

# June Board meeting

## Handbook Revisions

The following are the handbook revisions I am requesting based on the KSB Law policy update. I have added the new verbiage and how it has changed from the 25-26 handbook.

**From Welcome letter at beginning of handbook - change from stating we had forms at the back of the handbook to be signed.**

All forms are signed electronically through the on-line registration process. Forms must be read, signed, and submitted no later than August 21st.

## Attendance

Added verbiage

### **Prohibition on Discontinuing Enrollment – Abuse or Neglect Investigation**

Upon notice from the Department of Health and Human Services, the District shall not facilitate the transfer or disenrollment of a student whose parent, guardian, or educational decisionmaker is subject to an active investigation by the Department for fourteen days or until further notice from the Department, whichever occurs first.

### **Pregnant and Parenting Students - Section Added**

The District will not discriminate in its education program or activity against any student based on the student's current, potential, or past pregnancy. Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming in collaboration with the Title IX Coordinator.

**Cell phone policy** - I recommend removing the sentence, "During school hours student cell phones or electronic devices must remain in lockers or be locked in a personal vehicle."

While the intent of the language is to limit student access to devices during the school day, it has created situations where staff ask to verify the location of a student's device. In practice, this can lead to requests for searches of students, lockers, backpacks, or personal belongings when there is suspicion that a device is being carried rather than stored as required.

Removing this language would maintain the district's authority to regulate student use of electronic devices while avoiding expectations that staff must determine the exact location of a student's device. The policy would continue to prohibit unauthorized use of cell phones and electronic devices during the school day, allowing disciplinary consequences to be based on observed possession or use rather than the need to conduct searches to verify compliance.

Students may not have cell phones or electronic devices while they are in locker rooms, classrooms, or restrooms. **During school hours student cell phones or electronic devices must remain in lockers or be locked in a personal vehicle.** Students may use cell phones or other technology in classrooms only if the curriculum calls for their use, such as in media development or career coursework.

## **Complaint Procedure**

**Special Rules Regarding Educational Services and Related Services to Students with Disabilities.** Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

### **Food Service Program - Updated Pricing**

The school district provides a food service program that is designed to provide adequate nutrition and an educational experience for students.

#### **Breakfast**

The school will serve breakfast daily from 7:45 a.m. until 8:05 a.m. Students who qualify for free or reduced-price lunch also qualify for free or reduced-price breakfast. The school district charges students \$2.25 and adults \$2.80 for breakfast.

#### **Lunch**

Lunch prices depend on the federal funding that the program receives. Lunch for K-5 is \$3.25. Lunch for 6-12 lunch is \$3.50 for students and \$4.85 for adults.

### **Protection of Student Rights**

#### **ACT Exam - ADDED**

Students taking the ACT Exam will be prompted to complete a short, optional questionnaire addressing a number of topics. If you wish to review this questionnaire prior to the administration of the exam, please submit a written request to the superintendent.

### **Standardized Testing - ADDED**

NWEA MAP testing is administered annually in grades 3-11 to determine the students' achievement probability for individual success. Tests are administered in throughout the school year, and the results are sent home.

### **Student Use of AI Tools - ADDED**

As used in this section, 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 ChatGPT, Gemini, Claude and similar programs.

AI Tools may be useful to student learning. However, students and staff must ensure that 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. Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Individual staff members will decide for each individual assignment the extent to which students may use AI Tools.
2. If a student uses any AI Tools in connection with a school assignment, the student must:
  - a. Give proper attribution to the specific 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.
  - b. Never copy and paste the output from the AI Tool into the student's work as if the student wrote such section himself or herself.

3. Students may never use AI Tools to:
  - a. Cheat on any assignment, test, or quiz;
  - b. Help answer questions on a test or quiz without staff member permission;
  - c. Make or share deepfakes or fake images, audio, or video of any real person;
  - d. Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;
  - e. Bully, harass, threaten, intimidate or impersonate any person;
  - f. Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;
  - g. Use AI Tools to bypass accommodations, content filters, or school security.
  
4. A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.
  
5. 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.
  
6. 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.

### **Forms of School Discipline - Clarification verbiage added**

For purposes of this section, "Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person

designated or ordered by a court to make educational decisions on behalf of a child.

### **Due Process Afforded to Students Facing Long-term Suspension or Expulsion - Highlighted areas ADDED**

1. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
2. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
3. Resources the school is able to provide or recommend to assist the student;
4. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;
5. A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
6. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
7. A statement that the principal, legal counsel for the school, the student, the student's parentParent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

8. A form on which the student, the student's parent Parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.

## **OnLine Registration**

Along with the handbook, we have two on-line registration items that we proposed to be updated.

One is the IV Policy, this is required by law and will be the same policy as the board will approve in Mr. Ningen's policy review update. We have information about IV in the student handbook, but the policy in its totality is part of the OnLine Registration process that all parents/students verify they have read/received at the beginning of the year.

The second is adding the following language to our computer insurance policy. We currently do have that students can be assessed a fee for bag damage, but the language below provides more information to the insurer of how fees will be assessed.

*Computer bags are provided for the protection and transportation of school-issued computers and computer chargers only.*

*Please do not place additional items in the computer bag, including but not limited to:*

- *Folders*
- *Papers*
- *Books*
- *Notebooks*
- *Other personal items*

*Adding extra items can cause the bag to stretch, damage the zippers, or break the bag entirely. Damage caused by misuse of the computer bag may result in replacement or repair costs.*

*Normal wear and tear or defective/faulty bags will not result in replacement charges. However, damage caused by improper use or overloading of the bag may result in a replacement fee.*

*To help keep equipment in good condition, only the computer and charger should be stored in the bag at all times.*

## **IXL Quotes**

I have included two IXL quotes to review. We use IXL at both buildings and mostly in ELA and Math. The quotes are what we have used in years past and do not foresee adding onto the product at this time. We have a one year and three year option. As we are adopting new ELA materials soon, I would suggest continuing with the 1 year option. During my Zoom with the vendor, I was connected with the state IXL representative who lives in Bennington. I have his contact information and plan to work with him to do in-person training this year during in-service.