

OVERTON EAGLES

Overton Public School 24-0004
P.O. Box 310 401 7th Street
Overton, NE 68863-0310



Mark A. Aten, *Superintendent*
Brian Fleischman, *Principal*
Jody Skallberg, *Counselor*
Brian Fleischman, *Activities Director*

Phone: (308) 987-2424 • Fax: (308) 987-2349 • www.overtoneagles.org

SPECIAL BOARD OF EDUCATION MEETING
NOTICE OF MEETING
BOARD OF EDUCATION
OF OVERTON, NEBRASKA

NOTICE IS HEREBY GIVEN, that a meeting of the School Board of Overton Public School District 24-0004 will be held at 7:15 o'clock p.m. on Monday, July 10, 2023, at the Overton Public School LMC, 401 7th Street, in Overton, Nebraska, which meeting will be open to the public. The purpose of the meeting is: to provide a public hearing before the Board of Education in regards to Student Fees.

Jared Walahoski
Secretary of the Board

Board of Education

Heather Brennan Clayton Jeffries Gordon Lassen Joel Meier Keith Rudeen Jared Walahoski

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SPECIAL BOARD MEETING: July 10, 2023
BOARD OF EDUCATION
OVERON PUBIC SCHOOL 24-0004
OVERTON, NEBRASKA

BOARD OF EDUCATION AGENDA:

- 7:15 p.m.
- A. Call to meeting to order and take roll, Board President
 - B. Compliance Statement
 - C. Matters Pending Before the Board
 - 1. Provide a public hearing before the Board of Education in regards to Board Policy 5045 Student Fees
 - 2. Adjourn

Overton Public Schools
Overton Board of Education

Minutes of the Regular Board of Education Meeting
Overton Public School District 24-0004

Board President or Presiding Officer: Meeting to Order and Roll Call.

The **July 10, 2023** Student Fees Public Hearing of the Overton Public School Board of Education is called to order and is now in session. The purpose of this meeting is to provide a public hearing before the Board of Education in regards to Student Fees Board Policy 5045. Roll call.

	Present	Absent
Brennan	_____	_____
Jeffries	_____	_____
Lassen	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walahoski	_____	_____

Excuse the absence of board member _____

	Yes	No
Brennan	_____	_____
Jeffries	_____	_____
Lassen	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walahoski	_____	_____

Vote _____

Compliance Statement: To be in compliance with LB 898, the Nebraska Open Meetings Law, I would like to inform the public that a copy of the Open Meetings Law is posted near the LMC check-out counter. This meeting has been advertised in the **July 8, 2023** edition of The Beacon Observer, and also posted on the south doors of the school, Post Office, school's web site and the Security First Bank. There is packet provided for the public.

Comment Section: At this time, visitors may address the board. If it is regarding an agenda item, please state your name and refer to the agenda item. This is the only time you will be able to comment on the item. If it is regarding a topic not on the agenda, and not a personnel item, we will hear your comments but will not add the item to the action list, we may add it to the discussion list next month. If it is a personnel issue, you must follow steps outlined in Board Policy regarding personnel concerns. The total time allotted for the public comment will not exceed thirty minutes and each member of the public will be allotted not more than five minutes to address the Board. If a group wishes to speak, please designate one spokesperson for the group.

Guests Present: See Attached Document A.

The following presented reports to the Board:

1. _____ - Topic - _____

2. _____ - Topic - _____

3. _____ - Topic - _____

The following communications were read or presented to the Board:

1. _____ - Topic - _____

2. _____ - Topic - _____

3. _____ - Topic - _____

A motion by _____ and seconded by _____ to adjourn the meeting at _____ p.m.

Votes:	YES Yes	NO No	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote _____

OVERTON PUBLIC SCHOOL DISTRICT 24-0004
OVERTON BOARD OF EDUCATION
BOARD MEETING: July 10, 2023

BOARD OF EDUCATION AGENDA:

- 7:30 **A. Call meeting to order**
- 7:35 **B. Compliance Statement**
- 7:40 **C. With consent of the Board, receive reports from School Personnel, Patrons. or
Community Groups.**
- 7:45 **D. Read and consider communications**
- 7:50 **E. Approve the agenda**
- 7:55 **F. Approve minutes**
- 8:00 **G. Act on bills for payment**
- H. Matters pending before the Board**
- 8:05 1. Consider approving facility rental rates, substitute teacher pay, tuition, activity admission, and
mileage rate for the 2023-2024 school year
- 8:10 2. Consider approving local substitute teachers
- 8:15 3. Consider approving the 2023-2024 handbooks
- 8:20 4. Consider approving bid with Hiland Dairy Foods for the 2023-2024 school year
- 8:25 5. Discuss, consider, and take action to approve board policies 3001 Budget and Property
And Tax Request, 3003.1 Bidding for Construction, Remodeling, Repair, or Site
Improvement, 3004.1 Fiscal Management for Purchasing and Procurement Using
Federal Funds, 3033 Lending Textbooks to Children Enrolled in Private Schools,
Purchasing Credit Card Program, 3059 Audio and Video Recording, 4003 Drug
Policy Regarding Drivers, 4045 Milk Expression, 4059 Behavior and Mental Health
Training, 5003 Admission of Part Time Students, 5004 Option Enrollment, 5045
Firearms and Weapons, 5052 School Wellness, 5062 Lice and Nits, 5064 Supplement not
Supplant, 6003 Instructional Program, 6004 Curriculum Development, 6025 Student Cell
Phone and Other Electronic Devices, 6038 Artificial Intelligence.
- I. Board Reports and Discussion**
- 8:35 **Board Reports**
- a. Meetings Attended:
- b. Upcoming Meetings:
- c. Transportation Committee Report:
- d. Interlocal Committee Report:
- e. Facilities Committee Report:
- f. Curriculum Committee Report:
- g. Negotiations:
- Discussion**
- J. Administrative Reports**
- 8:40 1. Principal's Report
- 9:00 2. Superintendent's Report

Next regularly scheduled meeting is August 14, 2023

Comments:

E.

1. Recommended Prices: Recommended by Food Program Supervisor and Superintendent
 - A. Lunch & Breakfast:
 - a. Elementary Prek-4 Lunch – currently \$3.50 proposed \$3.60
 - b. Secondary 5-12 Lunch – currently \$4.00 proposed \$4.10
 - c. Adult Lunch – currently \$4.00 proposed \$4.10
 - d. Elementary Prek-4 Breakfast – currently \$2.50 proposed \$2.60
 - e. Secondary 5-12 breakfast - currently \$2.50 proposed \$2.60
 - f. Adult Breakfast – currently \$3.00 proposed \$3.10
 - f. Milk – currently \$0.50 proposed \$0.75
 - B. Activities:
 - a. adult –\$6.00 – FKC schools
 - b. children – \$6.00 – FKC schools
 - c. season pass – currently \$50.00 proposed \$50.00
 - d. student pass – currently \$50.00 proposed \$50.00
 - e. activity deposit – eliminate
 - D. Substitute Teacher Pay: currently per day is \$140.00 proposed \$140.00 and after 20 substitute days move from \$170.00 to \$170.00 per day
 - E. Mileage Rate: State Rate
2. The state requires the board to approve local substitute teachers
3. Administration recommends the board approve the 2023-2024 handbooks
4. The board policies, as updated by KSB School Law, will need approved

Discussion:

F.

1. **Board Reports and Discussion:**
 - a. Meetings Attended:
 - b. Upcoming Meetings: See attached
 - c. Transportation:
 - d. Interlocal:
 - e. Facilities:
 - f. Curriculum Committee:
 - g. Negotiations: Update
2. Discussion Topics:
 - a. Summer Projects
 - b. August board meeting
 - c. Other

Administrative Reports:

G.

Principal's Report

1. Calendar of Events
2. Handbook Updates
3. Calendar Update

Superintendent's Report

1. Option Enrollment- see attached
 - Out – a.
 - In - a.
 - Change of status – a.
2. Projects Update
3. Budget Review
4. Financial Review
5. Certificate of Accreditation
6. Other

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NOTICE OF MEETING
BOARD OF EDUCATION
OF OVERTON, NEBRASKA

NOTICE IS HEREBY GIVEN, that a meeting of the Board of Education at School District 24-0004, of Overton, Nebraska will be held at 7:30 p.m. on Monday, July 10, 2023 at the Overton Public School, which meeting is open to the public. An agenda for such meeting kept continuously current, is available for public inspection at the office of the Superintendent, in the Overton Public School Building, 401 7th Street, Overton, Nebraska.

Jared Walahoski
Secretary of the Board

Board of Education
Heather Brennan Clayton Jeffries Gordon Lassen Joel Meier Keith Rudeen Jared Walahoski

Overton Public Schools
Overton Board of Education

Minutes of the Regular Board of Education Meeting
Overton Public School District 24-0004

Board President or Presiding Officer: Meeting to Order and Roll Call.

The **July 10, 2023** regular monthly meeting of the Overton Public School Board of Education is called to order and is now in session. Roll call.

	Present	Absent
Brennan	_____	_____
Jeffries	_____	_____
Lassen	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walahoski	_____	_____

Excuse the absence of board member _____

	Yes	No
Brennan	_____	_____
Jeffries	_____	_____
Lassen	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walahoski	_____	_____

Vote _____

Compliance Statement: To be in compliance with LB 898, the Nebraska Open Meetings Law, I would like to inform the public that a copy of the Open Meetings Law is posted near the LMC check-out counter. This meeting has been advertised in the **July 6, 2023** edition of the The Beacon Observer, and also posted on the south doors of the school, Post Office, school's web site and the Security First Bank. There is packet provided for the public.

Comment Section: At this time, visitors may address the board. If it is regarding an agenda item, please state your name and refer to the agenda item. This is the only time you will be able to comment on the item. If it is regarding a topic not on the agenda, and not a personnel item, we will hear your comments but will not add the item to the action list, we may add it to the discussion list next month. If it is a personnel issue, you must follow steps outlined in Board Policy regarding personnel concerns. The total time allotted for the public comment will not exceed thirty minutes and each member of the public will be allotted not more than five minutes to address the Board. If a group wishes to speak, please designate one spokesperson for the group.

Guests Present: See Attached Document A.

The following presented reports to the Board:

1. _____ - Topic - _____
2. _____ - Topic - _____

3. _____ - Topic - _____

The following communications were read or presented to the Board:

1. _____ - Topic - _____

2. _____ - Topic - _____

3. _____ - Topic - _____

A Motion made by _____ and seconded by _____

to approve the agenda of the July 10, 2023 meeting.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Rudeen	_____	_____	
Walahoski	_____	_____	

Vote _____

A Motion made by _____ and seconded by _____

to approve the minutes of the June 12, 2023 regular board minutes as presented.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Rudeen	_____	_____	
Walahoski	_____	_____	

Vote _____

A motion by _____ and seconded by _____ to approve the July bill roster in the amount of \$119,395.15.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	

Jeffries	_____	_____
Lassen	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walahoski	_____	_____

Vote _____

MINUTES OF THE OVERTON PUBLIC SCHOOL BOARD OF EDUCATION
REGULAR MEETING
June 12, 2023
7:30 p.m.

Board President called the meeting to order. Members Present:

Brennan
Jeffries
Lassen
Meier
Rudeen
Walahoski

Notification: The June 12, 2023 meeting of the Overton Public School Board of Education was posted at the Overton Public School, on the Overton Public School website, Beacon Observer, Overton Post Office, and the Security First Bank.

Open Meetings Information: To be in compliance with LB 898, The Nebraska Open Meetings Act, Board President informed the public that a copy of the Open Meetings Law is posted near the LMC check-out counter.

Administration Present: Mark Aten, Superintendent, Brian Fleischman, Principal.

Guests Present: None.

Public Comments: No Public Comments.

Reports: No Reports

Communications: Little Eagle Information.

Other: None.

Action Items:

1. **Agenda:** Moved by Lassen, seconded by Rudeen to approve the agenda of the June 12, 2023 regular monthly board meeting as presented. Discussion: Discussion was limited as there were no changes made to the agenda. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).
2. **Minutes:** Moved by Meier, seconded by Jeffries to approve the minutes of the May 8, 2023 regular board minutes as presented. Discussion: Discussion was limited as there were no corrections made to the minutes. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).
3. **Claims:** Moved by Lassen, seconded by Brennan to pay the June General Fund bill roster in the amount \$112,260.52. Discussion: Superintendent provided additional information on several of the bills. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).
4. Moved by Brennan, seconded by Walahoski to approve the 2024 graduation ceremony, date, and time. Discussion: Discussion was limited as the graduation date and time is the corresponding date. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).

5. Moved by Brennan, seconded by Jeffries to approve the teaching contract with Cydney Weiss. Discussion: Discussion was limited as the need for the position has been established. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).
6. Moved by Jeffries, seconded by Walahoski to approve the 2023-2024 Network Services contract with ESU 10. Discussion: The ESU 10 has provided excellent network services over the years and the board would like to continue the relationship. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).
7. Moved by Meier, seconded by Lassen to approve board policy 2018 Grades. Discussion: The policy change will match the current practice. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).
8. Moved by Brennan, seconded by Walahoski to adjourn the meeting at 9:02 p.m. Discussion: Limited discussion as the board agreed it was time to adjourn. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Lassen, Meier, Rudeen, and Walahoski. Voting No: (0). Absent (0).Walahoski.

Board Reports and Discussion Topics:

1. **Board Reports:**
 - a. Transportation:
2. **Discussion Topics:**
 - a. July Board Meeting scheduled for Monday, July 10, 2023 beginning at 7:30 p.m. in the LMC.
 - b. The Student Fees hearing is scheduled for Monday, July 10, 2023 beginning at 7:15 p.m. in the LMC.
 - c. NASB Calendar of Events
 - d. Board reviewed the following 6000 board policies:
 - a. 6018 Grades – Recommended change
 - b. 6020 Multicultural Education
 - c. 6021 District Criteria for Selecting Evaluators to be Used for Special Education Evaluation and Verification and Independent Educational evaluations
 - d. 6025 Student Cell Phone and Other Electronic Devices
 - e. 6026 Emergency Dismissal
 - f. 6027 Field Trips
 - g. 6028 The Extracurricular Activities Program
 - h. 6029 Activity Trips
 - i. 6030 Public Appearance of School Groups
 - j. 6031 Emergency Exclusion
 - k. 6032 Constitution Day
 - l. 6033 Restraint and Seclusion of Students
 - m. 6034 Concussion Awareness
 - n. 6035 Athletic Contest Participation by Sixth Graders
 - o. 6036 Reading Instruction and Intervention Services
 - p. 6037 Selection and Review of Library Media

Redline Board Policies: Board reviewed the following KSB policy changes

 - a. 3001 Budget and Property tax request
 - b. 3003.1 Bidding for Construction, remodelling, repair, or related projects

- Financed with federal funds
- c. 3004.1 Fiscal management for purchasing and procurement using federal funds
- d. 3033 Lending textbooks to children enrolled in private schools
- e. 3036 Purchasing card program
- f. 3059 Audio and video recording
- g. 4045 Milk expression
- h. 4059 Behavioral and mental health training
- i. 5003 Admission of part-time students
- j. 5004 Option enrollment
- k. 5035 Student discipline
- l. 5045 Student fees
- m. 5052 School wellness
- n. 5062 Lice and nits
- o. 5064 Curriculum development
- p. 6025 Student cell phone and other electronic devices
- q. 6038 Artificial Intelligence

Administrative Reports:

Principal's Report:

- a. Calendar Update
- b. Enrollment Update

Superintendent's Report:

1. Enrollment Option Report
2. Option Enrollment -
 - Out:
 - a.
 - In
 - a.
 - Change of Status a.
3. Financial and Budget Update
4. Requisitions Process and Update
5. Property Tax Authority

	Overton Public School District	
	Bill Roster	
	Month:	July
	Status:	Official
7/10/2023	Total:	\$ 119,395.15
Vendor	Total Amount	New Code Description
Airgas	\$ 525.45	Reg. Instruct. Ind. Tech. Supplies
ATC Communications	\$ 156.16	Fiscal Services - Phone Service
Black Hills Energy	\$ 140.22	Operations of Buildings - Natural Gas
Cannon Sports	\$ 14.80	Reg. Instruct. K-4 Elementary Supplies
CenturyLink	\$ 61.69	Operation of Buildings Communications - Long Distance Phone
Computer Hardware	\$ 25,317.00	Technology Purchases - iPad Cases
Conditioned Air Mechanical	\$ 1,272.08	Building Repairs and Maintenance - Maintenance Contract
Converse Flooring	\$ 15,000.00	Building Improvements Construction Services
D&M Security	\$ 55.50	Safety Repairs & Maintenance - Fire Alarm Inspection
Dan's Sanitation	\$ 316.25	Operation of Buildings Cleaning Services - Trash Removal
Davis Propane, Inc	\$ 29.50	Regular Instruct. Propane for Bus 2021
Dawson County Climate Control Services, Inc	\$ 322.50	Building Repairs and Maintenance
Dawson Public Power District - Prek	\$ 112.13	Operation of Preschool - Electricity
Dawson Public Power District - School	\$ 4,107.22	Operation of Buildings Electricity
Dawson Public Power District - Trans.	\$ 115.07	Vehicle Servicing and Maintenance - Reg. Ed.- Bus Barn Energy
Eakes Office Solutions	\$ 136.01	Reg. Instruction - Copier Supplies
Ecolab	\$ 103.35	Operation of Buildings Pest Control
Engineered Controls	\$ 140.00	Building Repairs and Maintenance - Control Repairs
ESU 10	\$ 10.00	Principal Workshop
ESU 10	\$ 608.75	Network, Filtering and Software Software Support
ESU 10	\$ 20.00	Reg. Instruct. Employee Training - L/A
ESU 10	\$ 50.00	Reg. Instruct. - Workshop Training
ESU 10 - SPED Services	\$ 675.78	SPED Speech Path. & Audiology Ages Birth-2
ESU 10 - SPED Services	\$ 5,952.22	SPED Speech Path. & Audiology - Elementary
ESU 10 - SPED Services	\$ 1,758.84	SPED Speech Path. & Audiology - Age 3-4
ESU 10 - SPED Services	\$ 530.82	SPED P.T. Services - Elementary
ESU 10 - SPED Services	\$ 530.82	SPED P.T. Services - Secondary
ESU 10 - SPED Services	\$ 952.42	SPED O.T. Services - Elementary
ESU 10 - SPED Services	\$ 952.42	SPED O.T. Services - Secondary
ESU 10 - SPED Services	\$ 238.10	SPED O.T. Services - Ages 3-4
ESU 10 - SPED Services	\$ 238.11	SPED O.T. Services - Birth - 2
ESU 10 - SPED Services	\$ 132.70	SPED P.T. Services - Ages 3-4
ESU 10 - SPED Services	\$ 132.70	SPED P.T. Services - Birth - 2
ESU 10 - SPED Services	\$ 789.29	SPED Supervision - Secondary
ESU 10 - SPED Services	\$ 116.42	SPED Supervision - Vocational Secondary
ESU 10 - SPED Services	\$ 869.35	SPED Psychological Services - Secondary
ESU 10 - SPED Services	\$ 869.35	SPED Psychological Services - Elementary
ESU 10 - SPED Services	\$ 217.32	SPED Psychological Services - Ages 3-4
ESU 10 - SPED Services	\$ 217.34	SPED Psychological Services - Birth - 2
ESU 10 - SPED Services	\$ 37.09	SPED Speech Path. & Audiology - Secondary
ESU 10 - SPED Services	\$ 789.29	SPED Supervision - Elementary
ESU 10 - SPED Services	\$ 946.00	SPED Supervision - Secondary - Student Record Sys. Bill Adj.
ESU 11	\$ 353.55	Reg. Instruct. Vocal Music Supplies
ESU Coordinating Council	\$ 330.00	LMC Web Based Software
Fair-Play	\$ 15,225.00	North Gym Scoreboards
Foster Lumber, LLC	\$ 78.55	Reg. Instruction - Custodial Supplies
Happ Publishing	\$ 80.60	Printing and Publishing Services
HireRight Solutions	\$ 306.60	Vehicle Servicing and Maintenance - Reg. Ed.- DOT Fees
Kearney Hub	\$ 287.48	LMC Books & Periodicals
Lexington Clipper Herald	\$ 94.58	LMC Books & Periodicals - Subscription Lexington Herald
Mead Lumber Co.	\$ 491.40	Operation of Buildings Supplies
Midwest Floor Specialists	\$ 1,600.00	Maintenance - Flooring Supplies
NCSA	\$ 300.00	Reg. Instruct. - FCS Expenses
NCSA	\$ 300.00	Reg. Instruct. - Ag. Expenses
Nebraska Camera	\$ 3,562.99	Technology Purchases - New Camera and Lens
NoRedInk Corp.	\$ 1,700.00	Reg. Instruct. - Language Arts Resources
NRCSA	\$ 850.00	Board of Education Dues & Fees
Platte Valley Glass	\$ 514.90	Reg. Instruct. - Grade 1 Window Replacement

Matters Pending Before the Board:

A motion by _____ and seconded by _____

1. Action Item: Consider approving substitute teacher pay, activity admission, meal prices, and mileage rate for the 2023-2024 school year.

Motion: To approve substitute teacher pay, activity admission, meal prices, and mileage rate for the 2023-2024 school year.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote _____

A motion by _____ and seconded by _____

2. Action Item: Consider approving local substitute teachers.

Motion: To approve local substitute teachers.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote _____

A motion by _____ and seconded by _____

3. Action Item: Consider approving the 2023-2024 handbooks.

Motion: To approve the 2023-2024 handbooks.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote _____

A motion by _____ and seconded by _____

4. Action Item: Consider approving the bid with Hiland Dairy for the 2023-2024 school year.

Motion: To approve the bid with Hiland Dairy for the 2023-2024 school year.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote _____

A motion by _____ and seconded by _____

5. Action Item: Discuss, consider, and take action to approve board policies 3001 Budget and Property and Tax Request, 3003.1 Bidding for Construction, Remodeling, Repair, or Site Improvement, 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds, 3033 Lending Textbooks to Children Enrolled in Private Schools, Purchasing Credit Card Program, 3059 Audio and Video Recording, 4003 Drug Policy Regarding Drivers, 4045 Milk Expression, 4059 Behavior and Mental Health Training, 5003 Admission of Part Time Students, 5004 Option Enrollment, 5045 Firearms and Weapons, 5052 School Wellness, 5062 Lice and Nits, 5064 Supplement not Supplant, 6003 Instructional Program, 6004 Curriculum Development, 6025 Student Cell Phone and Other Electronic Devices, 6038 Artificial Intelligence.

Motion: To approve to approve board policies 3001 Budget and Property And Tax Request, 3003.1 Bidding for Construction, Remodeling, Repair, or Site Improvement, 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds, 3033 Lending Textbooks to Children Enrolled in Private Schools, Purchasing Credit Card Program, 3059 Audio and Video Recording, 4003 Drug Policy Regarding Drivers, 4045 Milk Expression, 4059 Behavior and Mental Health Training, 5003 Admission of Part Time Students, 5004

Option Enrollment, 5045 Firearms and Weapons, 5052 School Wellness, 5062 Lice and Nits, 5064 Supplement not Supplant, 6003 Instructional Program, 6004 Curriculum Development, 6025 Student Cell Phone and Other Electronic Devices, 6038 Artificial Intelligence.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walajoski	_____	_____	_____

Vote _____

A motion by _____ and seconded by _____

6. Action Item: Consider adjourning the meeting.

Motion: To adjourn the meeting at _____ p.m.

Discussion:

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Jeffries	_____	_____	_____
Lassen	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walajoski	_____	_____	_____

Vote _____

Middle & High School Handbook Changes for 2023-2024

- Updated Due Process Procedures for long-term suspensions and expulsions per updates to Nebraska Student Discipline Act (Sections 79-254 to 79-294)
- Added the following to Lunch Program section
 - Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.
 - If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.
- Potential Change to Graduation Requirements (explanation with possible board approval in August)
- Updated Daily Schedules to reflect class time changes.

Elementary Handbook Changes for 2023-2024

- Updated Due Process Procedures for long-term suspensions and expulsions per updates to Nebraska Student Discipline Act (Sections 79-254 to 79-294)
- Added the following to Lunch Program section
 - Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.
 - If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.
- Added No Suspensions for students in grades K-2 except for students who bring deadly weapon as defined in section 28-109 (Section 79-258)

Certificated Staff Handbook Changes for 2023-2024

- Updated Daily Schedules to reflect class time changes.

iPad Handbook Changes for 2023-2024

No changes.



2901 Cuming Street
Omaha, NE 68131
(402) 344-4321 phone
(402) 346-0277 fax
www.HilandDairy.com

June 5, 2023,
Overton Public Schools
401 7th St
Overton, NE 68863

Per your request, we are pleased to submit the following bid on dairy products for the 2023-2024 school year.

<u>Unit</u>	<u>Product</u>	<u>Esc/De-Esc Pricing</u>
½ pint	1% White Carton	\$0.4150
½ pint	Skim Chocolate Carton	\$0.4400
½ pint	Skim Strawberry Carton	\$0.4400
Gallon	2% White Milk	\$5.7600
5Lbs.	Cottage Cheese	\$10.500
5Lbs.	Sour Cream	\$9.5000
4 oz.	Orange Juice	\$0.2500
4 oz.	Apple Juice	\$0.2400
5lbs.	Yogurt	\$7.4800

This bid is for Escalating/De-escalating. Please see attached clause for monthly cost adjustment factors for Esc/De-Esc pricing. **You can view nutritional information for all Hiland school products at <https://www.hilanddairy.com/products/school-milk>.**

The bid is (choose one) awarded to Hiland Dairy or declined and awarded to _____

Name and Title _____

Contact Phone _____ Email _____

Date _____ First Delivery Date _____

Please complete and scan this bid along with all competing bidder's information to: dbiere@hilanddairy.com.

Thank you,

David Biere, Branch Manager
Western Nebraska
Phone: (308)520-4182
dbiere@hilanddairy.com

Milk Escalator / De-Escalator Pricing Clause (DFA Supplied)

The pricing quoted is based on **May's 2023** Federal Milk Marketing Order for Class I Skim and Class I Butterfat. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements and Dairy Farmers of America.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of \$.10 per CWT (up or down) will move the cost of a half pint \$.00054.

Prices will also be adjusted up or down based on cost changes in packaging, ingredients, labor, fuel, juice concentrate, re-sale products (ex. Tropicana, Sport Shake), etc. Supporting documentation will be supplied upon request.

All price changes will become effective on the 1st day of the month following the price announcement.



GOOD MANUFACTURING PRACTICES

Hiland Dairy Foods Company makes every effort to ensure good quality and the safety of our products to our customers and consumers.

We have, therefore, instituted Code of Good Manufacturing Practices (GMP) Compliance for all employees. Below is an outline of that program.

- I. Definitions: Explains whom and what is covered under the compliance code.
- II. Disease Control: Defines transmittable diseases per Pasteurized Milk Ordinance (PMO). (PMO Section 13).
- III. Employee Grooming/Personal Hygiene Practices: All employees must maintain a high degree of personal cleanliness to prevent product contamination.
- IV. Handling Sanitation: Good sanitation practices must be maintained to assure product integrity.
- V. Ingredient, Process and Product Integrity: Finished products and raw ingredients must be handled and maintained in a manner to prevent exposure to extraneous matter.
- VI. Maintenance Related: Building areas and equipment must be maintained in a sanitary condition.
- VII. Receiving & Shipping: Products must be handled with care to prevent damage and exposure to adverse conditions.
- VIII. Coding: Product codes must be checked to ensure correct code and monitored to ensure proper rotation.
- IX. Quality Control: Quality control technicians monitor and audit the plant operations.
- X. Record Keeping: Proper records of product and ingredients coming into, while in, and leaving our possession, must be monitored and maintained per the time periods defined by regulatory.

Name: Catie Faylor

Title: Quality Assurance Manager

Date: 1/01/2023



Hiland Dairy Company
2901 Cuming Street
Omaha, NE 68131
402-344-4321 / 800-779-4321
Fax: 402-346-0849

To all interested parties:

Hiland Dairy Foods company processes and packages 100% of all four-ounce juice products domestically. We source our juice 100% domestically which meets the Buy American Provision that over 51% of the final processed product consists of agricultural commodities that were grown domestically, with the following exception--orange juice.

Orange juice is sourced domestically whenever possible (in season), but some orange juice supply is sourced internationally when necessary due to insufficient quantities of a satisfactory quality.

Our research reveals that the cost of attaining a product containing at least 51% domestically grown oranges would cause the price to be significantly higher than a non-domestic product.

Scott Barnard

Scott Barnard

District Sales Manager

A splash of Freshness!



JUICE & MILK PRODUCTS FOOD SAFETY PROGRAMS

Hiland Dairy Foods is making every effort to ensure the safety of our products to our customers and consumers.

We have, therefore, instituted a comprehensive program, our Juice HACCP program & Milk Preventive Control program, in combination with supporting prerequisite programs, to form our Food Safety Systems Pyramid.

- I. Hazard Analysis of Critical Control Points (HACCP) is a food safety system designed to ensure the manufacture of safe food products, and to prove the product was made safely. *HA* (Hazard Analysis) is the where and how part of the HACCP program and *CCP* is the proof that the control of the process and conditions set are being followed.

We have a Food Safety team comprised of employees, from varied disciplines in the plant, and management. The team describes the food (each product type manufactured) and its distribution, identifies the intended use and consumer of the product, and provides on-site verification of flow diagrams for each product type manufactured. (Ex: white milk, chocolate milk, sour cream, etc).

During the developmental stages of the HACCP and Preventive Control program, the team conducted a hazard analysis (determining whether a biological, chemical, or physical threat was posed), identified the critical control point (CCP) in the product flow (pasteurization, time and temperature), showed what prerequisite programs were in place, if it was not a CCP, and established critical limits for each stage. In addition, monitoring procedures (ex: temperature recording devices, charts, etc.), corrective action and verification & validation procedures were established. Any changes made in a product types' flow diagram are reviewed in a timely manner and all systems validated annually.

- II. The attached sheet shows the prerequisite programs and their integration into the complete program (with no inference to their importance by their position on the pyramid).

A more detailed review of our program came be made, on site, with adequate notification and authorization.

Name Catie Faylor Title Quality Assurance Manager Date 01/01/2023

Milk bid 2023-2024

We believe we should accept the bid from Hiland Dairy Foods for the following reasons:

- 1 The customer service that we receive.
 - a. Credits are given for unused or spoiled product.
 - b. They take on the ordering and tracking of the cartons of milk.
 - c. With 2 delivery days we do not have to deal with a week's supply of milk, yogurt, cottage cheese and other dairy products.
 - d. Milk that is ordered for days that school has to close is not the school's responsibility.
2. Over the last 20 plus years they have made feeding our kids easy and dependable with consistent good service.
3. The Milk Escalator/De-Escalator pricing is good business for both the school and Hiland. It keeps them in business and we get the best price and service.

Brenda Buchholz 6/19/2023

Terah Smith 6/19/2023

3001 Budget and Property Tax Request

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

BUDGET PROCEDURES

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

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

For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: <https://nep.education.ne.gov/>

In addition, the district must electronically publish this statement on the school district web site. Such electronic publication must be prominently displayed with an active link to the Internet address for the web site established by the Nebraska Budget Act to allow the public access to the information.

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

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

Budget Adoption. After the budget hearing, the proposed budget statement shall be adopted or amended and adopted as amended. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of the changes (including the items changed and the reasons for such changes) must be published in a newspaper of general circulation within the school district within twenty calendar days after its adoption without further hearing.

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

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

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

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS EQUAL TO OR LOWER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a special public hearing called for the purpose of passing a property tax request resolution.

Property Tax Request Hearing Notice. The district must publish a hearing notice in a newspaper of general circulation in the school district at least four calendar days prior to the hearing. The four calendar days shall include the day of publication but not the day of hearing. The hearing notice must contain the following information: The certified taxable valuation under section 13-509 for the prior year, the certified taxable valuation under section 13-509 for the current year, and the percentage increase or decrease in such valuations from the prior year to the current year; the dollar amount of the prior year's tax request and the property tax rate that was necessary to fund that tax request; the property tax rate that would be necessary to fund last year's tax request if applied to the current year's valuation; the proposed dollar amount of the tax request for the current year and the property tax rate that will be necessary to fund that tax request; the percentage increase or decrease in

the property tax rate from the prior year to the current year; and the percentage increase or decrease in the total operating budget from the prior year to the current year.

Increase in Total Property Taxes Levied. If the annual assessment of property would result in an increase in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be decreased accordingly when such rate is set by the county board of equalization.

Decrease or No Change in Total Property Taxes Levied. If the annual assessment of property would result in no change or a decrease in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be adjusted accordingly when such rate is set by the county board of equalization.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request shall include, but not be limited to, the information required by section 77-1632(4).

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

**PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS GREATER
THAN THE ALLOWABLE GROWTH PERCENTAGE**

Property Tax Request Hearing. The board must hold a public hearing called for the purpose of passing a property tax request resolution. If another political subdivision within the county also seeks to exceed the allowable growth percentage, the hearing will be a joint hearing. In the event of a joint hearing, each political subdivision must designate one representative to attend the joint public hearing on behalf of the political subdivision. If a political subdivision includes area in more than one county, the political subdivision shall be deemed to be within the county in which the political subdivision's principal headquarters are located. The hearing agenda will only include discussion on each political subdivision's intent to increase its property tax request by more than the allowable growth percentage to the extent

allowed by law.

The hearing must be held after 6 p.m. on or after September 17th and before September 28th and before the district files its adopted budget statement. Any member of the public must be allowed a reasonable amount of time to speak at the hearing.

At the joint public hearing, the representative of each political subdivision must give a brief presentation on the political subdivision's intent to increase its property tax request by more than the allowable growth percentage to the extent allowed by law and the effect of such request on the political subdivision's budget. The presentation must include, at a minimum, all information and statements required by law.

Property Tax Request Hearing Notice. Notice of the joint public hearing must be provided by:

- The County Assessor sending a postcard with all required information to all affected property taxpayers. The postcard shall be sent to the name and address to which the property tax statement is mailed;
- Posting notice of the hearing with all required information on the home page of the relevant county's web site, except that this requirement shall only apply if the county has a population of more than twenty-five thousand inhabitants; ***and***
- Publishing notice of the hearing with all required information in a legal newspaper in or of general circulation in the relevant county.

Provide Information to County Clerk. Each political subdivision that participates in the joint public hearing shall provide the following information to the county clerk by September 5th: the date, time, and location for the joint public hearing; a listing of and telephone number for each political subdivision that will be participating in the joint public hearing; and the amount of each participating political subdivision's property tax request.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request, including any increase in excess of the allowable growth percentage shall include, but not be limited to, the information required by law.

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

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

3003

Bidding for Construction, Remodeling, Repair, or Site Improvement

I. Applicability of this policy.

Construction and contracts undertaken with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Construction with Federal Funds, which is found elsewhere in this section.

This policy applies to all other purchases and contracts made by the school district for construction, remodeling, repair and other site improvements.

II. Projects with an Estimated Cost of Less than \$109,000

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$109,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$109,000 they must follow the formal procedures outlined in this policy.

III. Formal Bidding for Major Purchases and Construction

- A. Pursuant to section 73-106 of the Nebraska statutes, the board will advertise for bids when the contemplated expenditure of the project

exceeds \$109,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

- B. In projects that involve professional engineering or architecture, the board will have a registered professional engineer or architect prepare the plans, specifications, and estimates when the anticipated cost of the project exceeds \$118,000.

C. Advertising for Bids

1. The superintendent or designee will arrange to advertise for bids under this section by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.
2. Nothing in this policy shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

D. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received or opened and shall identify the hour at which the bids will close or be received or opened.
2. The invitation for bids will be sufficiently certain and specific, will include any specifications and pertinent attachments, and will define the items or services in order to allow the bidder to properly respond.
3. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.
4. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.
5. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.
6. Sealed bids will be opened in a place and at the specific time

stated in the bid form. Bidders shall be notified of the opening and invited to be present.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications.

E. Any or all bids may be rejected if there is a sound documented reason

F. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

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

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

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

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

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

B. Methods of Purchasing

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

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

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

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

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

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

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

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

b) Contract/Price Analysis

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

4. Noncompetitive Proposals (Sole Sourcing)

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

5. Competitive Proposals.

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

C. Use of Purchase (Debit & Credit) Cards

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

D. Federal Procurement System Standards

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

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

E. Debarment and Suspension

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

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

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

F. Settlements of Issues Arising Out of Procurements

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

III. Conflict of Interest and Code of Conduct

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

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

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

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

D. Enforcement

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

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.

2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

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

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

C. Inventory Records

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

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

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

D. Physical Inventory

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

E. Maintenance

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

F. Lost or Stolen Items

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

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be

supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

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

I. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

J. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

V. Financial Management

A. Identification

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be

accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;

- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VII. Other Contract Matters.

A. Required Terms

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

B. Contracting with Certain Vendors

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

Buy American. The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d). The District may deviate from this general requirement only if:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.
- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records

Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

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

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3033

Lending Textbooks to Children Enrolled in Private Schools

Through June 30, 2024, the school district shall make textbooks available to private school children who reside within the district or are otherwise entitled to borrow them pursuant to statute and 92 Nebraska Administrative Code, section 4. The district is obligated to purchase and lend textbooks only to the extent that the Legislature appropriates funds to the Nebraska Department of Education to be distributed for this purpose. As used in this policy, "textbooks" shall have the definition adopted by the Nebraska State Board of Education in Rule 4.

The district shall make a request for funds by filing an application on the form prescribed by the Department of Education no later than February 15th prior to the school year for which the application is made. The application shall include: the number of applications received; the number of textbooks requested; the number of textbooks needed to be purchased to fill the requests; the purchase price of the textbooks needed to be purchased which may include up to 5% of the cost to defray administrative expense; the title, purchase price, and number requested of each textbook including any shipping or handling charges; and if applicable the amount of carryover funds remaining from the previous year, amount of funds on hand from sale of unused textbooks, and amount of funds on hand from reimbursements for damaged textbook.

Textbooks which have not been requested for three consecutive years may be classified as unused and disposed of by sale or otherwise.

On or before November 15th, the district shall prepare a list of textbooks that are designated for use in the district during the current year and a list of new textbooks designated for use the following school year. The lists shall be kept current and in a place where they may be viewed during regular business hours. The district shall maintain a separate inventory of textbooks purchased for the use of private school children residing in the district.

Any parent or legal guardian who wishes to borrow textbooks shall submit an application on the form prescribed by the Department of Education to the district's administration offices on or before January 15th prior to the school year for which the application is made. The district shall maintain a supply of blank application forms and receipt forms. It shall keep the forms that have been signed by parents and guardians in a separate file for at least 5 years. It shall notify the parents and guardians at least 10 days prior to the start of

school when and where the textbooks will be available. It shall make textbooks available to parents or guardians on or before August 15th. If the number of textbooks for a particular subject or grade level is insufficient to fill all of the requests, the textbooks shall be distributed to parents and guardians based on a random drawing.

Parents and guardians shall sign a receipt on the form prescribed by the Department of Education when they pick up the textbooks and shall return the textbooks that can be returned no later than 15 days after the district's last day of class. The district shall assess the returned textbooks for damage beyond normal wear and tear. The parent or guardian who signed the receipt is responsible for paying the reasonable cost of the repair or replacement of any book that is damaged, lost, stolen, or not returned.

The school district shall limit the loan each year to ten textbooks per student for students in grades K-6 and to eight textbooks per student for students in grades 7-12.

This policy shall terminate July 1, 2024.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3036 Purchasing (Credit) Card Program

The board approves the use of a purchasing card (credit card) program for the purchase of goods and services for and on behalf of the school district. The board will determine the type of purchasing card or cards to be used in the program and may contract with a third-party provider as provided by law.

Authorized Purchases. Authorized users have standing authority to use the purchasing card to charge actual, necessary, and reasonable travel expenses and other approved expenditures. Otherwise, the purchasing card may only be used to purchase goods and services approved by the board or the superintendent or designee.

Unauthorized Purchases. In no event shall the purchasing card be used for personal purchases, purchases that are not school related, alcohol purchases, or purchases that are not allowed by law. Such unauthorized use shall result in discipline, up to and including the end of employment. Individuals who make unauthorized purchases shall reimburse the district for the expense within ten days of the purchase or the discovery of the unauthorized purchase, whichever occurs first.

Authorized Users. The board may take action at any meeting to authorize additional users or to revoke or suspend user privileges. Such action shall be recorded in the minutes. The school may also maintain a purchasing card in the name of the school district. School district employees may purchase school related goods and services with the school district credit card only with authorization from the superintendent.

Documentation. Employees seeking reimbursement for a purchasing card purchase must submit an itemized receipt ***and*** a purchasing card receipt to the school district. The itemized receipt must include the name of the business, contact information, the date, a description of each item sufficient to give the board reasonable notice of the item purchased, and the price. ***A non-itemized credit card receipt alone is not sufficient.*** Designated school personnel shall maintain the documentation for at least 7 years or as otherwise required by Schedule 10 – Local School Districts or Schedule 24 – Local Agencies (General Records) maintained by the Nebraska Records Management Division. Employees must maintain copies of any documentation submitted to the school district.

Suspension or Termination of Privileges. The board or the superintendent (or his or her designee) (1) ***shall*** temporarily or permanently suspend the purchasing card privileges of any individual that does not submit an itemized

receipt for each purchasing card purchase, and (2) **may** temporarily or permanently suspend the purchasing card privileges of any individual for any other reason. The individual's purchasing card account must be immediately closed and he or she must return the purchasing card to the superintendent or board. Purchases that are not accompanied by the required documentation shall be considered unauthorized, and the individual making the purchase must reimburse the district within 10 days of the purchase or the discovery of the non-itemized purchase, whichever occurs first.

Reward Points or Rebates. Any reward points, rebates, or other benefits received from the third-party purchasing card company are and shall remain the property of the school district.

Purchase Review Procedures. The superintendent, or his or her designee, will conduct independent reviews of credit card expenses, or a sample thereof, on a monthly basis. Any unlawful or unauthorized expenditure or other discrepancy will be brought to the attention of the offending employee, if any, and the board. The superintendent or his or her designee will provide the board at each regular meeting with the documentation submitted pursuant to this policy or a summary of that documentation with a description of each item sufficient to give the board reasonable notice of the items purchased. Any unlawful or unauthorized purchase must be addressed as provided in this policy or as otherwise allowed by law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3059 Audio and Video Recording

Students, staff, parents/guardians, and patrons should assume that any class or activity in the school may be recorded by the school district for legitimate educational purposes. There is no reasonable expectation of privacy within classrooms, common areas of the school building or on school grounds outside of the building. Recordings permitted pursuant to this policy may only be used for authorized purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Secret Recordings. No person is permitted to make surreptitious recordings on school grounds unless authorized by the superintendent.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings when such recordings are deemed necessary or appropriate by an authorized representative of the district. The district will not maintain recordings unless the recording is purposefully copied and saved. Any recording not copied and maintained separately may only be accessible by the authorized representative for a limited time. Recordings made by the district may be destroyed by an authorized representative at any time unless retention is required by law.

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

Recordings Made by Staff. Staff members may make recordings of classroom instruction, student behavior or performance, and school activities without prior administrative approval only for legitimate educational purposes. Staff members may not make secret recordings while on duty, even if those

recordings do not violate state or federal criminal or privacy laws. Staff members who violate this provision may be subject to consequences up to termination for classified staff and cancellation of contract for certificated staff.

Recordings Made by Students. This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day without the express consent of a staff member or as required by the student's education plan. Student use of assistive technology that has the capacity to record and/or transmit recordings (e.g. AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

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

4003 Drug Policy Regarding Drivers

Policy Statement. Drivers for the school district must be free from drug and alcohol abuse, and the use of illegal drugs or improper use of alcohol is prohibited. The overall goal of drug and alcohol testing is to insure a drug-free and alcohol-free transportation environment, and to reduce accidents, injuries and fatalities.

Designated Contact. The school district has designated superintendent as the individual any driver may contact with questions about this policy or the school district's drug testing program and procedures for drivers. This individual further maintains and will provide drivers informational materials concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or a controlled substances problem (the driver's or a co-worker's); and available methods of intervening when an alcohol or controlled substances problem is suspected, including confrontation, referral to any employee assistance program and/or referral to management.

Superintendent may be contacted at 308-987-2424.

Covered Drivers. Any person who operates a commercial motor vehicle on behalf of the school district is covered by this policy and the school district's drug testing program and procedures for drivers. All covered drivers must provide the school district a signed statement certifying that he or she has received a copy of this policy and related materials.

Covered Workday. A driver is required to comply with this policy and the terms of the school district's drug testing program and procedures for drivers at all times they are assigned, or may be assigned, to perform safety-sensitive functions. This includes all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions include: (1) all time at a school district facility or property, contractor facility or property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the school district; (2) all time inspecting equipment as required by state or federal law or regulation and any and all other time inspecting, servicing, or conditioning any commercial motor vehicle; (3) all time spent at the driving controls of a commercial motor vehicle in operation; (4) all time, other than driving time, in or upon any commercial motor vehicle; (5) all time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or

receiving receipts for shipments loaded or unloaded; and (6) all time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

Prohibited Conduct. No driver shall: (1) report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater; (2) use alcohol while performing safety-sensitive functions; (3) perform safety-sensitive functions within four hours after using alcohol; or (4) refuse to submit to a pre-employment controlled substance, a post-accident alcohol or controlled substance test, a random alcohol or controlled substances test, a reasonable suspicion alcohol or controlled substance test, a return-to-duty alcohol or controlled substances test, or a follow-up alcohol or controlled substance test required under state or federal law or this policy. No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until he/she undergoes a post-accident alcohol test, whichever occurs first.

No driver shall: (1) report for duty or remain on duty requiring the performance of safety sensitive functions when the driver uses any drug or substance identified in 31 CFR 1308.11 Schedule 1; (2) report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any non-Schedule I drug or substance that is identified in the other Schedules in 21 CFR part 1308 except when the use is pursuant to the instructions of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle; or (3) report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive or has adulterated or substituted a test specimen for controlled substances.

Types of Testing. Pursuant to regulations promulgated by the Department of Transportation (DOT), the district has implemented four types of testing: (1) pre-employment testing, (2) reasonable cause testing, (3) post-accident testing and (4) random testing.

Refusal to Submit to Testing. A driver shall not refuse to submit to testing. A driver will be considered to have refused to submit to testing if the driver fails to provide a sample or specimen necessary for testing upon a lawful request, consistent with the required testing protocols. The refusal to submit to the testing used by the district will be grounds for refusal to hire driver applicants and to terminate the employment of existing drivers.

Consequences for Violations. Any driver who becomes unqualified on the basis of violation of the terms of this policy will be subject to disciplinary action which may include termination of the driver's employment, and shall include

the immediate removal from safety-sensitive functions in compliance with federal law. No driver tested pursuant to this policy and the school district's drug testing program and procedures who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform or continue to perform safety-sensitive functions until the start of the driver's next regularly scheduled duty period, but not less than 24 hours following administration of the test.

Return to Duty Process. A driver who has violated this policy or the school district drug testing program and procedures cannot again perform any safety-sensitive functions until and unless the employee completes the return-to-duty process, including the substance-abuse professional's (SAP) evaluation, referral, and recommended education or treatment. The school district will provide employees the relevant contact information for available and acceptable SAPs as necessary, but the school district is not required under the law to provide a SAP evaluation or any subsequent recommended education or treatment for a driver. Any driver completing the return-to-duty process must complete a return-to-duty test and test negatively.

Disqualification. Any applicant who tests positive for the presence of the following drugs is medically unqualified to drive and will not be considered for the position of driver: (1) marijuana, (2) cocaine, (3) opiates, (4) amphetamines, or (5) phencyclidine (PCP). Any district driver who tests positive shall be medically unqualified and removed from service immediately.

Pre-employment Testing. All applicants for employment must submit to drug and alcohol tests as a condition of being considered for employment.

Reasonable Cause Testing. The district shall have reasonable cause to require a driver to submit to drug testing when a driver manifests physical or physiological symptoms or reactions commonly attributed to the use of controlled substances or alcohol.

Post-Accident Testing. A driver who has been involved in a reportable accident must submit to drug and alcohol testing as soon as possible. A reportable accident includes any accident in which there is a fatality, a person is injured and must be treated away from the accident site, the driver receives a citation for a moving violation, or a vehicle is towed from the scene. The driver must notify the district immediately regarding any reportable accident.

Serious Injury to the Driver. If a driver is so seriously injured that he or she cannot submit to testing at or immediately after the time of the accident, the driver must provide the necessary authorization for the district to obtain

hospital reports or other documents that would indicate whether there were controlled substances or alcohol in the driver's system.

Random Testing. All drivers will be subject to unannounced random testing for drugs and alcohol. The district or its agents will periodically select drivers at random for testing. A district official will notify a driver when his or her name has been selected and will instruct the driver to report immediately for testing. By its very nature, random selection may result in one driver being tested more than once in a 12-month period, while another driver may not be selected at all during the same 12 months.

Frequency of Random Testing. Under DOT regulations, the district must test at least 50 percent of its average number of driver positions for drugs and 25 percent of its average number of driver positions for alcohol each year. The tests must be unannounced and spread evenly throughout the year. DOT regulations also require that every driver selected at random must have his or her name placed back in the random pool for the next selection period.

Testing Procedure. All urine and blood specimens collected under the policy will be submitted to an approved laboratory for testing. Specimens that initially test positive for drugs will be subjected to a subsequent confirmation test before being reported by the laboratory as positive. All such specimens collected and submitted will be maintained securely to safeguard the validity of the test results and maintain the integrity of the testing process while ensuring the results are attributed to the correct driver.

Medical Review Officer. All laboratory test results will be reported by the laboratory to a medical review officer (MRO) designated by the district. Negative test results will be reported as such by the MRO to the district. Before reporting a positive test result to the district, the MRO will attempt to contact the driver to discuss the test result. If the MRO is unable to contact the driver directly, the MRO will contact a district official designated in advance by the district, who shall in turn contact the driver and direct the driver to contact the MRO. Upon being so directed, the driver shall contact the MRO immediately or, if after the MRO's business hours and the MRO is unavailable, at the start of the MRO's next business day. If required by DOT regulations, personal information collected and maintained pursuant to this policy shall be reported to the Clearinghouse by the MRO in the event of: (1) a verified positive, adulterated, or substituted drug test result; (2) an alcohol confirmation test with a concentration of 0.04 or higher; (3) a refusal to submit to any test required by this policy and the school district's drug testing program and procedures; (4) an employer's report of actual knowledge that a driver has used alcohol or controlled substances based on the employer's direct observation of the employee, information provided by the driver's

previous employer(s), a traffic citation for driving a CMV while under the influence of alcohol or controlled substances or an employee's admission of alcohol or controlled substance use; (5) on duty alcohol use as prohibited above; (6) pre-duty alcohol use as prohibited above; (7) alcohol use following an accident as prohibited above; (8) controlled substance use as prohibited above; (9) a substance abuse professional report of the successful completion of the return-to-duty process; (10) a negative return-to-duty test; and (11) an employer's report of completion of follow-up testing.

Confidentiality. Pursuant to DOT regulations, individual test results for applicants and drivers will be released to the district and will be kept confidential unless the tested individual consents to their release or release is required by law (such as the release of information to the Clearinghouse.) Any person who has submitted to drug testing in compliance with this policy is entitled to receive the results of such testing upon timely written request.

Retesting. An individual who tested positive for the presence of drugs may request that the original sample be retested. The request for a retest must be submitted in writing on a form provided by the district within 3 working days of the district's notification to the individual that he or she has a positive test result. The individual making the request must pay all costs associated with the retest and transfer of the sample to another laboratory before the retest will be performed.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4045
Milk Expression

Except as otherwise provided by law, the district will provide reasonable break time for an employee who wishes to breastfeed or express breast milk for her nursing child each time such employee has the need to do so. The district will provide a place, other than a bathroom, which is shielded from view and free from intrusion from co-workers and the public. These accommodations will be provided for one year after the child's birth, unless otherwise required by law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4059
Behavioral and Mental Health Training

All public school employees who interact with students and any other appropriate personnel are required to complete at least one hour of behavioral and mental health training with a focus on suicide awareness and prevention training every year. The superintendent will determine the appropriate personnel required to receive the training. The training materials for this training must be included in the Nebraska Department of Education's list of approved training materials.

These employees must complete the training designated by the school district or superintendent no later than Overton 31 of each school year or within 30 days of their initial employment, whichever is later. Failure to complete this training may subject the employee to employment-related discipline.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5003 Admission of Part-Time Students

A student may be permitted to enroll on a part-time basis pursuant to this policy and applicable curricular practices when enrollment is appropriate for reasons that include but are not limited to the following: the student attends another education institution on a part-time basis; is enrolled for a limited number of credit hours needed to graduate; has a modified schedule because of a disability or as part of an individualized education plan; or is a student who resides in the school district but attends a private, denominational, or parochial school or a school that elects not to meet accreditation or approval requirements (referred to herein as an exempt school student or an exempt school, respectively).

Application for Enrollment. The parent or guardian of an exempt school student who is of appropriate age to attend school, is a resident of the school district, has not graduated from high school, and has not received a graduate equivalency diploma must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district by May 1 of the year of enrollment. For second semester high school courses, the application must be filed by September 1. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian of an exempt school student must apply for enrollment each school year.

Limitations Based on Resources. The enrollment of exempt school students is subject to limitations established by the district for grades, classes, courses, and programs based on the limited resources available to the school district. Full-time students shall be given priority for enrollment in grades, classes, courses, and programs.

Placement of Students. Exempt school students shall be placed in courses for which they have adequate preparation and which are determined to be educationally appropriate based on criteria that include, but are not limited to the student's age, achievement test scores, academic record, evaluation by school personnel and any other standards used by the district for the placement of students.

Grades and Academic Honors. Exempt school students shall receive grades, report cards, and transcripts, but shall not be eligible to graduate,

receive a diploma or qualify for class ranking unless they meet all district requirements for such including earning a sufficient number of credit hours and semesters of attendance.

Applicability of School Rules. Exempt school students are subject to all rules and standards of the board of education and administration as set forth in policy, handbooks or other communications, as well as the rules and directives of the building administration and teaching personnel. They must remain on the school campus during scheduled classes but must leave the school campus when not engaged in a course or course-related activity unless the course or course-activity requires their presence or the building principal approves their presence. Students who violate school policies, rules, or directives shall be subject to disciplinary procedures up to and including suspension and expulsion.

Extracurricular Sports and Activities. Students who are enrolled in a private, denominational or parochial school may not participate in extracurricular sports and activities sponsored by the public school district if they participate in extracurricular sports and activities offered by the private, denominational or parochial school. Exempt school students may participate in extracurricular sports and activities if they are enrolled in at least 20 credit hours per semester, with at least 5 credit hours of enrollment in the public school district. All part-time students must also meet all other eligibility requirements set by the board, administration and coach/sponsor prior to participating and for continued participation in the sport or activity. This includes all eligibility and other requirements of the Nebraska School Activities Association and any other governing bodies for the activity.

Transportation. Part-time school students are not entitled to transportation or reimbursement for transportation to and from the school for class attendance purposes, unless required by law. Eligible part-time students are entitled to transportation to and from practices and extracurricular events to the same extent as the school district's full-time students, but part-time students must arrange their own transportation and arrive timely to the designated pick-up point for such transportation.

Option Enrollment. Students may not enroll on a part-time basis pursuant to the school's option enrollment program.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5004 Option Enrollment

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for ensuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

1. Definitions

- a. Option Student Defined.** Option student shall mean a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district shall mean the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district shall mean the school district that a student chooses to attend other than his or her resident school district.

2. Persons Entitled to Apply for Option Enrollment of Students. Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

3. Duties, Entitlements and Rights of Option Students. Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

4. Standards for Acceptance or Rejection of Option Students.

- a. Special Education Capacity.** Capacity for special education services will be determined on a case-by-case basis. If an application for option enrollment received by the school district indicates that the student has an individualized education program under the federal Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., or has been diagnosed with a disability as defined in section 79-1118.01, the application will be evaluated by the director of special education services or the director's

designee who must determine if the school district and the appropriate class, grade level, or school building has the capacity to provide the applicant the appropriate services and accommodations. The Federal Educational Rights and Privacy Rights Act (FERPA) (20 U.S.C. § 1232g) permits the release of education records when a student seeks or intends to enroll in a different school district.

b. Numeric Capacity. The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, and projected number of students with which the option school district will contract based on existing contractual arrangements. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.

c. Programmatic Capacity. In addition to the numeric capacity standards referred to above, the board may, by resolution, prior to October 15 of each school year, declare a program, a class, or a school unavailable for the next school year to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.

d. Other Standards for Acceptance or Rejection of Option Enrollment Applications. In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept an option student when acceptance of the student:

i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;

ii. Would require the procurement of new equipment, technology, or furnishings;

iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;

iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;

v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

e. **Prohibited Standards.** The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.

f. **Order of Acceptance.** If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted in the following order:

i. students with brothers or sisters attending the school district, either as resident students or as option students, shall be granted first priority;

ii. thereafter, option students shall be accepted into such program, class, grade level or school building in the order in which written applications were received by the school district.

g. **Maximum Capacity Report.** The school district will annually establish, publish, and report the capacity for each school building under the district's control pursuant to procedures, criteria, and deadlines established by the Nebraska Department of Education.

5. **False or Misleading Option Applications.** If, prior to the student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information, the option application will be rejected.

6. **Academic Credits and Graduation.** The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.

7. **Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.

8. Procedure for Students Optioning Into or Out of the School District.

- a.** The parent or legal guardian of any student desiring to option into or out of the school district shall submit a proper and timely application to the board of education and the other affected school district for enrollment during the following and subsequent school years. Any application requiring the approval of the school district shall be deemed submitted when the application is actually received in the school district's business office.
- b.** On or before April 1st, the school district shall notify the parent or legal guardian of any student who has submitted an application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.

9. Late Applications and Requests for Release

- a.** The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15th under the following conditions:
 - i. When the district has already entered into contracts with teaching staff for the following school year;
 - ii. When the district has already contracted for the performance of specific services for the student;
 - iii. When the release of the student would have a negative financial impact or loss of revenue for the district.
- b.** The board of education will approve late applications to option into the district under the following conditions:
 - i. When the resident district has released the student;
 - ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;

- b.** The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15th no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

10. Students Who Do Not Need a Release from the Resident District

- a.** A student does not need to be released from his/her resident district under the following circumstances:
 - i.** When the student has relocated to a different resident school district after February 1
 - ii.** When a student's option school district merges with another district effective after February 1
- b.** The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

11. Cancellation of Option.

Students who option either into or out of the school district shall:

- a.** Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b.** Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

12. Authority of Superintendent.

The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5045 Student Fees

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

A. Definitions.

- 1.** "Students" means students, their parents, guardians or other legal representatives.
- 2.** "Extracurricular activities" means student activities or organizations that (1) are supervised or administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.
- 3.** "Post-secondary education costs" means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

B. Listing of Fees Charged by this District.

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

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

2. Safety Equipment and Attire.

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

3. Personal or Consumable Items.

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

4. Materials Required for Course Projects.

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

5. Technological Devices

The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the device off district property. The maximum dollar amount of this convenience fee charged by the district will be \$0.00.

As with all school property, students may be charged for damage to such devices. To protect against such potential losses, students and parents may, but are not required, to purchase insurance coverage for the devices. The

maximum dollar amount of this insurance coverage facilitated by the district will be \$0.00. The district may also charge a damage deposit which will be returned or may be rolled to cover the damage deposit for the next year if it is not needed to cover the costs of any damage to the device. The maximum dollar amount of this damage deposit will be \$0.00.

Additionally, the district may allow students to purchase technological devices by arranging for the students to purchase these devices through a single, or series of, payments.

6. Extracurricular Activities.

The district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

The following list details the maximum dollar amount of all extracurricular activities fees and the specifications for any equipment or attire required for participation in extracurricular activities:

- Student Activity Card: \$50.00
 - Covers admission to all extracurricular events
- Student Participation Fee: \$0
 - Required of all students who participate in athletics and/or other extracurricular activities
- Future Business Leaders of America: \$0
- DECA: \$0
- National Honor Society: \$0
- Cheerleading, Drill Team, Flag Corps: \$0
 - Students must purchase uniforms and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the school district for these items will be: \$0
- Football: \$ 0
 - Students must provide their own football shoes, undergarments, and mouthguards
- Golf: \$0

- Students must provide their own golf shoes, undergarments, and clubs
- Softball and Baseball: \$0
 - Students must provide their own shoes, gloves, and undergarments
- Track, Volleyball, and Wrestling: \$0
 - Students must provide their own shoes and undergarments
- Future Farmers of America: \$0
 - Students must purchase their own jackets and pay dues
- Rifle and Trap Teams: \$0
 - Students must provide their own weapons and ammunition
- Science Club: \$0
- FCCLA: \$0
- Spanish Club: \$0

7. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who choose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution. The costs of these items will naturally vary, but the maximum dollar amount of the fee is anticipated to be \$0 per course.

8. Transportation Costs.

The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

The maximum dollar amount of the transportation fee charged by this district shall be \$0.

9. Copies of Student Files or Records.

The district will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record

fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of \$.05 per page for reproduction of student records.

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

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

The maximum dollar amount charged by the district for these services shall be \$1100.

11. Participation in Summer School or Night School.

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

The maximum dollar amount charged by the district for summer and night school shall be \$0.

12. Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

The maximum dollar amount charged by the district for the breakfast and lunch programs is as follows:

- Breakfast Program – Grades K-8
 - Regular Price \$2.75
 - Reduced Price \$.40
- Breakfast Program – Grades 9-12
 - Regular Price \$2.75

- Reduced Price \$.40
- Lunch Program – Grades K-8
 - Regular Price \$4.00
 - Reduced Price \$.40
- Lunch Program – Grades 9-12
 - Regular Price \$4.25
 - Reduced Price \$.40

13. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. The following list details the maximum dollar amount of all musical extracurricular activities fees and the equipment or attire required for participation in musical extracurricular activities:

- Band: \$0
 - Students must provide their own instruments and marching band shoes, which must be white, rubber-soled sneakers
- Swing Choir: \$0
 - Students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$0

14. Contributions for Junior and Senior Class Extracurricular Activities.

Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class’s fund. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$0.

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers

provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

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

E. Voluntary Contributions to Defray Costs.

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

F. Fund-Raising Activities

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

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5049 Firearms and Weapons

Weapons. No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy.

Definition of Weapon. The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. **Definition of Firearm.**

The term "firearm, as defined in 18 U.S.C. 921, means 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, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

Exceptions Regarding Firearms. The prohibition against firearms does not apply to:

1. The issuance of firearms to or possession by members of the armed forces of the United States, active or reserve, National Guard of this State, or Reserve Officers Training Corps or peace officers or other duly authorized law enforcement officers when on duty or training; or
2. Firearms that may lawfully be possessed by a person who is receiving instruction at the school under the immediate supervision of an adult instructor;
3. Firearms which may lawfully be possessed by a person for the purpose of using them, with the approval of the school, in a historical reenactment, in a hunter education program, or as part of an honor guard;
4. Firearms contained within a private vehicle **operated by a nonstudent adult** that are not loaded **and** are encased or are in a locked firearm rack that is on a motor vehicle; or

5. A handgun carried as a concealed handgun by a nonstudent adult in a vehicle or on his or her person while riding in or on a vehicle into or onto any parking area, which is open to the public and used by the school if, prior to exiting the vehicle, the handgun is locked inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area, except as prohibited by federal law.

Definition of Encased. The term “encased” means enclosed in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied, or otherwise fastened with no part of the firearm exposed.

Exceptions for Students. The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The firearm or weapon has been brought to school grounds or to an activity or event off school grounds for some educational purpose;
2. The person bringing the firearm or weapon has requested and received the prior approval of both the instructor and the building principal to do so; and
3. All arrangements to use and store the firearm or weapon safely while it is on school premises have been agreed to and carried out.

Consequences - Firearm. Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

Consequences – Weapon. State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

Confiscation of Firearms. Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm possessed in violation of this policy. By statute, any firearm that is confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

Report to Law Enforcement Authorities. All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm or weapon to school.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5052 School Wellness Policy

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

1. Goals for Nutrition Promotion and Education

- a. The district will promote healthy food and beverage choices for all students, as well as encourage participation in school meal programs by such methods as implementing evidence-based healthy food promotion techniques through the school meal programs and promoting foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards.
- b. The health curriculum will include information on good nutrition and healthy living habits.
- c. Teachers will incorporate information on nutrition and wellness into the classroom curriculum as appropriate.
- d. The district will collaborate with public and private entities to promote student wellness.
- e. Water will be made available to students throughout the school day.

2. Goals for Physical Activity

- a. The school district's curriculums shall include instruction on physical activity and habits for healthy living.
- b. Students will be encouraged to engage in physical activities throughout the school day and will be provided with opportunities to do so.
- c. The district encourages parents and guardians to support their children's participation in physical activity, to be physically active role models, and to include physical activity in family events.

3. Goals for Other School-Based Activities Designed to Promote Student Wellness

- a. The district will participate in state and federal child nutrition programs as appropriate.
- b. The district will provide professional development, support, and resources for staff about student wellness.
- c. Students will be provided sufficient time in which to eat school-provided meals.
- d. The district's lunchrooms will be attractive and well-lighted.
- e. The district will allow other health-related entities to use school facilities for activities such as health clinics and screenings so long as the activities meet the district's requirements and criteria for the use of facilities.
- f. The district may partner with other individuals or entities in the community to support the implementation of this policy.
- g. The district will strive to provide physical activity breaks for all students, recess for elementary students, and before and after school activities, as well as encourage students to use active transport (walking, biking, etc.)
- h. The district will use evidence-based strategies to develop, structure, and support student wellness.

4. Standards and Nutrition Guidelines for All Foods and Beverages Sold to Students on the School Campus and During the School Day

- a. The district will ensure that student access to foods and beverages meet federal, state and local laws and guidelines including, but not limited to:
 - i. USDA National School Lunch and School Breakfast nutrition standards
 - ii. USDA Smart Snacks in School nutrition standards.

- b. The district will offer students a variety of age-appropriate, healthy food and beverage selections with plenty of fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements in order to promote student health and reduce childhood obesity.

5. Standards for All Foods and Beverages Provided, But Not Sold to Students During the School Day

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

6. Food and Beverage Marketing

Marketing and advertising is only allowed on school grounds or at school activities for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards, except as follows:

- a. This requirement does not apply to marketing that occurs at events outside of school hours such as after school sporting or any other events, including school fundraising events.
- b. The district will not immediately replace menu boards, coolers, tray liners, beverage cups, and other food service equipment with depictions of noncompliant products or logos to comply with the new USDA Smart Snacks in Schools nutrition requirements. All previously purchased products will be used, and all existing contracts honored.
- c. All equipment that currently displays noncompliant marketing materials will not be removed or replaced (e.g., a score board with a Coca-Cola logo). However, as the district reviews and considers new contracts, and as scoreboards or other such durable equipment are replaced or updated over time, any products that are marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards

7. Public Participation

Parents, students, representatives of the school food authority, teachers, school health professionals, board members, school administrators, and members of the general public shall be allowed to provide their input to the school district during the wellness policy adoption and review process.

8. Competitive Foods (Includes Food and Beverages Sold in Vending Machines, School Stores, Fundraisers or in Competition with the National School Lunch and Breakfast Programs)

- a. Except as otherwise allowed by the Nebraska Department of Education (NDE), all foods and beverages sold during the school day as part of a fundraiser or for any other purpose in competition with the National School Lunch and Breakfast Programs must meet the nutrition standards of those programs.
- b. Fundraiser food or beverages are NOT exempt from the USDA Smart Snacks in School nutrition standards. Therefore, if food is sold as a fundraiser:
 - (1) It shall not be sold in competition with school meals in the food service area during the meal service.
 - (2) It shall not be sold or otherwise made available to students anywhere on school premises during the period beginning one half hour prior to the serving period for breakfast and/or lunch and lasting until one half hour after the serving of breakfast and/or lunch.
 - (3) The sale of food items during the school day shall meet the USDA Smart Snacks in School nutrition requirements
 - (4) This restriction does not apply to food sold during non-school hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)

9. Triennial Assessment

The school board shall assess and review this policy at least every three years to determine:

- a. Compliance with this policy;
- b. How this policy compares to NDE model wellness policies;
- c. Progress made in attaining the goals of this policy.

The school board will update or modify this policy as appropriate.

10. Public Notice

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of this policy at least annually to the public and other stakeholders identified in this policy by one or more of the following methods: on its webpage, in its newsletter, in the student and employee handbooks, newspaper advertisements, direct mailings, electronic mail, and public postings.

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of the Triennial Assessment and progress reports towards meeting the goals in this policy using one or more of those same methods.

11. Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at its central office.

12. Operational Responsibility

The superintendent is responsible for coordinating the implementation of this policy and for monitoring the district's progress in meeting the goals established by this policy. The superintendent will periodically report to the board on the district's progress in implementing this policy.

* These strategies include, but are not necessarily limited to, those cited in the Alliance for a Healthier Generation's Model Wellness Policy (Updated June 2020 to Reflect the USDA Final Rule) [found at https://api.healthiergeneration.org/resource/2](https://api.healthiergeneration.org/resource/2).

Adopted on: _____

Revised on: _____
Reviewed on: _____

5062
Lice and Nits

Upon discovering the presence of live lice or louse eggs, the school will notify the student's parent(s) or guardian(s). The student will be isolated from contact with other students and their belongings, and a parent or guardian must pick the child up from school immediately.

By Nebraska DHHS regulation, students are not permitted to return to school until the student is treated such that no live lice or louse eggs can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined. The student cannot ride the school bus until the district has cleared the student to return to school.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5064
Supplement, Not Supplant

The district will use Title I, Title II, Title IV, and any other funds subject to Supplement, Not Supplant requirements as required by law. The district will use said funds to Supplement, Not Supplant, state and local funds that would, in the absence of such funds, be spent on Title programs. The district will ensure that Title funds will not be used to provide services which otherwise take the place of public education services that are to be provided to all students.

The district maintains records of the professional development provided at the district level that is funded with Title funds. The Superintendent will ensure that professional development is aligned with the needs of the district's Title programs. Title professional development will not duplicate that which the district provides for non-Title purposes which, in the absence of Title funds, would be provided to all staff.

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

6003
Instructional Program

1. The minimum number of instructional hours in the school year will be 1,080 for grades 9 through 12, 1,032 for grades 1 through 8, and 400 for kindergarten, exclusive of lunchtime.
2. The district may establish special programs for individual students that may deviate from these requirements. All special programs must either be adopted pursuant to applicable law or approved by the superintendent in advance. Prior to the district's commencement of a specialized program, the district will provide the student's parents or guardians with notice of the program.
3. The board, acting with the advice of the administration and certificated staff, will adopt a curriculum and procure textbooks and materials to support that curriculum. The administration and certificated staff will design instructional strategies and assessments to implement the curriculum.
4. To the extent possible, practice for, travel to, and participation in activities sponsored by the Nebraska School Activities Association and the Nebraska Department of Education will be scheduled outside of instructional time. Individual student absences because of illness or family-centered activities will be governed by district attendance policies.
5. The board intends to strike a sensible balance between the time spent on academics and time spent on extra-curricular activities, acknowledging that both work and play are important in each student's total development and education.

Adopted on: _____

Revised on: _____

Reviewed on: _____

6004 Curriculum Development

The board of education jealously guards its right, prerogative, and discretion to exercise local control of the curriculum development of the district to the greatest extent permitted by state and federal law, and has no intention of ceding such right, prerogative, or discretion.

The superintendent or his/her designee shall be responsible for providing and directing system-wide planning for curriculum, instruction, assessment and staff development.

The curriculum shall be standards-driven and accountability-based. The district's academic content standards shall be those required by the Nebraska State Board of Education in the subject areas of reading and writing (language arts), mathematics, and science only. The curriculum shall be articulated to include all programs and grade levels offered within the district, K-12 and, if applicable, shall include a preschool program. The curriculum shall reflect the comprehensive plan of the school district. All professional staff members are responsible for implementing the curriculum.

The superintendent or his/her designee will present this curriculum to the board for approval or modification.

The superintendent shall be responsible for establishing curriculum guides to articulate and coordinate the written curriculum, and to provide consistency of the written curriculum from one level of the district to the next. Curriculum guides shall provide for the development of the school district's curriculum and shall set academic standards, identify essential educational outcome criteria, and provide for the implementation, monitoring and evaluation of student learning.

Teachers are responsible for following the curriculum guides and teaching the written curriculum. Principals are responsible for monitoring the curriculum and evaluating teachers to ensure that they are teaching in compliance with the curriculum guides and written curriculum. The superintendent and his/her designee shall ensure that principals monitor the curriculum and evaluate teachers.

Curriculum and Textbook Adoption Schedule

The district will review curriculum and adopt associated textbooks on the following schedule.

SUBJECT AREAS	REVIEW	ADOPTION
Foreign Language Fine Arts/Music		
K-12 Language Arts		
Math		
Technology		
Science		
Physical Ed/Health		
Vocational		
Social Studies		
Financial Literacy		
Computer Science and Technology		

Adopted on: _____

Revised on: _____

Reviewed on: _____

6025
Student Cell Phone and Other Electronic Devices

Students may use cell phones or other electronic devices while at school, so long as they do so safely, responsibly and respectfully and comply with all other school rules while using these devices.

By bringing their cell phones and other electronic communication devices to school, students consent to the search of said devices by school staff when permitted by law.

Students may not have cell phones or electronic devices on while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (including things like texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct.

While on school property, at a school activity, or in a school vehicle, students may not use their cell phones or electronic devices to bully, harass, or intimidate any other person as governed by the student code of conduct.

Students shall be personally and solely responsible for the security of their electronic devices. The district is not responsible for theft, loss or damage of any electronic device, including any calls or downloads.

Students who violate this policy may have their cell phones or electronic devices confiscated immediately. The administration will return confiscated devices to the parent or guardian of the offending student, after meeting with the parent or guardian to discuss the rule violation. Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

Adopted on: _____

Revised on: _____

Reviewed on: _____

6038 Artificial Intelligence

As used in this policy, artificial intelligence tools (“AI Tools”) mean machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChaptGPT, Google Bard, and other chatbots.

The board recognizes that among other resources, when properly used, AI Tools may provide valuable source information to students and teachers in relation to the district’s academic curriculum and assignments. Student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers will decide for each individual assignment the extent to which students may use AI Tools for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.
2. Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.
3. If a student uses any AI Tools in connection with a school assignment, the student must comply with the following:
 - a. The student must explicitly disclose to the teacher in writing that the student used an AI Tool and the specific AI Tool used.
 - b. In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give proper attribution to the AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not

necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

- c. In no instance may the output from one or more AI Tools be copied and placed within a student's work as if the student wrote such section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.
4. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
5. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

Adopted on: _____

Revised on: _____

Reviewed on: _____

	Overton Public School		
	Rate and Fee Schedule		
	2023-2024 School Year		
Board Review:	7/10/2023		
Board Approved:	7/10/2023		
<u>Breakfast Prices</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
Prek-4	\$ 2.50	\$ 2.61	
Grades 5-12	\$ 2.50	\$ 2.60	
Adult/Guest	\$ 3.00	\$ 3.10	
<u>Lunch Prices</u>			
Prek-4	\$ 3.50	\$ 3.60	
Grades 5-12	\$ 4.00	\$ 4.10	
Adult/Guest	\$ 4.50	\$ 4.60	
Summer Price - Adult	\$ 4.00	\$ 4.10	
<u>Substitute Teacher Pay Day</u>			
Daily Rate - Up To 20 Days	\$ 140.00	\$ 140.00	
Daily Rate - Greater Than 20 Days	\$ 170.00	\$ 170.00	
Daily Rate - Greater Than 10 consecutive Days	Salary Schedule	Salary Schedule	
Covering Class During Planning Period	\$ 17.50	\$ 17.50	
<u>Mileage</u>			
Personal Vehicle - Set By The State of Nebraska - Per Mile	\$ 0.655	\$ 0.655	
<u>Activity Admission Prices</u>			
Adult - Set by FKC	\$ 6.00	\$ 6.00	
Student - Set by FKC	\$ 6.00	\$ 6.00	
Home Activity Pass - No Admission To Tournaments	\$ 50.00	\$ 50.00	
<u>Athletic and Activities Help</u>			
Summer Weight Room Supervision	\$20 per hour	\$20 per hour	
Ticket Takers - FB, VB, & Track	\$ 30.00	\$ 30.00	
Clock and Score - VB and BB - Per Game	\$15 per game	\$15 per game	
VB Lines - Per Set	\$15 per game	\$15 per game	
Libero Tracker - Per Set	\$15 per game	\$15 per game	
<u>Outside Contract Day</u>			
Pay Per Hour	\$ 20.00	\$ 20.00	
<u>Faculty Per Diem</u>			
Breakfast	School Pays	School Pays	
Lunch	School Pays	School Pays	
Dinner	School Pays	School Pays	
<u>Student Per Diem</u>			
Breakfast - Per Meal (W/O Hotel Breakfast)	\$ 7.00	\$ 7.00	
Lunch - Per Meal	\$ 10.00	\$ 10.00	
Dinner - Per Meal	\$ 15.00	\$ 15.00	
<u>Paper Copies</u>			
Black and White Copies - Per Copy	\$ 0.05	\$ 0.05	
Color Copies - Per Copy	\$ 0.10	\$ 0.10	
<u>Faxes</u>			
Faxes - Sending	\$ 1.00	\$ 1.00	
Faxes - Receiving	No Charge	No Charge	



Certificate of Accreditation

The Nebraska Department of Education

Recognizes

Overton Public Schools

AS AN ACCREDITED SCHOOL
FOR THE SCHOOL YEAR 2023-2024

BY THE OFFICIAL ACTION OF THE STATE BOARD OF EDUCATION

A handwritten signature in black ink, reading "Deborah A. Frison".

Deborah A. Frison, Ed.D.
Deputy Commissioner of Education

			Overton Public School Board Financial Report		
<u>Month</u>	<u>July</u>		Official		
<u>Year</u>	<u>2023</u>		Three Year Comparison		
<u>Account</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>\$ Change</u>	<u>% Change</u>
MMA - Reserve	\$ 3,839,448.01	\$ 3,998,274.79	\$ 4,259,505.42	\$ 261,230.63	6.53%
Depreciation Fund	\$ 604,765.56	\$ 484,091.60	\$ 490,615.53	\$ 6,523.93	1.35%
Bond Fund	\$ -	\$ -	\$ -	\$ -	0.00%
Special Building Fund	\$ 230,486.39	\$ 232,716.89	\$ 234,472.13	\$ 1,755.24	0.75%
Food Nutritional Fund	\$ 66,550.36	\$ 83,402.67	\$ 36,173.35	\$ (47,229.32)	-56.63%
Activities Fund	\$ <u>327,105.32</u>	\$ <u>255,548.22</u>	\$ <u>268,978.05</u>	\$ <u>13,429.83</u>	<u>5.26%</u>
Totals	\$ 5,068,355.64	\$ 5,054,034.17	\$ 5,289,744.48	\$ 235,710.31	4.66%
Total Reserve	\$ 4,444,213.57	\$ 4,482,366.39	\$ 4,750,120.95	\$ 267,754.56	5.97%

ACTIVITY FINANCIAL REPORT				
Budgeted Expenditures	\$ 360,000.00			
Bal June 1, 2022	\$ 297,404.59			
Receipts:		\$ 17,442.25		
Disbursements:			\$ 45,868.79	
				\$ 268,978.05
Athletic	\$ 70,097.29	\$ 2,296.10	\$ 22,764.53	\$ 49,628.86
2022-2023 Seniors	\$ 1,305.95	\$ -	\$ 1,161.00	\$ 144.95
2022-2023 Juniors	\$ 2,041.96	\$ -	\$ -	\$ 2,041.96
2022-2023 Sophomores	\$ 6,738.40	\$ -	\$ -	\$ 6,738.40
2022-2023 Freshmen	\$ 3,714.79	\$ -	\$ -	\$ 3,714.79
2022-2023 8th Grade	\$ 4,684.42	\$ -	\$ -	\$ 4,684.42
2022-2023 7th Grade	\$ 4,285.81	\$ -	\$ -	\$ 4,285.81
2022-2023 6th Grade	\$ -	\$ -	\$ -	\$ -
Yearbook	\$ 3,335.00	\$ -	\$ -	\$ 3,335.00
BBB Club	\$ 1,644.24	\$ 300.00	\$ 1,330.00	\$ 614.24
Cheerleaders	\$ 6,160.97	\$ 2,156.68	\$ 7,848.63	\$ 469.02
Dance	\$ 1,200.44	\$ -	\$ 56.58	\$ 1,143.86
Concessions	\$ (668.27)	\$ 391.71	\$ 1,147.50	\$ (1,424.06)
FB Club	\$ 3,126.85	\$ 5,310.00	\$ 3,813.00	\$ 4,623.85
Pee Wee Football Club	\$ 305.52	\$ -	\$ -	\$ 305.52
Pee Wee Wrestling	\$ 2,722.22	\$ -	\$ -	\$ 2,722.22
FFA	\$ 2,620.92	\$ -	\$ 69.00	\$ 2,551.92
FBLA	\$ 550.46	\$ -	\$ -	\$ 550.46
FCCLA	\$ 3,314.01	\$ 361.97	\$ 546.27	\$ 3,129.71
GBB Club	\$ 579.92	\$ 889.00	\$ 730.00	\$ 738.92
Honor Society	\$ 247.73	\$ -	\$ -	\$ 247.73
Music	\$ (0.04)	\$ -	\$ -	\$ (0.04)
School Play	\$ 1,118.95	\$ -	\$ -	\$ 1,118.95
Shop	\$ 2,146.34	\$ -	\$ -	\$ 2,146.34
Staff Lounge	\$ 5,211.24	\$ -	\$ 24.00	\$ 5,187.24
Student Council	\$ 846.22	\$ -	\$ -	\$ 846.22
VB CLUB	\$ 1,767.58	\$ -	\$ 44.16	\$ 1,723.42
WR Club	\$ 2,486.92	\$ -	\$ 275.00	\$ 2,211.92
TR Club	\$ 518.73	\$ 45.12	\$ 360.00	\$ 203.85
Cross Country	\$ 675.96	\$ -	\$ -	\$ 675.96
Green House	\$ 1,251.69	\$ 1,075.00	\$ -	\$ 2,326.69
Misc/Act. Deposits	\$ 7,000.00	\$ -	\$ 800.00	\$ 6,200.00
General/125 Plan	\$ 72,158.02	\$ 4,616.67	\$ 4,899.12	\$ 71,875.57
EHA	\$ 2,542.18	\$ -	\$ -	\$ 2,542.18
Site	\$ 2,403.33	\$ -	\$ -	\$ 2,403.33
Coca Cola Scholarship	\$ 364.34	\$ -	\$ -	\$ 364.34
Activity Special Account	\$ 62,707.52	\$ -	\$ -	\$ 62,707.52
iPads	\$ 12,796.08	\$ -	\$ -	\$ 12,796.08
Grant	\$ 445.58	\$ -	\$ -	\$ 445.58
FCA	\$ 2,198.70	\$ -	\$ -	\$ 2,198.70
Circle of Friends Elementary	\$ 255.29	\$ -	\$ -	\$ 255.29
Circle of Friends Secondary	\$ 22.78	\$ -	\$ -	\$ 22.78
School Store	\$ 478.55	\$ -	\$ -	\$ 478.55
	\$ 297,404.59	\$ 17,442.25	\$ 45,868.79	
				\$ 268,978.05

ACTIVITY ACCOUNT 2022-2023

<u>Date</u>	<u>Disbursements</u>	<u>Receipts</u>	<u>Profit/Loss</u>	<u>Ending Balance</u>
Aug. 2022	\$ 34,782.90	\$ 109,242.48	\$ 74,459.58	\$ 328,167.64
Sept.	\$ 23,737.59	\$ 35,317.13	\$ 11,579.54	\$ 339,747.18
Oct.	\$ 22,155.41	\$ 30,859.10	\$ 8,703.69	\$ 348,450.87
Nov.	\$ 40,701.07	\$ 28,138.95	\$ (12,562.12)	\$ 335,888.75
Dec.	\$ 29,188.45	\$ 27,285.93	\$ (1,902.52)	\$ 333,986.23
Jan.	\$ 21,983.08	\$ 26,234.11	\$ 4,251.03	\$ 338,237.26
Feb.	\$ 18,553.64	\$ 16,819.17	\$ (1,734.47)	\$ 336,502.79
March	\$ 34,832.76	\$ 10,991.94	\$ (23,840.82)	\$ 312,661.97
April	\$ 44,934.40	\$ 12,265.00	\$ (32,669.40)	\$ 279,992.57
May	\$ 33,717.99	\$ 51,130.01	\$ 17,412.02	\$ 297,404.59
June	\$ 45,868.79	\$ 17,442.25	\$ (28,426.54)	\$ 268,978.05
July	\$ -	\$ -	\$ -	\$ -
Aug-23	\$ -	\$ -	\$ -	\$ -
Fiscal Year	\$ 315,673.18	\$ 256,483.59	\$ (59,189.59)	
School Year	\$ 350,456.08	\$ 365,726.07	\$ 15,269.99	

Clearing

Official

Expenditures

<u>Vendor</u>	<u>CHECK #</u>	<u>Amount</u>	<u>Description</u>
Flatwater Food & Automotive	7279	\$ 46.33	Gas
Flatwater Food & Automotive	7280	\$ 195.94	Gas
US Bank	7281	\$ 1,692.70	Supplies
DAS State Acct	7282	\$ 238.13	Network Services
Becka Bruntz	7283	\$ 130.40	Gas
Flatwater Food & Automotive	7284	\$ 98.39	Gas
Great Plains Communication	7285	\$ 116.95	Internet Services
Michael Phelps	7286	\$ 67.59	Gas
Flatwater Food & Automotive	7287	\$ 224.24	Gas
Howard Roth	7288	\$ 525.00	Tree Removal
Capital One	7289	\$ 99.76	Custodial Supplies

TOTAL \$ 3,435.43

Hot Lunch
9/22/2020
Official
June

Expenditures

<u>Vendor</u>	<u>CHECK #</u>	<u>Amount</u>	<u>Description</u>
Void	5127		
Cash-Wa Distributing	5128	\$ 3,220.25	Ala C, BK, FS, Lift, HL
Hiland Dairy	5129	\$ 1,235.21	ALA C, BK, HL
US Foods	5130	\$ 3,034.50	BK, FS, HL
Chesterman Company	5131	\$ 50.00	Milk Machine
US Bank	5132	\$ 347.44	Conc, HL, LIFT Grant
Payroll	DD	\$ 10,680.78	June Payroll

TOTAL \$ 18,568.18

	9/1/2009A	B	C	D	E	F	G	H	I
739									
740	Food Program 2022-2023								
741	Date	Lunch Meals	Breakfast Meals	Summer Food	Disbursements	Receipts	Profit/Loss	Days Served	Balance
742	Aug-22	2957	965	0	\$ 11,680.93	\$ 10,218.80	\$ (1,462.13)	16	\$ 77,260.75
743	Sept.	3865	1608	0	\$ 25,224.43	\$ 18,408.00	\$ (6,816.43)	19	\$ 70,444.32
744	Oct.	3896	1442	0	\$ 22,968.66	\$ 20,841.47	\$ (2,127.19)	19	\$ 68,317.13
745	Nov.	3113	1312	0	\$ 23,039.21	\$ 20,632.27	\$ (2,406.94)	16	\$ 65,910.19
746	Dec.	3170	1107	0	\$ 22,167.66	\$ 18,246.19	\$ (3,921.47)	15	\$ 61,988.72
747	Jan.	3532	1165	0	\$ 18,783.48	\$ 17,382.51	\$ (1,400.97)	16	\$ 60,587.75
748	Feb.	3695	1468	0	\$ 22,339.05	\$ 20,543.60	\$ (1,795.45)	19	\$ 58,792.30
749	March	4257	1674	0	\$ 22,403.42	\$ 23,281.42	\$ 878.00	21	\$ 59,669.71
750	April	3101	1208	0	\$ 22,640.29	\$ 20,247.62	\$ (2,392.67)	15	\$ 57,277.04
751	May	2455	858	0	\$ 20,710.82	\$ 15,811.78	\$ (4,899.04)	14	\$ 52,378.00
752	June	0	0	0	\$ 18,568.18	\$ 2,363.53	\$ (16,204.65)	19	\$ 36,173.35
753	July	0	0	0	\$ -	\$ -	\$ -	0	\$ -
754	Aug-20	0	0		\$ -	\$ -	\$ -	0	\$ -
755	Fiscal Year	0	0		\$ 230,526.13	\$ 187,977.19	\$ (42,548.94)		\$ -
756	School Year				\$ 218,845.20	\$ 187,977.19	\$ (42,548.94)		
757	Totals	34041	12807	0				189.00	
758	All Meals	46848							
759									

Hot Lunch Financial Report

Balance :

6/1/2023 \$ 52,378.00

Reiepts:

Student Payments/ALA Carte		\$	653.00
Adult		\$	222.50
Summer Food Program		\$	-
Parents		\$	-
Fed. Reimbursement	May	\$	-
State Reimbursement	May	\$	1,488.03
Loans to Program		\$	-
Other income/ Juice / HL/Conc		\$	-
Transfer from General			

Total receipts \$ 2,363.53

Balance & Receipts \$ 54,741.53

Disbursements

Food		\$	5,625.41
Salaries	June	\$	8,131.38
Insurance	June	\$	2,549.40
Other Expenses		\$	1,942.84
Pre K, Ala Carte, Juice, Catering		\$	319.15
Loan Repayment			

Total Disbursements: \$ 18,568.18

Balance

6/30/2023 \$ 36,173.35

Clearing Account Financial Report

Balance:

6/1/2023 \$ 10,582.85

Reciepts:

District #4 Transfers	May	\$	5,555.02
Interest	June	\$	4.30

Total Receipts \$ 5,559.32

Balance & Receipts \$ 16,142.17

Total Disbursements \$ 3,435.43

Balance

6/30/2023 \$ 12,706.74

2022-2023

	<i>Free Lunch</i>	<i>Reduced Lunch</i>	<i>Full Pay Lunch</i>	<i>Free Breakfast</i>	<i>Reduced Breakfast</i>	<i>Full Pay Breakfast</i>	<i>Coivd Free Breakfast</i>	<i>Covid Free Lunch</i>	<i>Totals</i>
July	0	0	0	0	0	0	0	0	0
June	1648	0	0	1387	0	0	0	0	3035
May	964	334	1157	471	123	264	0	0	3313
April	1232	425	1444	596	172	440	0	0	4309
March	1669	579	2009	833	245	596	0	0	5931
February	1457	521	1717	735	220	513	0	0	5163
January	1360	465	1707	610	160	395	0	0	4697
December	1225	411	1534	567	148	392	0	0	4277
November	1221	395	1497	692	183	437	0	0	4425
October	1474	517	1905	744	233	465	0	0	5338
September	1451	533	1881	790	249	569	0	0	5473
August	1110	374	1473	457	153	355	0	0	<u>3922</u>
Totals	14811	4554	16324	7882	1886	4426	0	0	49883

Receipt Summary by Program June 2023

Account	Description	Total Budget (Pub)	Current Month Receipts	Receipts	Balance (Pub)	Percentage (%)
01-1-01100-000-00	Local District Tax	0.00	201,535.67	3,081,856.45	-3,081,856.45	0.00
		0.00	201,535.67	3,081,856.45	-3,081,856.45	0.00
01-1-01125-000-00	Motor Vehicle	0.00	10,790.08	109,098.97	-109,098.97	0.00
		0.00	10,790.08	109,098.97	-109,098.97	0.00
01-1-01370-000-00	Preschool Tuition	0.00	0.00	13,705.00	-13,705.00	0.00
		0.00	0.00	13,705.00	-13,705.00	0.00
01-1-01510-000-02	Interest on Clearing	0.00	4.30	20.28	-20.28	0.00
01-1-01510-000-03	Interest on MMA	0.00	14,943.98	92,076.03	-92,076.03	0.00
01-1-01510-000-04	Interest on CD	0.00	0.00	3,131.20	-3,131.20	0.00
		0.00	14,948.28	95,227.51	-95,227.51	0.00
01-1-02110-000-00	County fines & Licenses	0.00	1,675.18	11,684.00	-11,684.00	0.00
		0.00	1,675.18	11,684.00	-11,684.00	0.00
01-1-03110-000-00	State Aid	0.00	70,667.00	709,104.00	-709,104.00	0.00
		0.00	70,667.00	709,104.00	-709,104.00	0.00
01-1-03120-000-00	SPED Reimbursement	0.00	26,761.00	170,209.00	-170,209.00	0.00
		0.00	26,761.00	170,209.00	-170,209.00	0.00
01-1-03130-000-00	Homestead	0.00	12,279.41	24,693.23	-24,693.23	0.00
		0.00	12,279.41	24,693.23	-24,693.23	0.00
01-1-03131-000-00	Property Tax Credit	0.00	0.00	254,048.14	-254,048.14	0.00
		0.00	0.00	254,048.14	-254,048.14	0.00
01-1-03132-000-00	Property Tax Credit	0.00	0.00	20,691.19	-20,691.19	0.00
		0.00	0.00	20,691.19	-20,691.19	0.00
01-1-03134-000-00	Public Service Entity -	0.00	0.00	11,222.97	-11,222.97	0.00
		0.00	0.00	11,222.97	-11,222.97	0.00
01-1-03180-000-00	Pro-rata Motor Vehicle	0.00	0.00	7,216.21	-7,216.21	0.00
		0.00	0.00	7,216.21	-7,216.21	0.00
01-1-03400-000-00	State Apportionment	0.00	0.00	34,396.67	-34,396.67	0.00
		0.00	0.00	34,396.67	-34,396.67	0.00
01-1-04421-000-00	IDEA Part B (611) ARP	0.00	0.00	11,971.00	-11,971.00	0.00
		0.00	0.00	11,971.00	-11,971.00	0.00
01-1-04422-000-00	IDEA Preschool (619)	0.00	0.00	985.00	-985.00	0.00
		0.00	0.00	985.00	-985.00	0.00
01-1-04505-000-00	Title I Part A	0.00	0.00	51,278.00	-51,278.00	0.00
		0.00	0.00	51,278.00	-51,278.00	0.00
01-1-04509-000-00	Title II Part A	0.00	0.00	625.00	-625.00	0.00
		0.00	0.00	625.00	-625.00	0.00
01-1-04510-000-00	Title IV	0.00	0.00	1,750.00	-1,750.00	0.00
		0.00	0.00	1,750.00	-1,750.00	0.00
01-1-04516-000-00	IDEA Base Allocation	0.00	0.00	1,583.00	-1,583.00	0.00
		0.00	0.00	1,583.00	-1,583.00	0.00
01-1-04518-000-00	IDEA Part B 611	0.00	0.00	58,165.00	-58,165.00	0.00

Receipt Summary by Program June 2023

Account	Description	Total Budget (Pub)	Current Month Receipts	Receipts	Balance (Pub)	Percentage (%)
		0.00	0.00	58,165.00	-58,165.00	0.00
01-1-04525-000-00	Perkins Grant	0.00	0.00	1,546.60	-1,546.60	0.00
		0.00	0.00	1,546.60	-1,546.60	0.00
01-1-04527-000-00	Title III Part A	0.00	0.00	250.00	-250.00	0.00
		0.00	0.00	250.00	-250.00	0.00
01-1-04708-000-00	Medicaid in Public	0.00	155.55	320.73	-320.73	0.00
		0.00	155.55	320.73	-320.73	0.00
01-1-04709-000-00	Medicaid Admin. Claim	0.00	0.00	2,367.70	-2,367.70	0.00
		0.00	0.00	2,367.70	-2,367.70	0.00
01-1-05690-000-00	Other Non-Revenue	0.00	0.00	2,854.64	-2,854.64	0.00
		0.00	0.00	2,854.64	-2,854.64	0.00
01-1-06990-000-00	Other Federal	0.00	0.00	3,130.20	-3,130.20	0.00
		0.00	0.00	3,130.20	-3,130.20	0.00
01-1-09000-000-02	Clearing Other Non-Rev	0.00	5,555.02	53,733.50	-53,733.50	0.00
		0.00	5,555.02	53,733.50	-53,733.50	0.00
02-1-01510-000-01	Local Receipts/ Interest	0.00	0.00	1,337.58	-1,337.58	0.00
02-1-01510-000-02	Local Receipts CD/	0.00	0.00	7,453.75	-7,453.75	0.00
		0.00	0.00	8,791.33	-8,791.33	0.00
05-1-01741-000-00	Local Revenue-Athletics	0.00	0.00	980.38	-980.38	0.00
05-1-01741-000-01	Local Revenue-Ath-FB	0.00	0.00	5,056.00	-5,056.00	0.00
05-1-01741-000-02	Local Revenue-Ath-VB	0.00	0.00	11,271.11	-11,271.11	0.00
05-1-01741-000-03	Local Revenue-Ath-BBB	0.00	0.00	7,287.05	-7,287.05	0.00
05-1-01741-000-04	Local Revenue-Ath-GBB	0.00	0.00	7,158.80	-7,158.80	0.00
05-1-01741-000-05	Local Revenue-Ath-GTR	0.00	0.00	630.50	-630.50	0.00
05-1-01741-000-06	Local Revenue-Ath-BTR	0.00	0.00	630.50	-630.50	0.00
05-1-01741-000-08	Local Revenue-Ath-WR	0.00	0.00	418.75	-418.75	0.00
05-1-01741-000-11	Local Revenue-Ath-JH	0.00	0.00	520.00	-520.00	0.00
05-1-01741-000-12	Local Revenue-Ath-JH	0.00	0.00	520.00	-520.00	0.00
05-1-01741-000-13	Local Revenue-Ath-JH	0.00	0.00	621.50	-621.50	0.00
05-1-01741-000-14	Local Revenue-Ath-JH	0.00	0.00	50.00	-50.00	0.00
05-1-01741-000-15	Local Revenue-Ath-JH	0.00	0.00	50.00	-50.00	0.00
05-1-01741-000-16	Local Revenue-Ath-Golf	0.00	0.00	803.35	-803.35	0.00
05-1-01741-000-23	Local Revenue-Ath-Quiz	0.00	0.00	300.00	-300.00	0.00
05-1-01741-000-36	Local Revenue-Senior	0.00	0.00	255.45	-255.45	0.00
05-1-01741-000-41	Local Revenue-7th Gr	0.00	0.00	7,068.71	-7,068.71	0.00
05-1-01741-000-47	Local	0.00	0.00	7,077.84	-7,077.84	0.00
05-1-01741-000-48	Local Revenue-BBB	0.00	0.00	1,312.55	-1,312.55	0.00
05-1-01741-000-49	Local Revenue-Cheer	0.00	0.00	11,672.32	-11,672.32	0.00
05-1-01741-000-50	Local Revenue-Dance	0.00	0.00	4,062.09	-4,062.09	0.00
05-1-01741-000-51	Local	0.00	0.00	3,776.54	-3,776.54	0.00
05-1-01741-000-52	Local Revenue-FB Club	0.00	0.00	578.00	-578.00	0.00
05-1-01741-000-54	Local Revenue-Pee	0.00	0.00	945.00	-945.00	0.00
05-1-01741-000-55	Local Revenue-FFA	0.00	0.00	9,340.85	-9,340.85	0.00
05-1-01741-000-57	Local Revenue-FCCLA	0.00	0.00	16,213.99	-16,213.99	0.00
05-1-01741-000-58	Local Revenue-GBB	0.00	0.00	242.55	-242.55	0.00
05-1-01741-000-59	Local Revenue-Honor	0.00	0.00	523.92	-523.92	0.00
05-1-01741-000-60	Local Revenue-Music	0.00	0.00	410.00	-410.00	0.00
05-1-01741-000-62	Local Revenue-Shop	0.00	0.00	42.95	-42.95	0.00
05-1-01741-000-63	Local Revenue-Staff	0.00	0.00	564.19	-564.19	0.00
05-1-01741-000-64	Local Revenue-Student	0.00	0.00	1,619.39	-1,619.39	0.00
05-1-01741-000-65	Local Revenue-VB Club	0.00	0.00	1,264.28	-1,264.28	0.00
05-1-01741-000-66	Local Revenue-WR	0.00	0.00	1,838.55	-1,838.55	0.00

Receipt Summary by Program June 2023

Account	Description	Total Budget (Pub)	Current Month Receipts	Receipts	Balance (Pub)	Percentage (%)
05-1-01741-000-67	Local Revenue-TR Club	0.00	0.00	341.85	-341.85	0.00
05-1-01741-000-68	Local Revenue-Cross	0.00	0.00	82.00	-82.00	0.00
05-1-01741-000-69	Local	0.00	0.00	12,607.87	-12,607.87	0.00
05-1-01741-000-86	Local	0.00	0.00	98,238.30	-98,238.30	0.00
05-1-01741-000-91	Local Revenue-iPads	0.00	0.00	3,555.00	-3,555.00	0.00
05-1-01741-000-93	Local Revenue-FCA	0.00	0.00	575.00	-575.00	0.00
		0.00	0.00	220,507.13	-220,507.13	0.00
06-1-01611-000	Meal Sales	0.00	875.50	55,685.50	-55,685.50	0.00
		0.00	875.50	55,685.50	-55,685.50	0.00
06-1-01990-000	Other Local Misc	0.00	0.00	12,110.22	-12,110.22	0.00
		0.00	0.00	12,110.22	-12,110.22	0.00
06-1-03150-000	State Payments	0.00	1,488.03	2,541.27	-2,541.27	0.00
		0.00	1,488.03	2,541.27	-2,541.27	0.00
06-1-04210-000	Federal Payments	0.00	0.00	107,421.40	-107,421.40	0.00
		0.00	0.00	107,421.40	-107,421.40	0.00
08-1-01510-000-02	Special Bldg Saving	0.00	0.00	112.71	-112.71	0.00
08-1-01510-000-03	Special Bldg CD	0.00	0.00	1,871.35	-1,871.35	0.00
		0.00	0.00	1,984.06	-1,984.06	0.00
		0.00	346,730.72	5,142,754.62	-5,142,754.62	0.00



--YOUR ANNUAL MEMBERSHIP PROVIDES SUPPORT FOR --
Nebraska Rural Community Schools Association

<p><u>STATE LEGISLATIVE ADVOCACY</u> NRCSA is active in representing rural public schools in the Unicameral. The Executive Director is the main spokesperson for NRCSA, but is also represented by the lobbying firm of Nowka and Edwards. NRCSA's Legislative Committee includes 20 Superintendents from member schools and helps to direct the legislative efforts of the organization.</p>	<p><u>RURAL ADVOCACY</u> NRCSA is the only organization that speaks solely on behalf of public rural schools in the State of Nebraska. Other groups do a great job of representing their members, but at times cannot take a stand as they represent both very large and smaller districts. NRCSA is not necessarily tied down along those lines.</p>	<p><u>SUPERINTENDENT SEARCHES</u> NRCSA's Superintendent Search Service is conducted by veteran Superintendents whose professional lives were involved in rural education in Nebraska. The service is available to all Nebraska school districts, with member districts paying a lower rate than non-member districts. A professional cost effective proposal and fee structure is available upon request.</p>
<p><u>PLANNING WORKSHOPS</u> The NRCSA Planning Support Service is an elective service that assists districts in planning and goal-setting. The service is conducted by veteran Superintendents whose professional lives were involved in rural education in Nebraska.</p>	<p><u>NATIONAL ADVOCACY</u> NRCSA is a member of the National Rural Education Advocacy Consortium (NREAC), which represents the interests of rural public schools in national forums where education issues are decided.</p>	<p><u>PRINCIPAL SEARCHES</u> During the 2022-23 year, NRCSA added a Principal Search service. NRCSA consultants will work with the Superintendent to conduct a search for Principal candidates.</p>
<p><u>COMMUNICATIONS</u> NRCSA provides regular updates from the Executive Director to member schools. A more in-depth update is provided to all members just prior to monthly Board of Education meetings. The NRCSA webpage is www.nrca.net. NRCSA also has a social media presence on Twitter (@NRCSA1980) and on Facebook (www.facebook.com/nrcsahome).</p>	<p><u>SPRING CONFERENCE</u> NRCSA offers an annual conference in Kearney in March. The conference targets issues and interests of rural schools. An opportunity is created to network with other rural school districts and to interact directly with policymakers and NRCSA leaders.</p>	<p><u>LEGISLATIVE FORUM</u> During each legislative session NRCSA offers a forum for Board members and administrators. The forum provides the opportunity to hear from Senators as to what is happening in the Unicameral, as well as to provide input to Senators. The forum is held in Lincoln.</p>
<p><u>DISTRICT MEETINGS</u> Each fall NRCSA conducts a meeting in each of the six membership districts. These meetings provide an opportunity for rural schools to connect with NRCSA leadership on a face-to-face basis</p>	<p><u>US BANK ONE CARD PROGRAM</u> NRCSA has partnered with US Bank to provide this unique purchase card program for school districts. Individual school districts decide which staff members receive purchase cards. The district has control over where purchases can be made and for what amounts. This can be especially helpful when sending sponsors out with student groups.</p>	<p><u>NRCSA AWARDS</u> NRCSA annually recognizes individuals who are outstanding at serving member districts. At the Spring Conference each year NRCSA recognizes an Outstanding Elementary Teacher, Secondary Teacher, Classified Staff Member, ESU Staff Member, Music Teacher, Principal, Board of Education Member, and Superintendent/ESU Administrator.</p>
<p><u>NRCSA EXECUTIVE BOARD</u> The 10-member Executive Board provides leadership and direction for the organization. Each of the six NRCSA districts is represented by at least one Superintendent from a district within the district.</p>	<p><u>NRCSA SCHOLARSHIPS</u> NRCSA annually awards 20 \$2,000 scholarships to high school seniors from NRCSA-member schools who are entering college with the goal of becoming school teachers. NRCSA also presents two \$2,000 Gary Fisher Scholarships to high school seniors going into the fine arts.</p>	<p><u>EXCESS EQUIPMENT CLEARINGHOUSE</u> A free service to member districts and ESUs is the opportunity to post items for sale to all other members. Items such as vehicles, scoreboards, weight equipment, and text books have been posted on behalf of members.</p>
<p><u>NEBRASKANS UNITED</u> NRCSA is a strong member of this group which includes most education and ag-related organizations in the State. The purpose is to work to provide property tax relief, as well as to protect and promote funding to public education.</p>	<p><u>CORONAVIRUS ISSUES</u> Over 100 NRCSA member Superintendents and ESU Administrators worked together to produce NRCSA's Reopening Document to help districts develop their own plans for reopening school in the fall. Over 70 rural educators worked together to develop Remote Learning Assistance sites for teachers and administrators.</p>	<p><u>LEADERSHIP OPPORTUNITIES</u> Each year there are over 70 leadership positions on the Executive Committee or other NRCSA committees that provide opportunities for member Superintendents.</p>
<p><u>EDUCATION ASSOCIATIONS COALITION</u> NRCSA is an active member of this group that is comprised of all of the major education associations in the state. The purpose of the group is to work together on legislative issues facing public education.</p>	<p><u>NATIONAL RURAL EDUCATION ASSOCIATION</u> NRCSA is a strong member of the NREA. The NREA provides leadership on issues facing rural education on the national level. Dr. Jon Habben, former NRCSA Executive Director of NRCSA, has served as the President of NREA the past two years.</p>	<p><u>RURAL TEACHER SHORTAGE</u> NRCSA has started a Rural Teacher Committee that was established to find ways to address the shortage of teachers in rural schools. Twelve member Superintendents work with representatives from Chadron State College, Wayne State College, and Peru State College in this work</p>

"QUALITY RURAL SCHOOLS"

Nebraska Rural Community Schools Association 455 S. 11th St, Suite B, Lincoln, NE 68508

2023

JANUARY

1ST DAY OF THE 108TH LEGISLATURE, 1ST SESSION
WEDNESDAY, JANUARY 4, 2023

LEGISLATIVE ISSUES CONFERENCE

'NEW FACES'

JANUARY 22-23, 2023 - LINCOLN

NASB LEGISLATION COMMITTEE MEETING - JANUARY 22

NASB BOARD PRESIDENT RETREAT

JANUARY 29-30, 2023 - YORK

FEBRUARY

NASB BOARD PRESIDENT RETREAT

FEBRUARY 5-6, 2023 - OGALLALA

BUDGET & FINANCE WORKSHOPS

FEBRUARY 8, 2023 - KEARNEY

FEBRUARY 15, 2023 - LA VISTA

NEW BOARD MEMBER WORKSHOP - VIRTUAL WEBINAR

FEBRUARY 22 - 7:00 PM CT

MARCH

NAEP STATE CONVENTION

MARCH 28-29, 2023 - GRAND ISLAND

JUNE

NASB GOLF OUTING

JUNE 14, 2023 - KEARNEY COUNTRY CLUB

SCHOOL LEADERS & LAW CONFERENCE

JUNE 14-15, 2023 - KEARNEY

AUGUST

2023 AREA MEMBERSHIP MEETINGS

AUGUST 22 - VALENTINE

AUGUST 23 - GERING

AUGUST 24 - YORK

AUGUST 29 - NORTH PLATTE

AUGUST 30 - NORFOLK

SEPTEMBER 13 - KEARNEY

SEPTEMBER 19 - LA VISTA

SEPTEMBER 20 - NEBRASKA CITY

SEPTEMBER 27 - FREMONT

OCTOBER

LABOR RELATIONS CONFERENCE

OCTOBER 4-5, 2023

NOVEMBER

STATE EDUCATION CONFERENCE

NOVEMBER 15-17, 2023 - CHI HEALTH CENTER, OMAHA