

Board of Education Regular Meeting  
Monday, October 10, 2022 7:00 PM  
Elementary Multipurpose Gym  
705 N 9th Street  
Arlington, NE 68002

1. OPENING PROCEDURES
  - 1.1. Call Meeting to Order
  - 1.2. Roll Call
  - 1.3. Pledge of Allegiance
  - 1.4. Approval of Regular Meeting Agenda
2. CONSENT AGENDA
  - 2.1. Minutes of the Previous Board Meeting(s)
  - 2.2. Monthly Financial Reports
  - 2.3.
    - Resignations:
    - Hires: Jill Udd, Part Time Elem Para
    - Reassignments:
3. WELCOME TO GUESTS AND PUBLIC FORUM
4. UNFINISHED BUSINESS
  - 4.1. Discuss, Consider and Take Necessary Action to Adopt Property Tax Request Resolution for 2022-2023 Budget Year as Presented at Joint Agency Meeting
    - General Fund: \$7,332,763.00
    - Bond Fund: \$454,545.00
    - Special Building Fund: \$0
    - Qualified Capital Purpose Undertaking Fund: \$303,030.00
5. CURRICULUM/INSTRUCTION REPORTS
  - \* SPED
  - \*Title 1
    - 5.1. SPED Report
    - 5.2. Title 1 Report
6. PRINCIPALS' REPORTS
  - 6.1. Mr. Shada's Activity Report
  - 6.2. Mrs. Morgan's Elementary Report
  - 6.3. Mr. Pfingsten's Secondary Report
7. SUPERINTENDENT'S REPORT
  - 7.1. Discuss and Establish Time and Date for January Community Engagement Meeting
  - 7.2. Discussion of Possible of Single Audit Requirement due to Amount of Federal Fund Expenditures in 21-22
  - 7.3. Review of Superintendent Evaluation Procedures and Timeline
  - 7.4. Review of Student Enrollment
8. COMMITTEE AND REPRESENTATIVE REPORTS
  - 8.1. Negotiations Committee

- Review Possible Dates for Initial Meeting with AEA for 23-24 Negotiations

8.2. Professional Development Sharing

9. NEW BUSINESS

9.1. Discuss and Consider Therapy Animal Policy (1270) on Second Reading

9.2. Discuss and Consider Credit Card Use Policy (3205) on Second Reading

9.3. Discuss and Review Policies 5201-5414:

- 5201-Promotion and Retention
- 5202-Student Records
- 5203-Academic Progress
- 5204-Grading System
- 5205-Graduation
- 5206-Early Completion Plan
- 5207-Make-Up Work
- 5208-Graduation Ceremony
- 5301-Assn Activities
- 5302-Student Organizations
- 5303- Student Activities; Hazing, Fund-Raising and Supervision
- 5304-Selection of Students
- 5305-School Dances
- 5400-Due Process Rights
- 5401- Equal Opportunity
- 5401z-Complaint Form
- 5402-Child Abuse Reporting
- 5403-Married Students
- 5405-Corporal Punishment
- 5406-Search and Seizures
- 5407-Vandalism
- 5408-Health Inspections
- 5409-Communicable Diseases
- 5411-Law Violation
- 5412-Missing Persons
- 5413-Requests to Contact Students and Student Interviews by Non-School Personnel
- 5414-Identification of Learners with High Ability

10. ADJOURNMENT

# Board of Education Regular Meeting

HS CONFERENCE ROOM

705 N 9th Street

Arlington, NE 68002

Monday, September 12, 2022 7:00 PM Central

Jason Arp: Present

Chase Kratochvil: Present

Matt O'Daniel: Present

Bruce Scheer: Present

Shanon Willmott: Present

Present: 5

## 1. OPENING PROCEDURES

### 1.1. Call Meeting to Order

Matt O'Daniel called the meeting to order at 7:00pm

### 1.2. Roll Call

All Current Board members present- also present were Dr Dawn Lewis, Superintendent. Principals: Jacque Morgan and Aaron Pfingsten, Athletic Director James Shada and recording secretary Jennifer Arp

### 1.3. Pledge of Allegiance

### 1.4. Approval of Regular Meeting Agenda

## 2. WELCOME TO GUESTS AND PUBLIC FORUM

Motion to approve the agenda for tonight's meeting Passed with a motion by Shanon Willmott and a second by Bruce Scheer.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

## 3. CONSENT AGENDA

Motion to approve the consent agenda as presented Passed with a motion by Jason Arp and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

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

### 3.2. Monthly Financial Reports

### 3.3.

Resignations:

Hires: Ashley Tworek-Elementary Para Educator

Reassignments:

## 4. CURRICULUM/INSTRUCTION REPORTS

### 4.1. Technology Report

Dr. Lewis went over the highlights of the technology report.

## 5. REVIEW OF ANNUAL DISTRICT PLAN

Dr Lewis went over the review of the annual district plan- updates for September are in Green on the review.

## 6. PRINCIPALS REPORTS

### 6.1. Mrs. Morgan's Elementary Report

### 6.2. Mr. Pfingsten's Secondary Report

### 6.3. Mr. Shada's Activity Report

## 7. SUPERINTENDENTS REPORT

7.1. Discussion of Bus Routes, Policies, and State Statutes Regarding School Transportation  
Dr. Lewis addressed the bus policy for Arlington Public Schools, and also presented the State Regulations for bus transportation, both of which Arlington is in compliance.

Mr. O'Daniel spoke of the reasoning for choosing Menards as the pick/up drop off point for the Fremont Option students, which began about 2013.

Dr. Lewis reviewed the Nebraska State Statute about transportation and that Arlington follows a 1-mile policy to provide transportation, which Nebraska State Statute requires that a student must live 4 miles from the Educational Institution to be provided transportation.

The board will review the Policy and take a look at how the Fremont route runs and if there can be a change made on the efficiency/safety of that route for pick up and drop off.

7.2. Enrollment Report

Was unable to get official numbers at this time, board will be emailed official report once numbers were correct in Powerschool.

7.3. NASB State Board of Education Conference Registration

7.4. NRCSA and NASB Updates

8. COMMITTEE AND REPRESENTATIVE REPORTS

8.1. Committee for American Civics

Committee discussed with principals the requirements for this year.

8.2. Finance Committee

8.3. Professional Development Sharing

Membership meeting in Fremont in August- Dawn, Matt, Chase, Shanon attended

9. UNFINISHED BUSINESS

9.1. Discuss, Consider and Approve Adult Hot Lunch Prices per NDE: \$4.25

Motion to approve Adult Hot Lunch Prices per NDE: \$4.25 rate Passed with a motion by Matt O'Daniel and a second by Jason Arp.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10. NEW BUSINESS

10.1. Discuss, Consider, and Take Necessary Action to Adopt Budget for 2022-2023 as Presented

Motion to Adopt the 2022-2023 Budget as presented Passed with a motion by Matt O'Daniel and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10.2. Discuss, Consider and Take Necessary Action to Approve Contract with Roots to Wings (Integrated Life Choices) for Student Services for 2022-23

Motion to Approve Contract with ILC for Roots to Wings SPED Related Service for Passed with a motion by Shanon Willmott and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10.3. Discuss, Consider, and Take Necessary Action to Approve Contract for Athletic Trainer for 22-23

Approve Contract with Jamie Huss for \$34,000 as presented Passed with a motion by Matt O'Daniel and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10.4. Discuss, Consider and Take Necessary Action to Close Specific Accounts with First State Bank and Trust as of Sept 1, 2022:

Sweep Account

Activities Savings

Approve Closing of the Activities Saving Account and Sweep Account Passed with a motion by Chase Kratochvil and a second by Bruce Scheer.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10.5. Discuss and Consider Therapy Animal Policy on First Reading

Draft of policy - brand new policy- New therapist would like to bring her therapy animal to school once a policy is in place.

10.6. Discuss and Consider Credit Card Use Policy on First Reading

10.7. Discuss, Consider and Take Necessary Action to Approve Contract with Arbor Family Counseling for 2022-2023

Noted that contract had some errors in wording and needed correction.

Approve Contract with Arbor Family Counseling for \$8731.50 for 2022-2023 Passed with a motion by Shanon Willmott and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10.8. Discuss, Consider, and Approve Student to Receive APS High School Diploma Approve Awarding of APS Diploma for Listed Student(s) Passed with a motion by Matt O'Daniel and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

10.9. Discuss, Consider, and Authorize Jennifer Arp, Business Manager, to Access/Sign on All Accounts at First State Bank and Trust

Authorize Business Manager Jennifer Arp to Access/Manage District Bank Accounts Passed with a motion by Chase Kratochvil and a second by Matt O'Daniel.

Jason Arp: Abstain (Without Conflict), Chase Kratochvil: Yea, Matt O'Daniel: Yea, Bruce Scheer: Yea, Shanon Willmott: Yea

11. EXECUTIVE SESSION

12. ACTION ON EXECUTIVE SESSION ITEMS

13. ADJOURNMENT

Matt O'Daniel meeting adjourned at 8:45pm

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Matt O'Daniel, Board President

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Dawn Lewis, Board Secretary

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Date

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Date

**Arlington Public Schools  
September 30, 2022**

Fund Name 2 Rivers Bank	Bank Statement Starting Balance	Receipts	Disbursements	Interest	Interfund Transfers	Bank Statement Ending Balance
General Fund - 864	\$ 146,132.01	\$ 1,330,144.40	\$ 899,148.73	\$ 676.61	\$ 2,054,932.42	\$ 2,632,736.71
			\$ -			
Activities - 109	\$ 245,566.16	\$ 48,763.09	\$ 49,011.28	\$ 87.28	\$ 220.14	\$ 245,625.39
Activities Saving - 713	\$ 220.14		\$ 220.14		\$ -	\$ -
Activities CD (none for now)	\$ (0.00)	\$ -	\$ -		\$ -	\$ (0.00)
					Total Activities:	\$ 245,625.39
Sweep - 956	\$ 1,542,280.88		\$ 1,542,280.88		\$ -	\$ -
		\$ -				
Hot Lunch - 487	\$ 382,901.56	\$ 12,398.15	\$ 28,652.42	\$ 142.36	\$ 4,785.43	\$ 371,575.08
			\$ -			
Depreciation Fund	\$ 797,752.64		\$ 6,232.32	\$ 384.14	\$ -	\$ 791,904.46
Depreciation CD - 5826	\$ 255,543.62		\$ -	\$ -	\$ -	\$ 255,543.62
					Total Depreciation:	\$ 1,047,448.08
2017 Bond Refunding	\$ 614,099.26	\$ 89,864.31	\$ -	\$ 223.97	\$ -	\$ 704,187.54
QCPUF	\$ 419,989.79	\$ 97,560.21		\$ 153.17		\$ 517,703.17
Spec Bldg Fund	\$ 1,086,546.32	\$ 251,606.39	\$ -	\$ 396.27	\$ -	\$ 1,338,548.98
Sp Bldg CD (none for now)	\$ -	\$ -	\$ -		\$ -	\$ -
					Total Spec Bldg:	\$ 1,338,548.98
Total Special Funds	\$ 3,173,931.63	\$ 439,030.91	\$ 6,232.32	\$ 1,157.55	\$ -	\$ 3,607,887.77
Total SF minus CD's	\$ 2,918,388.01					\$ 3,352,344.15

**CHECK REGISTER FOR October 2022 BOARD MEETING**  
(Includes special fund checks)

<b>PAYEE NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
American Broadband	Telephone service	\$ 406.44
Airgas	welding tank rental	\$ 171.53
Allied Appliance	Fridge repair- Elementary lounge	\$ 160.00
Blick Art Materials	Glue pump for art	\$ 24.21
Bimbo's Bakery	Bakery Goods for Hot Lunch	\$ 989.13
Bomgaars	Battery for wood shop	\$ 119.99
Blair Community School	OT Agreement	\$ 1,294.07
Countryside Repair	Battery for Van #12	\$ 156.82
Capital One (Walmart)	supplies	\$ 367.46
Camp Fontenelle	6th grd outdoor trip 2022(did not get invoiced last year)	\$ 2,338.50
CDW-G	ink for large poster printer (Parson)	\$ 653.20
Tamala Clausen	Reconciliations for Sept	\$ 766.00
CWD (Cash-Wa)	Food for Hot Lunch	\$ 6,375.59
Dietze Music	Music	\$ 300.57
Dietze Music	Choir Music	\$ 487.12
Dietze Music	Pep band music	\$ 123.08
D & T Shirtified	Shirts for Kitchen staff	\$ 112.00
Enterprise Publishiing	Legals for paper	\$ 218.93
ESU 3	registration for training in July	\$ 268.50
Tasha Eiring	Lunch Refund	\$ 8.90
Enterprise Publishiing	Back to school ad	\$ 367.50
ESU 2	independent school 1st quarter	\$ 11,676.45
ESU 3	Regostration for HAL conference	\$ 60.00
Enterprise Publishiing	Legals and minutes	\$ 184.61
Embroidery Connection	Polos for kitchen staff	\$ 135.00
5th season	Sprinkler repairs	\$ 110.75
Follette School Solutions	Library book order	\$ 594.93
Flinn Scientfic	Science Supplies on back order for 22-23	\$ 801.00
Handwriting w/out tears	student books for preK	\$ 39.00
Hiland Dairy	Milk Products for hot Lunch	\$ 3,565.94
Hireright	Drug testing	\$ 36.81
Hometown Leasing	Copier Lease for October	\$ 1,810.93
Hobby Lobby	Supplies for classrooms	\$ 183.92
Hyvee	Supplies	\$ 265.13
Jamie Huss	Athletic Trainer Sept	\$ 3,400.00
Heartsmart	Nurse supplies	\$ 324.00
Integrated Life Choices	Student Services for 1st quarter	\$ 1,952.36
Journeyed. Com	microsoft office and server license	\$ 3,790.80
Jackson Services	Kitchen Supplies	\$ 274.39
Knudsen Oil	Fuel for buses	\$ 382.45
KSB Law	Legal services	\$ 220.50
Learn 2 Move	PT services	\$ 240.34
Menards	supplies for classrooms and building	\$ 124.30
Meyo Enterprises	Backstop Inspections for Gym Backstops	\$ 3,750.00
Macgill & CO	nurese supplies for 22-23	\$ 425.67
Midwest Distributing	Ice thickness sensor for Kitchen	\$ 223.22
Nebraska Council on Econ Ed	Stock teams for Class	\$ 130.00
NCSA	Membership renewal for Admn	\$ 1,675.00
Ne School Counselor	Membership renewal for Toft	\$ 40.00
NASB	Board members area meeing fees	\$ 448.00
Omaha Truck Center	Bus stop arm and wires	\$ 239.02
Omaha Truck Center	Alarm for bus	\$ 101.03
One Source	Background checks	\$ 197.00
OPPD	Electricity	\$ 12,351.45
O'Reilly Parts	Parts for buses	\$ 33.74
P&H Electric	Motor for equipment	\$ 191.48
Paintin Place Ceramics	Kiln maintenance and clay	\$ 498.58
J.W. Pepper	Music	\$ 63.29
PayFlex	Renewal and fees	\$ 600.00
Pegler	Food for hot lunch	\$ 2,259.56
Roots to Wings	Veggie for Hot Lunch	\$ 84.00
School Specialty	Shipping on Product from August	\$ 9.95
Cienna Stegemann	Reimburse classroom supplies	\$ 55.93

Sherman Williams	Paint	\$	303.90	
S & S Quality Heating	Water lIne at Ballfield (Fairgrounds)	\$	1,000.00	
Thermo King	Howes and Def for buses	\$	1,026.70	
Thermo King	Battery for bus 2019'	\$	261.14	
Teacher Direct	Kindergarten for 2022-23		19.88	
Teacher Created Resources	2nd Grd Spelling Dictionaries	\$	146.48	
Teacher Direct	Supplies for 6th grade	\$	94.40	
United Private Networks	Distance Learning Subscription	\$	555.34	
Village of Arlington	Water (did not receive August cards in August )	\$	4,348.19	
Wood River	Natural Energy	\$	462.85	
Weldon Parts	Parts for buses	\$	755.92	
Winnelson	Maintenance supplies for restrooms	\$	375.19	
Winnelson	Maintenance materials	\$	139.10	
Zaner Bloser	Super kids Grade K Journals	\$	245.25	
US Foods	Hot Lunch	\$	4,669.85	
Visa (General Supplies )	Various Items for General Fund	\$	4,867.36	See attached itemized list for VISA
Waste Connections	Trash service	\$	-	
		\$	-	
		\$	-	
		\$	-	
		\$	-	
<b>Total Payables</b> (GF checks not mailed until approved by the BOE)		\$	<b>88,531.62</b>	

**HANDPAYABLES** (GF Paid and mailed after previous board meeting but before this board meeting)

J.W. Pepper	music (Open Invoices from second acct 2019-2022)	\$	545.67
Wex Bank	Fuel	\$	244.02
Bosselman Pump & Pantry	Fuel	\$	3,857.12

**Total Handpayables** \$ **4,646.81**

**Total General Fund** \$ **93,178.43**

**SPECIAL FUNDS** (Building, Bond, QCPUF, Dep checks)

DLR Group	August billing	\$	4,347.16
Twin Rose Enterprise	Interior signs for new addition on Rest rooms	\$	281.25

**Total Special Funds** \$ **4,628.41**

**General Fund  
2022-2023**

NO NUMBERS AVAILABLE YET (BUDET NOT COMPLETED AND AFR NOT COMPLETE)

<u>Reciepts</u>	<u>Budgeted</u>	<u>Actual Reciepts</u>	<u>% Received</u>
Property Taxes	\$ -	\$ -	0.00%
Carline Taxes	\$ -	\$ -	0.00%
Motor Vehicle	\$ -	\$ -	0.00%
Intrest & pentalty	\$ -	\$ -	0.00%
PreSchool Tultion	\$ -	\$ -	0.00%
County Sources	\$ -	\$ -	0.00%
State Aid	\$ -	\$ -	0.00%
Sped SA Revenue	\$ -	\$ -	0.00%
Federal	\$ -	\$ -	0.00%
All Other Revenues	\$ -	\$ -	0.00%
Transfer From Depreciation	\$ -	\$ -	-
	\$0.00	\$0.00	#DIV/0!

<u>Expenditures:</u>	<u>Budgeted</u>	<u>Expenditures YTD</u>	<u>% Disbursed</u>
<u>General Fund Totals</u>			
Elementary	\$ -	\$ -	0.00%
Secondary	\$ -	\$ -	0.00%
District	\$ -	\$ -	0.00%
Total	\$ -	\$ -	#DIV/0!

**General Fund Categories of Particular Interest**

<u>Special Education</u>			
Elementary	\$ -	\$ -	0.00%
Secondary	\$ -	\$ -	0.00%
<u>Transportation</u>			
Elementary	\$ -	\$ -	0.00%
Elem Transportation Maint.	\$ -	\$ -	0.00%
Secondary	\$ -	\$ -	0.00%
HS Transportation Maint.	\$ -	\$ -	0.00%

**District Level Categories of Particular Interest**

<u>Facilities and Operations</u>			
Operat of Building	\$ -	\$ -	0.00%
Building Maint.	\$ -	\$ -	0.00%
Grounds Maint	\$ -	\$ -	0.00%
Operat Other build	\$ -	\$ -	0.00%
			0.00%

EFINANCE - POWERSCHOOL  
DATE: 10/06/2022  
TIME: 15:42:26

ARLINGTON PUBLIC SCHOOL  
CHECK REGISTER

PAGE NUMBER: 1  
VENCHK11  
ACCOUNTING PERIOD: 2/23

FUND - 06 - FOOD SERVICE

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
100	9006	10/06/22	4607 VISA	2610	ICE PACKS FOR SALAD BAR F	44.99
100	9006	10/06/22	4607 VISA	2610	POLOS FOR KITCHEN STAFF	72.28
			TOTAL CHECK			117.27
			TOTAL FUND			117.27

EFINANCE - POWERSCHOOL  
 DATE: 10/06/2022  
 TIME: 15:42:26

ARLINGTON PUBLIC SCHOOL  
 CHECK REGISTER

PAGE NUMBER: 2  
 VENCHK11  
 ACCOUNTING PERIOD: 2/23

FUND - 99 - DISBURSEMENT FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
47600			4607 VISA		VOID: MULTI STUB CHECK	
47601			4607 VISA		VOID: MULTI STUB CHECK	
47602	9001	10/06/22	4607 VISA	2610	10 KEY CALCULATOR FOR DIS	99.26
47602	9001	10/06/22	4607 VISA	2640	2 WORKING ACCOUNTING BOOK	18.36
47602	9001	10/06/22	4607 VISA	2610	AMAZON - 12 OZ PAPER CONT	16.99
47602	9001	10/06/22	4607 VISA	2610	AMAZON - 300 PACK PAPER F	30.39
47602	9001	10/06/22	4607 VISA	2610	AMAZON - 4 PACKS OF NAPKI	26.38
47602	9001	10/06/22	4607 VISA	2610	AMAZON - 400 COUNT DISPOS	24.99
47602	9001	10/06/22	4607 VISA	2610	AMAZON - 6 PIECE MEAL KIT	39.88
47602	9001	10/06/22	4607 VISA	2610	AMAZON - CLASSROOM MANAGE	25.90
47602	9001	10/06/22	4607 VISA	2610	AMAZON - COOKIE SCOOP	15.99
47602	9001	10/06/22	4607 VISA	2610	AMAZON - KITCHEN WOODEN S	12.99
47602	9001	10/06/22	4607 VISA	2610	AMAZON - RAILROAD BOARD	64.02
47602	9001	10/06/22	4607 VISA	2610	AMAZON - REYNOLDS PLASTIC	3.72
47602	9001	10/06/22	4607 VISA	2330	AMAZON - SHIFTING THE BAL	69.98
47602	9001	10/06/22	4607 VISA	2610	AMAZON - SMALL PLASTIC CU	14.99
47602	9001	10/06/22	4607 VISA	2610	AMAZON - STAINLESS STEEL	139.98
47602	9001	10/06/22	4607 VISA	2610	AMAZON - TAKE OUT FOOD CO	31.99
47602	9001	10/06/22	4607 VISA	2610	AMAZON - TEACHING STETHOS	83.53
47602	9001	10/06/22	4607 VISA	2610	AMAZON - VOMIT BAGS - 24	25.98
47602	9001	10/06/22	4607 VISA	2890	AMERICAN FLAGS FOR CLASSR	15.03
47602	9001	10/06/22	4607 VISA	2330	BER - REGISTRATION FOR SP	159.00
47602	9001	10/06/22	4607 VISA	2643	BOOM SUBSCRIPTION FOR HS	98.00
47602	9001	10/06/22	4607 VISA	2610	CAR WASH FOR VAN	9.07
47602	9001	10/06/22	4607 VISA	2610	CAR WASH FOR VAN	9.07
47602	9001	10/06/22	4607 VISA	2610	CAR WASH FOR VAN	9.07
47602	9001	10/06/22	4607 VISA	2626	CAR WASH FOR VAN #5	4.53
47602	9001	10/06/22	4607 VISA	2626	CAR WASH FOR VAN #5	4.54
47602	9001	10/06/22	4607 VISA	2810	CONFERENCE REGISTRATION F	100.00
47602	9001	10/06/22	4607 VISA	2610	CORK BOARD STRIPS FOR 2ND	93.47
47602	9001	10/06/22	4607 VISA	2650	DOCUMENT CAMERA FOR MUELL	309.99
47602	9001	10/06/22	4607 VISA	2610	DOLLAR TREE - SUPPLIES FO	29.43
47602	9001	10/06/22	4607 VISA	2610	DOOR PINCH GAURDS FOR SAF	17.98
47602	9001	10/06/22	4607 VISA	2640	HEALTH SKILLS BOOK FOR MS	135.00
47602	9001	10/06/22	4607 VISA	2640	HEINEMAN - FOUNTAS & PINN	89.88
47602	9001	10/06/22	4607 VISA	2650	HP STUDENT LAPTOP KEYBOAR	155.82
47602	9001	10/06/22	4607 VISA	2610	LABELS AND SHOE DRIP TRAY	19.17
47602	9001	10/06/22	4607 VISA	2610	LABELS AND SHOE DRIP TRAY	19.17
47602	9001	10/06/22	4607 VISA	2643	LEARNING A-Z SUBSCRIPTION	239.00
47602	9001	10/06/22	4607 VISA	2610	LIGHTS AND STICKY NOTES F	21.87
47602	9001	10/06/22	4607 VISA	2640	MATH 7 AND MATH TOPICS ST	390.82
47602	9001	10/06/22	4607 VISA	2610	MUSICK8 - BRIGHT HAPPY DA	14.95
47602	9001	10/06/22	4607 VISA	2610	MUSICK8 - MUSIC K8 VOL 33	124.95
47602	9001	10/06/22	4607 VISA	2610	MUSICK8 - TODAY IS THE DA	14.95
47602	9001	10/06/22	4607 VISA	2610	MUSICK8 - VOL 31, NO. 3	44.95
47602	9001	10/06/22	4607 VISA	2610	MUSICK8 VOL 32, NO. 1 DOW	44.95
47602	9001	10/06/22	4607 VISA	2810	NAFME AND NMEA DUES	135.00
47602	9001	10/06/22	4607 VISA	2643	NEWS 2 YOU SUBSCRIPTION F	219.65
47602	9001	10/06/22	4607 VISA	2643	NEWSBRAIN SUBSCRIPTION FO	99.00
47602	9001	10/06/22	4607 VISA	2810	NMEA CONFERENCE REGISTRATI	100.00
47602	9001	10/06/22	4607 VISA	2810	NMEA DUES FOR CROSLAND	135.00
47602	9001	10/06/22	4607 VISA	2530	PIONEER PHONE BILL	63.10
47602	9001	10/06/22	4607 VISA	2610	POSTAGE TO RETURN LOCKS	28.58
47602	9001	10/06/22	4607 VISA	2643	QUIZLET SUBSCRIPTION FOR	19.99

EFINANCE - POWERSCHOOL  
DATE: 10/06/2022  
TIME: 15:42:26

ARLINGTON PUBLIC SCHOOL  
CHECK REGISTER

PAGE NUMBER: 3  
VENCHK11  
ACCOUNTING PERIOD: 2/23

FUND - 99 - DISBURSEMENT FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
47602	9001	10/06/22	4607 VISA	2650	REPLACEMENT SCREENS FOR S	130.97
47602	9001	10/06/22	4607 VISA	2640	SCHOLASTIC BOOK CLUBS - B	163.71
47602	9001	10/06/22	4607 VISA	2650	SCREENS FOR STAFF LAPTOPS	239.98
47602	9001	10/06/22	4607 VISA	2810	SECURITY BOND FOR NOTARY	40.00
47602	9001	10/06/22	4607 VISA	2640	TEEN HEALTH DIGITAL TE	144.96
47602	9001	10/06/22	4607 VISA	2610	TPT - 5TH GRADE MYVIEW BU	80.00
47602	9001	10/06/22	4607 VISA	2610	TPT - BIRTHDAY BOOK CLUB	6.00
47602	9001	10/06/22	4607 VISA	2610	TPT - READING COMPREHENS	60.00
47602	9001	10/06/22	4607 VISA	2610	TPT - SECRET STORIES ALPH	20.00
47602	9001	10/06/22	4607 VISA	2610	TPT SOCIAL SKILL FOR HS S	16.00
47602	9001	10/06/22	4607 VISA	2650	WIFI ADAPTER GUBBELS LAPT	12.99
47602	9001	10/06/22	4607 VISA	2610	YELLOWJACKET SPRAY FOR MA	115.18
			TOTAL CHECK			4,750.09
			TOTAL FUND			4,750.09
			TOTAL REPORT			4,867.36

Activity Balances as of			9/30/2022		
<u>Source Code:</u>	<u>Account</u>	<u>Beginning Bal</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Balance</u>
701	One School One Team	\$ 3,963.75	\$0.00	\$0.00	\$ 3,963.75
736	Activities Interest	\$ (41.61)	\$0.00	\$0.00	\$ (41.61)
702	Always For Kids ELEM	\$ 33,257.52	\$0.00	\$618.52	\$ 32,639.00
702	HS Always for Kids	\$3,622.04	\$200.00	\$0.00	\$ 3,822.04
703	Art Class	\$ 13,068.17	\$327.72	\$4,099.00	\$ 9,296.89
704	Art Club	\$ 1,632.03	\$0.00	\$0.00	\$ 1,632.03
705	Athletics	\$ 4,570.36	\$23,744.00	\$21,759.75	\$ 6,554.61
706	Band	\$ 7,266.24	\$738.70	\$246.10	\$ 7,758.84
789	Baseball Fund	\$ 3,976.58	\$87.60	\$0.00	\$ 4,064.18
762	Baylor/ACT	\$ 2,981.09	\$18.00	\$0.00	\$ 2,999.09
708	Book Club	\$ 270.55	\$0.00	\$0.00	\$ 270.55
790	Boys Basketball	\$ 4,262.32	\$0.00	\$0.00	\$ 4,262.32
783	Boys Golf	\$ 1,830.56	\$0.00	\$0.00	\$ 1,830.56
709	Cheerleading	\$ 2,255.82	\$1,455.00	\$98.00	\$ 3,612.82
768	Class of 2022	\$ 962.37	\$0.00	\$0.00	\$ 962.37
772	Class of 2023	\$ 2,945.98	\$0.00	\$0.00	\$ 2,945.98
773	Class of 2024	\$ 4,916.15	\$5.00	\$0.00	\$ 4,921.15
774	Class of 2025	\$ 2,420.98	\$832.92	\$0.00	\$ 3,253.90
775	Class of 2026	\$ -	\$839.90	\$0.00	\$ 839.90
720	Concessions	\$ -	\$7,170.20	\$5,873.01	\$ 1,297.19
785	Cross Country	\$ 3,754.88	\$2,695.00	\$2,987.41	\$ 3,462.47
721	Dance Squad	\$ 3,130.76	\$580.14	\$1,115.90	\$ 2,595.00
722	Drama	\$ 461.35	\$300.64	\$0.00	\$ 761.99
724	Elem Lounge	\$ (55.16)	\$0.00	\$0.00	\$ (55.16)
732	Fam Cons Science	\$ 1,532.52	\$345.00	\$0.00	\$ 1,877.52
726	FBLA	\$ 13,562.37	\$4,719.24	\$417.90	\$ 17,863.71
766	FFA	\$ 23,139.40	\$5,200.00	\$4,070.52	\$ 24,268.88
758	Floor Fund	\$ 427.95	\$0.00	\$0.00	\$ 427.95
727	Football	\$ 12,728.91	\$30.00	\$360.09	\$ 12,398.82
791	Girls Basketball	\$ 384.56	\$0.00	\$0.00	\$ 384.56
784	Girls Golf	\$ 4,236.21	\$5.00	\$324.00	\$ 3,917.21
735	Honor Society	\$ 1,171.06	\$0.00	\$0.00	\$ 1,171.06
761	Honors History	\$ 0.09	\$0.00	\$0.00	\$ 0.09
744	HS Lounge	\$ 251.17	\$0.00	\$0.00	\$ 251.17
740	Industrial Tech / Woods	\$ 1,783.56	\$300.00	\$0.00	\$ 2,083.56
739	Library Fund Elem/HS	\$ 2,448.12	\$75.00	\$0.00	\$ 2,523.12
764	Metro	\$ 31,850.84	\$0.00	\$1,049.99	\$ 30,800.85
792	MS Girls Basketball	\$ -	\$0.00	\$0.00	\$ -
723	MS STEM	\$ 59.75	\$0.00	\$0.00	\$ 59.75
737	MS Student Council	\$ 2,234.91	\$0.00	\$0.00	\$ 2,234.91
787	MS Track	\$ 222.12	\$0.00	\$0.00	\$ 222.12
756	Pepsi	\$ (297.15)	\$249.65	\$0.00	\$ (47.50)
742	Quiz Bowl	\$ 970.82	\$0.00	\$0.00	\$ 970.82
728	Reimbursement (general)	\$ 370.33	\$544.00	\$56.92	\$ 857.41
714	SKILLS	\$ 1,070.14	\$240.00	\$0.00	\$ 1,310.14
788	Softball	\$ 1,575.92	\$757.50	\$693.00	\$ 1,640.42
746	Spanish Club	\$ 149.97	\$0.00	\$0.00	\$ 149.97

**RESOLUTION SETTING THE PROPERTY TAX REQUEST**

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, Nebraska Revised Statute 77-1632 and 77-1633 provides that the Governing Body of Arlington Public Schools passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request;

NOW, THEREFORE, the Governing Body of Arlington Public Schools resolves that:

1. The 2022-2023 property tax request be set at:

General Fund:	\$	7,332,763.00
Bond Fund:	\$	454,545.00
Special Building Fund:	\$	-
Qualified Capital Purpose	\$	303,030.00
Undertaking Fund:		

2. The total assessed value of property differs from last year’s total assessed value by 4.06 percent.

3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property would be 0.956843 per \$100 of assessed value.

4. Arlington Public Schools proposes to adopt a property tax request that will cause its tax rate to be 1.049907 per \$100 of assessed value.

5. Based on the proposed property tax request and changes in other revenue, the total operating budget of Arlington Public Schools will increase (or decrease) last year’s budget by -43.72 percent.

6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 15, 2022.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt Resolution # \_\_\_\_\_.

Voting yes were:

Voting no were:

\_\_\_\_\_

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022

FUNCTION	OBJECT	ACCOUNT TITLE	ELEMENTARY		2022-2023	2021-2022	Difference	SECONDARY
Reg instruction/Povrty/activity		1100-1190	\$	5,582,989.37	\$	5,217,637.85	\$	365,351.52
SPED		1200	\$	1,229,179.27	\$	1,163,858.11	\$	65,321.16
Summer/Flex		1300/1125	\$	30,902.30	\$	30,902.30	\$	-
Guidance		2120	\$	216,655.60	\$	176,626.94	\$	40,028.67
Health		2130	\$	84,205.57	\$	80,296.84	\$	3,908.73
Psych/non-sped		2140	\$	11,650.00	\$	11,650.00	\$	-
SPED servcs(OT/PT/Speech/Vision)		2141-2181	\$	202,999.43	\$	202,492.91	\$	506.52
Staff Training		2213	\$	29,922.00	\$	29,922.00	\$	-
Curr & Instruc		2210-2214	\$	161,839.28	\$	149,126.72	\$	12,712.57
Library/Media Services		2220	\$	108,933.65	\$	100,824.44	\$	8,109.20
Ed TV (Distance Education)		2224	\$	16,620.00	\$	16,620.00	\$	-
Technology/Admin		2230	\$	126,192.95	\$	83,494.28	\$	42,698.67
Board of Ed		2310	\$	46,500.00	\$	44,500.00	\$	2,000.00
Superintendent		2320	\$	252,688.74	\$	275,452.36	\$	(22,763.61)
Legal		2330	\$	25,000.00	\$	25,000.00	\$	-
Principals		2410	\$	471,730.47	\$	447,823.30	\$	23,907.17
AD		2490	\$	70,774.43	\$	67,896.47	\$	2,877.96
Fiscal/Business Manager		2510	\$	88,483.62	\$	104,702.74	\$	(16,219.13)
District Business		2520-2570/2580	\$	143,365.79	\$	137,208.04	\$	6,157.74
Buildings&Grounds		2610-2650	\$	1,122,758.92	\$	1,260,155.54	\$	(137,396.62)
Security/Safety		2660/2670	\$	56,500.00	\$	56,500.00	\$	-
Bus Barn		2680	\$	12,417.18	\$	12,417.18	\$	-
Reg Ed Transport		2710	\$	269,897.47	\$	227,445.96	\$	42,451.51
Sped Transport		2712/13/32/33	\$	38,557.18	\$	36,277.13	\$	2,280.06
Reg Ed Maint buses		2730	\$	113,305.40	\$	102,805.40	\$	10,500.00
Architect & Engineer		4300	\$	5,000.00	\$	15,000.00	\$	(10,000.00)
Transfers		8000	\$	10,000.00	\$	10,000.00	\$	-
State/Private Grants		3400-3590	\$	21,693.16	\$	20,804.89	\$	888.27
Title (All)		6200-6330	\$	81,186.89	\$	87,879.79	\$	(6,692.90)
IDEA (All)		6402-6415	\$	156,611.60	\$	134,614.82	\$	21,996.79
Other Fed		6700	\$		\$		\$	
			\$	10,788,560.27	\$	10,329,936.00	\$	458,624.27
		TOTAL BUDGET	\$		\$		\$	

# SUMMARY OF ACCOUNTS

# NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Arlington Public Schools (89-0024) in Washington County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 12 day of September, 2022 at 6:30 o'clock, p.m., at 705 N 9th Street, Arlington NE 68002 for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours. 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>

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Total Personal and Real Property Tax Requirement (7)
	2020-2021 (1)	2021-2022 (2)	2022-2023 (3)			
General	\$ 9,481,696.00	\$ 8,892,500.00	\$ 10,788,560.00	\$ 1,323,274.00	\$ 4,852,399.00	\$ 7,332,763.00
Depreciation	\$ 341,182.00	\$ 1,163,804.00	\$ 979,496.00		\$ 979,496.00	
Employee Benefit	\$ 842.00	\$ -	\$ -	\$ -	\$ -	
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	
Activities	\$ 254,769.00	\$ 354,048.00	\$ 360,000.00	\$ 171,941.00	\$ 531,941.00	
School Nutrition	\$ 279,721.00	\$ 429,738.00	\$ 405,419.00	\$ 105,000.00	\$ 510,419.00	
Bond	\$ 500,217.00	\$ 6,185,563.00	\$ 521,687.00	\$ 610,151.00	\$ 681,838.00	\$ 454,545.00
Special Building	\$ 377,137.00	\$ 3,444,660.00	\$ 1,411,295.00		\$ 1,411,295.00	\$ -
Qualified Capital Purpose Undertaking	\$ 332,607.00	\$ 346,957.00	\$ 350,253.00	\$ 443,124.00	\$ 493,377.00	\$ 303,030.00
Cooperative	\$ -	\$ -	\$ -	\$ -	\$ -	
Student Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS	\$ 11,568,171.00	\$ 20,817,270.00	\$ 14,816,710.00	\$ 2,653,490.00	\$ 9,460,765.00	\$ 8,090,338.00

## Notice of Special Hearing To Set Final Tax Request

Arlington Public Schools (89-0024) in Washington County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1632, that the governing body will meet on the 26 day of, September 2022 at 6:05 o'clock P.M., at 440 N. 10th St., Blair, NE 68008 for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request.

	2021-2022	2022-2023	Change
Property Valuations	740,545,741	770,576,664	4%

### 2021-2022 Budget Information

Fund	2021-2022 Budget Information				2022-2023 Budget Information				Change in Operating Budget	Change in Tax Rate
	2021-2022 Operating Budget	2021-2022 Property Tax Request	2021 Tax Rate	Property Tax Rate (2021-2022 Request Divided By 2022 Valuation)	2022-2023 Operating Budget	2022-2023 Proposed Property Tax Request	Proposed 2022 Tax Rate	2022-2023 Proposed Property Tax Request		
General Fund	10,329,936.00	5,645,935.00	0.762402	0.732690	10,788,560.00	7,332,763.00	0.951594	7,332,763.00	25%	4%
Bond Fund(s) K - 12	7,192,052.00	353,535.00	0.047740	0.045879	521,687.00	454,545.00	0.058988	454,545.00	24%	-93%
Special Building Fund	4,820,058.00	989,899.00	0.133672	0.128462	1,411,295.00	-	0.000000	-	-100%	-71%
Qualified Capital Purpose Undertaking Fund K - 12	885,165.00	383,838.00	0.051832	0.049812	350,253.00	303,030.00	0.039325	303,030.00	-24%	-60%
<b>Total</b>	<b>23,227,211.00</b>	<b>7,373,207.00</b>	<b>0.995645</b>	<b>0.956643</b>	<b>13,071,795.00</b>	<b>8,090,338.00</b>	<b>1.049907</b>	<b>8,090,338.00</b>	<b>5%</b>	<b>-44%</b>

## **Board Report**

### **Specifics:**

#### **I. Multi-Cultural Aspect: Multicultural learning takes place in our classrooms**

Special education multicultural learning is embedded into the general education curriculum. Students are exposed to different cultures and regions of the United States and the world.

#### **II. What do we want students to learn?**

Our goal in special education is to move students at or closer to grade level expectations by making modifications and accommodations based on student needs. Students may be working in specific areas such as reading, math, or behavior. Each student has an Individualized Education Plan (IEP) that is handled by case managers.

#### **III. How do we know students are learning?**

Students are continually monitored for growth. Teachers do both formal and informal assessments of skills toward goals in student IEPs. We have four assessment periods in which we track the specific progress of each student. Parents are notified of the progress in a progress report that addresses each student's goal areas.

#### **IV. How do we respond when students are not learning?**

As a district, we are utilizing and continuing to develop our Multi-Tiered Systems of Support (MTSS). When tier I, the general education curriculum, is not being effective, we move into Tier II support. For us, at Arlington, this means Title reading, Math or Reading Interventions. If students are not being successful in these two tiers, sometimes, after tier I intervention, we move students into the Student Assistance Team (SAT). This team looks at all interventions that are in place and adjusts or monitors the process. If students are still struggling to make adequate progress, we move students to test and possibly Tier III, Special Education.

If students have already qualified for special education and are not successful, we look at goals(IEP) and adjust as needed to better meet students where they are and move them closer to their goals.

As a special education team, we are always looking for other opportunities to meet the needs of students. These could be extended school years or alternate placements in or out of the district.

#### **V. How do we extend learning for students?**

For special education students, we offer extended school year opportunities, school to work plans, Nebraska VR programs, transition plans, and programs. We monitor the need for extension in the IEP goals.

**VI. Other Information**

Targeted Improvement Plan (TIP) for the Nebraska Department of Education is focused on 5th and 6th-grade reading. We use our Leveled Literacy Intervention Reading goals to identify 1.5 years' worth of growth in reading each year for students having an IEP.

Our target goal for 2021-22 was 76% of students meeting 1.5 years worth of reading growth was not met with 62% of 5th and 6th-grade students meeting that goal.

Teachers have been trained and implement the LLI and Sonday Curriculum (Tier 3 supports). Direct instruction practices have been implemented in all Tier 1 (Classroom) instructional settings.

Total Numbers 2022-2023:

104 total students - Birth-12th Grade

PERCENTAGE		
Data Years	State	District
2020-2021	15.67%	15.33%
2019-2020	15.56%	15.36%
2018-2019	15.48%	14.01%
2017-2018	15.12%	12.32%
2016-2017	14.97%	11.70%

## October 2022

**Jennifer Christensen- (K)1-3 Title 1**

**Leslie Gubbels-Reading Interventionist (3)4-7/HAL 3-6**

**Amanda Dennis-Math Interventionist K-6**

### 1. What we do and why

As interventionists we provide services to students that are not meeting grade level benchmarks and do not receive special education services. Our mission is to close the gap striving to get students to meet the following grade level if at all possible.

### 2. What do we use to qualify students?

- At the start of each school year students take multiple assessments-Measures of Academic Progress (MAP), FastBridge, Nebraska Student-Centered Assessment System (NSCAS) growth, and Foutas and Pinnell leveled assessment. Those are used to determine which students are needing additional instruction. If 2 or more of these scores are below grade level benchmark, a student qualifies for our services.
- Title and Reading intervention then send home permissions where a parent may choose to deny support.
- \*High Ability Learners qualify in one of two ways—scores from a Cognitive Abilities Test (CogAT) or a combination of high district assessment scores above a given percentile and teacher recommendation scores.
- This year 1-3 currently serves 34 intervention students in Title 1 Reading.
- This year 4-7 currently serves 29 intervention students in Reading Intervention.
- HAL serves 42 3-6 grade students.
- This year Math Intervention currently serves 57 students in grades 1-6.

### 3. How do we help students to learn?

- HAL-see enrichment below
- Reading uses Leveled Literacy Intervention (LLI). This program complements and supports a structured literacy philosophy which uses direct and explicit instruction.
- Each lesson includes:
  - Discussion of text
  - Phonics/Word Study
  - New Text-alternates between an instructional level and two below for fluency
  - Every other lesson also includes a reread with one to one assessment and a writing portion
- Math uses Number Worlds curriculum. This is a highly-engaging, research proven, teacher led instruction that helps students meet the current Nebraska Math Standards.
  - Lessons often are teacher led games where students practice skills that they have learned previously.
  - The younger grades get multiple days of instruction of a skill.

### 4. How do we know students are learning?

**Reading**

Students are evaluated both formally and informally. Anecdotal notes are taken daily, running records with individual students occur on the even lessons and district wide assessments- F & P, NSCAS/MAPS and FastBridge-are also used for summative assessments to help determine growth and are taken again in winter and spring.

Last year overall average growth was at or slightly above expected student growth. Although we push to make more than one year, knowing students did not increase their gap shows learning.

## **Math**

There are assessments that are part of the Number Worlds curriculum that are given after every 4 lessons. Sometimes the lessons are a lesson a day and sometimes they are stretched out to 2-3 days. These assessments are used to determine whether more time needs to be spent on a skill or not. Anecdotal notes are also taken on a daily basis.

Using NSCAS/MAPS and FastBridge data is also used for summative assessments to help determine growth.

### **How do we respond when students are not learning?**

If students have not made progress based on reassessment scores, they may be put in different groups that better reach their needs or look at further evaluation.

### **5. How do we extend or enrich the learning for students who exceed proficiency?**

**HAL** does not currently use a purchased curriculum. I recently attended a Problem Based Learning (PBL) training to build units for students. This is still a work in progress but the focus is to be inquiry driven and performance based outcomes.

## **Reading**

When a student reaches proficiency they are dismissed from our groups to whole group.

## **Math-**

Students who exceed proficiency will be dismissed from math interventions. Math is different from reading where a student may be really struggling with one concept, but the next they have mastered. The math groups are really pretty fluid, with students entering and exiting based on teacher recommendations.

### **6. Other Information**

#### **Multi-cultural Aspect:**

LLI does use varying backgrounds and cultural experiences.

Number Worlds incorporates many different real world cultures into their curriculum in determining how to solve real world math problems.

James Shada  
October  
Board Report

### **Pink Out**

The athletic department in conjunction with the cheerleaders will be hosting Pink Out Nights in October. We will be encouraging students to wear pink and honor families fighting cancer. Pink out games: Volleyball 10/6, Football 10/21.

### **Homecoming**

Homecoming was a great success this year! As always much of the credit goes to student council. They did an excellent job of hosting events all week long. We had dress up days with great success and participation. This year we included dress up days for the elementary students too. We were also able to host an awesome pep rally thanks to STUCO. This was a great time and our students and staff were excited about being able to have a pep rally!







## Elementary Board Report October 2022

- **School House Rock** - Midland University brought their production to Arlington Elementary grades 4-6. Thank you to the PTO for the opportunity!
- **6th Grade Outdoor Education** - Arlington students participated in an outdoor education experience at Camp Fontanelle. Students were able to do some gravestone rubbings, learn of the history of the area and many other things.
- **5th Grade Outdoor Education** - Arlington students participated in an outdoor education experience at DeSoto Bend. Students explored the nature preserve and had an educationally packed day!
- **1st Grade** - Arlington students traveled to Vala's and explored the lifecycle of pumpkins. They had a fun-filled day and left with their very own pumpkin.
- **Kindergarten** - Arlington students traveled to Nelson Produce Farm. Students had learned about the life cycle of an apple. They worked for weeks on information about apples!

# Secondary Principal's Report

## For the October 2022 Board Meeting

### Parent Teacher Conferences

Will be held on October 19 and 20 from 5:00-8:00 in the competition gym.

### Counseling Items:

#### Apply to College Day

Wednesday, September 28 was our annual Apply to College Day. We had 26 seniors complete 67 applications in a little over an hour.

### Community Service: Food Drive/Socks for Warriors

- The 2022 Washington County Food Pantry food drive will be kicked off October 5 and will run until October 27. The food drive has been a successful annual event sponsored by the Arlington FBLA.
- The FFA is sponsoring a "Warm Feet for Warriors" sock drive from September 18-October 14. They are collecting new adult-sized socks in any color (preferably black) in their original packaging. The socks will go out to service members and veterans.
  - [soldiersangels.org/warmfeetforwarriors](https://soldiersangels.org/warmfeetforwarriors)

### Co-Curricular Opportunities

- FFA - Dairy Judging Contest, September 27 and Land Evaluation and Golden Harvest Seed Co, October 5
- FBLA - FLC, September 28

### Games on the Green

Arlington students in Mrs. Smith's classroom competed in the first ever "Games on the Green." Here are a few links to news stories and a few pictures from the event.

- <https://www.ketv.com/article/bennington-games-on-the-green-special-education-students/41318724>
- <https://www.3newsnow.com/news/education/games-on-the-green-in-bennington-gives-area-special-education-students-chance-to-have-fun-build-friendships>



### Runza Student of the Week

Arlington Senior Luke Hammang was recognized as the Runza Student of the Week. Here is his video clip:

<https://youtu.be/MTaW8tKE-f8>

## Bank in Schools

Open for business again.



## **Therapy Animals**

The school district supports the use of therapy animals by teachers or other qualified school personnel (“Owner”) for the benefit of its students subject to the conditions of this policy.

**Therapy Animal.** A “therapy animal” is an animal that has been individually trained and certified to work with its Owner to provide emotional support, well-being, comfort, or companionship to school district students. Therapy animals are not “service animals” as that term is used in the American with Disabilities Act. The animal must be well behaved and have a temperament that is suitable for interaction with students and others in a public school. Therapy animals are personal property of the Owner and are not owned by the school district.

**Therapy Animal Standards and Procedures.** The following requirements must be satisfied *before* a therapy animal will be allowed in school buildings or on school grounds:

**Request.** An Owner who wants to bring a therapy animal to school must submit a written request form to the building principal or his or her designee. The request form is attached to this policy.

**Training and Certification.** The Owner must submit training and certification information requested by the building principal or his or her designee. Any certification required by the school district must remain current at all times.

**Health and Vaccination.** The therapy animal must be clean, well groomed, in good health, house broken, and immunized against diseases common to such animals. The Owner must submit proof of current required licensure from the local licensing authority and proof of the therapy animal’s current vaccinations and immunizations from a licensed veterinarian, if applicable.

**Control.** A therapy animal must be under the control of the Owner at all times.

**Identification.** The therapy animal must have appropriate identification identifying it as a therapy animal.

**No Disruption.** The therapy animal must not disrupt the educational process by any of its behaviors.

**Health and Safety.** The therapy animal must not pose a health and safety risk to any student, employee, or other person at school.

**Supervision and Care of Therapy Animals.** The Owner is solely responsible for the supervision and care of the therapy animal, including any feeding, exercising, and clean-up while the animal is in a school building or on school property. The school district is not responsible for providing any care, supervision, or assistance for a therapy animal.

**Authorized Area(s).** The Owner shall only allow the therapy animal to be in areas in school buildings or on school property that are authorized by school district administrators.

**Authorized Instances.** The Owner shall only bring the therapy animal to school property at the times explicitly permitted by the building principal.

**Insurance.** The Owner must submit a copy of an insurance policy that provides liability coverage for the therapy animal while on school property.

**Exclusion or Removal from School.** The decision to authorize or exclude a therapy animal shall be made by the building principal or their designee. A therapy animal may be excluded from school property and buildings if a school administrator determines that:

- A handler does not have control of the therapy animal.
- The therapy animal is not housebroken.
- The therapy animal presents a direct and immediate threat to others in the school; or
- The therapy animal is requested to attend on a date when other animals are scheduled or authorized to be in the building.
- The animal's presence otherwise interferes with the educational process.

The Owner shall be required to remove the therapy animal from school premises immediately upon such a determination.

**Allergic Reactions.** If any student or school employee assigned to a classroom in which a therapy animal is permitted suffers an allergic reaction to the therapy animal, the Owner of the animal will be required to remove the animal to a different location designated by an administrator.

**Damages to School Property and Injuries.** The Owner of a therapy animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the therapy animal.

**Other Therapy Animals.** Therapy animals (1) owned by students, patrons, or other non-school employees or (2) owned by school employees for their own benefit will not be allowed on school grounds or school property except as otherwise required by law.

**THERAPY ANIMAL REQUEST FORM**

School Building \_\_\_\_\_

Employee/Owner \_\_\_\_\_

Type of Animal: \_\_\_\_\_

Name of Animal: \_\_\_\_\_

Is the animal certified?  Yes  No

Has the animal received any training or certification (such as AKC Canine Good Citizen)?  Yes  No

If yes, please provide details (attach any certifications or proof of training):

\_\_\_\_\_

Identify the date(s) and time(s) you are requesting permission to bring the service animal on school property:

\_\_\_\_\_

Is the animal current on all required immunizations and vaccinations?

Yes  No

Does the animal have an ID that indicates it is a therapy animal?

Yes  No

I have attached the following documentation:

- Proof of current pet licensure
- Proof of current vaccinations and immunizations from a licensed veterinarian
- Declaration page indicating adequate liability insurance coverage

I have read and understand District Policy 5605 (Service Animals and Animals at School). I will abide by the terms of that Policy. I understand that if the therapy animal is out of control, not housebroken, presents a threat to others in the school, or otherwise interferes with the educational process, the school district may exclude or remove my therapy animal from school district property. I agree to be responsible for any damage to school property or injury to personnel, students, or others caused by the animal. I agree to indemnify, defend, and hold harmless the school district from and against any and all claims, actions, suits, judgments and demands brought by any party arising on account of, or in connection with, any activity of or damage caused by my therapy animal.

Owner Signature \_\_\_\_\_

Date \_\_\_\_\_

**APPROVAL**

School Official Signature \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

## Credit Card Policy

Arlington Public Schools approves of the use of credit cards issued to the district for school purchases. All credit card use must comply with the following guidelines:

- All purchases must be pre-approved by authorized official directly responsible for monitoring the budget of the staff member
- Credit Cards must be checked out of the business office for each specific use
- Credit Cards must be returned to the business office immediately after purchase is made
- Itemized receipts must be produced for each credit card purchase, and turned in to the business office with credit card
  - If itemized receipts are not received, the staff member making the purchase will be personally responsible for the charges
- Staff members are not authorized to carry a school issued credit card with them, unless necessary and approved by administration for a school activity, or a card has been issued directly to that staff member due to requirement of the position (i.e. administrators)
- Staff may not record school-issued credit card information to keep for future use in any manner (i.e. writing down the number, taking a picture of the card).
- Any staff member found to be violating any of these directives will be:
  - Subject to administrative disciplinary measures
  - Prohibited from using school issued credit cards in the future
  - Personally responsible for purchases made with the recorded card information
  - Subject to dismissal if misuse is egregious, and/or violates staff handbook Code of Ethics (*Principal V- Commitment to Professional Employment Practices: D. Shall conduct professional business through designated procedures*)

StudentsPromotion and Retention

Students will typically progress annually from grade to grade. A student may be retained at a grade level or be required to repeat a course or program when such is determined in the judgment of the Principal, in consultation with the student's teachers and counselor, to be appropriate for the educational interests of the student and the school's educational program.

Legal Reference: Neb. Rev. Stat. 79-443

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsStudent Records

School staff shall maintain student records in compliance with state and federal law.

Confidentiality of Student Records.

Student files and other education records shall not be released or divulged except in compliance with state and federal law.

School officials may have access to only those education records in which they have a legitimate educational interest, unless the parent has given written and dated consent for the access. A school official who violates this restriction shall be subject to disciplinary action up to and including termination.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility and effectively provide the function or service for which they are responsible.

A school official for purposes of access to education records is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

To the extent permitted by law, contractors, consultants and volunteers may be permitted to have access to education records where they are performing a function or service that would otherwise be done by a school employee. Their access is limited to education records in which they have a legitimate educational interest; which means records needed to effectively provide the function or service for which they are responsible.

Student and Parent Access to Student Records.

A parent or guardian of a student or former student, and a student or former student who is eighteen (18) years of age or older, shall be given the opportunity upon request to inspect and review the education records of the student or former student. Non-custodial parents will be provided full and equal access to the education records of his or her child unless there is a court order to the contrary.

Maintenance and Destruction.

Student files or records shall be so maintained so as to separate academic and disciplinary matters. All disciplinary material in a student's file shall be removed and destroyed after the student's continuous absence from the school for a period of three (3) years.

Amendment of Student Records.

Parents and eligible students (a student who has reached 18 years of age or is attending an institution of postsecondary education) have the right to challenge any information contained in the records that they believe is inaccurate, misleading or violates the privacy rights of the student. Such a challenge may be made by making a written request to the Principal to amend the records. If a decision is made not to amend the education records in accordance with the request, the Principal shall so inform the parents of the student and the Superintendent. The parent shall be advised of the right to a hearing.

If a hearing is requested, the Superintendent shall conduct a hearing (or delegate the role to another school official who does not have a direct interest in the outcome of the hearing) and provide the parent or eligible student a full and fair opportunity to present evidence relevant to the issues raised in conformance with applicable law.

**Legal Reference:** Neb. Rev. Stat. §§42-364(4) & 42-381; Neb. Rev. Stat. §43-3001  
Neb. Rev. Stat. §§79-2,104 & 79-2,105; Neb. Rev. Stat. §79-539  
Neb. Rev. Stat. §§84-1201 to 84-1220  
Family Educational Rights and Privacy Act of 1974

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsAcademic Progress

The Superintendent will be responsible for implementing a uniform system for appraising and reporting the development of students' academic and behavioral skills.

Communicating student progress to parents shall be the responsibility of the building administrator and the classroom teacher. Written reports of student progress will be made available to parents at the conclusion of each quarter. It is recommended that two parent-teacher conferences or acceptable substitutes be held in both the elementary and junior-senior high school each year. Additional reporting of student progress is encouraged whenever progress or lack of progress is of an unusual nature.

Date of Adoption: August 8, 2016

Reviewed: October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsGrading System

## Grades K-6:

Grades are to be recorded systematically and periodically throughout each grading period.

At grades K-2, Arlington Public Schools shall use the following marking system:

Beginning - B - Overall student performance reflects unsatisfactory performance on standards/skills and insufficient understanding of content at grade level. A student scoring Beginning level inconsistently utilizes a variety of skills and strategies to comprehend content.

Progressing - P - Overall student performance reflects satisfactory performance on standards/skills and sufficient understanding of content at grade level. A student scoring at the Progressing level generally utilizes a variety of skills and strategies to comprehend content.

Meets Proficient - M - Overall student performance reflects high academic performance on standards/skills and a thorough understanding of the content at grade level. A student scoring in the Meets Proficiency level thoroughly utilizes a variety and strategies to comprehend content.

At grades 3-6, Arlington Public Schools shall use the following marking system.

100 – 98	A+
97 – 96	A
95 – 93	A-
92 – 91	B+
90 – 88	B
87 – 85	B-
84 – 82	C+
81 – 79	C
78 – 76	C-
75 – 74	D+
73 – 72	D
71 – 70	D-
69 – 0	F

## Grades 7-12:

- a. Grading periods of approximately eighteen (18) weeks shall be used two (2) times per year.
- b. Achievement marks shall be given on a numerical basis for all grades 7-12, with the marks of 69 or lower considered a failure.
- c. Some alternative education classes, remediation lab classes, and dual credit classes not taught by our staff are graded as Pass (P)/Fail (F) and receive no mark points.

- d. STUDENT EVALUATION SCALE: The grade scales to be used for reporting student progress in Arlington High School are as follows:

All classes except the *\*Identified Classes* will use the following grade scale. The *\*Identified Classes* will use a ten (10) point scale. Notice that the pluses will receive higher mark points. The only difference between normal classes and *\*Identified Classes* is the regular scale and ten (10) point scale.

*Identified/Dual Credit-	Mark Points	
100-97	4.00	A+
96-93	4.00	A
92-90	3.67	A-
89- 87	3.33	B+
86-83	3.00	B
82-80	2.67	B-
79-77	2.33	C+
76-73	2.00	C
72-70	1.67	C-
69-67	1.33	D+
66-63	1.00	D
62-60	1.00	D-
59 Below	0.00	F

Normal Classes	
100-98	A+
97-95	A
94-93	A-
92-90	B+
89-87	B
86-85	B-
84-82	C+
81-79	C
78-77	C-
76-74	D+
73-72	D
71-70	D-
69 and Below	F

The identified classes include: MATHEMATICS: Honors Geometry, Honors Algebra II, Algebra III, Calculus, and Pre-Calculus; LANGUAGE ARTS: College English I, College English II, and Honors English; FOREIGN LANGUAGE: Spanish III, Spanish IV; BUSINESS: Wealth Building Fundamentals and Personal Finance, Macroeconomics, Information Technology III, and Business Law; SOCIAL SCIENCE: Honors History; SCIENCE: Chemistry, Physics, Physiology and Anatomy, and Biology II, Chemistry II. (Students taking college level courses that exceed our

offerings may be granted status as ‘identified’ and/or receive A+ status when an A is awarded with administrative approval.)

- e. For all other grading reports received on transfer students, the Superintendent and/or principal shall convert these to an approximately equal grade on our system in the event such grades need to be used for Arlington Public Schools purposes.

Date of Adoption: October 10, 2016

Reviewed: April 8, 2019, Sept 9, 2019

Revised: July 12, 2021; August 9, 2021

StudentsGraduation

To participate in commencement exercises or receive an Arlington Public Schools diploma a student must fully complete all requirements for graduation prior to the official commencement exercises, and complete other administrative requirements or conditions.

It shall be the policy of Arlington Public Schools that to be eligible for graduation from Arlington High School, the candidate must have earned a minimum of 260 semester hours credit in grades 9 through 12 inclusive.

Further eligibility for graduation shall require the candidate to present a minimum of 40 earned semester hours credit during the school year in which he/she intends to graduate. Credit hours will be computed in accordance with the Nebraska Department of Education. All students must be enrolled as a full-time student at the time of their graduation.

Satisfactory completion of the following courses must be presented in the candidate's record:

<u>Language Arts</u> – 45 credit hours	
English 9	10
English 10	10
English 11	10
Beginning Speech	5
English 12	10

<u>Social Studies</u> – 35 credit hours	
World Geography	10
World History	10
American History-20 <sup>th</sup> Century	10
American Government	5

<u>Mathematics</u> – 30 credit hours	
Algebra I*	10
Geometry	10
Math Elective	10

\* Students who passed Algebra I as an 8<sup>th</sup> Grader will meet the 30 credit hour requirement with additional math electives.

<u>Science</u> – 30 credit hours	
Physical Science	10
Biology	10
Science Elective	10

Practical Arts – 20 credit hours

Information Technology I	5
Information Technology II	5
Personal Finance and Business Economics OR Wealth Building Fundamentals and Personal Finance	5
Remaining credits can be obtained from Business, and/or Consumer/ Family Science, and/or Industrial Education, and/or additional computer classes.	10

Physical Education – 20 credit hours

Physical Education I/Health	10
P.E. Electives	10

Fine Arts – 10 credit hours

\*These credits can be earned in the areas of Instrumental (10), Vocal Music (10), Art (10) or a combination Of Art (5) and Music (5)

Electives – 70 credit hours

Exceptions to these requirements may be made by the Board of Education upon the recommendation of the Superintendent, who will support the recommendation with justifiable reasons. A complete record of the recommendation and of the action taken upon it by the Board shall be included in the minutes. The candidates for graduation shall be presented to the Board of Education for approval.

A student who has not met the requirements for graduation but who has attended school regularly may, with the recommendation of the Superintendent, be granted a Certificate of Attendance. Students receiving a Certificate of Attendance shall not be eligible to participate in graduation exercises.

Written notification will be made to parents of students who are in danger of not earning an academic diploma. It shall be required that the candidate have eight (8) semesters experience in grades 9-12.

Date of Adoption: October 10, 2016

Reviewed: April 8, 2019, Sept 9, 2019

StudentsEarly Completion Plan

Arlington Public Schools supports the concept of early completion as a means of accelerating students toward the achievement of lifetime plans. The following guidelines have been established for students to be eligible for early completion. The failure to meet any of the criteria or time lines listed in the policy may cause the student to become ineligible for early completion.

(1) A student will be allowed to transfer in a maximum of twenty (20) hours from educational courses taken outside the Arlington Public School District. These courses must have prior approval by the high school principal in order to be used to meet the graduation requirements of the Arlington Public Schools. Students transferring into Arlington Public Schools may transfer in hours that are listed on their official Transcript.

(2) A student will be able to use only five (5) hours of transfer credit in any one subject matter area.

(3) Students must meet all completion requirements established by the Board of Education in order to be eligible for completion as well as the credit hour requirements in each specific subject matter area:

- a. has met all graduation requirements as set forth in Policy 5205
- b. has maintained a cumulative grade point average equivalent of a B or above
- c. has scored at or above the 50<sup>th</sup> percentile in composite achievement in the most recent standardized achievement test
- d. has successfully met proficiency level in all state reported standards and/or met proficiency.

(4) Application for early completion must be requested, in writing, to the guidance counselor by March 1 of the applicant's Junior year of high school. The application forms should be obtained from the guidance counselor and the guidance counselor should be apprised of the student's intent for early graduation. The application must be accompanied by a written plan of action stating the reasons why the student is requesting early completion, the benefits to be derived and the plans or goals of the student. The application must contain signatures of the applicant's parents/parent/guardian to verify parental approval of early completion.

(5) The completed application form should be returned to the guidance counselor no later than April 1 of the applicant's Junior year.

(6) A conference will be arranged with the parent(s) and their son or daughter. Both the principal and the counselor will be involved in the conference. The intent of the conference is for the parents and the student to present their application for early graduation.

(7) The counselors and the principal will then present the list of early graduation applicants and their background information to the Board of Education. The Board of Education will act upon acceptance or denial of mid-term graduation at the June meeting of the Board of Education.

(8) The principal and/or counselor will notify all applicants of approval or denial by July 1 prior to the anticipated mid-term graduation.

Date of Adoption: June 14, 2010 and July 12, 2010

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsMake-up Work

Make-up work for students who are absent from school shall be governed by guidelines developed by the Superintendent or Superintendent's designee. The Guidelines shall state the criteria to be used in determining whether and to what extent the opportunity to complete class work, including examinations, missed during a period of disciplinary suspension will be granted.

The make-up work of students will be counted for course credit when satisfactorily completed according to the guidelines stated below; which are the Superintendent's guidelines, or such other guidelines as approved from time to time by the Superintendent or the Superintendent's designee.

To receive credit for work missed due to excused absences (e.g., personal illness, bereavement or emergency in the family, participation in an approved school activity), the student, upon returning to school, is responsible a) for requesting assignments for make-up work and b) for completing the make-up work on his/her own initiative by the due date. The teacher will provide materials, assistance and due date to a student who is making up work for these reasons.

To receive credit for work missed due to a parent requested prearranged absence (e.g., medical or dental appointment, religious observance, spectator at a school activity, family trip, college visit), the student is responsible a) for requesting assignments for make-up work prior to his/her absence and b) for completing the make-up work on his/her own initiative by the due date.

The date when make-up work is due will be determined by the teacher, with two (2) days, being allowed for each day absent up to a maximum of ten (10) days. Students who plan to miss school due to scheduled school activity or a parent requested prearranged absence may request assignments and make arrangements to complete part of all of the work prior to the absence.

Students and parents/guardians are advised that equivalent experiences for students who miss class are difficult and sometimes impossible to recreate. Parents/guardians are also advised that testing and summarizing activities often are scheduled at the end of the quarter and the end of the semester; parent requested prearranged absences should be avoided during these times.

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsParticipation in the Graduation Ceremony

Students who have met the requirements of an Arlington High School diploma will participate in the graduation ceremony. A student with a disability who is progressing toward but is not scheduled to complete their prescribed course of study for at least one or more years past the graduation ceremony date of their class may participate in the graduation ceremony of their class, upon recommendation of his/her individual education program team prior to January 15. Such student will receive a progress certificate in lieu of a diploma at the graduation ceremony and then will return to his/her Arlington educational placement in the school year following their participation in the ceremony. A student may participate in the graduation ceremony only once.

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsAssociation Activities

The Arlington Public School District is a member of the Nebraska School Activities Association which is a voluntary organization of public and parochial schools of Nebraska, organized for the purpose of promoting and regulating the competition between schools in what is generally known as the extracurricular activities.

All students participating in extracurricular activities shall follow the rules provided by the Nebraska School Activities Association and rules of Arlington Public Schools.

Students who represent Arlington Public Schools in any of its allied or extracurricular activities shall practice a high level of citizenship both in school and in community living.

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsStudent Organizations

The Superintendent shall approve formal student organizations, provide adequate supervision, and administer student finances for student organizations and activities. Student organizations, as a vital part of the total education program, should accomplish the following criteria:

- 1) Extend and reinforce the instructional program.
- 2) Give students practice in democratic self-government.
- 3) Develop student morale and support for the school.
- 4) Honor outstanding student achievement.
- 5) Provide wholesome social and recreational activities.

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsStudent Activities; Hazing, Fund-Raising and SupervisionInitiation & Hazing Activities

Initiations/hazing will not be permitted in Arlington Public Schools.

Fund-Raising

All groups desiring to raise money through fund drives in one form or another will present their requests on a form provided by the school to the elementary or secondary principal for their approval. The approval will be based on the following criteria:

- A. The purpose for the funds. Preference will be given to those activities in which usage of tax money would be doubtful or illegal, such as trips and awards of a personal nature. Any drive which seeks or tends to circumvent a Board decision will be rejected. A definite goal for the expenditure of the funds received must be established.
- B. The group's need for additional resources.
- C. Type of fundraiser. Sale of goods or products should be minimized. Door to door sales are subject to restrictions.
- D. Quality of the product or suitability of the product sold. Items which are overpriced or of an embarrassing or controversial nature to the school will be rejected. Will try to avoid products which are in definite competition to local business people.
- E. The number of fund drives per organization are limited to a maximum of one (1) per semester.
- F. The Board will not be responsible for any losses incurred. Principals will need to approve locations and subject matter of all posters posted in the drive.

Adult Sponsors

Adult sponsors must be in attendance at all school sponsored activities.

Adult Drivers

Adult drivers will be required unless clearance has been made by the parent of the driver and all passengers.

Date of Adoption: October 10, 2016

Reviewed: April 8, 2019, Sept 9, 2019

StudentsSelection of Students for Participation in Activities

"Team selection" and "playing time" decisions are the responsibility of the individual coach or sponsor of the activity. Consistent, however, with the purposes of the activities program, the coaches and sponsors shall follow the following established guidelines for team selection and playing time decisions, along with such other guidelines as each individual coach and sponsor may develop which are not inconsistent with these Board-established guidelines:

1. School Representative. Student participants must demonstrate that they can and will represent themselves and their school in a manner which reflects the development of high ideals and appropriate values, which shall include good citizenship in the school and in the community.
2. Success. Student participants must demonstrate that they can make the activity program more successful, both from a standpoint of competitive success and success in promoting a positive school spirit. Characteristics for purposes of this criteria include the student's: (1) talent or skill, (2) desire to improve the student's own skills or talents as well as those of others in the activity, and (3) attitude of respect towards teammates, the coach, the school, and the community.

Date of Adoption: June 9, 2008

Reviewed: September 10, 2012; October 10, 2016, April 8, 2019, Sept 9, 2019

StudentsSchool Dances

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

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

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

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

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

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

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

Date of Adoption: August 12, 2019

Reviewed: Sept 9, 2019

StudentsDue Process Rights

Student complaints and grievances regarding board policy or administrative regulations and other matters should be addressed to the student's specific teacher, activity sponsor or other certified employee, for resolution of the complaint. It is the goal of the board to resolve student complaints at the lowest organizational level.

All students will be afforded due process as guaranteed by constitutional provisions. The process will be in accordance with state law, as well as with the provisions outlined in the board's policies and procedures on student suspension and student expulsion. Rules for student conduct and appeal procedures will also be published in the student handbook. Hearing procedures provided for by state statutes shall be followed for all emergency exclusions extending beyond five days, long-term suspensions, expulsions or mandatory reassignments.

Legal Reference: Neb. Statute 79-268 et seq.

Date of Adoption: November 8, 2010 and December 13, 2010

Reviewed: October 8, 2012; November 14, 2016, April 8, 2019

Students (& Employees)Anti-discrimination, Anti-harassment, and Anti-retaliation**A. Elimination of Discrimination.**

The Arlington Public School District hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

Arlington Public School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Dawn Lewis, Superintendent, 705 N 9<sup>th</sup> St, Arlington, NE 68002 (402)478-4173, dawn.lewis@apseagles.org.

Employees and Others: Dawn Lewis, Superintendent, 705 N 9<sup>th</sup> St, Arlington, NE 68002 (402)478-4173, dawn.lewis@apseagles.org.

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

**B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.****1. Purpose:**

The Arlington Public School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial

investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

**2. Anti-retaliation:**

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

**3. Grievance (or Complaint) Procedures:**

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination (designated coordinator). If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation (“discrimination”) to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

*i. Level 1 (Investigation and Findings):*

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the

alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.

- d. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

*ii. Level 2 (Appeal to the Superintendent):*

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary, and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent’s determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

*iii. Level 3 (Appeal to the Board):*

If the party is not satisfied with the Superintendent’s determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent’s determination. The Board of Education will review the appeal, the Superintendent’s determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal.

The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

**4. Confidentiality:**

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted,

**5. Training:**

The District will ensure that relevant District employees, including but not limited to officials, administrators, teachers, substitute teachers, counselors, nurses and other health personnel, coaches, assistant coaches, paraprofessionals, aides, bus drivers, and school law enforcement officers, are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

**6. Designated Compliance Coordinators:**

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.

- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

The designated compliance coordinators will not have other job responsibilities that may create a conflict of interest with their coordinator responsibilities.

**7. Preventive Measures:**

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community. The District will provide training to employees and students at the beginning of each academic year in the areas (B.6.a-g) identified in the Training section, above.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Date of Adoption: August 24, 2020  
Reviewed July 12, 2021

**Complaint Form  
Discrimination, Harassment or Retaliation**

The Arlington Public School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This complaint form is to be used when a person has a complaint related to discrimination, harassment or retaliation on such bases in regard to employment or the programs and activities of the school district.

Refer to Board Policy 4003 and/or 5401 for the particulars of the complaint and grievance process. You may attach additional materials to this form if needed.

The applicable coordinator may be contacted if you have questions about filling out this complaint form:  
Students: Dawn Lewis, Superintendent, 705 N 9<sup>th</sup> St, Arlington, NE 68002 (402)478-4173, dawn.lewis@apseagles.org.  
Employees and Others: Dawn Lewis, Superintendent, 705 N 9<sup>th</sup> St, Arlington, NE 68002 (402)478-4173, dawn.lewis@apseagles.org.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

(1) Description of the complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

(2) Names of any witnesses to the matter being complained about: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

(3) Identify and attach any document supporting the complaint: \_\_\_\_\_  
\_\_\_\_\_.

(4) Confidentiality: I \_\_\_ do\_\_\_ do not give consent to my identity being shared with the person(s) against whom I am complaining. If I do not give consent, I understand that the investigation may be hindered, but that the District will nonetheless investigate and take prompt and effective action to remediate the concerns I have raised, if appropriate.  
\_\_\_\_\_  
\_\_\_\_\_.

(5) Relief requested (what I want done in response to this complaint): \_\_\_\_\_  
\_\_\_\_\_.

The undersigned states: The facts in this complaint are true to the best of my knowledge, information and belief. I give permission for an investigation to be made into this complaint. I understand that the District will take steps to prevent me being retaliated against for filing this complaint, that I am to notify the District if any such retaliation occurs, and that the District will take prompt and strong responsive action if retaliation occurs.

Received by: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

StudentsChild Abuse and Neglect

School employees shall promptly report to the appropriate law enforcement agency and the principal when they have reasonable cause to believe that a child has been subjected to abuse or neglect, including sexual abuse, or circumstances which reasonably would result in abuse or neglect. The principal will ensure that the report has been made to the proper law enforcement agency or other agency as required by law.

This requirement shall apply to all school employees, including coaches and volunteers, participating in interstate amateur competition. The term “promptly” means “within a 24-hour period.”

Legal Reference: Neb. Rev. Stat. §28-711  
34 U.S.C. § 20341

Date of Adoption: August 13, 2018  
Reviewed: April 8, 2019. Oct 14, 2019

StudentsMarried Students

Married students shall have the same educational opportunities in this school system as unmarried students. There shall be no discrimination on the basis of sex, marital status of any person, or the condition of being a parent. To enforce this prohibition, aggrieved persons shall use the District's anti-discrimination policies.

Legal References: Neb. Rev. Stat. §§79-2, 114 to 79-2, 124  
20 U.S.C. § 1681 (Title IX)

Date of Adoption: August 13, 2018  
Reviewed: April 8, 2019, Oct 14, 2019

Students

Corporal Punishment

Corporal punishment is prohibited. No staff member or other agent of the District may use physical force with a student except to the extent such is essential for self-defense, the protection of persons or the safe-guarding of property, and only such physical force as is reasonably necessary for such purposes shall be used.

Legal Reference: Neb. Rev. Stat. §79-295

Date of Adoption: June 9, 2008

Reviewed: October 8, 2012; November 14, 2016, April 8, 2019, Oct 14, 2019

StudentsSearch and Seizures

When it is determined based on searches that a person has violated a Board policy, administrative regulation, building rule, student conduct rule or personnel expectation, or the law, the person shall be subject to appropriate disciplinary action and a report to law enforcement may be made.

Student lockers, desks and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding items placed in or on school property because school property is subject to search at any time by school officials. Periodic, random searches of student lockers may be conducted in the discretion of the administration.

The following procedures will be used for conducting searches:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or rule violation. The search must be conducted in a reasonable manner under the circumstances.
2. Random searches of student lockers, desks, and other similar school property provided for use by students may be conducted in the discretion of the administration.
3. Drug or alcohol tests may be conducted on students based on reasonable suspicion.
4. Drug or alcohol tests may be conducted on a random basis for students participating in extracurricular activities, provided that: a) the student gave consent for testing in advance (attendance at or participation in the extracurricular activity may be withheld in the absence of consent), b) the testing actually be random, c) that the testing procedures limit any intrusion on student privacy, and provide for an appropriate level of confidentiality and accuracy, and d) that the response to positive tests take into consideration student safety and compliance with laws related to reporting and releasing students to law enforcement.
5. School officials may search offices and storage devices provided to or used by employees where permitted by law, such as where reasonable grounds exist for suspecting that a search will turn up evidence that the employee has committed work-related misconduct, or that a search is necessary for a non-investigatory work-related purpose, such as to retrieve a file.
6. Searches of the District's computer system may be conducted in the discretion of the administration at any time.

The following procedures will be used for the removal of personal property:

1. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be seized by school officials. Any illegal drugs, firearm or dangerous weapon shall be confiscated and delivered to law enforcement as soon

as practicable. A personal safety or security device (such as a taser, mace or pepper spray) not previously approved by the Administration constitutes a “dangerous weapon.”

2. Items which have been or are reasonably expected to be used to disrupt or interfere with the educational process may be removed from student possession.

The District is not responsible for the security or safety of personal property which employees, students, or other building users may bring to school.

Legal Reference: Neb. Rev. Stat. Sec. 28-1204.04 (firearms)

Date of Adoption: August 24, 2020

Students

Vandalism

Students and their parents shall be responsible for all damage to equipment or school property. This responsibility applies in the matter of books and supplies of all kinds, as well as equipment, buildings and grounds.

Date of Adoption: June 9, 2008

Reviewed: October 8, 2012; November 14, 2016, Oct 14, 2019

StudentsHealth Inspections

The school district shall cause every child under its jurisdiction to be separately and carefully inspected, except as otherwise provided by law, to ascertain if such a child is suffering from (1) defective sight or hearing, (2) dental defects, or (3) other conditions as prescribed by the Department of Health and Human Services (“Department”). Such inspections shall be conducted on a schedule prescribed by the Department and shall be based on current medical and public health practice. In lieu of conducting the inspections, the school board may employ regularly licensed physicians to make such inspections.

If such inspection determines that any child has defective sight or hearing, dental defects, or other condition for which screening is required, the school shall notify the parent of the child in writing of such condition and explain to the parent the necessity of professional attendance for such child.

Whenever a child apparently shows symptoms of any contagious or infectious disease, such child shall be sent home immediately or as soon as safe and proper conveyance can be found and the school board may be notified. Such student may be excluded from school as provided in the Student Discipline Act.

A child shall not be required to submit to an inspection required by this policy if his or her parent or guardian provides school authorities with a statement signed by a physician, a physician assistant, or an advanced practice registered nurse practicing under and in accordance with his or her respective credentialing act or other qualified provider as identified by the Department’s applicable rules and regulations, stating that such child has undergone such required inspection within the past six months. A child shall submit to any required inspection for which such a statement is not received.

Legal Reference:     Neb. Rev. Stat. §§ 79-248 and 79-249  
                          Neb. Rev. Stat. § 79-264  
                          Neb. Rev. Stat. § 79-526

Date of Adoption:    June 14, 2010 and July 12, 2010  
Reviewed:            October 8, 2012; November 14, 2016, Oct 14, 2019

StudentsCommunicable DiseasesCommunicable Disease Control

Arlington Public Schools shall cooperate with county and state health department officials in developing procedures for the control of communicable diseases in the schools. All procedures shall conform to the regulations for communicable disease control set up by the state health department.

In general, a student with a communicable condition will be allowed to attend school in the student's usual class setting only after written approval has been secured from the student's physician stating that the disease is not in a communicable stage. Without such a written statement, a student with a communicable condition is subject to an emergency exclusion. The school reserves the right to consult with a second physician to secure another opinion if a second opinion is deemed necessary by school personnel.

In general, a district employee with a communicable condition will be allowed to work only after securing a physician's written statement indicating that the disease is not in a communicable stage. The school reserves the right to secure an independent second opinion if such is deemed necessary.

Students' Communicable Conditions

- A) The school principal and the Student Assistance Team will function as liaisons with the student's physician as necessary, and will coordinate the health management procedures within the school building.
- B) The decision to exclude a student from school shall be made by the Superintendent, after consultation with the appropriate building principal. Decisions regarding the type of educational setting for students who are not excluded from classes will be based on the behavior, neurological development and physical condition of the student and the expected type of interaction within others in that setting. Educational plans for these students will be developed by the Student Assistance Team, with the help of parents or guardians and the appropriate medical personnel.
- C) The privacy of the student and family must be protected, and knowledge that a student has a communicable condition should be confined to persons with a direct need to know. If it becomes necessary to inform others, these persons will be provided with information concerning necessary precautions, and they will be made aware of confidentiality requirements.
- D) Students who present a high risk of disease transmission may be temporarily excluded from school by the administration after consultation with the Student Assistance Team, the student's physician, parents, and/or their representative, school nurse, or the school's physician.

- E) A student might be considered at high risk if the student: exhibits behaviors that may spread the disease (e.g., biting, lacks toilet training or is incontinent) or has an open sore that cannot be concealed or hygienically covered, any of which could result in direct spreading of the condition or disease.
- F) During the time a student is excluded from the classroom, an appropriate alternative or adjustment to the student's education will be provided. The Student Assistance Team will review long-term cases at least monthly, or more often if necessary.

#### Employees' Communicable Conditions

- A) Any employee who contracts a communicable condition should report the same to the building principal who should, in turn, report to the Superintendent in a confidential manner. The Superintendent shall then consult with the employee and appropriate medical personnel to evaluate the medical and psychological condition of the employee. The Superintendent shall recommend reasonable accommodations so that the employee may continue in employment as long as the employee is physically able to do so.
- B) The privacy of the employee must be protected, and knowledge that an employee has a communicable condition should be confined to persons with a direct need to know. If it becomes necessary to inform others, these persons will be provided with information concerning necessary precautions and will be made aware of confidentiality requirements.
- C) Employees who present a high risk of disease transmission will be temporarily excluded from work after consultation with appropriate medical authorities.

Date of Adoption: June 9, 2008

Reviewed: October 8, 2012; November 14, 2016, Oct 14, 2019

StudentsLaw ViolationsReporting Student Law Violations:

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

Legal Reference: Neb. Rev. Stat. §79-293 & 79-294

Date of Adoption: June 9, 2008

Reviewed: October 8, 2012; November 14, 2016, Oct 14, 2019

StudentsMissing Persons

A missing person shall mean a person sixteen (16) years or younger reported to any law enforcement agency as abducted or lost.

Upon notification by the Nebraska State Patrol of a missing student, the school will flag the student's records in such a way that any personnel looking at such birth certificate or record shall be alerted to the fact that the birth certificate or record is of a missing person. If the record has been flagged as that of a missing person, and a request for transfer of the student's records is received, school personnel shall not forward such records to the requesting school, but shall instead notify the Principal, who shall notify the Sheriff's Department of the request and that the student is a reported missing person.

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

Date of Adoption: June 9, 2008

Reviewed: October 8, 2012; November 14, 2016, Oct 14, 2019

StudentsRequests to Contact Students and Student Interviews by Non-School PersonnelA. Removals of Students and Interviews of Students

In dealing with law enforcement officials, Arlington Public Schools' employees are not to obstruct government operations or unreasonably refuse or fail to aid a peace officer, but are also to attempt to prevent undue interference with District operations or educational programming.

1. Removals of Students by Law Enforcement Officials

Law enforcement officers should not be permitted to remove a child from school while the child is properly in attendance, without permission of the child's parent or guardian, except when legally authorized to do so. For purposes of this policy, a law enforcement officer is defined as: sheriffs, coroners, jailers, marshals, police officers, state highway patrol officers, members of the National Guard on active service by direction of the Governor during periods of emergency, and all other persons with similar authority to make arrests. (Neb. Rev. Stat. §49-801).

Law enforcement officers may in the line of duty require a student to accompany him or her for questioning or detention either with or without an arrest warrant. A peace officer has the lawful authority to take immediate temporary custody of children under the age of 18 with an arrest warrant, or without a warrant or order of the court when:

- (a) the child has violated a state law or municipal ordinance and such child was eleven years of age or older at the time of the violation, and the officer has reasonable grounds to believe such child committed such violation and was eleven years of age or older at the time of the violation;
- (b) the child is seriously endangered in his or her surroundings and immediate removal appears to be necessary for the child's protection;
- (c) the officer believes the child to be mentally ill and dangerous as defined in Neb. Rev. Stat. §71-908 and that the harm described in that section is likely to occur before proceedings may be instituted before the juvenile court;
- (d) the officer has reasonable grounds to believe that the juvenile has run away from his or her parent, guardian, or custodian;
- (e) a probation officer has reasonable cause to believe that a juvenile is in violation of probation and that the juvenile will attempt to leave the jurisdiction or place lives or property in danger;
- (f) the officer has reasonable grounds to believe the juvenile is truant from school. (Neb. Rev. Stat. §§43-418 and 43-248).

- (g) the officer has reasonable grounds to believe the child is immune from prosecution for prostitution under subsection (5) of section 28-801; or
- (h) the child has committed an act or engaged in behavior described in subdivision (1), (2), (3)(b), or (4) of section 43-247 and such child was under eleven years of age at the time of such act or behavior, and the officer has reasonable cause to believe such child committed such act or engaged in such behavior and was under eleven years of age at such time.

If a peace officer or probation officer requests to take custody of a student who is at that time under the control and jurisdiction of Arlington Public Schools, the following action is to be taken:

- (a) Establish Authority to Remove. The student should be released after appropriate measures are taken and documented to ensure that the officer has the authority to take the student. The form attached as Exhibit “A” to this Policy may be used for this purpose.
- (b) Notify Local Law Enforcement. In some instances there may be orders for custody of a student served by the officers with authority to arrest from outside the jurisdiction of Arlington Public Schools. Local law enforcement should be contacted and requested to participate in or monitor the removal.
- (c) Notify Parent of Removal. When a principal or other school official releases a minor student to a peace officer for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor student to the officer and the place to which the student is reportedly being taken. Provided, however, when a minor student has been taken into custody as a victim of suspected child abuse, the principal or other school official is not required to notify the parent or guardian, but shall provide the peace officer with the address and telephone number of the minor student’s parents or guardian.

A student should not be released to a private detective or “special police officer” who is not an officer of a Nebraska political subdivision or an officer of an agency of the federal government without consent of the student’s parent, guardian or custodian.

## 2. Interviews of Students by Law Enforcement Officials

Law enforcement officers and other law authorities should be urged to contact students for questioning outside the instructional day and off school premises whenever possible. When it is appropriate that such questioning occur, the following guidelines are to be followed:

- (a) Interviews not related to District Events. If an interview of a student is requested during school hours concerning an ongoing investigation of a crime not related to Arlington Public Schools, questioning should not take place until the student's parent, guardian or custodian has been contacted and permission is given for such interview. The consent should be documented. The presence of a school employee during the interview is not necessary.
- (b) Interviews Related to District Events. If the investigation relates to an incident which took place on school premises or during instructional time, it is not necessary to obtain consent of the student's parent, guardian or custodian. In these situations, an employee of the District should be present during the interview to ensure that the interview relates only to the incident which took place on school premises or during instructional time or something which is directly related thereto.
- (c) Child Abuse or Neglect. If an investigator represents that an interview is necessary to collect information concerning an allegation of child abuse or neglect or an offense involving a family relation and it is clear that obtaining parental consent for the interview would be impossible or counter-productive, the interview may be conducted without consent of the student's parent, guardian or custodian. In these situations, an employee of Arlington Public Schools should be present during the interview to ensure that the interview relates only to those matters.
- (d) Probation Officer Interview. A probation officer assigned to a student by a court may be allowed the opportunity, on request, to interview a student on school premises. In such situations, it is neither necessary nor desirable that a District employee be present during the interview. It also is not necessary to obtain the consent of the parent, guardian, or custodian.

3. Disclosure of Student Records

School employees shall not, in the course of dealing with a peace officer or probation officer, disclose any confidential student records or information from such student records other than in response to a court order or subpoena or as otherwise authorized by state law and the Family Educational Rights and Privacy Act (FERPA).

4. Removals and Interviews by Persons other than Law Enforcement Officials

A person who comes to school premises to interview a student or remove a student prior to the end of the student's instructional day must obtain permission of an administrator or designee.

Permission to remove is not to be granted without consent of the student's parent, guardian or custodian, or a person authorized by the student's parent, guardian or custodian to give such permission.

Permission to interview on subjects not related to school matters is not to be granted unless there is a clearly valid and proper reason for the interview and such is not disruptive to school operations or the student's educational program. Ordinarily such contacts shall be restricted to the student's parent, guardian or custodian or a friend of the family when an emergency or other similar circumstance exists.

Legal Reference: Neb. Rev. Stat. §§43-248; 43-418; 79-294; 79-2104  
20 U.S.C. §1232g (FERPA)

Date of Adoption: July 10, 2017  
Reviewed: Oct 14, 2019

**AR-5413--Exhibit A**

**Affidavit and Release to Remove Student**

**Date:** \_\_\_\_\_

The undersigned hereby states and affirms to the Arlington Public Schools as follows:

1. That I am duly-appointed and acting peace officer employed by \_\_\_\_\_ and am currently acting within the scope of such employment.

2. That request is hereby made of the Arlington Public Schools to deliver to me the following named student: \_\_\_\_\_.

3. That I am entitled to immediate physical custody of said student by virtue of:

( ) Neb. Rev. Stat. 43-248 for the reason that said student (1) violated a state or municipal law in my presence, (2) is believed by me to have committed a felony, (3) is seriously endangered in his or her surroundings and immediate removal appears to be necessary for the student’s protection, or (4) is believed to have run away from his or her parent, guardian, or custodian.

( ) There having been issued a valid warrant for such student’s arrest, a true copy of which is attached hereto.

( ) There being reasonable grounds for me to arrest such student without a warrant, such grounds being that: \_\_\_\_\_

( ) Other (specify) the student being placed under arrest due to following authority: \_\_\_\_\_

4. That the undersigned will take immediate action to notify the parent(s), custodian, or legal guardian of said student that said student has been taken into custody and the reason or reasons for said custody.

5. That the undersigned has the legal right to take custody of the student without the consent of said student’s parent(s), guardian, custodian, or the [Name] Public Schools.

6. That any facts or circumstances set out on the back of this affidavit and release are true and correct and are incorporated herein by reference.

\_\_\_\_\_  
(Give complete description of officer’s name and position, including badge number)

**AR-5413--Exhibit B  
Affidavit to Interview or Question Student**

**Date:** \_\_\_\_\_

The undersigned requests the right to interview or question \_\_\_\_\_, a student of the Arlington Public Schools, and hereby states and affirms to the Arlington Public Schools as follows:

( ) That the undersigned is a duly appointed probation officer acting pursuant to a valid appointment by the \_\_\_\_\_ Court of \_\_\_\_\_ County, Nebraska.

( ) That the undersigned is duly authorized by law to investigate allegations of criminal activity and this request is made to facilitate such an investigation.

( ) That the undersigned is duly authorized by law to investigate allegations of criminal activity and this request is made to facilitate an investigation of criminal activity which occurred on the school premises.

( ) That the undersigned is duly authorized by law to investigate allegations of abuse or neglect as defined in Neb. Rev. Stat. 28-710(3) and this request is made to facilitate an investigation where a family member is alleged to have committed acts of abuse or neglect against the above-named student.

( ) That requesting consent to the interview from the child's parent or guardian and notification of child's parent or guardian of the interview would be counter productive, and request is hereby made that the same be kept confidential.

That the additional information, if any, set out on the back of this affidavit is true and correct and is incorporated herein by reference.

\_\_\_\_\_  
(Give complete description of officer's name and position including badge number)

## Students

### Identification of Learners with High Ability

The Board of Education recognizes that the student population includes students with exceptional academic abilities. Efforts to refer and identify learners with high ability will be made at each grade level. Multiple criteria shall be used for identification purposes and identification efforts shall be inclusionary.

Learners with high ability shall be identified in the academic areas of mathematics, ~~science, social studies, and~~ language arts, ~~and nonverbal~~. Identification of learners in grades 3-11 with high ability in the specified academic areas shall be based on the criteria listed below. Students shall meet one of the following criteria to be identified as a learner with high ability. Students are identified by the Identification Committee made up of teachers, administrators, and counselors. Students must meet 2 out of the 4 following criteria to be considered as a High Ability Learner.

1. ~~Scores of 179 or higher on the NeSA assessment. Scores in the College and Career Ready Classification on the State Test.~~
2. Scores in the ~~93%~~85% on the Measure of Academic Progress (MAP) standardized test
3. Scores of 120 or higher Cognitive Ability Test
4. Teacher referral

A listing of students who meet the district criteria for learners of high ability and the areas of high capability of each of those students will be made available to classroom teachers, by the school district administration, within the first thirty (30) days of each school year.

Within the first thirty (30) days of each school year, the school district administration shall make available to parents or guardians of identified learners with high ability, information about how their child has been identified.

Date of Adoption: ~~December 12, 2016~~10, 2019