

Board of Education Regular Meeting
Monday, July 13, 2026 8:00 PM
Conference Room at the Southern Valley
Schools Junior/Senior High School Building,
Oxford, Nebraska
43739 Hwy 89
Oxford, NE 68967

1. OPENING THE MEETING

1.1. Call Meeting to Order

1.2. Nebraska Open Meetings Law - Posted on the wall

1.3. Publication of Meeting-notice was provided according to board policy #2008.

1.4. Board Member Roll Call

1.4.1. Excused Absence

1.4.2. Unexcused Absence

1.4.3. Motion to approve absence of _____

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT - agenda item specific - Southern Valley Schools Policy 2009
(President will read an opening statement)

5. CONSENT AGENDA

5.1. Approval of Prior Minutes

5.2. Approval of Claims

5.2.1. General Fund Checks for Approval

5.2.2. Nutrition Fund Checks for Approval

5.2.3. Activity Fund Checks for Approval

5.2.4. Building Fund Checks for Approval

5.2.5. Bond Fund Checks for Approval

5.2.6. QCPUF Checks for Approval

5.3. Financial/Expenditure Reports

5.4. Certificated/Classified Hires/Reassignments/Resignations

5.5. Adopt Board Policy

6. BOARD POLICY

6.1. Policy Review/First Reading

6.2. Policy Review per State Statute

6.3. Policy Updates from Legislative Session/NDE

7. ACTION ITEMS

7.1. Staff computers

7.2. Bus Driver Wages

7.3. Lunch Prices

7.4. Transfer Funds to Lunch Fund

7.5. Bus Purchase

7.6. Money from General Special Account.

7.7. Substitute Pay

8. FUTURE AGENDA ITEMS

9. MOTION TO ADJOURN

Board of Education Regular Meeting
June 8th, 2026 at 7:30 pm
Conference Room at the Southern Valley Schools JR/SR High School Building
Oxford, Nebraska

The regular meeting of the Southern Valley Board of Education was called to order by President Todd Brown at 7:34 pm. The roll was called and the following members were present: Josh Becker, Todd Brown, Clint McQuiston, and Stacey Shafer. Others present: Superintendent, Bryce Jorgenson; Elementary Principal, Natalie Thiessen; Secondary Principal/AD, Josh Lanik.

The Board of Education makes available a current copy of the Open Meetings Act accessible to members of the public. The Open Meetings Act is also posted in the conference room. Notice of the meeting was given in advance by posting in accordance with the Board of Education approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in the posted notice and a current copy of the agenda was maintained as stated in the posted notice.

Motion to approve the absence of Steve Hunt and Mike Stalder passed with a motion by Josh Becker second by Clint McQuiston.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Absent
Clint McQuiston	Yes
Stacey Shafer	Yes
Mike Stalder	Absent

Members present recited the Pledge of Allegiance.

Motion to approve the agenda passed with a motion by Clint McQuiston and a second by Josh Becker.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Absent
Clint McQuiston	Yes
Stacey Shafer	Yes
Mike Stalder	Absent

Visitors were recognized and time was allowed for public comment; no comments were made.

Mrs. Thiessen reported enrollment at the end of school at 240 students for the Elementary. She completed NEE Summative Evaluations, the last day of school the kids got to drink lemonade and played games outside. Summer school is scheduled for June 8-11 and 15-18, 43 students are signed up and she presented test score progress from fall to spring.

Mr. Lanik reported on ACT test results for Juniors and Sophomores, honor roll, and last day of school activities that were hosted by Student Council, he also discussed the class schedule for 26-27 school year. Mr. Lanik also gave an update on activities such as State Golf, State Track, and the Trap Team.

Mr. Jorgenson discussed various work being done on the school this summer and an upcoming Budget workshop.

Motion to approve the Consent Agenda passed with a motion by Stacey Shafer and a second by Clint McQuiston.

Joshua Becker	Yes
Todd Brown	Yes

Steve Hunt	Absent
Clint McQuiston	Yes
Stacey Shafer	Yes
Mike Stalder	Absent

Board Policies were presented for review.

A motion to approve adding the following to signers at Banner Capital Bank was passed with a motion by Stacey Shafer and a second by Josh Becker.

Banner Capital Bank: Joshua Becker, Todd Brown, Steve Hunt, Stacey Shafer, Mike Stalder, Clint McQuiston, Bryce Jorgenson, Dana Gesick

A motion to approve closing South Central State Bank accounts when applicable passed with a motion by Josh Becker and a second by Clint McQuiston.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Absent
Clint McQuiston	Yes
Stacey Shafer	Yes
Mike Stalder	Absent

There was a discussion on Bus driver wages and lunch prices that was tabled until the next meeting.

Motion to approve the purchase of wrestling equipment was passed with a motion by Clint McQuiston and a second by Josh Becker.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Absent
Clint McQuiston	Yes
Stacey Shafer	Yes
Mike Stalder	Absent

Motion to adjourn meeting at 8:30pm passed with a motion by Josh Becker and a second by Stacey Shafer.

The next meeting is scheduled for July 13th, 2026 at 8:00 pm in the High School Board meeting room. Dated this 10th day of June 2026.

FURNAS COUNTY SCHOOL DISTRICT #540

A/K/A SOUTHERN VALLEY SCHOOLS BY: Todd Brown, PRESIDENT

ATTEST: Dana Gesick, Recording Secretary

07/10/2026 11:31 AM

Unposted; Batch Description General Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
Ag Valley Coop	162780 06252026	fuel	1,478.76
Total Ag Valley Coop			1,478.76
Amazon Capital Services	11J9-7X1P-7WKQ	bus office supplies	35.96
Amazon Capital Services	14Q4-KHD4-HXC1	computer supplies	281.81
Amazon Capital Services	1NXR-RDPG-F13H	bus supplies	98.67
Amazon Capital Services	1Y7G-PR6Y-FJ1W	computer supplies	168.93
Amazon Capital Services	1YT7-7XJC-MRDD	EL supplies	256.55
Total Amazon Capital Services			841.92
Apple Inc	MC84369238	computer supplies	855.00
Total Apple Inc			855.00
Araphoe Rehab & Fitness - Movement Matters LLC	1025	pt services	3,165.00
Total Araphoe Rehab & Fitness - Movement Matters LLC			3,165.00
Beaver Creek Mowing	464263	mowing	3,680.00
Total Beaver Creek Mowing			3,680.00
Blick Art Materials	8148667	hs art supplies	8.09
Blick Art Materials	8159144	teaching supplies	920.33
Blick Art Materials	8193059	hs art supplies	27.19
Blick Art Materials	8275398	hs art supplies	15.08
Total Blick Art Materials			970.69
BSN Sports LLC	934390064	teaching supplies	303.98
Total BSN Sports LLC			303.98
Central Valley Public Schools	173810	parts for irrigation well	721.48
Total Central Valley Public Schools			721.48
City of Beaver City	421000 05292026	bus barn electricity	15.16
City of Beaver City	421000 06292026	bus barn electricity	15.16
Total City of Beaver City			30.32
Clearlyfly	INV832510	phone	127.30
Total Clearlyfly			127.30
CNH Industrial Accounts	6856381	skid steer payment	9,187.55
Total CNH Industrial Accounts			9,187.55
Computer Hardware	169666	tech supplies	7,140.00
Total Computer Hardware			7,140.00
Cornhusker International Trucks- Lincoln	150644C	bus repair	9,704.00
Cornhusker International Trucks- Lincoln	3420586	bus supplies	131.60
Total Cornhusker International Trucks- Lincoln			9,835.60
DAS State Acctg - Central Finance State of Nebraska	1527352	internet fees	1,125.92
Total DAS State Acctg - Central Finance State of Nebraska			1,125.92
Double D Cleaners	SVS06112026	teaching supplies - band uniforms	893.75

Vendor Name	Invoice Number	Description	Amount
Total Double D Cleaners			893.75
Egan Supply Co.	415824	teaching supplies	252.05
Total Egan Supply Co.			252.05
Esu #10	191695 06302026	esu services	2,302.68
Total Esu #10			2,302.68
Esu #11	5017	IXL 26-27 Subscription	4,106.25
Total Esu #11			4,106.25
Get More Math	2026-103464	annual licensing 26-27	954.00
Total Get More Math			954.00
Hamilton, Chad	Hamilton07092026	FBLA nat'l's travel reimbursement	732.08
Total Hamilton, Chad			732.08
Harlan County Health System	127 05/11/2026	bus driver physical - RA	115.90
Harlan County Health System	129	bus driver physical - MT	115.90
Total Harlan County Health System			231.80
Harlan County Journal	62450	meeting notice	2.64
Total Harlan County Journal			2.64
Heritage Water Services, Inc	22570	water management program	375.00
Total Heritage Water Services, Inc			375.00
HomeTown Leasing	9315 07192026	copier lease	2,331.14
Total HomeTown Leasing			2,331.14
Huerta, Jason	Huerta06182026	teaching shop supplies	6.78
Total Huerta, Jason			6.78
Husker Hardware LLC	2525	maintenance supplies	581.05
Husker Hardware LLC	2608	maintenance supplies	644.78
Total Husker Hardware LLC			1,225.83
Innovative Office Solutions, LLC	IN5148535	teaching supplies	1,257.53
Total Innovative Office Solutions, LLC			1,257.53
JENNIFER SCHUTZ,OTR/L	Schutz06302026	OT Services - June	254.50
Total JENNIFER SCHUTZ,OTR/L			254.50
KEARNEY QUALITY SEW & VAC	76149	fcs supplies	209.97
Total KEARNEY QUALITY SEW & VAC			209.97
Kearney Winlectric Co.	32739601	hs electrical supplies	85.57
Kearney Winlectric Co.	32784101	maintenance supplies	62.25
Kearney Winlectric Co.	32799401	electrical supplies	432.47
Kearney Winlectric Co.	80154100	credit to electrical supplies	(172.84)
Total Kearney Winlectric Co.			407.45
Kearney Winnelson Company	54404701	FFA irrigation line parts	345.84

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Unposted; Batch Description General Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Total Kearney Winnelson Company			345.84
Kelley's Super Market Inc	1047361243	maintenance supplies	50.99
Kelley's Super Market Inc	1078861718	maintenance supplies	45.78
Total Kelley's Super Market Inc			96.77
Kerm's Korner	11813794	fuel	1,144.93
Total Kerm's Korner			1,144.93
Larsen's Ace Hardware	57949	maintenance supplies	160.00
Larsen's Ace Hardware	57968	maintenance supplies	395.13
Total Larsen's Ace Hardware			555.13
Menards	9131	prek room floor supplies	243.77
Menards	9626	shop teaching supplies - JH	156.95
Total Menards			400.72
Metal Doors & Hardware Co.	78015	maintenance supplies	510.00
Total Metal Doors & Hardware Co.			510.00
Mid-States Automation & Control, Inc.	72-2535	heat pump repairs	3,402.16
Mid-States Automation & Control, Inc.	72-2545	Elementary and Gym unit service	1,475.00
Total Mid-States Automation & Control, Inc.			4,877.16
Midamerican Research Chemical	0880801-IN	custodial supplies	985.10
Midamerican Research Chemical	0881859-IN	custodial supplies	92.21
Total Midamerican Research Chemical			1,077.31
Midwest Technology Products	2156831-00	genneral supplies - PW	8.49
Total Midwest Technology Products			8.49
NASB	N-56167	BJ Law Conference session	185.00
Total NASB			185.00
NE State Fire Marshal/Boiler Div	138830	annual boiler cert	216.00
Total NE State Fire Marshal/Boiler Div			216.00
Northwest Education Association	861504	maps K-12/Science renewal	1,205.00
Total Northwest Education Association			1,205.00
NRCSA	1781	26-27 Dues Renewal	850.00
Total NRCSA			850.00
One Source	2022209798	background checks	19.00
Total One Source			19.00
Oxford Super Market	1009991657 540	fcs class	9.47
Total Oxford Super Market			9.47
Oxford Utilities	7704 06302026	utilities x 2 months	1,501.20
Oxford Utilities	7914 06192026	bus barn utilities x 2 months	71.61
Total Oxford Utilities			1,572.81

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Unposted; Batch Description General Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Paper 101	294583-00	paper order	5,048.26
Total Paper 101			5,048.26
Pearson Education	204862	sped teaching supplies	230.00
Total Pearson Education			230.00
Pitney Bowes Gobal Financial Services LLC	3322768837	property tax fees	24.77
Total Pitney Bowes Gobal Financial Services LLC			24.77
Pyramid School Products	S1501864.001	teaching supplies	5,233.29
Total Pyramid School Products			5,233.29
Quill Corporation	49410667	supplies - PW	20.78
Total Quill Corporation			20.78
Reliable Pest Control, Inc	56781	pest control	210.00
Total Reliable Pest Control, Inc			210.00
S & W Auto Parts	776930	bus supplies	144.65
S & W Auto Parts	777022	bus supplies	1,495.62
S & W Auto Parts	777174	bus supplies	123.48
S & W Auto Parts	777217	bus supplies	71.86
S & W Auto Parts	777401	bus supplies	145.05
S & W Auto Parts	777463	bus supplies	18.98
S & W Auto Parts	777502	bus supplies	259.44
S & W Auto Parts	777558	custodial supplies	14.49
Total S & W Auto Parts			2,273.57
Sappa Valley Farm & Auto LLC	26170L	fuel	175.49
Sappa Valley Farm & Auto LLC	26291L	fuel	234.16
Sappa Valley Farm & Auto LLC	26524L	fuel	262.13
Sappa Valley Farm & Auto LLC	26556L	fuel	231.16
Sappa Valley Farm & Auto LLC	26593L	tire repair - tractor	25.00
Total Sappa Valley Farm & Auto LLC			927.94
Savvas Learning Company LLC	4027543383	el teaching supplies	481.68
Total Savvas Learning Company LLC			481.68
Schaben Services	2199	bus training - J Padilla	1,100.00
Total Schaben Services			1,100.00
School Specialty Inc	308104876549	teaching supplies	1,003.90
Total School Specialty Inc			1,003.90
Software Unlimited, Inc	20260628-029	accounting software renewal	9,550.00
Total Software Unlimited, Inc			9,550.00
Southern Valley Activities	SVFCCLA03182026	Reimburse FCCLA - grant	2,115.00
Total Southern Valley Activities			2,115.00
STAPLES	6066896401	teaching supplies	2,961.55
STAPLES	6066896402	teaching supplies	431.54
STAPLES	6066896403	teaching supplies	132.26

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Unposted; Batch Description General Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
STAPLES	6067078393	hs teaching supplies	76.80
STAPLES	6067078394	hs teaching supplies	21.16
STAPLES	6067078395	preK teaching supplies	50.58
STAPLES	6067078396	bus office supplies	9.28
STAPLES	6067241132	teaching supplies	621.89
STAPLES	6067324779	teaching supplies	224.04
Total STAPLES			4,529.10
Straight Flush Septic Pumping	2027	rental	300.00
Total Straight Flush Septic Pumping			300.00
Time Management Systems, Inc.	368747	time clock subscription renewal	5,075.55
Total Time Management Systems, Inc.			5,075.55
Twin Valley Automotive LLC	3471	bus repairs	828.33
Twin Valley Automotive LLC	3482	bus repairs	1,059.20
Twin Valley Automotive LLC	3484	bus repairs	2,637.37
Total Twin Valley Automotive LLC			4,524.90
Twin Valleys Public Power	729 07072026	electricity	11,333.39
Total Twin Valleys Public Power			11,333.39
TwoPturf, LLC	6953	turf care program	2,416.33
Total TwoPturf, LLC			2,416.33
U.S. Bank	Act3 07062026	cc charges	50.14
U.S. Bank	BJ 07062026	cc charge	202.04
U.S. Bank	BO 07062026	cc charges	539.97
U.S. Bank	NT 07062026	cc charges	51.35
Total U.S. Bank			843.50
University of Nebraska at Kearney	57-15979	training - Josh B	270.00
Total University of Nebraska at Kearney			270.00
Valley Voice	20071	mins/claims	104.95
Valley Voice	50899	claims	35.96
Valley Voice	50900	board mins	108.71
Valley Voice	50901	claims	4.18
Total Valley Voice			253.80
Ventris Learning LLC	20264320	el teaching supplies	376.25
Total Ventris Learning LLC			376.25
Verizon Wireless	6146188322	phone	80.02
Total Verizon Wireless			80.02
Wex Bank	113547071	fuel	100.73
Total Wex Bank			100.73
Wilber Window and Doors	2669	bus barn garage door repair	1,800.00
Total Wilber Window and Doors			1,800.00
Woodward's Disposal Service, Inc.	NO9335-1826	shredding	42.50

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Unposted; Batch Description General Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Total Woodward's Disposal Service, Inc.			42.50
Yanda's Music And Pro Audio	814057	teaching supplies	99.50
Yanda's Music And Pro Audio	814058	teaching supplies	109.00
Yanda's Music And Pro Audio	815257	teaching supplies	100.73
Yanda's Music And Pro Audio	817607	teaching supplies	100.10
Yanda's Music And Pro Audio	817795	teaching supplies	79.50
Total Yanda's Music And Pro Audio			488.83
Fund Number 01			128,734.69
Checking Account ID 1			128,734.69

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Unposted; Batch Description Nutrition Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 6	Fund Number 06	NUTRITION FUND	
Mighty Ducts	20601	exhaust cleaning - kitchen	775.00
Total Mighty Ducts			775.00

SV General	SVPRAprilMayJune2026	Nutrition Fund P/R April-June	67,337.01
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Total SV General			67,337.01
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Fund Number 06			68,112.01
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Checking Account ID 6			68,112.01
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Posted - All; Board Checking Account ID 5; Check Date 7 Records Selected; Fund Number 05; Processing Month 06/2026 To 07/2026; Vendor ID 14 Records Selected

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 5	Fund Number 05	ACTIVITY FUND	
Amazon Capital Services	1NT9-1F4F-4TD7	Homecoming Sashes & Lights	313.93
Total Amazon Capital Services			313.93
BSN Sports LLC	934385976	Wrestling Wall Pads	4,950.00
BSN Sports LLC	934420185	Mouthguards & Whizzer Cleaner	192.06
Total BSN Sports LLC			5,142.06
CDI Corp	310597	Individual Records	40.07
Total CDI Corp			40.07
Computer Hardware	170285	repairs	125.00
Total Computer Hardware			125.00
Cozad Public School	CozadVB06292026	2 teams - VB camp	220.00
Total Cozad Public School			220.00
Harlan County Health System Rehab	06162026	Agility Training	900.00
Total Harlan County Health System Rehab			900.00
Hays, Jesse	06162026	Reimbursement for Hotels	519.06
Total Hays, Jesse			519.06
Kelley's Super Market Inc	1069350733	summer school	16.88
Total Kelley's Super Market Inc			16.88
Minden Volleyball	MindenVB 06292026	VB camp	80.00
Total Minden Volleyball			80.00
Nebraska Schools Activities Association	NSAA07022026	Speech clinic - JU	30.00
Total Nebraska Schools Activities Association			30.00
Oxford Locker	76822	Beef Patties, ketchup & Pickles	467.96
Oxford Locker	77003	All Beef Hot Dogs	136.50
Total Oxford Locker			604.46
Oxford Super Market	1010620918 13	teacher apprec lunch	33.26
Oxford Super Market	1019271153 13	concessions	49.90
Oxford Super Market	1019511247 13	concessions	29.02
Oxford Super Market	1024031639 13	concessions	27.96
Oxford Super Market	1027281736 540	sv30 supplies	14.96
Total Oxford Super Market			155.10
Precision Signs and Graphics LLC	11792	Vinyl Board Update	119.95
Total Precision Signs and Graphics LLC			119.95
U.S. Bank	Act1 07062026	cc charges	88.79
U.S. Bank	Act2 07062026	cc charges	1,200.26
U.S. Bank	Act3 07062026	cc charges	138.32
U.S. Bank	BJ 07062026	cc charge	135.24
U.S. Bank	NT 07062026	cc charges	91.60
Total U.S. Bank			1,654.21

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Posted - All; Board Checking Account ID 5; Check Date 7 Records Selected; Fund Number
05; Processing Month 06/2026 To 07/2026; Vendor ID 14 Records Selected

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Fund Number 05			9,920.72
Checking Account ID 5			9,920.72

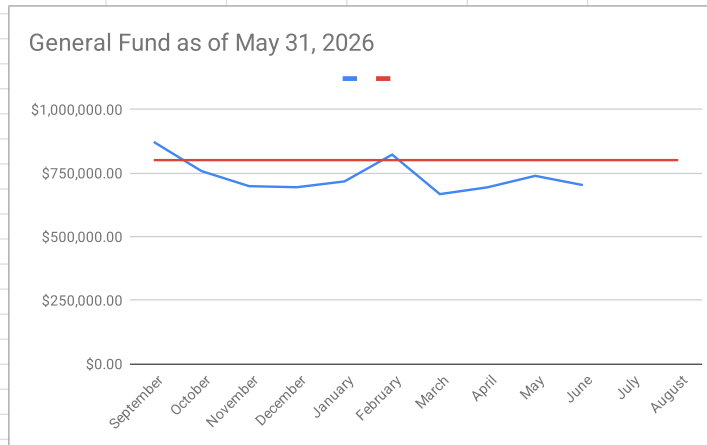
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Unposted; Batch Description Building Fund Invoices to Pay 07132026

User ID: DJG

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 8	Fund Number 08	BUILDING FUND	
Grainger	9925996606	prek flooring	743.08
Grainger	9926386351	prek flooring	2,229.23
Grainger	9926829699	prek K flooring	495.39
Total Grainger			3,467.70
Kearney Winlectric Co.	32739701	lights	12,000.00
Total Kearney Winlectric Co.			12,000.00
Fund Number 08			15,467.70
Checking Account ID 8			15,467.70

	Monthly Spent	Monthly Budget	Amount Remaining
September	\$872,187.00	\$800,647.00	-\$71,540.00
October	\$757,684.00	\$800,647.00	\$42,963.00
November	\$698,283.56	\$800,647.00	\$102,363.44
December	\$694,075.82	\$800,647.00	\$106,571.18
January	\$716,980.00	\$800,647.00	\$83,667.00
February	\$822,410.00	\$800,647.00	-\$21,763.00
March	\$666,999.64	\$800,647.00	\$133,647.36
April	\$693,768.21	\$800,647.00	\$106,878.79
May	\$738,765.00	\$800,647.00	\$61,882.00
June	\$702,558.88	\$800,647.00	\$98,088.12
July		\$800,647.00	
August		\$800,647.00	
Total	\$7,363,712.11	\$9,607,764.00	\$642,757.89



	Revenue
January	
February	
March	
April	
May	
June	
July	
August	

Totals	\$7,363,712.11	\$9,607,764.00	\$642,757.89
% Totals	76.64%	76.64%	6.69%

[illegible]

2008 Meetings

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

1. Types of Meetings

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

2. Notice

Method of Publishing Notice of Meetings. The board will publish reasonable advanced notice of all meetings on its website. The notice will contain a statement that the current agenda is available for inspection at the Superintendent's office during normal business hours. The Superintendent or designee may but is not required to provide information about meetings in other ways, such as social media or posting notices in physical locations in the district.

Publication of Notice Method and Regular Meeting Schedule. Four times per year, in a newspaper of general circulation, the board will publish its regular meeting schedule, location of regular meetings, and the designated method of publishing meeting notices.

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

3. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.
- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
- c. The meeting minutes shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

The Superintendent will make a copy of the Open Meetings Act available at all meetings.

Adopted on: December 9, 2019

Revised on: July 13, 2026

Reviewed on: _____

3003

Bidding for Construction, Remodeling, Repair, or Site Improvement

I. Applicability of this policy.

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

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

II. Projects with an Estimated Cost of Less than \$136,000

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$136,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$136,000 they must follow the formal procedures outlined in this policy.

III. Formal Bidding for Major Purchases and Construction

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

exceeds \$136,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

- B. In projects that involve professional engineering or architecture, the board will have a registered professional engineer or architect prepare the plans, specifications, and estimates when the anticipated cost of the project exceeds \$144,000.

C. Advertising for Bids

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

D. Bid Documents

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

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

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

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

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

Adopted on: December 9, 2019

Revised on: July 13, 2026

Reviewed on: _____

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects
Financed with Federal Funds

I. Applicability of the Policy

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

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$136,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.327 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with

a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under \$350,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to \$15,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$15,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between \$15,000 and \$350,000 (Simplified Acquisition Procedures)

For construction projects subject to this policy, simplified acquisitions are purchases that, in the aggregate amount, is more than \$15,000 and less than \$350,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

B. Construction Projects with an estimated cost of between \$136,000 and \$349,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an

anticipated aggregate cost of \$136,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$136,000 and \$350,000.

IV. Construction Projects with an Anticipated Cost Over \$350,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$350,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and responsible bidder.
 - a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
 - b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
 - c) Any or all bids may be rejected if there is a sound documented reason.
5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills,

business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

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

that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

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

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.327 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. This includes a "Buy American" provision that provides that as appropriate and to the extent consistent with law, the District and contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of the Buy American provision must be included in all subawards including all contracts and purchase orders for work or products under this award.

B. Contracting with Certain Vendors

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

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

C. Full and Open Competition

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

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

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

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

E. Settlements of Issues Arising Out of Contract

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

F. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and

§§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.334.
 - c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.
2. Maintenance of Construction Records for Projects Financed with Federal Funds
- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
 - b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

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

C. Favors and Gifts

An employee, officer, agent, and board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, board members, or agents of the District at the board's discretion.

VII. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and

number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

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

C. Accounting Records

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

D. Internal Controls

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

E. Budget Control

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

F. Payment Methods

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

to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

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

G. Allowability of Costs

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

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E. The Superintendent or his/her designee must consider these factors when making an allowability determination.

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

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

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

While the deduction method is the default method, the District always refers

to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

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

J. Documentation of Personnel Expenses

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

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.327 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus

area firms are used when possible consistent with state law.

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

C. Record Keeping

1. Record Retention

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

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

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

2. Maintenance of Procurement Records

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

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

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

Adopted on: December 9, 2019

Revised on: July 13, 2026

Reviewed on: _____

3004.1

Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

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

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

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

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

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

B. Methods of Purchasing

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

1. Purchases up to \$15,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$15,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

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

2. Purchases between \$15,000 and \$350,000 (Simplified Acquisition Procedures)

Simplified acquisitions are purchases that, in the aggregate amount, are more than \$15,000 and less than \$350,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$350,000

a) Sealed Bids (Formal Advertising)

For purchases over \$350,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement. If sealed bids are not accepted for a purchase of over \$350,000, the district will retain an explanation for that decision.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$350,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The procurement transaction can only be fulfilled by a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes written approval of noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$350,000.

5. Competitive Proposals.

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

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

C. Use of Purchase (Debit & Credit) Cards

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

D. Federal Procurement System Standards

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

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

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

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

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

F. Settlements of Issues Arising Out of Procurements

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

III. Conflict of Interest and Code of Conduct

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

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

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

C. Favors and Gifts

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

D. Enforcement

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

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$10,000.
2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the

capitalization level established by the District for financial statement purposes or \$10,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

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

B. Inventory Procedure

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

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

C. Inventory Records

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

1. Serial number;
2. District identification number;
3. Manufacturer;

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

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

D. Physical Inventory

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

E. Maintenance

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

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property. The District will notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the

property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

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

If the item has a current fair market value of \$10,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency or pass-through entity. The Superintendent or his/her designee will utilize sales procedures which ensure the highest possible return on the disposal of the equipment.

I. Equipment Retention

When included in the terms and conditions of the Federal award, the Federal agency may permit the recipient to retain equipment, or authorize a pass-through entity to permit the recipient to retain equipment, with no further obligation to the Federal Government unless prohibited by Federal statute or regulation.

J. Equipment and Capital Expenditures

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

K. Depreciation

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

L. Reporting and Recording Federal Property Interest

The district will comply with federal interest reporting and submit annual reports, if required, regarding a real property interest due to a renovation, major remodeling, construction, or real property project funded by federal grant funds.

V. Financial Management

A. Identification

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

B. Financial Reporting

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

C. Accounting Records

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

D. Internal Controls

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

E. Budget Control

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

F. Payment Methods

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

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

G. Allowability of Costs

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

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E. The Superintendent or his/her designee must consider these factors when making an allowability determination.

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

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

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior

approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

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

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

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

J. Documentation of Personnel Expenses

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

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local

funds but is used to meet a required “match” in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;
- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee’s salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

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

C. Fringe Benefits

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

D. Leave

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

E. Unexpected or Extraordinary Circumstances

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

F. Documentation for Personnel Expenses

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

VII. Other Contract Matters.

A. Required Terms

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

B. Contracting with Certain Vendors

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

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

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

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show

compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

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

2. Maintenance of Procurement Records

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

- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

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

E. Travel Costs

All travel expenses paid with federal grant funds shall meet the federal requirements such as:

- (1) All travel costs must be reasonable and necessary;
- (2) All travel costs must be consistent with District policy; and
- (3) All travel costs must be directly related to the grant award.

In addition, all travel expenses funded with federal grant funds must be preapproved by the Superintendent or designee. The state per diem rates for lodging shall be used to determine that maximum amount charged to a federal grant. For reimbursement of meals, the per diem rate and rules set by the State of Nebraska through the Nebraska Department of Administrative Service's Expense Reimbursement Document "ERD" Guidelines will apply. There will be no reimbursement for breakfast if the staff member's lodging provides continental breakfast at no cost. For reimbursement for mileage or fuel, the State of Nebraska mileage rate will apply. If a District-owned vehicle is available for travel, the District-owned vehicle must be utilized unless preapproved by the Superintendent or designee. All expenditures claimed by staff must include receipts and a completed voucher.

Adopted on: December 9, 2019

Revised on: July 13, 2026

Reviewed on: _____

3048

Communicable Disease

The district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases. The district complies with Neb. Rev. Stat. §§ 79-217 to 79-223 and Title 173 Nebraska Administrative Code, Chapter 3.

Definitions. Terms used in this policy have the meanings given in 173 NAC 3-002. A “reportable communicable disease” means a disease that must be reported under 173 NAC, Chapter 1.

Signs and Symptoms; Sending Students Home. Staff will watch for signs and symptoms of contagious or infectious disease. These signs and symptoms include fever, flushed face, headache, body aches, unexplained tiredness, loss of appetite, stomachache, nausea, vomiting, diarrhea, convulsions, sore throat, nasal congestion or discharge, unexplained skin eruption, and sore or inflamed eyes. The district will notify the parent or guardian of the student’s signs or symptoms. Upon notice, the parent or guardian must immediately cooperate with the district to arrange safe transportation home or another appropriate caregiver for the student. The district will report any failure to reasonably cooperate with the district to the Department of Health and Human Services or local law enforcement as appropriate.

Notice to School Authority. When the district sends a student home for a suspected contagious or infectious disease, the principal or school nurse will notify the superintendent or designee without delay.

Reports to Public Health. The school nurse, or a person acting in the capacity of a school nurse, will report each case or suspected case of a reportable communicable disease. The report must go to the local public health department or the Nebraska DHHS Division of Public Health as provided in 173 NAC 1-007.04.

Exclusion From School. The district will exclude a student with a confirmed communicable disease for at least the minimum isolation period in Attachment 1 to 173 NAC, Chapter 3. The student must be free of acute signs and symptoms. The student must be fever-free for 24 hours without fever-reducing medication before returning to school.

School Attendance and Participation in School Sponsored Activities. The district will provide educational services to a student diagnosed with a

communicable disease as required by law. The district will restrict the student as needed to prevent the spread of disease, to protect the student's health and privacy, and to protect others. Participation in Nebraska School Activities Association (NSAA) events is subject to NSAA rules and the provisions of the district activity handbook.

Infection and Exposure Control Procedures/Universal Precautions.

The district will monitor the information available through the Federal Centers for Disease Control, the Nebraska Department of Health and Human Services, and the Occupational Safety and Health Administration. This policy and any procedures, universal precautions, or exposure control plans will be modified, if appropriate, based upon the best new medical information provided by the above sources.

Outbreaks. In an outbreak or epidemic of a communicable disease, the superintendent may exclude students, reassign students, or close one or more schools. The superintendent will coordinate with the local health department and the Nebraska Department of Health and Human Services as needed.

Confidentiality. The district will keep information about a person's communicable disease confidential. The district will share information only with staff on a need-to-know basis. When the district must inform a person about another person's condition, the district will inform that person of the duty to keep the information confidential. The district will communicate about a student's communicable disease consistent with the student's IEP or Section 504 Plan, if any.

Staff Training. Staff will receive training regarding communicable diseases and the requirements of this policy and any adopted procedures as part of the training received under the Workplace Injury Prevention and Safety Committee policy.

Adopted on: December, 2019

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Reviewed on: _____

3057 Title IX Policy

As required by Title IX of the Education Amendments of 1972, it is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report may be made by any means to the district's Title IX Coordinator, who can be contacted at 43739 HWY 89, Oxford, NE, bryce.jorgenson@sveagles.org, 308-868-2222. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

Definitions. As used in this policy, the following terms are defined as follows:

- **Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.
- **Formal complaint** means a document or electronic submission filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment and requesting that the district investigate the allegation of sexual harassment. At the time of filing a formal complaint with the district, a complainant must be participating in or attempting to participate in the district's education program or activity.
- **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
- **Consent** for purposes of this policy means the willingness in fact for conduct to occur. An individual may, as a result of age, incapacity, disability, lack of information, or other circumstances be incapable of providing consent to some or all sexual conduct or activity. Neither verbal nor physical resistance is required to establish that an individual did not consent. District officials will consider the totality of the circumstances in determining whether there was consent for any specific conduct. Consent may be revoked or withdrawn at any time.
- **Sexual harassment** means conduct on the basis of sex where (1) An employee of the district conditions the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct; (2) An individual experiences unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies the person equal access to the district's education program or activity; (3) An individual

experiences a sexual assault, dating violence, domestic violence, or stalking as further defined below. Any report of conduct not meeting these definitions will not require the grievance procedure described in this policy.

- **Sexual assault**, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), which means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:
 - **Sex Offenses**—Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.
 - **Rape**—(Except Statutory Rape) Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, or by a sex-related object. This definition includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (including due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.
 - **Criminal Sexual Contact**—The intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. The forced touching by the victim of the actor's clothed or unclothed body parts, without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. This offense includes instances where the victim is incapable of giving consent because of age or incapacity due to temporary or permanent mental or physical impairment or intoxication for the purpose of sexual degradation, sexual gratification, or sexual humiliation.
 - **Unlawful Sexual intercourse**
 - **Incest**—Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law
 - **Statutory Rape**—Nonforcible sexual intercourse with a person who is under the statutory age of consent

- **Dating violence**, as defined in 34 U.S.C. § 12291(a)(10), which means violence committed by a person—
 - who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship.
 - The type of relationship.
 - The frequency of interaction between the persons involved in the relationship.
- **Domestic violence**, as defined in 34 U.S.C. § 12291(a)(8), which includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Stalking**, as defined in 34 U.S.C. § 12291(a)(30), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - fear for his or her safety or the safety of others; or
 - suffer substantial emotional distress.
- **Supportive measures** are non-disciplinary, non-punitive individualized services offered without fee that do not unreasonably burden the parties. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

Reporting Sexual Harassment. Any person who witnesses an act of unlawful sexual harassment is encouraged to report it to the district's Title IX Coordinator. district personnel will not retaliate against any individual based

on any report of suspected sexual harassment. Any district employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator as soon as reasonably practicable, but in no case later than the end of the following school day.

Response to Sexual Harassment

General Obligations. When the district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, the district will respond promptly in a manner that is not deliberately indifferent. For the purposes of this policy “education program or activity” includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. The district's ability to impose discipline for off-campus misconduct does not necessarily constitute “substantial control” over the respondent and the context. The district’s response to an allegation of sex harassment will treat complainants and respondents equitably.

Limitations on Discipline. No respondent will have disciplinary sanctions imposed upon him/her until the conclusion of the formal grievance process described below.

Emergency Removal. Disciplinary sanctions do not include removal on an emergency basis where the respondent is an immediate threat to the health or safety of another as a result of allegations of sexual harassment. The district also may place any employee on administrative leave during the pendency of the grievance process below.

Grievance Process for Formal Complaints of Sexual Harassment

General Obligations. All Title IX team members and individuals carrying out district obligations will comply with the regulatory requirements of objective evaluations, avoiding conflict of interest or bias, training, and protection of legally privileged information.

Presumption. It is presumed that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Grievance Procedure

Time Frames. The district will resolve grievances in a time frame that is reasonably prompt. Good cause for delay may include considerations such as

the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

Range of Possible Sanctions and Remedies. At the conclusion of the grievance process, the district may impose disciplinary sanctions and remedies in conformance with this and the district's student discipline policy, and other state and federal laws. Depending upon the circumstances, these policies provide for disciplinary sanctions and remedies up to and including expulsion and/or immediate discharge from employment.

Separation of Roles. The decision-maker cannot be the same person as the Title IX Coordinator or the investigator(s).

Notice of Allegations. Upon receipt of a formal complaint, the district will provide notice of this policy and the allegations to all parties. The notice will include sufficient details known by the district at that time to provide sufficient time to prepare a response before any initial interview. Sufficient details, if known by the district, include the identities of the parties involved in the incident, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident. The district will provide notice of additional allegations revealed during an investigation to the parties.

Dismissal of Formal Complaint. The district **must** dismiss a formal complaint if the conduct alleged in the formal complaint, would not constitute sexual harassment even if proven; did not occur in the district's education program or activity; or if the conduct alleged did not occur against a person in the United States.

The district **may** dismiss the formal complaint if, at any time during the investigation or hearing, the complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein; the respondent is no longer enrolled in or employed by the district; or specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon a dismissal, the district will promptly send written notice of the dismissal and an explanation of that action simultaneously to the parties.

Dismissal of a formal complaint under this policy does not preclude the district from taking action under another provision of the district's code of conduct or pursuant to another district policy.

Investigation of Formal Complaint. When investigating a formal complaint and throughout the grievance process, the district will designate and authorize one or more persons (which need not be district employees) as investigator(s) to conduct the district's investigation of a formal complaint. The district may consolidate formal complaints where the allegations of sexual harassment arise out of the same facts or circumstances.

The district will bear the burden of gathering evidence sufficient to reach a determination regarding responsibility. All parties will have an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence. The district may not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.

All parties will have the same opportunity to be accompanied by the advisor of their choice in any meeting or grievance proceeding. This policy does not relieve the advisor of choice of any other applicable legal obligations or limitations. The district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.

The district will provide written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings, with sufficient time for the party to prepare to participate.

All parties will have an equal opportunity to inspect and review evidence obtained as part of the investigation if that evidence is directly related to the allegations raised in a formal complaint. The parties will have no less than 10 calendar days to review the evidence and submit a response. The investigative report will fairly summarize the relevant evidence and the investigator will send the finalized report to all parties and their advisors.

Determination Regarding Responsibility. Before the district reaches a determination regarding responsibility, each party may submit written, relevant questions of any party or witness. The decision-maker will provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition are never relevant. Questions about the complainant's prior sexual behavior are only relevant if those questions and evidence are offered (1) to prove that someone other than the respondent committed the conduct alleged by the complainant, or (2) are offered to prove consent and concern specific incidents of the complainant's prior sexual behavior with respect to the respondent. If the decision-maker decides to exclude a question because it is not relevant, he/she will explain the basis for that

decision.

The decision-maker will issue a written determination regarding responsibility no sooner than ten days after the parties receive the final investigative report. The decision-maker will apply the preponderance of the evidence standard. The written determination will include:

- Identification of the allegations potentially constituting sexual harassment;
- A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
- Findings of fact supporting the determination;
- Conclusions regarding the application of the district's code of conduct to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and
- The district's procedures and permissible bases for the complainant and respondent to appeal.

The district will provide the written determination to the parties simultaneously. If neither party timely appeals, the determination becomes final. If a party appeals, the determination will become final on the date that the district provides the parties with the written determination of the result of the appeal.

Appeals. The district will offer both parties the opportunity to appeal from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, on the grounds identified below.

Time for Appeal. Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools no later than 5:00 pm on the fifth calendar day after the written determination is issued. The Notice of Appeal must include (a) the name of the party or parties making

the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal.

Grounds for Appeal. Appeals are limited to the following grounds:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the determination or dismissal was made that could affect the outcome of the matter; and
- The Title IX Coordinator, investigator(s), or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

The district will notify other parties in writing when an appeal is filed; implement appeal procedures equally for all parties; and ensure that the decision-maker for the appeal is not the same person as the decision-maker, the investigator(s), or the Title IX Coordinator.

The district will give both parties a reasonable, equal opportunity to submit a written statement that supports or challenges the outcome; issue a written decision describing the result of the appeal and the rationale for the result; and provide the written decision simultaneously to both parties.

Informal Resolution. The district may informally resolve allegations without completing the grievance procedure with the written consent of all parties. The process may not be used when allegations involve an employee harassing a student. As part of this process, the district will provide to the parties in writing a notice stating:

- the allegations;
- the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;
- that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and

- any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

Recordkeeping. The district will maintain the following records for a period of seven years:

- Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed, and any remedies provided;
- Any appeal and its result;
- Any informal resolution and its result; and
- All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The district will make these training materials publicly available on its website, or if the district does not maintain a website, then the district will make these materials available upon request for inspection by members of the public.

The district will also create records documenting any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the district's education program or activity. If the district does not provide a complainant with supportive measures, then the district will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken. The district will maintain these records for a period of seven years.

Retaliation Prohibited. Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, 34 C.F.R. part 106, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any

complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA statute, 20 U.S.C. § 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. Complaints alleging retaliation may be filed according to shall be addressed pursuant to Board Policy 2006 (Complaint Procedure).

The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this section. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this part does not constitute retaliation prohibited under this section, provided that a determination regarding responsibility alone is not sufficient to conclude that any party made a materially false statement in bad faith.

Notification of Policy. The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the existence of this policy. The requirement to not discriminate, as stated in Title IX and 34 C.F.R. part 106, in the district's education program(s) or activities extends to admission and employment, and inquiries about the application of Title IX and 34 C.F.R. part 106 to the district may be referred to the district's Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

Publication of Policy. The district will prominently display on its website, if any, and in each handbook that it makes available to applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator(s).

Application Outside the United States. The requirements of this policy apply only to sex discrimination occurring against a person in the United States.

Scope of Policy. Nothing herein shall be construed to be more demanding or more constraining upon the district than the requirements of Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106. To the extent that the district is in

compliance with Title IX and 34 C.F.R. part 106, then all of the district's obligations under this policy shall be deemed to be fulfilled and discharged.

Adopted on: July 11, 2022

Revised on: July 13, 2026

Reviewed on: _____

3061

ACH Originator

The District sends electronic payments through the ACH (Automated Clearing House) Network such as payroll direct deposits and/or vendor payments. Because of these payments, the District is classified as an ACH Originator. As an ACH Originator, the District complies with the National Automated Clearing House Association (NACHA) Operating Rules which govern the ACH Network. The District's bank requires compliance with the Rules as a condition of the District's ability to send ACH Payments.

Responsibilities. The District follows all terms of its Originating Depository Financial Institution/Originator Agreement with its bank. The District obtains a written authorization before sending any ACH payment. The District meets all processing deadlines set by the bank and NACHA. The District gives authorization records to the bank upon request within NACHA's required timeframes. The District keeps all sensitive banking information secure. When the District receives a Notification of Change, it updates the payment record before the next ACH transaction. When the District receives a return due to an error or unauthorized activity, it stops all related subsequent payments until instructions are received from the Bank. The District keeps its computer systems and network secure in line with its bank agreement. The District uses procedures to spot unauthorized payments. All employees with ACH duties will complete training, if required by the Bank or NACHA, and respond to audit requests. The District will implement internal controls and procedures to mitigate errors and risk of unauthorized ACH entries.

Fraud Monitoring. The District reviews ACH transactions for unusual patterns or amounts before submitting each file. If the District suspects an error or unauthorized ACH transaction, the District will: determine whether the problem is fraud, a scam, or an internal error; notify the bank right away; contact law enforcement if needed; and stop all related future ACH transactions.

Employee Training. All employees with ACH duties will complete any ACH origination training required by the District's designated bank(s).

Adopted on: July 13, 2026

Revised on: _____

Reviewed on: _____

4017

Relations with Employee Collective Bargaining Associations

The board of education recognizes the right of staff members to belong to professional employee organizations. The board will negotiate with organizations that have been certified or recognized in accordance with public employee bargaining statutes. The board or administration will coordinate with certified or recognized organizations for purposes of collective bargaining.

The district will allow professional employee organizations to make reasonable use of district facilities for meetings outside the district's and the employees' work hours. With administrative approval, organizations may use district resources, post notices of meetings, and provide other information on bulletin boards designated for this purpose, and use district email and mailboxes for delivery of information specific to the organization. Organizations must pay for all supplies used, damage caused, or the loss or theft of borrowed property.

For purposes of recruiting new members, organizations may host or attend certain meetings of certificated staff outside the district's and the employees' work hours. Attendance at any staff meetings does not include all-staff, building-level, committee, or other meetings called by the district, unless those meetings are open to other organizations or if required by law.

Unless otherwise specified in this policy or permitted law, organizations will be treated equally, and the district will not designate any day or break by reference to any specific organization.

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

4019

Workplace Injury Prevention and Safety Committee

The school district is committed to providing and maintaining a safe work environment, and to taking reasonable precautions for the safety of the students, employees, visitors, and all others having business with this school district. Every employee should show concern for the safety of fellow employees, students, and members of the public. The district shall have a safety committee as required by Nebraska law. Members of the safety committee may be established through the collective bargaining process.

The committee will adopt and maintain a written injury prevention program. The committee will participate in the development of safety education, training, and the establishment of safety rules, policies and procedures pursuant to this policy, the district's written injury prevention program, or as otherwise provided by law. Training for employees will be conducted annually.

The workplace injury prevention and safety committee will maintain minutes of all meetings and file them in the district office. The committee will implement accident investigation, record keeping procedures, safety rules, safety and health training, and policies. The district will maintain records for at least three years, or longer if directed by the Department of Labor.

The committee will meet at least once every three months or more frequently in the event of an employee complaint or of a job-related injury or death. The workplace injury prevention and safety committee will keep written minutes of all meetings and provide a copy to the superintendent or designee who will maintain the minutes in the district's administrative offices for a period of at least three years, unless otherwise instructed by the Department of Labor.

The workplace injury prevention and safety committee will develop an injury prevention plan and present it to the board. The plan should be developed and presented in the spirit of employees working together in a cooperative, non-adversarial effort to promote safety at the work sites within the district.

The superintendent or designee will assure that the safety training for employees is reviewed annually or more frequently, if needed. He or she will provide the following, as set forth in the initial written Employer's Injury Prevention Plan:

1. Initial safety orientation on rules, policies, and job specific procedures for new employees or employees who are assuming new and different duties within the school district, if appropriate.
2. Job specific training for employees before they perform potential hazardous work.
3. Periodic refresher training and dissemination of information on an annual basis, or more frequently if so designated by the administrator, for employees regarding the injury prevention plan of the unit and safety rules, policies, and procedures pertaining to safety within the school district.

In the event of a death in the workplace, the workplace injury prevention and safety committee will forward to the Department of Labor within 15 working days a copy of any review of the matter made by the workplace injury prevention and safety committee.

The superintendent or designee will establish or cause to be established record-keeping procedures to control and maintain all accident and injury records pertaining to accidents and injuries within the district or activities under the control of the district. Such records will be kept for at least three years, or longer if so advised by the Department of Labor.

The workplace injury prevention and safety committee will confer with the district's crisis team and will review the district's All-Hazard School Safety Plan upon its adoption by the crisis team.

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

4056
Resignation of Certificated Staff

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements. Unless otherwise required by law or contract, the following resignation requirements apply.

Staff members who submit their resignations to the board of education after March 15th but before April 15th will be released from the next school year's contract so long as the board is able to obtain the services of a suitable replacement. Suitability determinations will be made solely by the district and will be based upon, but not limited to, experience, quality, availability of adequate candidates, effect on extracurricular programs, class offerings, and effect on students. Staff members who refuse to fulfill their contractual obligations will be reported to the Commissioner of Education.

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

4065

Staff Use of AI Tools

As used in this policy, artificial intelligence tools (“AI Tools”) means machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Gemini, Claude, and similar technologies. The board wants to encourage staff to use AI tools to support student learning in safe and lawful ways.

This policy works together with the district’s policies on Student Use of AI Tools, Staff Internet and Computer Use, and Staff and District Social Media Use.

Tool Approval. Staff may not use an AI Tool with students or with student information unless a member of the district’s administration has approved it. To use a new tool, staff must request approval from his/her supervising administrator first. Before approving a tool, the district will review the vendor’s privacy and security practices, the kind of student information the tool would use, and whether a written data-sharing agreement with the vendor is required. The district will keep a list of approved AI Tools and the allowed uses for each.

I. Staff Expectations for Use of AI Tools in Education

A. Acceptable Use of AI Tools. Staff members must use their own professional oversight for any task they use AI Tools to complete and must carefully review the outputs of all AI Tools. Staff may use approved AI Tools to help with things like:

1. Drafting lesson plans, learning goals, and activities;
2. Assisting in initial review and feedback of student work;
3. Making reading passages or practice problems at different levels;
4. Drafting general messages like newsletters or announcements;
5. Finding resources or summarizing public information;
6. Drafting routine communications.

B. Protecting Student Information. Staff may upload student information into an AI Tool only when (a) the tool is district-approved, and (b) the vendor is bound by a written data-sharing agreement with terms that meet FERPA, COPPA, PPRA, and applicable state student data privacy laws. For this purpose, student information includes student names, ID numbers, education records, IEPs, Section 504 plans, evaluations, health records, and discipline records. This rule applies whether the staff member uses a district account, a personal account, a free version, or a paid version.

C. Recording and Transcription Tools. Staff may use AI recording or transcription tools only if:

1. The transcription tool has been approved by an administrator for use in the school context; and
2. All participants to the meeting are informed that the staff member is recording or transcribing the meeting.

The resulting recording or transcript may be subject to the district's retention and confidentiality policies.

D. Unacceptable Use of AI Tools in Education. Staff may never use AI tools to:

1. Upload FERPA-protected information about students without the express, written authorization from administrators who have assured themselves that such disclosure is lawful;
2. Relying solely on an AI Tool to grade student work that counts toward a grade or transcript or otherwise evaluate student academic progress;
3. Make or share deepfakes or fake images, audio, or video of any real person.
4. Make or share sexual or intimate images of any real person—even if the image is AI-generated;
5. Use AI to harass, bully, threaten, or impersonate any student, staff member, parent, board member, or community member;
6. Use AI to watch, track, or scan faces of students or staff outside of systems the board has approved;
7. Upload materials to AI if the copyright or license does not allow it;

8. Share district AI accounts or passwords with students or others;
9. Use district AI accounts for personal or business reasons; or
10. Use AI to bypass district network security, content filters, or device controls.

If any staff member is uncertain about the application of this policy to any AI Tool use, the staff member will check with a supervising administrator before use.

Adopted on: July 13, 2026

Revised on: _____

Reviewed on: _____

5001

Compulsory Attendance and Excessive Absenteeism

Required Attendance

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Exceptions

This policy does not apply when attendance is made impossible or impracticable by severe weather conditions or by the mental or physical illness of the student or a child whom the student is parenting.

A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child. A copy of the required affidavit is attached to this policy.

Discontinuing Enrollment – 5 Year Old Students

The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to January 1 of the current school year shall submit a signed, written request to the superintendent using the form which is attached to this policy. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to reenroll in this school district until the beginning of the following school year unless otherwise required by law.

Discontinuing Enrollment – 16 and 17 Year Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend an exempt school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending exempt schools. The superintendent may confirm the validity of the submission with the State Department of Education.

Prohibition on Discontinuing Enrollment – Abuse or Neglect Investigation

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

Attendance Officer

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee.

Excused Absences – Physical or Mental Illness

Absences shall be excused by a parent, guardian, or educational decision maker, as defined in section 79-530, of the child for physical or mental illness and as documented by a credentialed health professional, provided the

documentation supports such absence. In the instance of chronic illness, documentation shall be reviewed each semester.

Excused Absences – Others

The following additional absences will be considered excused if they are confirmed by communication to the school from the student's parent/guardian:

1. Severe weather
2. Medical appointments for the student
3. Death or serious illness of the student's family member
4. Attending a funeral, wedding or graduation
5. Appearance at court or for other legal matters
6. Observance of religious holidays of the student's own faith
7. College planning visits
8. Personal or family vacations

Excessive/Chronic Absenteeism (NDE Guidelines)

****Once a student has 75 combined periods missed for the school year, whether excused or unexcused, the parents/guardians will be required to attend a meeting with the student and principal to discuss and create a plan to improve attendance.**

****If a student reaches 150 total periods missed (140 for seniors), the student will be required to make up those absences at a rate of 1 period of absences = 45 minutes of time. If the time is not made up, the student will be referred to the county attorney for truancy.**

****When a student receives 10 absences or the hourly equivalent in any semester for any period, the student shall be required to make up those absences. Absences shall be made up at a rate of 1 period of absences = 45 minutes of time.**

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

5003

Admission of Part-Time Students

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

Eligibility and Application for Enrollment. A student may be eligible for part-time enrollment if the student:

1. is of appropriate age to attend school;
2. is a resident of this school district;
3. is a resident of another school district attending a private, denominational, parochial, or exempt school, but only if
 - a. this school district is the closest to the student's residence that offers the extracurricular sport or activity they desire to participate in, and their resident school district does not offer that sport or activity; or
 - b. the school building the student would attend if accepted for part-time enrollment is closer than the school building the student attends or would attend at the resident district;
4. has not graduated from high school; and
5. has not received a graduate equivalency diploma.

The parent or guardian must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district by August 1st prior to the year of enrollment. For second semester high school courses, the application must be filed by December 10th. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian must apply for enrollment each school year.

Limitations Based on Resources. The part-time enrollment of students is subject to limitations for grades, classes, courses, and programs based on the

limited resources available to the school district. Full-time students shall be given priority for enrollment in grades, classes, courses, and programs.

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

Grades and Academic Honors. Students accepted for part-time enrollment shall receive grades, report cards, and transcripts, but shall not be eligible to graduate, receive a diploma or qualify for class ranking unless they meet all district requirements including earning a sufficient number of credit hours and semesters of attendance.

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

Extracurricular Sports and Activities.

Students who are enrolled in a private, denominational, or parochial school may not participate in extracurricular sports and activities sponsored by the school district if they participate in extracurricular sports and activities at any other public, private, denominational, or parochial school. Any such students who desire to participate in extracurricular sports and activities at the school district must enroll in the following number of credit hours from the school district:

1. For extracurricular sports and activities regulated by an athletics or activities association in which this school district is a member: 5 credit hours.
2. For extracurricular sports and activities governed by a national or state organization other than an athletics or activities association, such as FFA: the minimum number of credit hours offered by the school district as required by that national or state organization.

3. For extracurricular sports and activities not regulated or governed by any such entity: 5 credit hours.

Exempt school students may only participate in extracurricular sports and activities if they are enrolled in at least 5 total credit hours per semester, when combining the exempt school credit hours and credit hours taken on a part-time basis at the school district. Exempt school students are not eligible to participate in extracurricular sports and activities sponsored by the school district if they participate in any sport or activity sponsored by any other public, private, denominational, or parochial school. Any such students who desire to participate in extracurricular sports and activities at the school district must enroll in the following number of credit hours from the school district:

1. For extracurricular sports and activities regulated by an athletics or activities association in which this school district is a member: 5 credit hours.
2. For extracurricular sports and activities governed by a national or state organization other than an athletics or activities association, such as FFA: the minimum number of credit hours offered by the school district as required by that national or state organization.
3. For extracurricular sports and activities not regulated or governed by any such entity: 5 credit hours.

All students permitted to participate in extracurricular sports and activities under this policy must also meet all other eligibility requirements set by the board, administration, and coach/sponsor prior to participating and for continued participation in the sport or activity. This includes but is not limited to rules for completing courses; up/down lists for deficient grades and/or incompletes; and all eligibility and other requirements of the Nebraska School Activities Association and any other governing bodies for the activity or sport.

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

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

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

5004 Option Enrollment

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

1. Definitions

- a. Option Student Defined.** Option student means a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district means the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district means the school district that a student chooses to attend other than his or her resident school district.
- d. Elementary School Defined.** Elementary school means grades K - 6.
- e. Middle School Defined.** Middle school means grades 7-8
- f. High School Defined.** High school means grades 9 through 12.
- g. Individual Student Defined.** Individual Student means the individual person seeking to begin attendance as an option student in the school district and who such person's parent or legal guardian has identified in a written application for option enrollment submitted to the school board.
- h. Applicants Defined.** Applicants means the Individual Student together with all siblings of the Individual Student.
- i. Siblings Defined.** Siblings means all children residing in the same household on a permanent basis who have the same mother or father or who are stepbrother or stepsister to each other who have not received a high school diploma or its equivalent.

2. **Persons Entitled to Apply for Option Enrollment of Students.** Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.
3. **Duties, Entitlements and Rights of Option Students.** Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.
4. **Automatic Acceptance.** The option school district must automatically accept applications of Individual Students under the following circumstances:
 - a. The Individual Student relocates in a different school district but wants to continue attending his or her original resident school district and the Individual Student has been enrolled in his or her original resident school district for the immediately preceding two years (in which case the time deadlines are waived);
 - b. The Individual Student relocates in a different school district but wants to continue attending the option school district (in which case the time deadlines are waived); or
 - c. The Individual Student is a sibling of an option student enrolled in the option school district.
5. **Standards for Acceptance or Rejection of All Other Option Students.** For Individual Students not entitled to automatic acceptance as described in the preceding section, no application for option enrollment may be accepted if enrollment in the school district if any of the Applicants would exceed the school district's capacity as described in this section.
 - a. **Special Education Capacity.** Capacity for special education services will be determined on a case-by-case basis. If an application for option enrollment received by the school district indicates that any of the Applicants has an individualized education program under the federal Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., or has been identified as a student with a disability as defined in section 79-1118.01, the application will be evaluated by the director of special education services or the director's designee who must determine if the

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

- b. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, and projected number of students with which the option school district will contract based on existing contractual arrangements. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.
- c. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, prior to October 15 of each school year, declare a program, a class, or a school unavailable for the next school year to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.
- d. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept any application for option enrollment when enrollment of any of the Applicants:

 - i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to any of the Applicants;
 - ii. Would require the procurement of new equipment, technology, or furnishings;
 - iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
 - iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;

- v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.
- e. **Prohibited Standards.** The school district shall not base the decision to accept or reject the application of the Individual Student on any of the Applicants' previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.
- f. **Order of Acceptance.** If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted
 - i. in the order in which written applications were received by the school district.
- g. **Maximum Capacity Report.** The school district will annually establish, publish, and report the capacity for each school building under the district's control pursuant to procedures, criteria, and deadlines established by the Nebraska Department of Education.
- 6. **False or Misleading Option Applications.** If, prior to the Individual Student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information about any of the Applicants, the option application will be rejected.
- 7. **Academic Credits and Graduation.** The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.
- 8. **Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.
- 9. **Procedure for Students Optioning Into or Out of the School District.**

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

10. Late Applications and Requests for Release

- a. The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15th under the following conditions:
 - i. When the district has already entered into contracts with teaching staff for the following school year;
 - ii. When the district has already contracted for the performance of specific services for the student;
 - iii. When the release of the student would have a negative financial impact or loss of revenue for the district.
- b. The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15th no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

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

- a. A student does not need to be released from his/her resident district or the option school district the student is attending at the time of application under the following circumstances:

- i. When the student has relocated to a different resident school district after February 1
 - ii. When a student's option school district merges with another district effective after February 1
- b. The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

11. Cancellation of Option.

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

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

12. Authority of Superintendent.

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

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

5048
Emergency Response to Life Threatening Asthma or
Systemic Allergic Reactions (Anaphylaxis)

School employees will comply with the requirements of the NDE Rule 59 protocol entitled, "Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)" (Protocol) to address incidents of anaphylaxis involving students at school when those students do not have existing response plans. For students with individual self-management plans, Section 504 plans, or Individualized Education Programs (IEP) addressing asthma or anaphylaxis responses, school employees will comply with those plans. The district shall procure and maintain the equipment and medication necessary to implement the Protocol.

The superintendent shall obtain the required signature(s) of one or more Prescribing Health Care Practitioners on the Protocol form. The superintendent shall publish this policy and Protocol in each student and employee handbook.

The superintendent shall arrange to have a qualified medical professional train employees, and for training updates as necessary. This may be a medical doctor, qualified school nurse, or other person qualified to train staff on the medication of students.

Adopted on: January 9, 2020

Revised on: July 13, 2026

Reviewed on: _____

6046
Right to Access to School Library Materials

Definitions. As used in this policy,

- “Parent” means the parent, guardian, or educational decisionmaker of any student currently attending the school district; and
- “Educational decisionmaker” means a person designated or ordered by a court to make educational decisions on behalf of a child.

Catalog of Library Books. The superintendent or designee shall create and maintain a catalog of all books in the school district’s library, categorized by school building, that shall be accessible by a Parent.

Opportunity for Notification. A Parent shall have the opportunity to be notified when the Parent’s student checks out a book from the school library, which notification shall include the title of the book, the author(s) of the book, and the date the book is due to be returned to the school library. The administration may elect to allow a Parent to exercise the opportunity to receive such notifications by means of a website, application notification, or by opting into email notifications.

Nothing in this policy shall be construed to create any rights of access or rights to notification in favor of any person that does not meet the definition of Parent stated above.

Adopted on: July 13, 2026

Revised on: _____

Reviewed on: _____

Proposal Number: 2112468803

Created By: Jared Fausch

Phone Number: 308-627-3740

Created On: 03/24/2026

Comments:

Item Picture	Description	Total Quantity	Unit Price	Total Price
	13-inch MacBook Air: Apple M5 chip with 10-core CPU and 8-core GPU, 16GB, 512GB SSD - Silver (Packaged in a 5-pack) ↗ MDHL4LL/A Specifications > Estimated Shipping: On Allocation	55	1,179.00 USD	64,845.00 USD
Subtotal:				64,845.00 USD
Estimated Tax:				0.00 USD
Total:				64,845.00 USD

Bus Routes	Alma	Arapahoe	Bertrand	Cambridge	Dundy Co. Stratton	Elwood	Eustis/Farnam	Hayes Center	Hitchcock County	Maxwell	Maywood	Medicine Valley	Paxton	Southern Valley	Sutherland	Southwest	Wallace	Vauneta/Palisade	
Per Route	\$99.56	\$43.86	\$56.00	\$50.00	\$38.02-\$39.97	\$44.00	\$0.00	79.79/day avg or 39.90/rte	\$43.00	\$78.00	\$101.95 - 127.95 route per day	62.36-119.57 per day	\$62 for bus \$42 for Van per trip	50/trip	\$59.29	\$65.00	\$33.60 per route plus \$.34 per mile	\$39.00-\$45.00 per trip	
Pre-School		33.41			\$37.57-\$34.20	0	0			0		NA			0	NA		\$28.00	
Bus Activity Trip	\$17.16	\$15.00	\$56.00	\$16.00	14.5	0	0	\$21.17	\$17.50	15.86	\$14.50	17.16	\$20.00	\$16.00	\$25.05	\$18.00/hr	17.30/hr	\$22.00	
Van Activity Trip	\$32.58	\$0.00	\$22.00	\$0.00	13.75	0	0					17.16			\$15.23				
Bus Per Hour				\$0.00			CDL/\$50min/\$ 10hr												
Suburban/Van Per Hour				\$0.00				\$25.00											
Wait Time	\$17.16	\$11.00/hr	\$0.00	\$16.00			\$10.00	\$11.34	\$0.00	\$15.86	\$10.50	\$17.16			\$25.05	\$18.00 /hr	17.30/hr		

183669RPAC SURVEY OF LUNCH PRICES / SUB PAY/ ACTIVITY TICKET PRICES

0000007/10/2026

	Breakfast Prices			Lunch Prices			Updated Info.	Substitute Pay		Activity Tickets			
	K-6	7-12	Adult		K-6	7-12	Adult	26-27			Student	Adult	Family
ALMA	\$1.75	\$1.75	\$2.50		\$2.70	\$3.10	\$4.00	7/10/25	150/90 - Free Lunch	L-Term same teacher \$218 / Bonuses start at 15 sub days per sem	\$20	\$40	\$80
ARAPAHOE	\$2.15	\$2.30	\$3.00	(K-4/5-12)	\$3.45	\$3.70	\$4.75	7/15/25	150/165/180	Tiered -30/60 days (LTerm 217.50)	\$30	\$40	Cap at \$180 per Family
BERTRAND	\$2.55	\$2.70	\$2.90		\$3.25	\$3.65	\$4.70	7/8/25	\$140/\$70	After 10 days of subbing, goes up to \$150	\$30	\$40	\$110
CAMBRIDGE	\$2.00	\$2.00	\$2.75	(K-4/5-12)	\$3.00	\$3.35	\$4.40	7/8/24	\$145 / \$165 / \$185	Tiered: 0-29 days \$145/ 30-59 \$165 / 60+days \$185	\$30	\$65	\$125
DUNDY CO. STRATTON	FREE	FREE			FREE	FREE		7/15/25	\$160/\$95/Free Lunch	Long Term Sub = 1/185th of base (\$225) after 10-days		\$60	\$110
ELWOOD	\$2.75	2.75	3.50		\$3.70	\$3.90	4.9	26-27	150/165/185	Tiered	\$30	\$65	\$105
EUSTIS-FARNAM	\$2.20	\$2.20	\$2.80		\$3.10	\$3.40	4.4	26-27	\$130/day	Tiered	\$25	\$60	\$95
HAYES CENTER	\$1.90	\$1.90	\$2.95		\$3.05	\$3.30	\$4.40	26-27	\$150		Free	None	None
HITCHCOCK COUNTY	\$2.15	\$2.15	\$3.15		\$3.70	\$4.20	\$5.10	6/9/25	\$160/Free Lunch		\$20	\$50	\$100
MAXWELL	\$2.60	\$2.60	\$2.85		\$3.70	\$3.95	\$4.85	26-27	\$170	long term is \$200	free	none	none
MAYWOOD	\$2.30	\$2.30	\$3.05		\$3.45	\$3.70	\$4.90	26-27	\$160/day	After 10 days subbing, pay goes to \$210/day	Free	\$50	None
MEDICINE VALLEY	\$2.10	\$2.35	\$3.75		\$3.20	\$3.45	\$5.00	26-27	\$155+lunch \$80 half		\$25	\$50	\$100
PAXTON	\$2.45	\$2.45	\$2.85		\$3.15	\$3.65	\$4.85	7/16/25	\$150/day free lunch	25/26	\$25	\$80	None
SOUTHERN VALLEY	\$2.25	\$2.35	\$2.50		\$3.05	\$3.30	\$4.00	7-14-25	\$150		\$20	\$50	\$100
SUTHERLAND	\$1.70	\$1.70	\$2.60		\$3.20	\$3.50	\$4.00	6/5/24	\$140/day free lunch		\$25	\$50	\$100
SOUTHWEST	\$2.25	\$2.25	\$2.60		\$3.40	\$3.90	\$4.55	26-27	\$165/day		\$25	\$50	\$100
WALLACE	\$2.40	\$2.40	\$3.25		\$3.35	\$3.60	\$4.60	26-27	\$155/day	11+ days, \$225	\$20	\$50	\$100
WAUNETA-PALISADE	\$2.20	\$2.20	\$2.75		\$2.85	\$3.20	\$3.95	7/7/22	\$140/day		\$15	\$40	\$75
AVERAGE	\$2.07	\$2.11	\$2.72		\$3.02	\$3.34	\$4.55				\$23	\$53	\$100

Additional Cost per Family if Lunch Price is Raised __?__

								The # in Red can be changed to determine \$ that will be raised based on number of meals served.	Based on	270 Increase	lunches served: 175 Days	
		19	\$0.05	\$0.10	\$0.15	\$0.20	\$0.25				Generated amount	
Family Cost - Monthly	1	\$0.95	\$	1.90	\$	2.85	\$	3.80	\$	\$0.05	\$13.50	\$2,470.50
	2	\$1.90	\$	3.80	\$	5.70	\$	7.60	\$	\$0.10	\$27.00	\$4,941.00
	3	\$2.85	\$	5.70	\$	8.55	\$	11.40	\$	\$0.15	\$40.50	\$7,411.50
	4	\$3.80	\$	7.60	\$	11.40	\$	15.20	\$	\$0.20	\$54.00	\$9,882.00
	5	\$4.75	\$	9.50	\$	14.25	\$	19.00	\$	\$0.25	\$67.50	\$12,352.50
	6	\$5.70	\$	11.40	\$	17.10	\$	22.80	\$	\$0.30	\$81.00	\$14,823.00
Family Cost- Yearly	1	\$8.75	\$	17.50	\$	26.25	\$	35.00	\$	\$0.35	\$94.50	\$17,293.50
	2	\$17.50	\$	35.00	\$	52.50	\$	70.00	\$	\$0.40	\$108.00	\$19,764.00
	3	\$26.25	\$	52.50	\$	78.75	\$	105.00	\$	\$0.45	\$121.50	\$22,234.50
	4	\$35.00	\$	70.00	\$	105.00	\$	140.00	\$	\$0.50	\$135.00	\$24,705.00
	5	\$43.75	\$	87.50	\$	131.25	\$	175.00				
	6	\$52.50	\$	105.00	\$	157.50	\$	210.00				

Bus Quotation – Off Lease

New _____ Pre-Driven X

Prepared For: Southern Valley Schools
43739 Highway 89
Oxford, NE 68967

Unit Price: 2024 Chevy Collins 30 Passenger wICS
Purchase Price..... \$99,974 per bus

Highlighted Features: Chevy 14,200-lb. Chassis
Gas 6.6 Liter Engine
Several Available with approx. 25k miles
55k BTU - Front & Rear Air Conditioning
Standard School Bus Seating with 20 Integrated Child Restraint Seating.
Nebraska Compliant.
Tinted Windows & White Roof
LED Lighting
Please review the short specifications within proposal for additional details

Camera System Option: REI Two (2) Interior, One (1) Windshield Camera
System Purchase..... \$2,870 per bus
- Does not include the annual REI Armor license, this service Agreement is between the REI & Southern Valley Schools

Trade: No Being Considered

FOB: Kansas City, MO

Estimated Delivery: July / August 2026

- Credit Cards are not accepted for payments for New/Used bus purchases
- Any remaining OEM Warranty may still apply.
- License, title and/or applicable fee are not included
- All units are subject to prior sale without notice
- Subject to availability to all New/Pre-Owned Vehicles
- Payment due upon delivery
- Price guarantee for 30 days

Submitted By:

6/4/2026

Regional Sales Manager
Midwest Transit Equipment, Inc.

Ken Pearce
Mid West Transit Equipment, Inc
866-366-7173 Ext 1479
314-712-7535 Cell



Prepared for Southern Valley Schools

Bus Type: 2024 Chevrolet / Collins

Seating Capacity: 30 Passengers with Lap Belts & 20 ICS/CRS Positions

Chassis Equipment:

Air Conditioning: GM Dash 15K

Batteries: Dual 660 CCA Skirt Drawer

Crossing Gate: Electric

Cruise Control: Yes

Engine: 6.6L V8 401HP, 464 tq

Fuel Tank Size: 33 Gallon

GVWR: 14,200#

Tires Front & Rear: LT225/75R16E

Transmission: GM 6-Speed w/OD

Wheelbase: 159"

Wheel Covers: GM Plastic Hub Caps

Body Equipment:

Air Conditioning: 55K Rear In-Wall Tie-In

Backup Alarm: 112 db

Body Length: 6 Row

Body Lock System: Rear Vandal Only

Entrance Door: Manual

Exit, Roof Hatch: Yes

Exit, Window Qty: 2

Floor Color: Gray

Floor Support: 14 Gauge Steel

Side & Rear Windows: Tint/Temp

Headroom: High-top 76.5"

Heaters: 60k BTU Under Seat

Lights, Interior: LED

Lights, Exterior: LED

Lights, Warning: Halogen

Mirrors, Rear View: AccuStyle, Htd, Power

Mirrors, Cross View: EyeMax LP Heated

Mirrors, Bracket Color: Black

Original SOA: NE

Original Spec Pkg: NE

Paint, Body: Yellow w/ White Roof

Pass Seat, Color: Gray

Seat, Driver: Vinyl

Pass Seat, Features: Full ICS

Pass Seat, Style: HSM Bench

Pass Seat, Upholstery: FB

Radio & Speakers: Radio w/ 4 Spkrs

Rear Buffer Zone: Yes

Rub Rails: 4

Step, Driver: Yes

Stop Arm: Composite LED

Strobe Light: Yes w/o Guard

Warranty Package: Choose an item.

Wheelchair, Lift: None



CONFIG NUMBER CB260910
 CONFIG DESCR DH500-C312G 20P SB
 CONFIG REVISION COPY 94553-54/CB260315
 CONFIG REV DATE 6/10/2026
 ORDER DESCR BODY ONLY
 ORDER QTY 1
 REQ DATE EARLY AUG-2026
 DIST NAME MASTER'S TRANSPORTATION
 DIST CONTACT
 CUST NAME SOUTHERN VALLEY
 CUST SHIP STATE NE
 CHAS ORIGIN

Sale price- \$108,900 delivered

Allen
Duncan
Masters Transportation
816-979-3380

ITEM	QTY	DESCRIPTION
CHASSIS	1	BODY ONLY PRICING
COL-20260202	1	PRICE SCHEDULE COL 02/02/2026
100-1-21-12	1	Spec, FMVSS "School Bus" >10,000# GVWR, driver plus 10 or more passengers (wheelchair positions counted as 4 passengers), may be used to transport students to or from school.
110-DH500-15	1	Core components, DRW high headroom model 5 section. Standard floor (with wheelwells), 76" interior headroom, 25"X78" entrance door, 96" overall width, all-galvanized-steel construction. Body fully insulated.
12326F6612Y320	1	Chassis Chev-US/2026/DRW 159 G3500/6.6L Gas/12300/Yellow/AC/Tilt/Cruise/Drivers Seat Standard/Belt/ALT.KW5/AM-FM/CAM/Standard Differential/Black Wheels/Black Bumper/No Fast Idle/No Block Heater/No Spare Tire/No Speed Governor/Standard Battery
200-111170-21	1	A/C 70K, dual compressor, 2 fan, skirt mount condenser, dash & in-wall evaporators, Chevy gas.
210-13-000-20	1	Battery tie-in for 2021+ Chevy gas units with no battery box. - Locate additional battery on RH side frame rail. Customer will need to order an additional battery 220-11-12 to locate on RH side frame rail. The OEM battery stays under the hood on a gas chas
220-03-19	1	Delete 2nd Battery from Frame Rail
220-42-20	1	High idle for Chevy models with all engine types, activated automatically from engine inputs, or manually by switch. Transmission must be in park and service brake is not to be pressed. Do not use this option if interlock options 890-51-12 is used.
230-201-15	1	Bumper 10" x 3/16 galvaneal steel channel DRW, wrap around extending forward at least 12" w/protecting end caps, with relief hole for exhaust pipe to pass thru.
233-201-16	1	Bumper Brace to attach to frame side, DH 400/500 and DE/DH 416 models, all Gas and Diesel exhaust systems.

236-1110-16	1	Fuel system protection and preparation for Chevy gas chassis standard floor 139"WB
238-1-500-0-12	1	PARTS REQUIRED TO BUILD SPECIFIC BODY MODEL ON SPECIFIC CHASSIS BRAND (CHEVY STD 500)
240-01-12	1	Tow eyes front Chevy, installed on chassis frame
240-03-12	1	Tow eyes rear only, installed on chassis frame
250-211-12	1	Door, entrance, black aluminum frame with full-length tempered AS2 glass for SH/DH units
260-5-16	1	Door entrance control, electric mechanism above door header, for glass doors, driver control panel mounted in doghouse. No manual cable-release.
265-212-13	1	Rear egress door, RH (curbside) hinge, Steel construction, select glass rear door upper/lower separately.
270-01-12	1	Rear door hinge continuous stainless steel
280-10-13	1	Rear Door Latch single latch at center of door, with interior red handle and exterior web style non-hitching handle.
300-51-12	1	Backup-alarm 112dBA that is activated upon placing the bus in reverse gear, wired through the ignition.
300-72-12	1	Switch for heater & fan shutdown, quickly limits interior noise, includes AM/FM radio, heater, defroster, and A/C. Does not affect windshield wipers.
305-20100-20	1	Child alert system with dome lights; armed automatically, an audible alert signals driver to check bus; All exits must be closed to disarm. horn will sound after 8 seconds if not disarmed or ignition not in on position; to disarm, ignition on and push but
310-1130-10-20	1	Backup camera safety system with 7" mirror monitor. OEM GM
320-500-112-12	1	Chevy 500 exhaust thru/under the rear bumper gasoline
330-103-12	1	Endcaps fiberglass front and rear exterior for use with school bus warning lights on DH units
332-213-22	1	Exterior steel rear corner skins left and right, driprail and below emergency exit rear door for DH units
334-500-21-12	1	Exterior aluminum left and right roof skins for DRW 500 (5section) units
336-500-302-14	1	Exterior steel left and right side skins, behind and above driver skins for DH 500 (5section) units
338-1500-20-14	1	Skirts, steel below body panels for std floor DH500
339-122-20-14	1	No Storage/No Battery Box, steel skirt
340-02-12	1	Mud Flaps Rear DH
345-11-12	1	Entrance step drivers side, Chevy, bright aluminum diamond tread, includes flat mud flap on passenger side.
350-500-21-1-12	1	Flooring black rubber, 1/8" smooth rubber under seats, 3/16" ribbed center aisle rubber 15" wide.
355-02-11-12	1	Flooring step treads, DRW standard and elevated floor models, black ribbed tread with integral white ribbed nosing.
360-500-22-12	1	Plywood subfloor for DH/E500 units, 5/8" thick, marine grade
390-02-12	1	Add aluminum aisle trim to bus. Covers seam between under seat rubber and aisle rubber.
390-04-19	1	Cover tops and sides of interior wheel well with black elastomer trim cover, fits dual rear wheel wheelwells

400-21-12	1	Heater 60K floor mount for Chevy units placed IN RIGHT HAND REAR CORNER OF BUS, includes 2 shutoff valves, BLEEDER VALVE
410-03-12	1	Heater shut off valve, cable operated with cable operator located on the dash, use on GM units only to relocate handle from under hood to dash.
420-500-10-14	1	Interior panels below window, embossed aluminum, standard floor 500 units.
422-031-15	1	Interior Panels Rear Wall DRW with Exit Door, with AC cutout.
430-500-100-13	1	Interior panels upper, smooth aluminum painted white for DRW 500 units.
440-01-12	1	Grabrail 42" long 1 1/4 dia. stainless, mounted left of entry on RH barrier, designed to prevent entanglement (Passes NHSTA string and nut test)
440-03-12	1	Mirror interior clear view back bonded glass, rounded corners and protected edges, 6 x 16 flat. Installed above drivers head on front bulkhead. Interior mirror providing the driver a clear view of interior and rear exit door.
440-22-23	1	Vandal lock for Chevy, permits manual lock of rear emergency door from inside while bus not in use, with buzzer and visual indicator on panel. Engine will not start until lock is disengaged, warning buzzer will activate to alert driver lock is engaged.
450-01-12	1	Brake/tail lights LED with separate license plate light, (2) 4" flush mount
460-02-12	1	brake/tail lights, 2- 7" LED type
470-01-12	1	Clearance lights LED type; row of three red lights on rear of bus and single reds on left & right rear, row of three amber lights on front of bus with single ambers on left and right front sides. Lights are low profile grommet mount.
472-02-12	1	Four domelights are powered through the battery, function when dome light switch is on.
474-01-12	1	Drivers dome light tied to OEM drivers door open circuit, comes on when drivers door is open, will time itself out when door is shut.
480-05-12	1	Lamps, turn signal amber LED rear 7"
490-01-12	1	Lamps, backup white (2) 4" flush mount LED
494-03-12	1	Lights, stepwell lights are illuminated by a DOD operated switch so as to light only when the headlights and clearance lights are on and the DOD is open.
500-01-01-12	1	Strobe light, roof mounted, high profile, dual flash, with switch. Power off ignition. Strobe located 1' from rear of bus.
510-03-12	1	Warning lights, LED, four red & four amber 7" surface mounted, Note: if light monitor option required use LED sensitive monitor
520-03-1-12	1	Warning light system, 8 light, sequential, wired through ignition, Master switch, Warning Start switch.
540-05-12	1	Lights, turn signal, amber LED 2" below side bodyrail and behind entrance doors. Mount with armor.
555-03-12	1	Dimmer switch for electrical control box lighted switches.
555-05-12	1	Dome light, rearmost drivers side, to work on separate switch independent of other dome lights.

565-12-1110-12	1	Remote Heated Rearview and Crossview mirror system w/ black bracketry for GM DRW buses. ROSCO AccuStyle 8"x15" dual Rearview mirror incl. 7"x9.5" flat and 7"x4" convex mirror glass, with Heated EyeMax LP Crossview mirrors.
580-03-202-12	1	Headknockers to comply with FMVSS 222; foam pads covered with gray fire block upholstery.
600-12-002-14	1	Paint body exterior yellow, Chevy DH/DE buses.
620-31-13	1	Paint scheme with black borders around warning lights and black extending the full width of front and rear caps (except SL, SH, LH units around lights only). Endcap areas around black gelcoat regions are painted body color.
630-04-5-23	1	Radio, OEM supplied, 4 speakers. Provides tie-in harness to main chassis.
650-50020-23	1	Rubrails, floor level side rubrails , 4.6" tall X 16 ga steel.
652-50020-23	1	Rubrails, seat level side rubrails that wrap around the rear of the bus to the emergency door, 4.6" tall X 16 ga steel.
654-00000000-12	1	RUBRAIL NONE AT WINDOW LEVEL
656-50007-23	1	Skirt level rubrails, for use with 500 models
659-999-23	3	Rubrails painted black color.
660-12-12	1	Triangle warning reflectors (set of three).
660-22-12	1	Fire extinguisher, 5 lb., 3A 40BC with 10" hose and nozzle,, may only be mounted near entrance door.
660-31-12	1	Seat belt cutter, loaded loose in driver compartment.
670-063-12	1	Body fluids kit for Nebraska
680-045-12	1	First aid kit 24 Unit for AK, AL, AR, AZ, CT, DE, FL, GA, IA, ID, IL, IN, KS, KY, LA, MA, ME, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, ,OH, OK, PA, RI, SC, SD, TN, TX, UT, VT, WA, WV, WY
690-1-01-37-202	1	Barrier, 37" left hand high back with medium gray fire block upholstery, leg at 27" position, for 36" & 39" seat. IMMI
691-2-12	1	Barrier spacing LH to B-pillar, spacing provides energy absorption zone for 2 passengers per FMVSS222 with barrier placed behind B-pillar, must be selected when LH front seat accommodates 2 passengers.
700-1-01-37-202	1	Barrier, 37" right hand high back with medium gray fire block upholstery, no welting, leg at 27" position, for 36" & 39" seat. IMMI
701-0-12	1	Barrier spacing RH to stepwell, none.
710-4-02-36-202	5	Seat, 36" left hand, IMMI SABRE two passenger with lap belts, two ICS and Latch position, with medium gray fireblock upholstery, no welting. Orange and red belts. Leg at 27" position.
711-25-12	5	Seat spacing LH 25in hip/knee.
720-4-02-36-202	5	Seat, 36" right hand, IMMI SABRE two passenger with lap belts, two ICS and Latch position, with medium gray fireblock upholstery, no welting. Orange and red belts. Leg at 27" position.
721-26-12	5	Seat spacing RH 26in hip/knee.
730-01-14	10	Seat mounting hardware floor mount seats, required for each non-track-mount seat
760-15-12	1	Decal "UNLEADED FUEL" 2in black
760-22-002-12	1	Tape, reflective two inch yellow, outline sides/rear of DH/DE units

760-41-12	1	Barricade stripe front and rear bumper NE, FL, NMS spec.
770-02-12	1	Endcap signage "SCHOOL BUS" decals 8" high black letters with 1" stroke on yellow reflective background, includes front and rear.
780-100-12	1	Signage, identification, "Collins"
800-01-12	1	Std ext. decal 2" tall "EMERGENCY DOOR" in black/arrow in black. Std int. decal 2" tall "EMERGENCY EXIT" in black/arrow red
810-23-202-13	1	Parcel racks overhead DH500, 158" long X 12" deep, 5 openings each side
840-05-12	1	Stop Arm 2 Lights High Int LED Strobe T6100-101-E21 - PLASTIC
860-01-12	1	Auxiliary fan two-speed, right side over windshield.
860-04-12	1	Roof vent, static with non-closeable control grille.
870-01-001-12	1	Roof Hatch Transpec Low Profile Standard Safety Vent II Model 1975, 1" White Tape on Ext. Perimeter, Activate Buzzer when Opened w/ Ignition on, Emergency Exit Decals, Operating Instructions, Interior & Exterior Handles, Not Approved for Canada
925-01-12	1	Window Transition Chevy glass, AS2 tempered clear glass
950-113-12	1	Windows Rear Body with Rubber Mounted AS3 Tempered 32% Tinted Glass
960-13-12	1	Window Rear Door Lower Rubber Mounted AS3 Tempered 32% Tinted Glass
970-13-12	1	Window Rear Door Upper Rubber Mounted AS3 Tempered 32% Tinted Glass
980-213-12	10	Window Split Sash 36" with AS3 Tempered 26% Tinted Glass, providing an unobstructed 12 x 28 opening when upper sash is lowered.
982-2-100-2-12	1	Window Split Sash 36" RH and LH Vertical Egress Hinge, Release Handle, Buzzer, Interior/Exterior Signage, and Yellow Exterior Reflective Tape.
294-02-12	1	Core electrical items for all Chevy buses with higher option content including Elect. Board, switch panel, buzzer, domes, step lights, and main harness
985-02-12	1	Undercoat body components, chassis components such as driveline, brake lines, wiring, exhaust system are not undercoated.
986-01-14	1	Warranty, standard limited body, covers body shell, structure, seat structure for 5 YR/100K MI, manufacturer's components for 2 YR/24K MI, other components 1 YR/12K MI. Excludes corrosion due to road chemicals. See warranty policy for full details.
987-00-22	1	Reassignment Chassis, None
990-02-12	1	Install OEM hub caps at factory, Chevy and Transit units only, hub caps will NOT be included if not selected.



Customer Quotation

Prepared For:
SOUTHERN VALLEY PUBLIC SCHOOLS

Prepared By :
COREY SUNDBERG
TRUCK CENTER COMPANIES
308-379-1446

Quote Number:
422601

Quote Date:
4/1/2026

Customer Order No:
Southern Valley 20p

Model Profile: 2025 or 2026 Chevrolet / 2027 Minotour – 20 Passenger

Product Type:	School Transportation
Year:	2025 or 2026
Chassis Model:	CG33803
Chassis MFG:	CHEVROLET
GVWR:	12,300
Passenger Capacity:	20
Headroom:	73
Wheelbase:	159
Brake Type:	HYDRAULIC
Engine Type:	GM V8 GASOLINE, 8 Cyl, 401 HP, 6.6 LITER
Fuel Type:	GASOLINE
Fuel Tank Capacity:	33
Transmission Type:	AUTOMATIC
Axle, Front:	4600-lb Capacity
Axle, Rear:	9600-lb Capacity
Tires, Front:	LT225/75R16E
Tires, Rear:	LT225/75R16E
Suspension Front:	SPRING
Suspension Rear :	SPRING

Meets all FMVSS requirements in effect at the time of manufacture.
All GM Incentives are included

2025 Model Year Chassis.....\$101,350.00
2026 Model Year Chassis.....\$104,260.00

Price is delivered to Southern Valley Public Schools
Subject to availability (limited chassis allocation)
Approximate Delivery: August, 2026

Customer Signature:

Date:

Dealer Signature:

Date:

Includes the Following Equipment:

BODY

ACCESSORIES

- 1 ACCESSORY COMPT LOCATED OVER WDSHLD W/GLASS
- 1 PROP ROD - ACCESS DOOR ABOVE WINDSHIELD

CERTIFICATION/SAFETY

- 1 FIRE EXTINGUISHER - 5 LB.
- 1 KIT - FIRST AID, 24 UNIT, COMPLIES W/NEBRASKA STATE SPECS
- 1 KIT - BODY FLUID CLEAN-UP, COMPLIES W/NEBRASKA STATE SPECS
- 1 REFLECTORIZED TRIANGLES - 3 BENEATH FIRST SEAT ON LEFT SIDE
- 1 INTERIOR REAR SURVEILLANCE MIRROR
- 1 ACCUSTYLE - DRW, HEATED, REMOTE - GM
- 1 GM-SRW/DRW, HEATED, EYEMAX LP
- 1 SIGN-STOP, ELECTRIC LED FRONT SE1-7980
- 1 HIGH WIND GUARD-FRONT ELECTRIC STOP ARM
- 1 LABEL - U.S. CERTIFICATION
- 1 APPLICATION - SCHOOL

DOORS

- 1 MANUAL DOOR CONTROL - MINOTOUR
- 1 PEDESTAL-MOUNTING, F/FAN & WARNING LGHT SWITCHES
- 1 VANDALOCK - REAR EMERGENCY DOOR WITH INTERLOCK & BARREL BOLT

ELECTRICAL - BODY

- 1 DEFROSTER FAN-MOUNTED ON ENTRANCE DOOR CONTROL BASE
- 1 BACKING ALARM - HEAVY DUTY - 107DB
- 1 AM/FM RADIO
- 1 PREMIUM SPEAKERS - FOUR (4)
- 1 LIGHTS - DOME, ADDITIONAL, LOCATED IN 1ST WINDOW SECTION
- 1 DRIVERS DOME LIGHT - MINOTOUR
- 1 RHEOSTAT SWITCH
- 1 LAMPS-STOP/TAIL/DIRECTIONAL AMBER/REVERSE LED
- 1 SIDE DIRECTIONAL-PIN AMBER TURN, FRONT, FLOOR LINE
- 1 STROBE LGT(S) OPERATIONS W/IGNITION&SWITCH
- 1 HALOGEN 8-LIGHT WARNING SYSTEM
- 1 MARKER/ID LAMPS - LED PIN TYPE
- 1 STROBE LIGHT CLEAR, CENTERED ON REAR HOOD
- 1 NOISE SUPPRESSION SWITCH
- 1 ADDITIONAL NOISE SUPPRESSION SWITCH FUNCTIONALITY

EXTERIOR

- 1 EXTERNAL STEP DRIVER'S SIDE
- 1 FUEL FILL IDENTIFICATION DECAL
- 1 BOTTOM RAIL
- 1 051 - UNDER FLOOR REINFORCEMENT
- 1 MUD FLAPS - REAR (MINOTOUR)
- 1 TOW HOOKS - TWO (2)

HVAC

- 1 HEATER SHUT-OFF VALVES - 1ST WINDOW SECTION, LS
- 1 50,000 BTU HEATER - LEFT FRONT
- 1 CARRIER AC-5W13T 53,000 BTU SYSTEM - REAR, IN WALL, (GM OEM/IN-DASH)

INTERIOR

- 1 BLACK KOROSEAL FLOOR COVERING WITH 13" CENTER AISLE
- 1 PLYWOOD FLOOR 5/8" THICKNESS
- 1 SPECIAL URETHANE FOAM INSULATION
- 1 PADDED RAILS - BLACK FIRE BLOCK UPHOLSTERY

PAINT/LETTERING

- 1 DECAL-UNITED AUTO WORKERS
- 1 PAINT BLACK EYES - 3" MINIMUM
- 1 DECAL-REFLECTIVE FRONT CAP "SCHOOL BUS"
- 1 DECAL-REFLECTIVE REAR CAP "SCHOOL BUS"
- 1 BLACK REFLEXITE - FRONT BUMPER
- 1 BLACK REFLEXITE - REAR BUMPER
- 1 YELLOW REFLEXITE - 2", PERIMETER OF REAR BUS BODY
- 2 YELLOW REFLEXITE-PERIMETER OF PUSHOUT SASH (28.5" HIGH SASH)

- 1 YELLOW REFLEXITE - PERIMETER OF REAR EMERGENCY DOOR
- 1 YELLOW REFLEXITE - 2", FLOOR LINE - BOTH SIDES OF BUS BODY
- 1 DECAL - TRADEMARK LOGO - MINOTOUR
- 1 PAINT-EXT WDO AREA SAME AS BODY
- 1 PAINT-EXT GRD RAIL @ WINDOW BLACK
- 1 PAINT-EXT GRD RAIL @ SEAT BLACK
- 1 PAINT-EXT GRD RAIL @ FLOOR BLACK
- 1 PAINT-EXT GRD RAIL @ SKRT BLACK
- 1 PAINT-EXT BUMPER REAR BLACK
- 1 PAINT-SOLID COLOR YELLOW

SEATS

- 1 SEAT BELT CUTTER - TIE TECH
- 1 KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,RT SIDE
- 1 ASSIST RAIL (ADA)
- 1 39" BARR-VERT,WALL MT 45"H RS
- 1 39"8DEG BARR-REV. WALL-MT 45"H LS
- 2 PROFORM EDO BLUE UPHOLSTERY-45"HIGH RECESSED BARRIER
- 10 FIREBLOCK BLUE UPHOLSTERY - SBR PASSENGER SEAT
- 5 SBR 39"LS WALL MOUNT WITH 2 ICS AND 3 POINT SHOULDER LAP SEAT BELTS
- 5 SBR 39"RS WALL MOUNT WITH 2 ICS AND 3 POINT SHOULDER LAP SEAT BELTS
- 10 SBR WALL MOUNT HARDWARE - MINOTOUR

WINDOWS/GLASS

- 1 TINTED TEMPERED GLASS - COMPLETE
- 1 TINTED TEMPERED PUSHOUT-LEFT SIDE,VERTICAL HINGE
- 1 TINTED TEMPERED PUSHOUT-RIGHT SIDE,VERTICAL HINGE
- 1 GLASS-ENTRANCE DOOR, CLEAR TEMPERED,UPPER & LOWER
- 6 TINT TEMP GLASS-COMP (28.5")
- 2 TINT TEMP GLASS-COMP(28.5")+10

OTHER

- 1 BLACK SNAP-IN AISLE STRIP
- 1 GM radio to speaker connection with noise suppression
- 1 FLUSH MTD EXTERIOR LED LIGHT-ENT DOOR
- 1 LIGHT-LED STEPWELL - MINO
- 1 HEATER HOSE - BLUE STRIPE, UNDER FLOOR, RR WALL RS
- 1 HATCH-RF ESC SPEC ADVANTAGE H1975-025-111 ENGLISH (1)

CHASSIS

- 2025 or 2026 CHEVROLET
- TILT STEERING WHEEL
- CRUISE CONTROL
- 12,300 LB. GVWR
- 6.6 LITER GASOLINE ENGINE
- 159" WHEELBASE
- DUAL REAR WHEELS
- DASH AIR CONDITIONING
- 220 AMP ALTERNATOR
- LT225/75R16E ALL SEASON TIRES
- 770 CCA BATTERY
- 6 SPEED AUTOMATIC TRANSMISSION
- 3 YEAR/36,000 MILE BUMPER TO BUMPER CHASSIS WARRANTY PER GENERAL MOTORS GUIDELINES
- 5 YEAR/60,000 MILE POWER TRAIN WARRANTY PER GENERAL MOTORS GUIDELINES

Standard Equipment - Body:

Accessory Switch	100 amp continuous duty solenoid relay
Assist Rail	Stainless steel step rail at entrance door, left side* * Other types optional
Body Panels	Exterior - 16 gauge smooth aluminum Interior Sidewalls- 22 gauge stucco patterned aluminum from window line to floor Interior Roof Headlining - 18 gauge aluminum
Bumper	Front - chassis supplied Rear - full width of body and wraps around
Circuit Protectors	Fuses* * Breakers optional
Color	Exterior - high solids polyurethane Interior - high-baked enamel with flat black trim
Dimensions	Exterior - 108" high (empty), 96" wide Interior - 73" high at aisle center, 90" wide at belt line
Door - Driver's	Standard van door supplied by chassis manufacturer
Door - Emergency	Two (2) glass type located in center rear with slide bar lock, buzzer signal and recessed handle. Includes 4" header pad upholstered with Proform fire block material
Door - Entrance	Manually operated outward opening* Includes padded door header * Other types optional
Driver's Seat	Adjustable bucket-type seat and lap/shoulder belt with retractor supplied by chassis manufacturer
Driveshaft Guards	Three (3) driveshaft guards - one (1) at rear axle location; two (2) rear of transmission
Fenderettes - Rear	16 gauge aluminum flush-mounted with body side sheet
Floor	16 gauge aluminum corrugated floor sheets over 16 gauge C-channel joists. Includes 1/2" exterior grade plywood
Floor Covering	1/8" smooth rubber with 3/16" ribbed aisle. Steps ribbed with white nosing
Fuel Tank Opening	Exterior - supplied by chassis manufacturer
Guard Rails	One 4 1/4" 16-gauge applied below window One 4 1/4" 16-gauge applied at seat cushion level and extends around rear corners One 4 1/4" 16-gauge applied at floor level and extends around rear corners Two 2 15/16" 16-gauge applied at roof extending length of passenger compartment
Heater	In-dash heater/defroster supplied by chassis manufacturer
Insulation	2" thick thermalbonded polyester fiber in headlining, side and rear walls. R-value is 6 (nominal)
Interior Mirror	2" x 10" supplied by chassis manufacturer
Lettering	Vinyl block style letters
Lights	Back-up - two (2) with clear lens Cluster Three (3) amber lights with metal protective shields mounted on upper front body hood Three (3) red lights without shields mounted on upper rear body hood Directional Front - chassis supplied Rear - 7" round plain amber - one (1) right and one (1) left* * Other types optional Dome Three (3) interior dome lights One (1) in center of vestibule headliner On 040 and 041 body, two (2) over seats in 3rd window section On 050 and 051 body, two (2) over seats in 4th window section Marker Front - One (1) amber per side on top corners Rear - One (1) red per side on top corners Stepwell - quantity one (1) Stop/Tail - 7" plain red dual element and 4" plain red mounted one (1) left and one (1) right* * Other types optional Switch Cabinet - One (1) in cabinet upper left of driver
Maintenance Manual	Owner/operator maintenance manual
Reflectors	Four (4) round red, one (1) per side on side rear corners and one (1) per corner on rear
Rustproofing	Primer applied to both side of all painted metal panels prior to assembly
Stepwell	Two (2) steps
Storage	Compartment located over windshield with quick release latches
Sun Visor	Supplied by chassis manufacturer
Switches	Rocker type, LED back-lighting with international symbols
Undercoating	Floor, skirts, rear wheelhouses, chassis frame risers and rear bumper mounting brackets and braces
Ventilator	Static exhaust located in roof
Windows - Side	Split aluminum sash with tempered glass* * Other types optional
Windshield	Supplied by chassis manufacturer
Windshield Washers	Supplied by chassis manufacturer
Windshield Wipers	Supplied by chassis manufacturer
Wiring	Color coded and numbered

0000007/10/2026

Additional Cost per Family if Lunch Price is Raised _?_								Based on	270	lunches served: 175 Days	
									<u>Increase</u>	<u>Generated amount</u>	
Family Cost - Monthly	<u>19</u>	<u>\$0.05</u>	<u>\$0.10</u>	<u>\$0.15</u>	<u>\$0.20</u>	<u>\$0.25</u>	The # in Red can be changed to determine \$ that will be raised based on number of meals served.	<u>270</u>	<u>\$0.05</u>	<u>\$13.50</u>	<u>\$2,470.50</u>
	1	\$0.95	\$ 1.90	\$ 2.85	\$ 3.80	\$ 4.75		\$0.10	\$27.00	\$4,941.00	
	2	\$1.90	\$ 3.80	\$ 5.70	\$ 7.60	\$ 9.50		\$0.15	\$40.50	\$7,411.50	
	3	\$2.85	\$ 5.70	\$ 8.55	\$ 11.40	\$ 14.25		\$0.20	\$54.00	\$9,882.00	
	4	\$3.80	\$ 7.60	\$ 11.40	\$ 15.20	\$ 19.00		\$0.25	\$67.50	\$12,352.50	
	5	\$4.75	\$ 9.50	\$ 14.25	\$ 19.00	\$ 23.75		\$0.30	\$81.00	\$14,823.00	
	6	\$5.70	\$ 11.40	\$ 17.10	\$ 22.80	\$ 28.50		\$0.35	\$94.50	\$17,293.50	
Family Cost- Yearly	<u>175</u>	<u>\$0.05</u>	<u>\$0.10</u>	<u>\$0.15</u>	<u>\$0.20</u>	<u>\$0.25</u>			\$0.40	\$108.00	\$19,764.00
	1	\$8.75	\$ 17.50	\$ 26.25	\$ 35.00	\$ 43.75			\$0.45	\$121.50	\$22,234.50
	2	\$17.50	\$ 35.00	\$ 52.50	\$ 70.00	\$ 87.50			\$0.50	\$135.00	\$24,705.00
	3	\$26.25	\$ 52.50	\$ 78.75	\$ 105.00	\$ 131.25					
	4	\$35.00	\$ 70.00	\$ 105.00	\$ 140.00	\$ 175.00					
	5	\$43.75	\$ 87.50	\$ 131.25	\$ 175.00	\$ 218.75					
	6	\$52.50	\$ 105.00	\$ 157.50	\$ 210.00	\$ 262.50					