During Assessments.
 - i. Standardized Assessments. Educators are not to provide assistance to students while a standardized assessment is being administered except as provided for in a student's 504 Plan or IEP. This includes giving "hints," giving extra time, reading the tests to students or defining or pronouncing words for students, allowing students access to instructional material related to the content of the assessment (e.g., displaying a map during a social studies assessment) or allowing students access to mechanical aids (e.g., calculators).
 - ii. Coursework Assessments. For coursework assessments, students may be allowed access to instructional materials or mechanical aids only when all students being given the assessment are given the aids and use of the aids does not hinder the students from learning the content of the lesson.
- f. Student Answers. Assessments are to reflect the students' work as submitted by the students. During the assessments, educators are to monitor students to make sure directions are being followed (e.g., students are using a No. 2 pencil on all "bubble" sheet assessments and completely erase mistaken answers and extra marks on "bubble" sheet assessments). Educators are not to change answers on a student's assessment sheet or otherwise participate in the submission of false or misleading assessment results.

All employees are to adhere to the Nebraska Student-Centered Assessment System (NSCAS) Security Procedures and report breaches in security to Superintendent or the Superintendent's assessment designee for report to the Nebraska Department of Education. Professionalism, common sense, and practical procedures provide the framework for testing ethics.

Violations of the rules and expectations set forth in this policy will be considered to be a breach of the District's standard of ethics and may result in disciplinary consequences. Educators are to report suspected violations of the expectation to the administration. The administration is to investigate and appropriately respond to violations of the expectations.

Legal Reference: NDE Rule 10.05; NDE Rule 27.004.02H and 004.03D

Date of Adoption: [Insert Date]

InstructionCombined District and School Title I Parent and Family Engagement Policy

(District Name) intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, *Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.*

In General

The written District parent and family engagement policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

- Parents and family members of all students are welcomed and encouraged to become involved with their child's school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.
- Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.
- Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.
- Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities.
- Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand.
- Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.
- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

Internal Board Policies - OrganizationStanding Committees

It shall be the policy of [Name] Public Schools that the following will be the standing committees of the Board of Education:

1. Negotiations Committee
2. Committee on American Civics
3. Transportation/Facilities
4. Budget Committee
5. Policy Committee
6. Administration Review Committee

It shall further be the policy of [Name] Public Schools that the Superintendent shall appoint the members of the above committees.

Legal Reference: Neb. Rev. Stat. § 79-724
 Neb. Rev. Stat. § 79-520

Date of Adoption: [Insert Date]

Internal Board Policies - OrganizationStanding Committee on American Civics

It shall be the policy of [Name] Public Schools that the Committee on American Civics shall consist of three members appointed by the Board President. The Committee shall meet at least twice per year. One of the responsibilities of this committee will be to examine recommended social studies textbooks and report findings based on this examination to other members of the Board of Education. The Committee shall take all other steps to ensure compliance with Nebraska law.

It shall further be the policy of [Name] Public Schools that the Committee on American Civics shall review all major proposals prepared by the superintendent of schools and instructional staff for adoption of new textbooks, development of new instructional programs, revision of existing instructional programs, modification of established graduation requirements, and other related matters. After the review is completed, the Committee on Curriculum and Americanism will make a recommendation to the full Board of Education about approval or adoption of the matter under consideration.

Legal Reference: Neb. Rev. Stat. § 79-724
 Neb. Rev. Stat. § 79-520
 LB 399 (2019)

Date of Adoption: [Insert Date]

Bylaws of the Board - MeetingsOrder of Business

The following shall be the order of business for the regular meetings. The order of business may be changed by consent of all members present.

1. Opening Procedures
2. Public Forum
3. Consent Agenda (Approval of Agenda, Minutes of previous meetings, monthly financials, and others)
4. Curriculum/Instruction Reports
5. Administration's Reports
6. Board Committee Reports
7. Unfinished Business
8. New Business
9. Executive Session
10. Action on Executive Session Items
11. Adjournment

Date of Adoption: May 8, 2017

Reviewed: November 13, 2017, July 8, 2019

MEMORANDUM of UNDERSTANDING
REGARDING A JOINT PURCHASE OF COMMUNICATIONS EQUIPMENT
between
THE WASHINGTON COUNTY PUBLIC SAFETY COMMUNICATIONS AGENCY
and

THIS MEMORANDUM of UNDERSTANDING ("MOU") is hereby made and entered into this 8th day of November 2018, between the Washington County Public Safety Communications Agency ("The Agency"), a purchasing agency appointed under the direction of the Washington County Board of Supervisors, the governing board of the County of Washington ("Washington County"), a political subdivision organized and existing under the laws of the State of Nebraska, and the Arlington Public Schools a political subdivision organized and existing under the laws of the State of Nebraska located within Washington County, Nebraska, (individually a "Party" and together, the "Parties").

RECITALS

WHEREAS, the Interlocal Cooperation Act of the State of Nebraska, being specifically §13-801 et seq. (N.R.S. Reissue 2012), allows separate political subdivisions to cooperate on the basis of mutual advantage to provide joint undertakings, services and facilities, in a manner and pursuant to forms of governmental organization that will accord with best geographic, economic, population, and other factors influencing the needs and developments of local communities; and

WHEREAS, Arlington Public Schools has expressed interest in continuing the use of their subscriber radios on the Washington County Radio System for day to day activities within their jurisdiction and beyond for regional events; and

WHEREAS, The Agency has an opportunity to make a purchase of radio subscriber devices in a large quantity, by the desire of other users of the Washington County Radio System; and

WHEREAS, all participating users will gain a substantial discount by making a group purchase of said subscriber radio devices; and

WHEREAS, it is necessary for the Parties to enter into an agreement to set forth their respective rights, duties and obligations; and

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, PARTIES DO HEREBY MUTUALLY UNDERTAKE, PROMISE, AND AGREE AS FOLLOWS:

1. The purpose of this Agreement is to show the good faith intent to join with other entities in a joint purchase of subscriber radio devices to suit their needs, and to gain a substantial cost savings by participating in this effort.
2. To enter into a separate agreement which shall illustrate the method by which the Party will be expected to pay their portion of the total cost.
3. To illustrate any and all consequences of default or non-payment of the Party's portion of their costs, and any penalties for their failure to pay.

IN WITNESS WHERE OF, the parties hereto set their hands to this Agreement upon the day and year hereinafter indicated.

EXECUTED this 4th day of December, 2018

WASHINGTON COUNTY PUBLIC SAFETY COMMUNICATIONS AGENCY

ATTEST:



Reay M. Trull

County Clerk

By SA Deak

Agency Chairperson

EXECUTED this 13th day of November, 2018

Lynn Johnson

Superintendent

By Lynn Johnson

Item ID	Department	Qty	Model	Description	Template	ID	Alias	Serial #	NOTES
7-17	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl St Paul Cont Sta	25360	APS OFC	775TFU0282	UASI
7-17	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl St Paul Cont Sta	25361	ST P OFC	775TFU0284	
						25362			
7-31	ARLINGTON SCHOOLS	1	H66UC9PW5 N	ASTRO DIGITAL XTS1500 MODEL 1764-8	Arl St Paul XTS1500	25363	APS P01	687TFU0561	
7-31	ARLINGTON SCHOOLS	1	H66UC9PW5 N	ASTRO DIGITAL XTS1500 MODEL 1764-8	Arl St Paul XTS1500	25364	ST P P01	687TFU0562	
						25365	APS Lawrence	687TFU0817	Alias Changed 09-05-2012
7-9	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25366	APS Bus06	775TFU0526	
7-9	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25367	APS Bus03	775TFU0532	
7-9	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25368	APS Bus02	775TFU0568	
7-9	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25369	APS Bus01	775TFU0570	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25370	APS Bus00	775TFU0305	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25371	APS Bus99	775TFU0308	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25372	APS SilverVan	775TFU0311	Alias Changed 01-19-2016
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25373	APS Bus2000	775TFU0312	Alias Changed 01-19-2016
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25374	APS Bus91	775TFU0313	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25375	APS Van1	775TFU0314	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25376	APS Van2	775TFU0565	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25377	APS Van3	775TFU0566	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25378	APS Van4	775TFU0569	
7-10	ARLINGTON SCHOOLS	1	M28URS9PW1 N	XTL 1500 MOBILE 35 WATT, 764-870MHZ	Arl XTL 1500 mobiles	25379	APS Trk01	775TFU0572	
						25380			
				APX 1500 Mobile	Arl APX1500 mobile	25381	APS Bus13	466CRR0022	New 08-2015
				APX 1500 Mobile	Arl APX1500 mobile	25382	APS Van15	466CRR0021	New 08-2015
						25383			
						25384			

APX Radio

Dash Mount

1M
2M
3M
4M

Bus 18
Bus 17
Bus 13
Bus 11
Bus 15

Station
APS P01
APS P02

Control
Portable

10
11
12
13

Bus 10
Bus 02
Bus 01

AGENDA

Washington County Radio Meeting 10-16-2018 1900 hours Courthouse

1. Introductions
2. Presentation by representatives from D&D Communications and Motorola Solutions
3. Discussion regarding MOU's and Interlocal Agreements for the project.
4. Question and answer time
5. Next steps.....

Use a lease purchase proposition.
Pricing goes away at the end of the year.

Mechanics of how to pay for it could be with an MOU depicting each agency's obligation.

$$\begin{array}{r} 4 \\ 47,000 \\ \times .07 \\ \hline 3290.00 \end{array}$$

No Interest -- No payment 1st year...
County contributes \$100,000/yr for infrastructure.

Phil is planning to get what he needs for over the air programming

(No penalty for prepayment.)

ARLINGTON SCHOOLS

QTY	NOMENCLATURE	DESCRIPTION	UNIT LIST	EXT LIST	NE State Contract - 30%	Washington Q4 Promo - 37%	Extended NE State Contract 30%	Extended Q4 Washington County 37%
	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	\$ 6,935.00	-	\$ 4,887.50	\$ 4,416.75	\$ -	\$ -
	H98UCF9PW6B N	APX6000XE 700/800 MODEL 2.5 PORTABLE	\$ 7,336.00	-	\$ 5,168.20	\$ 4,662.38	\$ -	\$ -
	H91TGD9PW6AN	APX8000 ALL BAND 2.5 PORTABLE	\$ 9,768.00	-	\$ 6,870.60	\$ 6,194.54	\$ -	\$ -
	M37TSS9PW1AN	APX8500 ALL BAND MOBILE, DUAL O7 HEAD	\$ 10,529.00	-	\$ 7,513.10	\$ 6,778.59	\$ -	\$ -
	M25URS9PW1AN	APX6500 7/800 MHZ - SINGLE HEAD	\$ 7,182.00	-	\$ 5,076.40	\$ 4,585.56	\$ -	\$ -
	M22URS9PW1 N	APX4500 MOBILES - SINGLE HEAD	\$ 5,106.00	-	\$ 3,613.50	\$ 3,265.25	\$ -	\$ -
	M25URS9PW1AN	APX6500 MOBILES - DUAL HEAD	\$ 7,491.00	-	\$ 5,344.50	\$ 4,826.85	\$ -	\$ -
	M22URS9PW1 N	APX4500 CONTROL STATION	\$ 5,434.00	5,434.00	\$ 3,843.10	\$ 3,471.89	\$ 3,843.10	\$ 3,471.89
	M36URS9PW1 N	APX1500 CONTROL STATION	\$ 4,362.00	-	\$ 3,092.70	\$ 2,796.53	\$ -	\$ -
14	M36URS9PW1 N	APX1500 MOBILE - DASH MOUNT	\$ 4,023.00	56,322.00	\$ 2,855.40	\$ 2,582.96	\$ 39,975.60	\$ 36,161.44
	H51UCF9PW6AN	APX 4000 7/800 MHZ MODEL 2 PORTABLE	\$ 4,178.00	-	\$ 2,951.60	\$ 2,665.44	\$ -	\$ -
2	H92UCF9PW6AN	APX 900 7/800 MHZ MODEL 2 PORTABLE	\$ 3,637.00	7,274.00	\$ 2,572.90	\$ 2,324.61	\$ 5,145.80	\$ 4,649.22
	M22URS9PW1 N	APX4500 MOBILE REMOTE MOUNT	\$ 5,278.00	-	\$ 3,733.90	\$ 3,373.61	\$ -	\$ -
	NNTN8860	SINGLE UNIT CHARGER, APX6000/6000XE	\$ 150.00	-	\$ 105.00	\$ 94.50	\$ -	\$ -
	NNTN8844	MULTI UNIT CHARGER, APX6000/6000XE	\$ 1,250.00	-	\$ 875.00	\$ 787.50	\$ -	\$ -
	NNTN8930	SPARE BATTERY, APX6000XE	\$ 155.00	-	\$ 108.50	\$ 97.65	\$ -	\$ -
	PMNN4486	SPARE BATTERY, APX6000	\$ 142.00	-	\$ 99.40	\$ 89.46	\$ -	\$ -
	NMN6274	MICROPHONE, IMPRES, XP RSM W/3.5MM	\$ 369.00	-	\$ 258.30	\$ 232.47	\$ -	\$ -
	PMMN4107	XE500 MICROPHONE, APX6000XE	\$ 550.00	-	\$ 385.00	\$ 346.50	\$ -	\$ -
	NNTN7624	IN-VEHICLE CHARGER	\$ 429.00	-	\$ 300.30	\$ 270.27	\$ -	\$ -
	PMMN4099	RSM w/Emergency	\$ 132.00	-	\$ 92.40	\$ 83.16	\$ -	\$ -
	PMMN4491	SPARE BATTERY, APX900	\$ 100.00	-	\$ 70.00	\$ 63.00	\$ -	\$ -
	PMMN4065	MICROPHONE, RSM, IP57	\$ 106.70	-	\$ 74.69	\$ 67.22	\$ -	\$ -
	NNTN8128	SPARE BATTERY, APX4000	\$ 102.00	-	\$ 71.40	\$ 64.26	\$ -	\$ -
2	PMNN4491	SPARE BATTERY, APX900	\$ 100.00	200.00	\$ 70.00	\$ 63.00	\$ 140.00	\$ 126.00
	WPLN4284	6-POCKET MULTIUNIT CHARGER, 4000/900	\$ 595.00	-	\$ 416.50	\$ 374.85	\$ -	\$ -
2	PMPN4174	SINGLE UNIT CHARGER APX4000/APX900	\$ 69.25	138.50	\$ 48.48	\$ 43.63	\$ 96.95	\$ 87.26
			\$ -	69,368.50	\$ -	\$ -	\$ 49,201.45	\$ 44,495.81

8700 Subscribers → Shared
 Dallas County Coverage

TDMA Technology - Southern
 Dutch Have Rd

Washington County Radio System Meeting - April 18, 2018

End of Life Radios
 on
 ? Parts only issue
 not reception.

HPD system only
 until July 2018.
 Modems are
 end of life
 gives
 connectivity
 to mobile
 devices in
 cars.

Verizon devices

Jurisdiction	First Name	Last Name	Position
City of Blair	Brad	Andersen	City Council / Technology Oversight Committee ✓
City of Blair	Aaron	Barrow	Police Lieutenant
Village of Arlington / AFD	Ryan	Boschart	
Washington County Sheriff	Phil	Brazelton	Captain - Communications Division ✓
Arlington Fire Department	Tom	Christensen	Fire Chief
Blair Community Schools	Mark	Dickinson	District Technology Coordinator
Washington Co. Emerg Mgt & AFD	Dan	Douglas	
City of Blair	Phil	Green	Assistant City Administrator
City of Blair	Jeff	Beiermann	Code Enforcement Officer
Washington County	Bill	Hansel	Road Superintendent
City of Fort Calhoun	Corban	Helmandollar	
City of Blair	Mark	Hodson	Public Works Superintendent
Fort Calhoun Community Schools	Don	Johnson	Superintendent
Arlington Public Schools	Lynn	Johnson	Superintendent
Washington County	Lisa	Kramer	County Supervisor, District 2 / Technology Oversight Committee
Douglas County Communications Department	Kyle	Kramer	Technical Manager > Resource
City of Blair	Joe	Lager	Police Chief
Blair Fire Department	Joe	Leonard	Fire Chief
Kennard Fire Department	Jason	Lorsch	
Fort Calhoun Fire Department	Dan	Mallory	
Herman Fire Department	Justin	Meyer	
Blair Fire Department	Kent	Nicholson	2nd Asst Chief
Arlington Public Schools	Cheryl	Pittman	Secretary
Washington County Sheriff	Mike	Robinson	County Sheriff
City of Blair	Desirae	Solomon	City Attorney
First Wireless Inc.	Bob	Stephany	System Design & Sales
City of Blair	Rod	Storm	City Administrator
Washington County Sheriff	Kevin	Willis	Chief Deputy

Prepared by Craig Raridon
Territory Manager
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Prepared for OMAHA TRUCK CENTER
Steve Kreinbring
skreinbring@truckcentercompanies.com
(402) 592-2440
Arlington Public Schools

Reference Section: 2 Systems 6 Cameras plus event marker, sensor harness, and gps

Thank you for your inquiry to REI. I am pleased to submit the following quotation for your review.

Quantity	Part Number	Description	Price Per Unit	Total
2	HD5-1200W-4-500GB HDD	HD5-1200W DVR,4 CAMS,500GB HDD	\$2,088.00	\$4,176.00
2	710609	DVR, HD5-1200 12 CH WIFI GPS	\$0.00	\$0.00
2	512002	CABLE, POWER, HD SERIES DVR, 16'	\$0.00	\$0.00
2	710638	HDD MODULE, HD5, 500GB	\$0.00	\$0.00
8	710675	CAM, MB AHD WDR 170 HFOV 778	\$0.00	\$0.00
2	512167	CABLE, CAMERA TO DVR, 15'	\$0.00	\$0.00
2	512168	CABLE, CAMERA TO DVR, 25'	\$0.00	\$0.00
2	512169	CABLE, CAMERA TO DVR, 40'	\$0.00	\$0.00
2	512170	CABLE, CAMERA TO DVR, 60'	\$0.00	\$0.00
1	530076	CABLE,USB 2.0, BLACK, AM/AM/BM	\$0.00	\$0.00
2	STOPCAM	STOP ARM CAMERA KIT	\$225.00	\$450.00
2	512912	ADAPTOR, AHD 6PIN TO 4PIN W/ AUDIO	\$0.00	\$0.00
2	710684	CAM, SA AHD 20D RT RR/LT FT 778	\$0.00	\$0.00
2	512168	CABLE, CAMERA TO DVR, 25'	\$0.00	\$0.00
2	STOPCAM	STOP ARM CAMERA KIT	\$225.00	\$450.00
2	512912	ADAPTOR, AHD 6PIN TO 4PIN W/ AUDIO	\$0.00	\$0.00
2	710685	CAM, SA AHD 20D LT RR/RT FT 778	\$0.00	\$0.00
2	512168	CABLE, CAMERA TO DVR, 25'	\$0.00	\$0.00
2	511986	HARNESS,EVENT MARK,ALARM/PANIC,20'	\$40.00	\$80.00
2	512209	HARNESS,DVR VEHICLE SENSORS 20'	\$40.00	\$80.00
2	710214	RECEIVER,GPS W/SIRF3 AND 16' CABLE	\$110.00	\$220.00
		Total		\$5,456.00

Terms and Conditions

Pricing is USD and does not include taxes, handling, freight, duties, bank fees or similar charges. Pricing in this quote may be based upon volume discounts and is subject to change at any time. Terms of sale are FOB Shipping Point. Standard terms (subject to credit approval) are Net 30 Days. Freight charges will be prepaid and added to the invoice, unless method and account number is specified on purchase order.

Standard product warranty applies unless otherwise stated above. Installation and on-site training are not included unless otherwise stated above. Online training and technical support are available upon request.

Special bid or contract terms are not accepted by REI unless specifically stated above. REI reserves the right to correct errors or omissions. **This quote is valid for 60 days** and for the quantities listed on the quote unless otherwise noted.

INTERLOCAL AGREEMENT TO SHARE Occupational Therapist

This agreement is made and entered into under the provisions of the Nebraska Interlocal Cooperation Act, NEB. REV. STAT. §§ 13-801 to 13-827, by **Washington County School District No. 89-0003**, commonly known as **Fort Calhoun Community Schools** (referred to herein as "Fort Calhoun"); **Washington County School District No. 89-0001**, commonly known as **Blair Community Schools** and **Washington County School District No. 89-0024**, commonly known as **Arlington Public Schools** (referred to herein as "Arlington").

WHEREAS, the Parties are political subdivisions of the State of Nebraska and desire to make the most efficient use of their taxing authority and other powers to enable them to cooperate with each other and other entities as further agreed on the basis of mutual advantage to provide goods, services, and facilities in a manner and pursuant to forms of governmental organization that will accord the best results in terms of geographic, economic, population, and other factors that will influence the needs and development of the Parties;

WHEREAS, the Parties have passed resolutions authorizing each party to approve and enter into this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed by the parties as follows:

1. No Separate Legal Entity. This Agreement does not establish a separate legal or joint entity.

2. Purposes. The purposes of this agreement are:

A. To permit the school districts to make the most efficient use of their powers and resources by sharing the services of an Occupational Therapist who will provide services on a .8235 Full-time Equivalent (FTE) basis (156 days). Arlington shall receive 66 days, Blair shall receive 56 days and Fort Calhoun shall receive 32 days.

B. To provide consistency in delivery of service;

C. To facilitate the school districts' use of an Occupational Therapist on a shared basis by providing for the scheduling of the Occupational Therapist's time in a coherent and efficient manner.

3. Term. This Agreement shall have a duration of one year, commencing with the 2019-20 school year, which shall begin on **September 1, 2019** and end on **August 31, 2020**. Subsequently, this Agreement shall automatically renew from year to year for an additional one-year term unless one of the parties gives written notice to the others on or before **March 1st** of its intention to terminate it at the conclusion of the then-current contract term. The parties may by mutual agreement terminate this agreement at any time prior to August 31, 2018.

4. Administration. Fort Calhoun's, Blair's and Arlington's Superintendent or their designee, ("Administrators") shall be responsible for jointly administering the cooperative undertaking described in this Agreement. The Administrators, may take any action authorized, either explicitly or implicitly, by the Interlocal Cooperation Act, including any action that may be necessary to perform the duties and functions as provided in this Agreement.

5. Nature of the Occupational Therapist's Employment. Fort Calhoun has entered into a written agreement with the Occupational Therapist whereby she is employed to provide services on a .8235 FTE basis during the 2019-20 school year (attached hereto as **Exhibit "A"**). Fort Calhoun agrees to provide the services of the Occupational Therapist to Arlington and Blair on a part-time basis. For the purposes of this Agreement, the Occupational Therapist shall be an employee of Fort Calhoun Public Schools and will not be an employee of Arlington or Blair or a "joint employee" of Fort Calhoun and Arlington or of Fort Calhoun and Blair for any purpose.

6. Sharing of Services Provided by Occupational Therapist. The Occupational Therapist shall provide Occupational Therapy services to all three school districts. The type of services to be provided by the Occupational Therapist to Arlington and Blair shall be the same as those which are described in the Occupational Therapist's contract and/or job description with Fort Calhoun. The three District's will work out a schedule reflecting their base days of service (Arlington 66, Blair 56 and Fort Calhoun 32 days) for the Occupational Therapist prior to schools start in August of 2019.

7. Occupational Therapist's Salary and Fringe Benefits. Fort Calhoun will pay the Occupational Therapist's salary for the 2019-2020 school year pursuant to the terms of the Occupational Therapist's Contract (Exhibit A). The parties agree that, for the 2019-20 school year, Fort Calhoun has established the amount of the Occupational Therapist's salary at \$57,103.20. Fort Calhoun shall also provide the Occupational Therapist with those additional fringe benefits specified in the Occupational Therapist's Contract or required by any applicable collective bargaining agreement.

8. Payment to Fort Calhoun by Arlington and Blair. Arlington and Blair shall make the following payments to Fort Calhoun:

- A.** An amount equal to their percentage of hours of service, Arlington 43%, Blair 36% of the Occupational Therapist's annual salary as set forth in paragraph 7 above.
- B.** An amount equal to their percentage of hours of service, Arlington 43%, Blair 36% of all expenses incurred by Fort Calhoun for worker's compensation premiums, FICA, FUTA, and retirement (NPERS), as a consequence of the Occupational Therapist's employment by Fort Calhoun.
- C.** An amount equal to their percentage of hours of service, Arlington 43%, Blair 36% of the cost of fringe benefits specified in the Occupational Therapist's Contract with Fort Calhoun (Exhibit A) or as required by any applicable collective bargaining agreement (which includes, but is not necessarily limited to, Fort Calhoun's share of premiums for group health, dental and life insurance, the District's share of the cost for 403(b) and a Flexible spending account if they choose to participate in these benefits).
- D.** A reasonable amount will be budgeted and paid for professional development expense (training), travel and/or mileage, and dues as agreed between the parties.

Fort Calhoun shall bill Arlington and Blair on a monthly basis for all payments pursuant to this paragraph beginning in September 2019 and ending in August 2020. Arlington will be billed 12 monthly installments of \$2,398.58 and Blair will be billed 12 monthly installments of \$2,035.16 the monthly cost of all amounts listed in sections A., B., and C. above. The amount billed is due on the 1st of each month and should be paid no later than the 15th of each month. Additional hours over and above the base of 528 for Arlington, 448 for Blair and 256 for Fort Calhoun will be billed at \$55.60 per hour. Actual expenses incurred in section D. above will be split according to the base hours and invoiced on a separate invoice in August.

9. Occupational Therapist Not a Third-Party Beneficiary. This agreement does not create any enforceable rights in favor of the School Psychologist and she is not a third-party beneficiary of the agreement.

10. No Joint Employment. This agreement does not make the parties joint employers of the Occupational Therapist for purposes of liability, Workers' Compensation, unemployment compensation, or any other purpose.

11. Management, Evaluation, Discipline and Discharge. Fort Calhoun shall have the right to manage, evaluate, discipline, and discharge the Occupational Therapist in a manner consistent with its employment contract, and as otherwise provided by law. The Arlington and Blair Superintendent shall have the right to direct the Occupational Therapist in his or her work with respect to the services he or she performs for Arlington and Blair, respectively.. Fort Calhoun shall evaluate the Occupational Therapist as required by law and school policy, provided that it shall consider the positive and negative comments, if any, of the Arlington and/or Blair Superintendent or other representatives in preparing the Occupational Therapist's evaluation. Arlington's and Blair's superintendent, or their designee, shall conduct at least one evaluation of the Occupational Therapist and participate in the Occupational Therapist's annual review.

12. Termination During Term of Agreement. Either party may terminate this agreement during its term if the Occupational Therapist serving at its commencement:

- A.** Submits a resignation with an effective date prior to the end of the term of the agreement, and the Fort Calhoun Board of Education accepts the resignation.
- B.** Dies prior to the end of the school year;
- C.** Is discharged by the Fort Calhoun Board of Education prior to the end of the school year.

13. Manner of Acquiring, Holding, and Disposing of Real and Personal Property. The Parties do not anticipate a need to acquire, hold, or dispose of real or personal property to accomplish the purposes of this Agreement. The Parties' respective governing boards shall determine the manner of acquiring, holding, or disposing of real or personal property in the event that such a need arises.

14. Provision of Supplies. Each party shall provide such supplies and equipment as are necessary for the Occupational Therapist's performance of services at its school district.

15. Financing and Budgeting. Each party will budget separately to pay the costs and expenses that it will reasonably and necessarily incur to fulfill its obligations under this agreement.

16. Taxes. This Agreement does not grant the school districts any authority to levy, collect, or account for any tax authorized under sections 13-318 through 13-326 or 13-2813 through 13-2816.

17. Liability Insurance. Each party shall obtain and pay for its own liability insurance coverage for their participation in this Agreement.

18. Indemnification. To the extent permitted by applicable law, but without waiving any rights under any applicable state governmental immunity act, the Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorneys' fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part, by the negligent act or omission of the Indemnifying Party.

19. Disposal of Property upon Termination. The parties do not contemplate that this agreement will require the acquisition of any jointly held property. However, if it becomes necessary to dispose of property held jointly under this Agreement, it shall be divided and distributed as agreed between the school districts upon termination of this Agreement. If a dispute arises as to the value of such property or as to how it will be distributed, such property shall be sold by taking bids at public auction and selling said property to the highest bidder with the proceeds therefrom being distributed equally to the school districts.

20. Nondiscrimination. The school districts shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.

21. Employment Eligibility Verification. The school districts shall use a federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009 and who are physically performing services within the State of Nebraska. If a school district employs or contracts with any subcontractor in connection with this Agreement, the contracting party shall include a provision in the contract requiring the subcontractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

22. Review of Agreement. Each party shall review the effectiveness of this agreement at least annually.

23. Notice. A school district giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or

electronic mail (to the respective Superintendents, with receipt confirmed). Notice shall be sent to the following addressees at the following addresses:

Fort Calhoun: Fort Calhoun Public Schools
Attn: Superintendent
5876 County Road P43
Fort Calhoun, NE 68023-0430

Arlington: Arlington Public Schools
Attn: Superintendent
705 N. 9th Street
Arlington, NE 68002-0580

Blair: Blair Public Schools
Attn: Superintendent
2232 Washington Street
Blair, NE 68008

Notice is effective only if the party giving the Notice has complied with this section.

24. Amendment and/or Extension of Agreement. The school districts may amend or extend this agreement. Any such amendment or extension shall require the approval of both boards of education and shall be in writing.

25. Severability. If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.

26. Counterparts. The school districts may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the school districts need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other school district to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each school district to the other. In proving this Agreement, a school district must produce or account only for the executed counterpart of the school district to be charged.

27. Assignment. The school district shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated

in this Agreement to any other person or entity without the previous written consent of the other party.

28. Entirety of Agreement. This agreement contains the school districts' entire agreement. It fully supersedes any and all prior agreements or understandings between them pertaining to the subject matter hereof.

ARLINGTON PUBLIC SCHOOLS

_____, Board President

Date: _____, 2019

BLAIR PUBLIC SCHOOLS

_____, Board President

Date: _____, 2019

FORT CALHOUN PUBLIC SCHOOLS

_____, Board President

Date: _____, 2019

Appendix A – 2

Occupational Therapist 2019-20

Benefits:

NPERS (retirement)	\$5,640.54
Group Health Insurance (single)	\$ 0.00
Group Life Insurance (\$20,000.00)	\$ 48.00
403(b) –	\$ 0.00
Social Security	\$3,540.40
Medicare	\$ 828.00
Flexible spending account	\$ 0.00
Total – Benefits	\$10,056.93
Wages	\$57,103.20
Total – Wages and Benefits	\$67,160.13

All amounts listed are the annual cost based on the contracted salary and assuming no group health or dental insurance for the entire year.

