

Madison Board of Education, Madison District #1

Board of Education Regular Meeting
Monday, May 13, 2019 7:00 PM
Middle School/High School Conference Room
700 South Kent St.
Madison, NE 68748-0450

The sequence of items on the agenda is provided as a courtesy. The board reserves the right to consider items in any sequence deemed appropriate. Therefore, visitors are encouraged to attend the meeting from the beginning.

1. Call the Meeting to Order
 1. Roll Call
 2. Pledge of Allegiance
 3. Open Meetings Act
 4. Madison Public Schools Mission Statement
2. Consent Agenda
3. Public Forum
 1. Report from AdvancED state representative Shannon Vogler
4. Administrator and Other Reports
5. Board Committee Reports/Meeting dates
6. Action Items
 1. Consider and act upon the proposed Settlement Agreement and Release regarding Adele Anderson's employment by Madison Public Schools.
 2. Discuss, consider, and take all necessary action to approve a Life-time activity pass to all Madison regular season home activities to Corrine Dupsky for her years of service for Madison Public Schools.
 3. Discuss, consider, and take all necessary action to approve resignations.
 4. Discuss, consider, and take all necessary action to approve contracts.
 5. Discuss, consider, and take all necessary action to approve Board policy 4044 as presented with suggested changes
 6. Discuss, consider, and take all necessary action for Colby Johnson and sponsor Mr. Fite to attend the national History day event.
 7. Discuss, consider, and take all necessary action to approve changes on master calendar for 2019-2020.
 8. Discuss, consider, and take all necessary action to have 3-4 Middle School Team members attend the Ron Clark Academy in Atlanta Georgia.
 9. Discuss, consider, and take all necessary action on school lunch and breakfast prices for the 2019-2020 school year.
 10. Discuss, consider, and take all necessary action to approve the Job description for the School Nurse and the Intervention Project Manager. (IPM)
 11. Discuss, consider, and take all necessary action to appoint Patti Reigle as Board Treasurer starting on June 1, 2019.
 12. Discuss, consider and take all necessary action on the 2019-20 Student handbooks.

13. Discuss, consider, and take all necessary action on annual transfers from the General Fund to the Athletic Fund and Lunch funds.
7. Topics for next month's Board of Education meeting
8. Adjournment

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	5			
Checking	5	Fund: 05 ACTIVITY FUND		
AMAZON.COM CREDIT	454534778687	101 POSITIVE ATHLETIC TRADITION (BOOK)	18.19	
AMAZON.COM CREDIT	893699759766	WALL CLOCK	229.00	
		Vendor Total:		247.19
AMERICAN HEART ASSOCIATION	20190411	JUMP FOR HEART	815.52	
		Vendor Total:		815.52
AMERICAN LEGION POST #35	20190423	SECRETARY DAY-SALAD BAR LUNCHEON	72.00	
		Vendor Total:		72.00
ANDERSON'S	7722734	PROM DECORATIONS	569.36	
ANDERSON'S	CR3883831	CREDIT SALES TAX ON INVOICE 7722734	(37.25)	
		Vendor Total:		532.11
BATTLE CREEK PUBLIC SCHOOLS	APRIL 2019 BC TR INV	APRIL 1 2019 BATTLE CREEK TRACK INVITE	180.00	
		Vendor Total:		180.00
BERGLUND, JORDYN	20190423	REIMBURSEMENT FOR DANCE PHOTO FRAME	44.99	
		Vendor Total:		44.99
BOONE CENTRAL SCHOOLS	MAR 2019 DIST SPEECH	2019 DISTRICT SPEECH	236.11	
		Vendor Total:		236.11
BSN SPORTS, LLC	903678922	FOOTBALL PADS	2,298.11	
BSN SPORTS, LLC	904763131	PRO COMP CREW & PANT	113.07	
BSN SPORTS, LLC	904873833	FLEECE HOODIES	592.10	
BSN SPORTS, LLC	CR 904841733	COURTESY CREDIT - RETURN	(40.00)	
		Vendor Total:		2,963.28
CALLAM SPORTS PHOTOGRAPHY, LLC	20190417	STATE DANCE PICTURES	80.00	
		Vendor Total:		80.00
CAMP KITAKI	20190423	7TH FIELD TRIP TO CAMP KITAKI	880.00	
		Vendor Total:		880.00
CHOICE FOODS	001005011925	GUTS PROGRAM	35.91	
CHOICE FOODS	001085971823	GUTS PROGRAM	39.92	
CHOICE FOODS	002016291448	GUTS PROGRAM	44.91	
CHOICE FOODS	002029381444	CONCESSIONS	3.75	
		Vendor Total:		124.49
COOPER, JAMES	20190423	PRIZES FOR FUNDRAISER	45.00	
COOPER, JAMES	V*20190423	PRIZES FOR FUNDRAISER	(45.00)	
		Vendor Total:		0.00
COOPER, JAMES	20190424	PRIZES FOR ELEM FUNDRAISER	45.00	
		Vendor Total:		45.00
COSTA, PETERSON	20190423	OFFICIAL-SOCCER-CONESTOGA	105.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
		4-18		
		Vendor Total:		105.00
CUBILLO, PABLO	20190423	OFFICIAL-SOCCER (CONESTOGA) 4-18	75.00	
		Vendor Total:		75.00
CUSTOM SPORTS	24384	VINYL CUT SOCCER GOALIE JERSEY	15.00	
CUSTOM SPORTS	24424	MS TRACK JERSEYS	902.00	
CUSTOM SPORTS	24454	SOCCER TSHIRTS	727.00	
CUSTOM SPORTS	24516	HS TRACK HOODIES	324.00	
CUSTOM SPORTS	24549	MS TRACK SWEATSHIRTS & PANTS	800.00	
CUSTOM SPORTS	24553	SOCCER JERSEYS(2) & PANT(1)	69.00	
CUSTOM SPORTS	24555	HS B BB PRACTICE JERSEYS	250.00	
		Vendor Total:		3,087.00
EHRISMAN, LISA	20190423	POWERADES FOR GUTS	94.81	
		Vendor Total:		94.81
ENGELMANN, JULIE	20190402	CHALLENGES KIT	10.95	
		Vendor Total:		10.95
FIELDS HARDWARE	2019 PROM	PROM SUPPLIES	60.37	
		Vendor Total:		60.37
FUN EXPRESS, LLC	695456815-01	TRACK PENNANT BANNERS	239.70	
		Vendor Total:		239.70
GREAT AMERICAN OPPORTUNITIES, INC.	915150665	ELEM FUNDRAISER	2,925.20	
		Vendor Total:		2,925.20
GREAT PLATTE RIVER ROAD MONUM	20190423	ADMISSION TO THE ARCH ON 4- 26-19 (37)	148.00	
		Vendor Total:		148.00
HUMPHEY ST FRANCIS SCHOOL	20190423	ENTRY FEE-TRACK-HSF INVITE 4-23-19	130.00	
		Vendor Total:		130.00
LITANIA SPORTS GROUP, INC.	0000410407	VAULTING POLE	599.40	
		Vendor Total:		599.40
MADISON STAR MAIL	12633	ATHLETIC POSTERS	125.80	
		Vendor Total:		125.80
MAHASKA	3058310	SODA	78.00	
MAHASKA	3058311	SODA	521.25	
MAHASKA	3058407	SODA	81.00	
		Vendor Total:		680.25
MOHAMED, MOHAMED	20190423	OFFICIAL-SOCCER-CONESTOGA 4-18	75.00	
		Vendor Total:		75.00
NEBRASKA FFA ASSOCIATION	20190402	STATE FFA CONVENTION	168.00	
		Vendor Total:		168.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
NORFOLK CATHOLIC SCHOOLS	20190423	ENTRY FEE-MS TRACK-NC INVITE 4-22-19	130.00	
		Vendor Total:		130.00
NORFOLK PUBLIC SCHOOLS	20190411	JR HIGH SPEECH MEET	15.00	
		Vendor Total:		15.00
PIONEER VILLAGE	20190423	MS ADMISSION TO PIONEER VILLAGE-34	110.50	
		Vendor Total:		110.50
PIZZA HUT OF MADISON	20190403	CONCESSIONS; BOYS BB FR; CLASS 2020	571.52	
		Vendor Total:		571.52
PLATTSMOUTH HIGH SCHOOL	SOCCER 2019	SOCCER INVITE 4-13	115.00	
		Vendor Total:		115.00
RSCHOOLTODAY/DISTRIBUTED WEBSITE CORPORATION	44580	ACTIVITY SCHEDULER RENEWAL	250.00	
		Vendor Total:		250.00
STANTON COMMUNITY SCHOOLS	JR HI TR 4-4-19	STANTON JR HIGH TRACK 4-4- 19	100.00	
		Vendor Total:		100.00
SUPER 8 LINCOLN WEST O	4/5/2019 FFA	STATE CONVENTION	599.92	
		Vendor Total:		599.92
THEATREFOLK LTD.	808348	"SHUDDERSOME" PERUSAL COPY	7.95	
THEATREFOLK LTD.	821902	PERUSAL COPY OF "THE BLUE & THE GREY"	5.95	
		Vendor Total:		13.90
VELASCO, JOSE	20190423	OFFICIAL-SOCCER-NC/LHNE 4- 23	70.00	
VELASCO, JOSE	20190424	OFFICIAL-SOCCER-NC/LHNE-4- 23-19	70.00	
		Vendor Total:		140.00
WHITTEN, BILL	20190423	OFFICIAL-SOCCER-NC/LHNE 4- 23	70.00	
		Vendor Total:		70.00
WIESEL, ANDY	20190424	OFFICIAL-SOCCER-NC/LHNE-4- 23-19	70.00	
		Vendor Total:		70.00
WINNERS' CIRCLE	51752	G BB AWARDS	96.49	
WINNERS' CIRCLE	51819	B BB PLAQUES	29.28	
		Vendor Total:		125.77
		Fund Total:		17,056.78
		Checking Account Total:		17,056.78

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	06			
Checking	06	Fund: 06 SCHOOL NUTRITION FUND		
APPEARA	0409306	MOPS & APRONS	46.00	
APPEARA	0413904	MOPS & APRONS	46.00	
		Vendor Total:		92.00
EARTHGRAINS BAKING CO. INC.	54330621061	BREAD	145.00	
EARTHGRAINS BAKING CO. INC.	54330621112	BREAD	48.00	
EARTHGRAINS BAKING CO. INC.	54330621194	BREAD	60.00	
EARTHGRAINS BAKING CO. INC.	54330621195	BREAD	48.00	
EARTHGRAINS BAKING CO. INC.	54330621275	BREAD	60.00	
EARTHGRAINS BAKING CO. INC.	54330621276	BREAD	48.00	
EARTHGRAINS BAKING CO. INC.	54330621345	BREAD	60.00	
EARTHGRAINS BAKING CO. INC.	54330621346	BREAD	48.00	
EARTHGRAINS BAKING CO. INC.	54330621358	BREAD	57.80	
EARTHGRAINS BAKING CO. INC.	54330621397	BREAD	145.00	
EARTHGRAINS BAKING CO. INC.	54330621398	BREAD	48.00	
		Vendor Total:		767.80
FOOD DISTRIBUTION PROGRAM	28728	COMMODITIES	3,067.94	
FOOD DISTRIBUTION PROGRAM	28886	COMMODITIES	2,094.92	
		Vendor Total:		5,162.86
HILAND DAIRY FOODS	335738	MILK	172.56	
HILAND DAIRY FOODS	335739	MILK	226.76	
HILAND DAIRY FOODS	335838	MILK	246.84	
HILAND DAIRY FOODS	335839	MILK	338.52	
HILAND DAIRY FOODS	335935	MILK	241.23	
HILAND DAIRY FOODS	335936	MILK	201.06	
HILAND DAIRY FOODS	335989	MILK	136.06	
HILAND DAIRY FOODS	335990	MILK	124.30	
HILAND DAIRY FOODS	336050	MILK	164.56	
HILAND DAIRY FOODS	336051	MILK	241.64	
HILAND DAIRY FOODS	336105	MILK	175.69	
HILAND DAIRY FOODS	336106	MILK	130.23	
		Vendor Total:		2,399.45
INFINITE CAMPUS	SRVIN021070	POS TERMINALS	2,798.00	
		Vendor Total:		2,798.00
MPS GENERAL FUND	MARCH 2019 LABOR	SALARIES	16,644.22	
		Vendor Total:		16,644.22
SYSCO LINCOLN	16128213P	FOOD - DAMAGED ON TRUCK	(12.58)	
SYSCO LINCOLN	261386396	FOOD/SUPPLIES	971.68	
SYSCO LINCOLN	261397934	FOOD/SUPPLIES	797.58	
SYSCO LINCOLN	261397935	FOOD/SUPPLIES	879.48	
SYSCO LINCOLN	261408344	FOOD/SUPPLIES	819.24	
SYSCO LINCOLN	261408345	FOOD	730.97	
SYSCO LINCOLN	261419798	FOOD/SUPPLIES	1,071.84	
SYSCO LINCOLN	261419799	FOOD/SUPPLIES	954.01	
		Vendor Total:		6,212.22
		Fund Total:		34,076.55
		Checking Account Total:		34,076.55

Fund: 05 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 1219	FUND BALANCE/Class of 2019	1,385.70	0.00	702.00	0.00	2,087.70
05 704 1220	FUND BALANCE/Class of 2020	1,213.22	678.00	0.00	0.00	535.22
05 704 1221	FUND BALANCE/Class of 2021	201.33	0.00	0.00	0.00	201.33
05 704 1222	FUND BALANCE/Class of 2022	130.00	0.00	105.00	0.00	235.00
05 704 1301	FUND BALANCE/Art Club	516.24	0.00	0.00	0.00	516.24
05 704 1302	FUND BALANCE/Band	4,328.55	0.00	0.00	0.00	4,328.55
05 704 1303	FUND BALANCE/Cheerleaders	355.51	0.00	0.00	0.00	355.51
05 704 1304	FUND BALANCE/Danceline	149.87	124.99	80.00	0.00	104.88
05 704 1305	FUND BALANCE/ELL Class	64.19	10.95	673.10	0.00	726.34
05 704 1306	FUND BALANCE/Ethnic Diversity Club	1,384.77	0.00	58.00	0.00	1,442.77
05 704 1307	FUND BALANCE/FFA	1,673.88	767.92	0.00	0.00	905.96
05 704 1308	FUND BALANCE/Homecoming	630.05	0.00	0.00	0.00	630.05
05 704 1309	FUND BALANCE/Honor Society	782.62	159.00	89.25	0.00	712.87
05 704 1310	FUND BALANCE/HS Student Council	1,097.09	0.00	0.00	0.00	1,097.09
05 704 1311	FUND BALANCE/M Club	5,268.73	0.00	0.00	0.00	5,268.73
05 704 1312	FUND BALANCE/Music Boosters	5,286.07	0.00	0.00	0.00	5,286.07
05 704 1313	FUND BALANCE/Musical	4,597.30	0.00	0.00	0.00	4,597.30
05 704 1314	FUND BALANCE/One Act Plays	1,003.64	13.90	15.00	0.00	1,004.74
05 704 1315	FUND BALANCE/Quiz Bowl	623.01	0.00	0.00	0.00	623.01
05 704 1316	FUND BALANCE/Resale	394.03	0.00	40.00	0.00	434.03
05 704 1317	FUND BALANCE/Speech	892.50	251.11	0.00	0.00	641.39
05 704 1318	FUND BALANCE/Water Quality Project	5,406.61	0.00	0.00	0.00	5,406.61
05 704 1319	FUND BALANCE/Yearbook	667.60	0.00	32.00	0.00	699.60
05 704 1320	FUND BALANCE/Concessions	14,065.77	831.00	1,129.02	0.00	14,363.79
05 704 1321	FUND BALANCE/FCCLA	183.90	0.00	0.00	0.00	183.90
05 704 1401	FUND BALANCE/Elem Activity Acct	981.96	815.52	1,215.52	0.00	1,381.96
05 704 1402	FUND BALANCE/Elem PTO	1,100.82	0.00	0.00	0.00	1,100.82
05 704 1403	FUND BALANCE/Elem Student Council	10,169.42	2,970.20	10.00	0.00	7,209.22
05 704 1500	FUND BALANCE/AD	15,442.25	2,128.53	160.00	(1,702.00)	11,771.72
05 704 1501	FUND BALANCE/Boys BB	907.33	279.28	0.00	0.00	628.05
05 704 1502	FUND BALANCE/Boys BB FR	119.66	180.00	133.30	0.00	72.96
05 704 1510	FUND BALANCE/Cross Country	(288.46)	0.00	0.00	0.00	(288.46)
05 704 1511	FUND BALANCE/Cross Country FR	1,264.71	0.00	0.00	0.00	1,264.71
05 704 1520	FUND BALANCE/Football	5,972.34	2,298.11	0.00	0.00	3,674.23
05 704 1521	FUND BALANCE/Football FR	24.83	0.00	0.00	0.00	24.83
05 704 1522	FUND BALANCE/Football Youth	0.00	0.00	0.00	0.00	0.00
05 704 1530	FUND BALANCE/Girls BB	1,321.54	96.49	0.00	0.00	1,225.05

Fund: 05	ACTIVITY FUND	Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 1531		FUND BALANCE/Girls BB FR		96.77	0.00	473.78	0.00	570.55
05 704 1540		FUND BALANCE/Golf		778.76	0.00	0.00	0.00	778.76
05 704 1541		FUND BALANCE/Golf FR		338.35	0.00	0.00	0.00	338.35
05 704 1550		FUND BALANCE/Soccer		8,387.00	1,534.07	257.00	0.00	7,109.93
05 704 1551		FUND BALANCE/Soccer FR		3,084.66	592.10	0.00	0.00	2,492.56
05 704 1560		FUND BALANCE/Softball		585.01	0.00	0.00	0.00	585.01
05 704 1561		FUND BALANCE/Softball FR		2,463.66	0.00	0.00	0.00	2,463.66
05 704 1570		FUND BALANCE/Track		2,168.34	1,139.40	3,689.00	0.00	4,717.94
05 704 1571		FUND BALANCE/Track FR		1,148.39	324.00	140.00	0.00	964.39
05 704 1580		FUND BALANCE/Volleyball		314.54	0.00	0.00	0.00	314.54
05 704 1581		FUND BALANCE/Volleyball FR		1,847.33	0.00	0.00	0.00	1,847.33
05 704 1590		FUND BALANCE/Wrestling		3,036.36	0.00	0.00	0.00	3,036.36
05 704 1591		FUND BALANCE/Wrestling FR		470.39	0.00	0.00	0.00	470.39
05 704 1598		FUND BALANCE/Weightroom		1,036.41	229.00	0.00	0.00	807.41
05 704 1599		FUND BALANCE/Uniform Replacement		0.00	1,702.00	0.00	1,702.00	0.00
05 704 1600		FUND BALANCE/MS Activity Acct		4,555.80	718.50	30.50	0.00	3,867.80
05 704 1601		FUND BALANCE/MS Houses		482.91	186.34	0.00	0.00	296.57
05 704 1700		FUND BALANCE/Secondary Act Acct		10,169.86	0.00	408.00	0.00	10,577.86
05 704 1701		FUND BALANCE/Marketing Comm.		3,819.60	0.00	0.00	0.00	3,819.60
05 704 1702		FUND BALANCE/Scholarships		10,672.35	0.00	1,000.00	0.00	11,672.35
05 704 1703		FUND BALANCE/Teachers		2,081.33	0.00	12.19	0.00	2,093.52
05 704 1704		FUND BALANCE/Emergency Assistance		1,533.24	0.00	0.00	0.00	1,533.24
05 704 1705		FUND BALANCE/Educators Rising		867.28	0.00	0.00	0.00	867.28
05 704 1706		FUND BALANCE/Courtesy		3,022.44	0.00	0.00	0.00	3,022.44
05 704 1999		FUND BALANCE/District Funds		12,260.86	492.00	695.78	0.00	12,464.64
Fund Total: 05				164,540.22	18,522.41	11,148.44	0.00	157,166.25

Chart of Account Number Chart of Account Description
 12 704 FUND BALANCE

Beginning Balance	Expenses	Revenues	Balance Change	Balance
5,556.12	0.00	0.91	0.00	5,557.03
<u>5,556.12</u>	<u>0.00</u>	<u>0.91</u>	<u>0.00</u>	<u>5,557.03</u>
Fund Total: 12				

Fund: 06 SCHOOL NUTRITION FUND

Chart of Account Number Chart of Account Description
06 704 FUND BALANCE

Beginning Balance	Expenses	Revenues	Balance Change	Balance
68,404.67	34,076.55	34,723.42	0.00	69,051.54
68,404.67	34,076.55	34,723.42	0.00	69,051.54
Fund Total: 06				

Kate Ebeling: Present, Harlow Hanson: Present, Jim Knapp: Present, Deb Neidig, Present, Jim Reeves: Present, Steve Ruh: Present. Present: 6

- 1: Call the meeting to order
 - 1.1 Roll Call
 - 1.2 Pledge of Allegiance
 - 1.3 Open Meetings Act
 - 1.4 Madison Public Schools Mission Statement

2: Consent Agenda

Motion to approve consent agenda items 2.1, 2.2, & 2.3 as presented. Passed with a motion by Steve Ruh and a second by Jim Knapp. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay:0

A to Z Vac.N.Sew	Supplies	59.80
Albracht Disposal Service	Trash removal	480.00
Amazon.Com Credit	Supplies	471.57
Appearra	Supplies	56.40
Apple Computer, Inc.	Supplies	3,208.00
Assetgenie, Inc. DBA Ag Irepair	Computer repairs	100.00
Battle Creek Public Schools	SpEd services	2,640.00
BCN	Telephone services	126.78
Big Country Auto	Vehicle repairs & maintenance	2,023.16
Brady & Amy's	Fuel	977.56
Dana Brandl	Reimbursement	15.00
Buck's Septic Pumping	Restroom rental	247.00
Burrito King	Food	480.00
Cable One	Cable	31.80
Centerpoint Energy Services, Inc.	Natural gas	4,838.32
Central Nebraska Rehab Services	Services	2,976.20
Choice Foods	Fuel	1,178.66
City of Madison	Utilities	7,124.54
Crescent Electric Supply Company	Supplies	202.43
Demco	Supplies	207.69
Ecolab Pest Elimination Division	Pest control	81.85
Educational Service Unit #8	SpEd services	44,752.10
Reid Ehrisman	Reimbursement	58.85
Federal Express Corporation	Shipments	27.98
Field's Hardware	Supplies	98.80
First Choice Food Service Inc.	Food	622.50
Floor Maintenance	Supplies	578.16
Frontier	Phone services	680.79
Michaela Grubb	Conference reimbursement	511.67
GT Fire & Security, Inc.	Inspection	150.00
Paul Herz	Reimbursement	7.35
Hugh O'Brian Youth Leadership	Registration	225.00
HyVee Food Stores, Inc.	Food	32.19
Jackson Services	Supplies	133.40
KSB School Law	Legal fees	2,327.00
Mackin Educational Resource, Inc.	Library books	189.81
Madison Star-Mail	Publications	696.87

McGraw-Hill Education Book Company	Books	1,115.97
Menards – Norfolk	Supplies	58.66
Midamerica Books	Books	919.38
Midtown Health Center	Contracted services	1,431.00
Midwest Music Center (Barnhill Enterprises)	Supplies	21.00
Midwest Service & Sales Co.	Supplies	137.00
Mind Vine Press	Supplies	289.90
MPS Activity Fund	Reimbursement	372.00
MPS Lunch Fund	Reimbursement	373.33
National History Day: Nebraska	Registration	96.00
NDE Early Childhood Training Center	Training	80.00
Nebraska Association for the Gifted	Registration	275.00
Nebraska Council of School Administrators	Membership	125.00
NETA Spring Conference	Registration	149.00
Northeast Nebraska Juvenile Services	February & March, 2019	9,676.22
O’Keefe Elevator Co., Inc.	Elevator maintenance	299.85
Per Mar Security Services	Contracted services	312.00
Pitney Bowes	Postage Rental	117.00
Pizza Hut of Madison	Food	230.84
Priority Communications & Solutions Inc.	Phone services	99.00
Teryn Rother	Reimbursements	279.50
The Short Stop	Fuel	126.82
St. Leonard’s School	Lease agreement fee	1.00
Student Assurance Services Inc.	Insurance renewal	803.50
Trinity Lutheran School	Lease agreement fee	1.00
University of South Dakota	Registration fee	50.00
The UPS Store #4267	Supplies	89.10
US Bank Cardmember Services	Supplies	9,637.62
Volkman Plumbing & Heating	Repairs & maintenance	171.00
Walmart Community	Supplies	179.44
Water Engineering Inc.	Water services	425.04
Winners’ Circle	Supplies	545.85

3: Public forum

3.1 Report from our school counseling department on opportunities available to our students in the area of mental health awareness

4: Administrator and other reports

- 4.1 Athletic Director report
- 4.2 Elementary Principal’s report
- 4.3 Middle School Principal’s report
- 4.4 Secondary Principal’s report
- 4.5 Superintendent’s report

5: Board Committee Reports/Meeting dates

6: Action Items

7: Discuss, consider, and take all necessary action on resignations.

Motion to approve submitted resignations. Passed with a motion by Steve Ruh and a second by Jim Reeves. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

8: Discuss, consider, and take all necessary action to approve contracts for the 2019-2020 school year.

Motion to approve teaching contracts for the 2019-2020 school year. Passed with a motion by Jim Knapp and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

9: Discuss, consider, and take all necessary action to approve a softball cooperative with Humphrey Public Schools and Lindsay Holy Family for the 2019-2020 & 2020-2021 school years.

Motion to approve a softball cooperative with Humphrey Public Schools and Lindsay Holy Family for the 2019-2020 & 2020-2021 school years. Passed with a motion by Jim Reeves and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

10: Discuss, consider, and take all necessary action to approve a state master contract circuits by Great Plains Communications for 48 months.

Motion to approve a contract with Great Plains Communications per State of Nebraska's master contract. Passed with a motion by Steve Ruh and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

11: Discuss, consider, and take all necessary action to accept a bid from Sterling Computers to purchase approximately \$5,575.00 of services and products to help update the technology operation of Madison Public Schools.

Motion to approve a vendor agreement with Sterling Computers in the amount of \$5,575.00. Passed with a motion by Jim Reeves and a second by Jim Knapp. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

12: Discuss, consider, and take all necessary action to approve a vendor agreement with Heartland Communications for \$15,539.00 for services and products.

Approve the vendor agreement with Heartland Communications for \$15,539.00. Passed with a motion by Steve Ruh and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

13: Discuss, consider, and take all necessary action to update middle school teaching staff computers with middle school SIG grant funds.

Motion to approve purchase of laptops for middle school staff in the amount of \$17,224.00. Passed with a motion by Jim Knapp and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

14: Discuss, consider, and take all necessary action to approve job descriptions.

Motion to approve the job descriptions. Passed with a motion by Kate Ebeling and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

15: Executive session. Discussion of classified staff compensation and benefit package to protect the public interest and prevent needless injury to a staff member's reputation.

Motion to enter executive session at 8:14 PM for discussion of classified staff compensation and benefit package to protect the public interest and prevent needless injury to a staff member's reputation. Passed with a motion by Jim Knapp and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

The board concluded executive session with no action taken.

16: Discuss, consider, and take all necessary action on classified salaries and benefits for the 2019-2020 school year.

Motion to approve classified salaries and benefits per the superintendent's recommendation for the 2019-2020 school year. Passed with a motion by Jim Reeves and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

17: Topics for next month's Board of Education meeting

18: Adjournment

Motion to adjourn at 8:35 PM. Passed with a motion by Kate Ebeling and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

President

Secretary

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
<u>Checking</u>	1		
Checking	1	Fund: 01 GENERAL FUND	
ACADIENCE DYNAMIC MEASUREMENT GROUP	24950	SERVICES	219.00
		Vendor Total:	219.00
ADVANCE EDUCATION INC	00112910	ACCREDITATION FEES	3,600.00
		Vendor Total:	3,600.00
ALBRACHT DISPOSAL SERVICE	0419 STMT	GARBAGE	325.00
		Vendor Total:	325.00
AMAZON.COM CREDIT	435774356657	SUPPLIES	59.35
AMAZON.COM CREDIT	435875583458	SUPPLIES	49.28
AMAZON.COM CREDIT	443658383665	SUPPLIES	86.67
AMAZON.COM CREDIT	443968937584	SUPPLIES	16.38
AMAZON.COM CREDIT	464573449837	SUPPLIES	106.92
AMAZON.COM CREDIT	469798879689	SUPPLIES	84.34
AMAZON.COM CREDIT	536995948876	SUPPLIES	121.41
AMAZON.COM CREDIT	668368656968	SUPPLIES	64.99
AMAZON.COM CREDIT	677838337444	SUPPLIES	139.00
AMAZON.COM CREDIT	695466846344	SUPPLIES	123.79
AMAZON.COM CREDIT	737575458767	SUPPLIES	237.99
AMAZON.COM CREDIT	747534387995	SUPPLIES	30.18
AMAZON.COM CREDIT	799869545388	SUPPLIES	349.30
AMAZON.COM CREDIT	846587685695	SUPPLIES	80.94
AMAZON.COM CREDIT	947733464486	SUPPLIES	149.32
AMAZON.COM CREDIT	974555364386	SUPPLIES	64.33
		Vendor Total:	1,764.19
APPEARA	0418056	SUPPLIES	27.51
APPEARA	0422417	SUPPLIES	27.51
		Vendor Total:	55.02
APPLE COMPUTER, INC.	11426694	TECHNOLOGY	259.00
APPLE COMPUTER, INC.	AA11531441	TECHNOLOGY	2,196.00
APPLE COMPUTER, INC.	AA11672494	SUPPLIES	353.00
APPLE COMPUTER, INC.	AA11866549	TECHNOLOGY	2,538.00
APPLE COMPUTER, INC.	AA12062305	TECHNOLOGY	2,449.00
APPLE COMPUTER, INC.	AA12448332	COMPUTER REPAIRS	99.00
APPLE COMPUTER, INC.	AA13220194	TECHNOLOGY	12,490.00
		Vendor Total:	20,384.00
ASSETGENIE, INC DBA AG IREPAIR	1384553	COMPUTER REPAIRS	199.00
ASSETGENIE, INC DBA AG IREPAIR	1386259	COMPUTER REPAIRS	209.00
ASSETGENIE, INC DBA AG IREPAIR	1387884	COMPUTER REPAIRS	100.00
ASSETGENIE, INC DBA AG IREPAIR	1389061	COMPUTER REPAIRS	374.00
		Vendor Total:	882.00
B.E.PUBLISHING	71308	TEACHING SUPPLIES - PERKINS GRANT	1,688.45
		Vendor Total:	1,688.45
BARNHILL PIANO TUNING	16604	TUNING	95.00
		Vendor Total:	95.00
BCN	22707626	TELEPHONE SERVICES	113.81

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	113.81
BRADY & AMY'S	0519 STMT	FUEL	3,398.98	
			Vendor Total:	3,398.98
BRAITHWAIT, TRISHA	0419 REIMBURSEMENT	REIMBURSEMENT	27.37	
			Vendor Total:	27.37
BRANDL ELECTRIC	11026	REPAIRS & MAINTENANCE	155.22	
			Vendor Total:	155.22
BUCK'S SEPTIC PUMPING	96848	RENTAL	89.00	
			Vendor Total:	89.00
BURRITO KING	112	EDUCATION QUEST EVENT	625.00	
			Vendor Total:	625.00
CABLE ONE	0419 STMT	RENTAL BOX	22.24	
			Vendor Total:	22.24
CCS PRESENTATION SYSTEMS	IN000747	SUPPLIES	4,079.60	
CCS PRESENTATION SYSTEMS	IN000748	SUPPLIES	6,057.90	
			Vendor Total:	10,137.50
CENTRAL NEBRASKA REHAB SERVICES	04082019	SERVICES	2,261.80	
			Vendor Total:	2,261.80
CHOICE FOODS	0419 STMT	FUEL	62.25	
			Vendor Total:	62.25
CITY OF MADISON	0419 50400	UTILITIES	1,004.11	
CITY OF MADISON	0419 50670	UTILITIES	63.24	
CITY OF MADISON	0419 50675	UTILITIES	318.75	
			Vendor Total:	1,386.10
COLONIAL RESEARCH CHEMICAL	143249	SUPPLIES	139.10	
			Vendor Total:	139.10
COMPUTER INFORMATION CONCEPTS	PSI28906	RENEWAL	6,202.00	
			Vendor Total:	6,202.00
DENT SPECIALISTS	126843	SNOW REMOVAL	120.00	
DENT SPECIALISTS	126899	VEHICLE REPAIRS	100.50	
DENT SPECIALISTS	127043	VEHICLE REPAIRS	59.95	
			Vendor Total:	280.45
EAKES OFFICE SOLUTIONS	7762178-0	SUPPLIES	76.56	
EAKES OFFICE SOLUTIONS	7762515-0	SUPPLIES	29.15	
EAKES OFFICE SOLUTIONS	7765336-0	SUPPLIES	65.22	
			Vendor Total:	170.93
ECOLAB PEST ELIMINATION DIVISION	6778659	PEST CONTROL	81.85	
			Vendor Total:	81.85
EDUCATIONAL SERVICE UNIT #1	R108528	WORKSHOP	20.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
EDUCATIONAL SERVICE UNIT #1	R108569	WORKSHOP	80.00	
		Vendor Total:		100.00
EDUCATIONAL SERVICE UNIT #8	INV-005307	SERVICES	16,675.08	
EDUCATIONAL SERVICE UNIT #8	INV-005325	SERVICES	21,500.00	
EDUCATIONAL SERVICE UNIT #8	INV-005338	SERVICES	2,529.51	
		Vendor Total:		40,704.59
EISENMANN SUPPLIES	S1888147348	SUPPLIES	39.93	
		Vendor Total:		39.93
FEDERAL EXPRESS CORPORATION	6-518-43124	SHIPMENTS	45.08	
		Vendor Total:		45.08
FIELDS HARDWARE	0419 STMT	SUPPLIES	88.88	
		Vendor Total:		88.88
FLOOR MAINTENANCE	033158	SUPPLIES	69.10	
FLOOR MAINTENANCE	034038	SUPPLIES	561.60	
		Vendor Total:		630.70
FRAUENDORFER, LORI	0419 MILEAGE	REIMBURSEMENT	19.80	
		Vendor Total:		19.80
FRONTIER	0419 STMT	PHONE SERVICES	678.53	
		Vendor Total:		678.53
GENESIS TECHNOLOGIES INC	2538568	SUPPLIES	2,500.00	
		Vendor Total:		2,500.00
GPS, INC.	0419 STMT	MEALS	249.04	
		Vendor Total:		249.04
GREATAMERICA FINANCIAL SERVICES CORPORATION	24514207	COPIER LEASE	2,295.04	
GREATAMERICA FINANCIAL SERVICES CORPORATION	24696799	COPIER LEASE	3,163.30	
		Vendor Total:		5,458.34
HAMPTON INN - KEARNEY	197092A	CONFERENCE LODGING	379.26	
		Vendor Total:		379.26
HARRIS	MN00116658	SOFTWARE RENEWAL	703.49	
		Vendor Total:		703.49
HIRERIGHT LLC, INC	PO857003	BACKGROUND SERVICES	62.80	
		Vendor Total:		62.80
HY-VEE FOOD STORE	5829318273	SUPPLIES	35.13	
		Vendor Total:		35.13
HY-VEE FOOD STORES, INC	4802531356	SUPPLIES	76.14	
HY-VEE FOOD STORES, INC	5829020336	SUPPLIES	49.12	
		Vendor Total:		125.26
INSTRUMENTALIST AWARDS LLC	1901	SUPPLIES	93.50	
		Vendor Total:		93.50

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
JACKSON SERVICES	4059297	SUPPLIES	54.20	
JACKSON SERVICES	4059298	SUPPLIES	39.60	
		Vendor Total:		93.80
KEN'S BAND INSTRUMENT REPAIR	2019-000338	INSTRUMENT REPAIRS	106.00	
		Vendor Total:		106.00
KNAPP, CHRISTINE	0519 REIMBURSEMENT	REIMBURSEMENT	30.40	
		Vendor Total:		30.40
KSB SCHOOL LAW	6155	LEGAL FEES	2,006.50	
		Vendor Total:		2,006.50
MADISON COUNTY CLERK	1118 ELECTION	ELECTION COSTS	184.97	
		Vendor Total:		184.97
MENARDS - NORFOLK	62849	SUPPLIES	2,040.90	
		Vendor Total:		2,040.90
MIDWEST MUSIC CENTER (Barnhill Enterprises)	189411	SUPPLIES	24.00	
		Vendor Total:		24.00
MPS ACTIVITY FUND	0419 REIMBURSEMENT	REIMBURSEMENT	492.00	
MPS ACTIVITY FUND	0419 TRANSFER	TRANSFER	28,000.00	
		Vendor Total:		28,492.00
MPS LUNCH FUND	0419 TRANSFER	TRANSFER	12,000.00	
MPS LUNCH FUND	100522	REIMBURSEMENT	92.83	
		Vendor Total:		12,092.83
NATIONAL ASSOCIATION OF SCHOOL NURSES	479940	MEMBERSHIP	250.00	
		Vendor Total:		250.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATOR	0519 MEMBERSHIP	MEMBERSHIP	2,755.00	
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATOR	58853	MEMBERSHIP	160.00	
		Vendor Total:		2,915.00
NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LABORATORY	512350	WATER TESTING	15.00	
		Vendor Total:		15.00
NORFOLK DAILY NEWS	1920 SUBSCRIPTION	SUBSCRIPTIONS	330.00	
		Vendor Total:		330.00
NORTHEAST NEBRASKA JUVENILE SERVICES	04/2019	APRIL 2019	5,006.78	
		Vendor Total:		5,006.78
PER MAR SECURITY SERVICES	2050588	CONTRACTED SERVICES	336.00	
		Vendor Total:		336.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
PIZZA HUT OF MADISON	0419 STMT	PIZZAS	61.99	
		Vendor Total:		61.99
RESOURCES FOR EDUCATORS	2705426	SUBSCRIPTION	354.00	
		Vendor Total:		354.00
SCOTT ELECTRIC	1374332	SUPPLIES	8.00	
		Vendor Total:		8.00
SHORT STOP, THE	0419 STMT	FUEL	53.29	
SHORT STOP, THE	0519 STMT	FUEL	53.29	
		Vendor Total:		106.58
SURBER, ALINA	0419 REIMBURSEMENT	REIMBURSEMENT	80.86	
		Vendor Total:		80.86
TROXELL COMMUNICATIONS	174437	SUPPLIES	72.91	
		Vendor Total:		72.91
TWD LOCK, SAFE & KEY	5412	SUPPLIES	53.50	
		Vendor Total:		53.50
TWIN RIVER SCHOOL	0519 ART FEES	ART SHOW FEES	18.00	
		Vendor Total:		18.00
US BANK CARDMEMBER SERVICES	0419 STMT	SUPPLIES	4,881.26	
		Vendor Total:		4,881.26
WALMART COMMUNITY	005809	SUPPLIES	68.00	
WALMART COMMUNITY	008927	SUPPLIES	26.38	
WALMART COMMUNITY	912100229574	SUPPLIES	86.58	
		Vendor Total:		180.96
WATER ENGINEERING INC	IN43009	WATER SERVICES	250.04	
WATER ENGINEERING INC	IN43019	WATER SERVICES	175.00	
		Vendor Total:		425.04
WINGATE BY WYNDHAM	04222019	CONFERENCE LODGING	299.85	
		Vendor Total:		299.85
		Fund Total:		166,547.72
		Checking Account Total:		166,547.72

MADISON PUBLIC SCHOOLS

TREASURER'S REPORT

April 30, 2019

General Fund

BALANCE

Last year's balance

Balance Forward as of	<u>March 31, 2019</u>				\$2,015,305.91	
Receipts		+	\$	343,750.63		
Expenditures		-	\$	570,426.92		
Balance as of	<u>April 30, 2019</u>				\$1,788,629.62	\$1,895,123.87

Employee Benefit Fund

Balance Forward as of	<u>March 31, 2019</u>				\$11,942.17	
Receipts		+	\$	2,857.34		
Expenditures		-	\$	1,794.55		
Balance as of	<u>April 30, 2019</u>				\$13,004.96	\$11,771.86

Petty Cash Fund

Balance Forward as of	<u>March 31, 2019</u>				\$2,465.36	
Receipts		+	\$	0.50		
Expenditures		-	\$	-		
Balance as of	<u>April 30, 2019</u>				\$2,465.86	\$2,698.05

Total Assets for General Fund

\$1,804,100.44

\$1,909,593.78

Depreciation Fund

Balance Forward as of	<u>March 31, 2019</u>				\$914,120.73	
Receipts		+	\$	1,774.11		
Expenditures		-	\$	75,845.88		
Balance as of	<u>April 30, 2019</u>				\$840,048.96	\$645,013.86

Bond Fund

Balance Forward as of	<u>March 31, 2019</u>				\$159,767.97	
Receipts		+	\$	9,130.33		
Expenditures		-	\$	-		
Balance as of	<u>April 30, 2019</u>				\$168,898.30	\$160,206.09

Qualified Capital Purpose Fund

Balance Forward as of	<u>March 31, 2019</u>				\$421,563.00	
Receipts		+	\$	5,552.67		
Expenditures		-	\$	-		
Balance as of	<u>April 30, 2019</u>				\$427,115.67	\$382,164.21

Special Building Fund

Balance Forward as of	<u>March 31, 2019</u>				\$5,909,129.97	
Receipts		+	\$	51,761.14		
Expenditures		-	\$	112,755.50		
Balance as of	<u>April 30, 2019</u>				\$5,848,135.61	\$1,515,107.72

Investment Checking

Balance Forward as of	<u>March 31, 2019</u>				\$317,516.87	
Receipts		+	\$	644.60		
Expenditures		-	\$	-		
Balance as of	<u>April 30, 2019</u>				\$318,161.47	\$260,244.89

LINE #	DESCRIPTION	GENERAL FUND RECEIPTS				NET CHANGE
		CURRENT BUDGET	2018-2019		PRIVATE	
			ESTIMATED CURRENT RECEIPTS			
	TOTAL LOCAL	\$5,677,613	\$3,164,858			
	TOTAL STATE	\$662,273	\$576,928			
	TOTAL FEDERAL	\$414,249	\$610,781			
3540	Early Childhood	\$0	\$4,009			
6200	Title I	\$0	\$141,676			
6210	Title I Part A	\$0	\$3,540			
6215	SIG Middle School	\$0	\$143,265			
6230	Title ID Delinquent Ed.	\$0	\$0			
6310	Title IIA, Educator Quality	\$0	\$9,178			
6404	IDEA Base	\$0	\$34,885			
6406	IDEA Base P/S	\$0	\$959			
6410	IDEA Enrollment Poverty	\$0	\$71,397			
6412	Idea Prop Share	\$0	\$13,186			
6915	Title IC Migrant Education	\$0	\$80,431			
6968	21st Century ASP	\$0	\$72,903			
6992	REAP	\$0	\$35,352			
5400	NON-REVENUE SOURCES (SOP)	\$0	\$0			
			BUDGET OF EXPENDITURES			
			ESTIMATED			
		CURRENT	CURRENT		%	
		BUDGET	SPENDING		Remaining	
1100	REGULAR EDUCATION	\$4,175,000.00	\$2,324,327		44%	
1200	SPECIAL EDUCATION	\$850,000	\$651,483		23%	
2100/2150	SUPPORT SERVICES - PUPILS	\$345,000	\$268,988		22%	
2200	SUPPORT SERVICES - STAFF	\$180,000	\$103,431		43%	
2310	BOARD OF EDUCATION	\$68,000	\$34,572		49%	
2320	EXECUTIVE ADMINISTRATION	\$198,000	\$128,233		35%	
2330	DISTRICT LEGAL SERVICES	\$25,000	\$11,724		53%	
2410	OFFICE OF THE PRINCIPAL	\$475,000	\$155,628		67%	
2510	GENERAL ADMINISTRATION/BS	\$330,000	\$94,529		71%	
2610	MAIN. & OPERATION OF BLDS.	\$1,046,000	\$322,717		69%	
2710	REGULAR TRANSPORTATION	\$128,000	\$56,067		56%	
2712	SCHOOL AGE SPED TRAN.	\$30,000	\$16,715		44%	
3535	HIGH ABILITY LEARNERS	\$2,500	\$4,289		-72%	
6000	FEDERAL PROGRAMS	\$972,500	\$517,252		47%	
8000	TRANSFER TO DEPRECIATION	\$0	\$0		#DIV/0!	
8000	TRANSFER TO ATHLETICS/LUNCH	\$0	\$0		#DIV/0!	
8000	TRANSFER TO OTHERS	\$50,000	\$0		100%	
	BUDGET GROWTH	\$200,000.00	\$0		100%	
	TOTAL BUDGET	\$8,875,000	\$4,689,956		47%	

September Board Meeting

Special Building fund

Madison Jr Wrestling Assoc.-\$20,000.00

Fakler Architects, LLC-\$87,000.00

Stuppy-\$828.00

Depreciation fund

DWB, Inc.-\$2,835.90

Qualified Capital Purpose fund

BOK Financial-\$10,129.28

October Board Meeting

Special Building fund

Fakler Architects, LLC-\$29,000.00

November Board Meeting

Special Building fund

Stuppy-\$12,500.00

Depreciation fund

DWB, Inc.-\$14,065.20

Bond fund

BOK Financial-\$186,110.00

January Board Meeting

Special Building fund

Fakler Architects-\$31,500.20

Qualified Capital Purpose fund

Wells Fargo-\$1,251.24

February Board Meeting

Special Building fund

DWB, INC-\$39,155.20

Depreciation fund

DWB, INC-\$2074.80

Schroeter Tree Transplanting-\$325.00

Heartland Communications-\$5,000.00

April Board Meeting

Depreciation fund

Bauer Underground-\$3,229.50

McGraw Hill-\$72,616.38

Special Building fund

DWB, INC-\$112,755.50

May Board Meeting

Bond fund

BOK Financial-\$19,460.00

Special Building fund

Fakler Architects, LLC-\$5,800.00

DWB, INC-\$188,271.95

April Approved Bills

Current Financial Position for Phase IV project

Special Building Fund

Project/requirement	Current Funds	Estimate Cost or Goal	Actual Cost
Gym and Locker rooms	\$3,912,547.00	\$3,592,191.00	\$221,698.83
Middle School Addition	\$1,757,203.00	\$1,678,133.00	\$114,235.68
Sprinklers	\$107,358.00	\$107,358.00	\$15,972.43
Lease Repayment	\$200,000.00		\$25,575.90
Working Capital	\$0.00		
Balance as of November 2018	\$5,869,750.00		
Total		\$5,377,682.00	\$377,482.84

Depreciation Fund

Concrete Replacement	\$928,244.00	\$339,071.00	
Bus Drop Off	\$3,231.00	\$3,231.00	\$2,074.80
Total		\$342,302.00	\$2,074.80

Document G701

Change Order

PROJECT: (Name and Address) Madison High Phase IV	CHANGE ORDER NUMBER: 1 GYM	OWNER <input type="checkbox"/>
	DATE: 4/30/2019	ARCHITECT <input type="checkbox"/>
	ARCHITECT'S PROJECT NO: 1353	CONTRACTOR <input type="checkbox"/>
TO CONTRACTOR: (Name and Address) dwb, inc PO Box 626 Madison, NE 68748	CONTRACT DATE: 12/11/2018	FIELD <input type="checkbox"/>
	CONTRACT FOR: Phase IV	OTHER <input type="checkbox"/>

The Contract is changed as follows:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- | | | |
|--|--------|-----------|
| 1) Storm Sewer Alteration:
dwb investigation and redesign
CES Re-engineering | Deduct | -8,000.00 |
| 2) 2 - N. Building Windows. Infill and Resize:
upper 4' to be new window and bottom block and brick | Add | 3,680.00 |
| 3) Unsuitable Soils:
Removal & hauling old foundation and buried brick rubble | | |
| Haul 52 Side dump loads to City site:
Truck 1/2 hr per load @ \$115 per hour = \$2,990.00
Packer 8 hours @ \$150 per hour = \$1,200.00
Dozer 3 1/2 hrs @ \$175 per hour = \$612.00
Excavator 47.25 hours @ \$185 per hour = \$8,741.00
Dozer Transport = \$270.00 | Add | 13,813.00 |

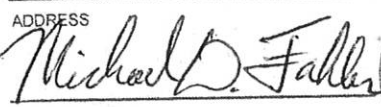

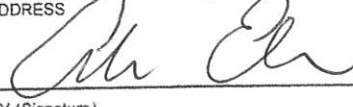
Note) unsuitable soils consists of 1222 cu yds. Should more soils be required for fill, the owner will be responsible for replacement of up to 1222 cu yds of suitable fill to replace unsuitable soils at \$6.90 cu yd.

P & O	949.30
Bond	\$114.00

The original Contract Sum was	\$	3,592,191.00
The net change by previously authorized Change Orders	\$	
The Contract Sum prior to this Change Order was	\$	3,592,191.00
The Contract Sum will be increased by this Change Order in the amount of	\$	10,556.30
The new Contract Sum including this Change Order will be	\$	3,602,747.30

The Contract Time will be unchanged by <enter days in words> () days
The date of Substantial Completion as of the date of this Change Order therefore is

(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)
NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Fakler Architect</u> ARCHITECT (Firm name)	<u>dwb, inc</u> CONTRACTOR (Firm name)	<u>Madison Public Schools</u> OWNER (Firm name)
<u>1001 N 6th St, Beatrice, NE 68310</u> ADDRESS	<u>PO Box 626, Madison, NE 68748</u> ADDRESS	<u>700 S. Kent, Madison, NE 68748</u> ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
<u>Michael Fakler</u> Typed name	<u>Douglas Wagner</u> Typed name	<u>Alan Ehlers</u> Typed name
<u>5/2/2019</u> DATE	<u>4/30/2019</u> DATE	<u> </u> DATE

Document G701

Change Order

PROJECT: (Name and Address) Madison High Phase IV	CHANGE ORDER NUMBER: 1 MEZZ	OWNER <input type="checkbox"/>
	DATE: 4/30/2019	ARCHITECT <input type="checkbox"/>
	ARCHITECT'S PROJECT NO: 1353	CONTRACTOR <input type="checkbox"/>
TO CONTRACTOR: (Name and Address) dwb, inc PO Box 626 Madison, NE 68748	CONTRACT DATE: 12/11/2018	FIELD <input type="checkbox"/>
	CONTRACT FOR: Phase IV	OTHER <input type="checkbox"/>

The Contract is changed as follows:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

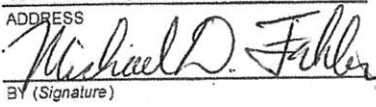
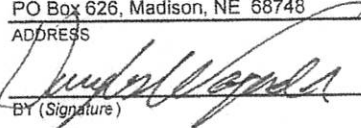
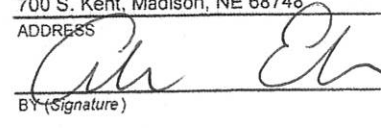
- | | | |
|--|-----|----------|
| 1) Revised Steel Detail from Engineer: RE: ASI-2
Steel Add, Alternatives, Detailing | Add | 1,739.00 |
| 2) Revise Helical Piers:
Install 2 Push Pier in lieu of Helical Pilings
Increase Boring Depth on HP-1 through HP-10
Additional 234' @ \$30 per foot | Add | 9,020.00 |
| 3) Convert Window Infill to Operable Window Room 204
with block & brick on balance of opening. | Add | 350.00 |
| 4) Finish Exterior Side of Stairwell Windows with Treated 2 x 12 and Flashing Extension. | Add | 582.00 |
| P & O | | 1,169.10 |
| Bond | | \$140.00 |

The original Contract Sum was	\$	<u>1,678,133.00</u>
The net change by previously authorized Change Orders	\$	<u> </u>
The Contract Sum prior to this Change Order was	\$	<u>1,678,133.00</u>
The Contract Sum will be <u>increased</u> by this Change Order in the amount of	\$	<u>13,000.10</u>
The new Contract Sum including this Change Order will be	\$	<u>1,691,133.10</u>

The Contract Time will be unchanged by <enter days in words> () days
The date of Substantial Completion as of the date of this Change Order therefore is

(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Fakler Architect</u> ARCHITECT (Firm name)	<u>dwb, inc</u> CONTRACTOR (Firm name)	<u>Madison Public Schools</u> OWNER (Firm name)
<u>1001 N 6th St, Beatrice, NE 68310</u> ADDRESS	<u>PO Box 626, Madison, NE 68748</u> ADDRESS	<u>700 S. Kent, Madison, NE 68748</u> ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
<u>Michael Fakler</u> Typed name	<u>Douglas Wagner</u> Typed name	<u>Alan Ehlers</u> Typed name
<u>5/2/2019</u> DATE	<u>4/30/2019</u> DATE	<u> </u> DATE

Document G701

Change Order

PROJECT: (Name and Address) Madison High Phase IV	CHANGE ORDER NUMBER: 1 Fire	OWNER <input type="checkbox"/>
	DATE: 4/30/2019	ARCHITECT <input type="checkbox"/>
	ARCHITECT'S PROJECT NO: 1353	CONTRACTOR <input type="checkbox"/>
TO CONTRACTOR: (Name and Address) dwb, inc PO Box 626 Madison, NE 68748	CONTRACT DATE: 12/11/2018	FIELD <input type="checkbox"/>
	CONTRACT FOR: Phase IV	OTHER <input type="checkbox"/>

The Contract is changed as follows:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1) Existing Fire Sprinkler in Existing Building: Deduct -9,102.00
Use PVC in Concealed Areas

P & O -910.00
Bond -\$108.00

The original Contract Sum was \$ \$107,358.00
 The net change by previously authorized Change Orders \$ _____
 The Contract Sum prior to this Change Order was \$ \$107,358.00
 The Contract Sum will be decreased by this Change Order in -\$10,120.00
 the amount of \$ \$97,238.00
 The new Contract Sum including this Change Order will be \$ _____
 The Contract Time will be unchanged by <enter days in words> () days
 The date of Substantial Completion as of the date of this Change Order therefore is _____

(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Fakler Architect ARCHITECT (Firm name)	dwb, inc CONTRACTOR (Firm name)	Madison Public Schools OWNER (Firm name)
1001 N 6th St, Beatrice, NE 68310 ADDRESS	PO Box 626, Madison, NE 68748 ADDRESS	700 S. Kent, Madison, NE 68748 ADDRESS
<u>Michael D Fakler</u> BY (Signature)	<u>[Signature]</u> BY (Signature)	<u>[Signature]</u> BY (Signature)

5/21/2019

APPLICATION FOR PAYMENT

CAP702
Page: 1 of 3

TO:

Madison Public Schools
PO Box 450
Madison, NE 68748

PROJECT:

MHS GYM & LOCKER RM
Madison High Gym & Lockers Addition
Madison, NE

FROM CONTRACTOR:

dwb, inc.
PO Box 626
Madison, NE 68748

VIA ARCHITECT:

Fakler Architects
1001 N 6th St
Beatrice, NE 68310

Application No.: Application Date: Period To: Contract Date:
3 APR 30,2019 APR 30,2019 DEC 18,2018

Project Nos:

Distribution List: Owner Construction Mgr
 Architect Field
 Contractor Other

CONTRACT FOR: MHS (Gym & Locker Room)

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 3,592,191.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 3,592,191.00
4. Total Completed & Stored to Date: \$ 225,096.00
5. Retainage Summary:
 - a. 5.00 % of Completed Work \$ 7,416.85
 - b. 5.00 % of Stored Material \$ 3,837.95

- Total Retainage: \$ 11,254.80
6. Total Completed Less Retainage: \$ 213,841.20
 7. Less Previous Applications: \$ 100,413.10

8. Current Payment Due, This Application: \$ 113,428.10

9. Contract Balance (Including Retainage): \$ 3,378,349.80

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:		0.00

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature) dwb, inc.
dwb, inc.
Date: APR 30, 2019

State Authorized: Nebraska
County of: Madison

Subscribed and sworn to before me this 30th day of April, 2019

Notary Public: Jennifer M Baumgart
My Commission expires: 6-25-2022



ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED: \$113,428.10
Michael D. Fuller
(Architect's Signature) Date: 5/2/2019

APPLICATION FOR PAYMENT - CONTINUATION SHEET

<p><u>From:</u> dwb, inc. PO Box 626 Madison, NE 68748</p>	<p><u>To:</u> Madison Public Schools PO Box 450 Madison, NE 68748</p>
<p><u>Project:</u> MHS GYM & LOCKER RM Madison High Gym & Lockers Addition Madison, NE</p>	
<p>Application No: 3 Application Date: 4/30/2019 Period To: 4/30/2019 Contract Date: 12/18/2018 Architects Project#:</p>	

A Item No	B Description of Work	C Contract Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)							
1	General	489,556.00	52,255.00		24,294.00	0.00	76,549.00	16	413,007.00	3,827.45
2	Guard Rail, Striping, Signs	9,250.00	0.00		0.00	0.00	0.00	0	9,250.00	0.00
3	Drain Tile	5,980.00	0.00		0.00	524.00	524.00	9	5,456.00	26.20
4	Termite Treatment	2,618.00	0.00		0.00	0.00	0.00	0	2,618.00	0.00
5	Dumpster, Fencing, Erosion Con	6,800.00	0.00		6,341.00	0.00	6,341.00	93	459.00	317.05
6	Grading	30,000.00	0.00		0.00	0.00	0.00	0	30,000.00	0.00
7	Landscape	7,200.00	0.00		0.00	0.00	0.00	0	7,200.00	0.00
8	Fill & Backfill	6,000.00	0.00		0.00	0.00	0.00	0	6,000.00	0.00
9	Footings & Cast in place walls	168,000.00	0.00		0.00	0.00	0.00	0	168,000.00	0.00
10	Steel Reinforcement	20,148.00	0.00		10,456.00	0.00	10,456.00	52	9,692.00	522.80
11	Concrete Floors, Steps, Stoops	43,470.00	0.00		0.00	0.00	0.00	0	43,470.00	0.00
12	Precast Panels	395,000.00	0.00		0.00	0.00	0.00	0	395,000.00	0.00
13	Precast & Steel Erection	197,300.00	0.00		0.00	0.00	0.00	0	197,300.00	0.00
14	Masonry	211,500.00	0.00		0.00	0.00	0.00	0	211,500.00	0.00
15	Structural Steel	174,500.00	7,965.00		7,410.00	0.00	15,375.00	9	159,125.00	768.75
16	Rough Framing Carpentry	19,604.00	0.00		0.00	0.00	0.00	0	19,604.00	0.00
17	Finish Carpentry	3,646.00	0.00		0.00	0.00	0.00	0	3,646.00	0.00
18	Fluid Applied Waterproofing	6,988.00	0.00		0.00	0.00	0.00	0	6,988.00	0.00
19	Foam Fill Insulation	3,000.00	0.00		0.00	0.00	0.00	0	3,000.00	0.00
20	Foam Board Insulation	780.00	0.00		0.00	0.00	0.00	0	780.00	0.00
21	Air Barriers & Flashings	21,893.00	0.00		0.00	0.00	0.00	0	21,893.00	0.00
22	M Roof, Siding, Soffits, flash	328,700.00	0.00		0.00	0.00	0.00	0	328,700.00	0.00
23	Sealants	4,500.00	0.00		0.00	0.00	0.00	0	4,500.00	0.00
24	HM Doors & Frames	42,703.00	0.00		0.00	0.00	0.00	0	42,703.00	0.00
25	Hatch Doors	1,400.00	0.00		0.00	0.00	0.00	0	1,400.00	0.00
		2,200,536.00	60,220.00		48,501.00	524.00	109,245.00	5	2,091,291.00	5,462.25

APPLICATION FOR PAYMENT - CONTINUATION SHEET

From:
 dwb, inc.
 PO Box 626
 Madison, NE 68748

To:
 Madison Public Schools
 PO Box 450
 Madison, NE 68748

Project:
 MHS GYM & LOCKER RM
 Madison High Gym & Lockers Addition
 Madison, NE

Application No: 3
 Application Date: 4/30/2019
 Period To: 4/30/2019
 Contract Date: 12/18/2018
 Architects Project#:

A Item No	B. Description of Work	C Contract Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)							
26	Overhead Doors	3,551.00	0.00		0.00	0.00	0.00	3,551.00	0.00	
27	Alum Doors, Frames, Windows	57,064.00	0.00		0.00	0.00	0.00	57,064.00	0.00	
28	Metal Framing & Drywall	23,940.00	0.00		0.00	0.00	0.00	23,940.00	0.00	
29	Ceramic Tile	21,637.00	0.00		0.00	0.00	0.00	21,637.00	0.00	
30	Acoustical Ceiling	7,399.00	0.00		0.00	0.00	0.00	7,399.00	0.00	
31	Painting	23,923.00	0.00		0.00	0.00	0.00	23,923.00	0.00	
32	Resin Floors	22,400.00	0.00		0.00	0.00	0.00	22,400.00	0.00	
33	Wood Gym Floor	126,900.00	0.00		0.00	0.00	0.00	126,900.00	0.00	
34	RR Stalls & Accessories	21,079.00	0.00		0.00	0.00	0.00	21,079.00	0.00	
35	Lockers	18,500.00	0.00		0.00	0.00	0.00	18,500.00	0.00	
36	Gym Equipment	36,122.00	0.00		0.00	0.00	0.00	36,122.00	0.00	
37	Laminate Casework	24,760.00	0.00		0.00	0.00	0.00	24,760.00	0.00	
38	Telescopic Bleachers	90,675.00	0.00		0.00	0.00	0.00	90,675.00	0.00	
39	Elevator	71,166.00	0.00		0.00	0.00	0.00	71,166.00	0.00	
40	Fire Sprinklers	22,791.00	750.00		675.00	0.00	1,425.00	21,366.00	71.25	
41	HVAC	195,285.00	5,131.00		0.00	54,635.00	59,766.00	135,519.00	2,988.30	
42	Plumbing	195,285.00	7,820.00		0.00	1,600.00	9,420.00	185,865.00	471.00	
43	Site Utilities	234,000.00	0.00		19,400.00	20,000.00	39,400.00	194,600.00	1,970.00	
44	Electrical	195,178.00	3,732.00		2,108.00	0.00	5,840.00	189,338.00	292.00	
		3,592,191.00	77,653.00		70,684.00	76,759.00	225,096.00	3,367,095.00	11,254.80	

APPLICATION FOR PAYMENT

CAP702
Page: 1 of 3

TO:

Madison Public Schools
PO Box 450
Madison, NE 68748

PROJECT:

MHS MEZZ-COMMONS-RR
Mezzanine, Commons, Concession, RR
Madison, NE

FROM CONTRACTOR:

dwb, inc.
PO Box 626
Madison, NE 68748

VIA ARCHITECT:

Fakler Architects
1001 N 6th St
Beatrice, NE 68310

Application No.: Application Date: Period To: Contract Date:
3 APR 30, 2019 APR 30, 2019 DEC 18, 2018

Project Nos:

Distribution List: Owner Architect Contractor Construction Mgr Field Other

CONTRACT FOR:

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 1,678,133.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 1,678,133.00
4. Total Completed & Stored to Date: \$ 118,213.00
5. Retainage Summary:
 - a. 5.00 % of Completed Work \$ 3,951.55
 - b. 5.00 % of Stored Material \$ 1,959.10

- Total Retainage: \$ 5,910.65
6. Total Completed Less Retainage: \$ 112,302.35
 7. Less Previous Applications: \$ 43,681.00

8. Current Payment Due, This Application: \$ 68,621.35

9. Contract Balance (Including Retainage): \$ 1,565,830.65

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:	0.00	0.00

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

dwb, inc.

(Authorizing Signature)

dwb, inc.

Date: APR 30, 2019

State Authorized: Nebraska

County of: Madison

Subscribed and sworn to before

me this 30th day of April, 2019

Notary Public: *Jennifer M Baumgart*

My Commission expires: *10-25-2022*



ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED: \$68,621.35

Michael D. Fuller

(Architect's Signature)

Date: 5/21/2019

APPLICATION FOR PAYMENT - CONTINUATION SHEET

From:		To:		Project:		Application No: 3		
dwb, inc. PO Box 626 Madison, NE 68748		Madison Public Schools PO Box 450 Madison, NE 68748		MHS MEZZ-COMMONS-RR Mezzanine, Commons, Concession, RR Madison, NE		Application Date: 4/30/2019 Period To: 4/30/2019 Contract Date: 12/18/2018 Architects Project#:		
A Item No	B Description of Work	C Contract Value	D Work Completed From Previous Application (D + E)	E Work Completed This Period	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
1	General	111,412.00	16,725.00	5,917.00	0.00	22,642.00	88,770.00	1,132.10
2	Demolition	6,685.00	0.00	0.00	0.00	0.00	6,685.00	0.00
3	Grading	49,600.00	0.00	0.00	0.00	0.00	49,600.00	0.00
4	Termite Treatment	929.00	0.00	0.00	0.00	0.00	929.00	0.00
5	Fill & Backfill	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0.00
6	Helical Piles	113,000.00	0.00	0.00	0.00	0.00	113,000.00	0.00
7	Footings, Cast in place walls	139,000.00	0.00	0.00	0.00	0.00	139,000.00	0.00
8	Steel Reinforcement	28,614.00	0.00	15,685.00	0.00	15,685.00	12,929.00	784.25
9	Concrete: Floors, Steps, Stoop	33,646.00	0.00	0.00	0.00	0.00	33,646.00	0.00
10	Steel Erection	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0.00
11	Masonry	78,500.00	0.00	0.00	0.00	0.00	78,500.00	0.00
12	Structural Steel	133,200.00	6,934.00	5,590.00	0.00	12,524.00	120,676.00	626.20
13	Rough Framing Carpentry	15,164.00	0.00	0.00	0.00	0.00	15,164.00	0.00
14	Finish Carpentry	2,480.00	0.00	0.00	0.00	0.00	2,480.00	0.00
15	Foam Fill Insulation	1,730.00	0.00	0.00	0.00	0.00	1,730.00	0.00
16	Foam Board Insulation	380.00	0.00	0.00	0.00	0.00	380.00	0.00
17	Rolled Air Barriers	8,557.00	0.00	0.00	0.00	0.00	8,557.00	0.00
18	Fluid Air Barrier & Flashings	3,475.00	0.00	0.00	0.00	0.00	3,475.00	0.00
19	Metal Roof, Siding, Soffit, Fl	182,666.00	0.00	0.00	0.00	0.00	182,666.00	0.00
20	Existing Roof Tie In	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
21	Sealants	900.00	0.00	0.00	0.00	0.00	900.00	0.00
22	HM Doors & Frames	23,088.00	0.00	0.00	0.00	0.00	23,088.00	0.00
23	Coiling Doors	6,901.00	0.00	0.00	0.00	0.00	6,901.00	0.00
24	Aluminum Doors, Frames, Window	100,131.00	0.00	0.00	0.00	0.00	100,131.00	0.00
25	Metal Framing & Drywall	71,880.00	0.00	0.00	0.00	0.00	71,880.00	0.00
		1,162,938.00	23,659.00	27,192.00	0.00	50,851.00	1,112,087.00	2,542.55

APPLICATION FOR PAYMENT - CONTINUATION SHEET

From: dwb, inc.
PO Box 626
Madison, NE 68748

To: Madison Public Schools
PO Box 450
Madison, NE 68748

Project: MHS MEZZ-COMMONS-RR
Mezzanine, Commons, Concession, RR
Madison, NE
Architects Project#:

Application No: 3
Application Date: 4/30/2019
Period To: 4/30/2019
Contract Date: 12/18/2018

A	B	C	D		E	F	G	H	I
Item No	Description of Work	Contract Value	From Previous Application (D + E)	Work Completed This Period	Materials Presently Stored (Not In D or E)	Total Completed and Stored To Date (D+E+F)	Balance To Finish (C - G)	Retainage (If Variable Rate)	
26	Ceramic Tile	41,715.00	0.00	0.00	0.00	0.00	41,715.00	0.00	
27	Acoustical Ceiling	2,632.00	0.00	0.00	0.00	0.00	2,632.00	0.00	
28	Painting	16,772.00	0.00	0.00	0.00	0.00	16,772.00	0.00	
29	Resin Floors	6,930.00	0.00	0.00	0.00	0.00	6,930.00	0.00	
30	RR Stalls & Accessories	20,257.00	0.00	0.00	0.00	0.00	20,257.00	0.00	
31	Laminate Casework	9,241.00	0.00	0.00	0.00	0.00	9,241.00	0.00	
32	Fire Sprinklers	16,106.00	750.00	675.00	0.00	1,425.00	14,681.00	71.25	
33	Plumbing	151,038.00	5,896.00	18,100.00	10,000.00	33,996.00	117,042.00	1,699.80	
34	HVAC	151,039.00	1,563.00	50.00	29,182.00	30,795.00	120,244.00	1,539.75	
36	Electrical	99,465.00	896.00	250.00	0.00	1,146.00	98,319.00	57.30	
		1,678,133.00	32,764.00	46,267.00	39,182.00	118,213.00	1,559,920.00	5,910.65	

APPLICATION FOR PAYMENT

CAP702
Page: 1 of 2

To:

Madison Public Schools
PO Box 450
Madison, NE 68748

PROJECT:

MHS FIRE SPRINKLERS
MHS Fire Sprinkler System
Madison, NE

From Contractor:

dwb inc.
PO Box 626
Madison, NE 68748

VIA ARCHITECT:

Fakler Architects
1001 N 6th St
Beatrice, NE 68310

CONTRACT FOR:

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 107,358.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 107,358.00
4. Total Completed & Stored to Date: \$ 14,778.00

5. Retainage Summary:

- a. 5.00 % of Completed Work \$ 738.90
 - b. 5.00 % of Stored Material \$ 0.00
- Total Retainage: \$ 738.90
6. Total Completed Less Retainage: \$ 14,039.10
 7. Less Previous Applications: \$ 7,816.60

8. Current Payment Due, This Application: \$ 6,222.50

9. Contract Balance (Including Retainage): \$ 93,318.90

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:	0.00	0.00

Application No.: Application Date: Period To: Contract Date:
 3 APR 29, 2019 APR 29, 2019 DEC 11, 2018

Project Nos:

Distribution List: Owner Construction Mgr
 Architect Field
 Contractor Other

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature)

Joel Froch

dwb, inc.

Date: APR 29, 2019

State Authorized: Nebraska

County of: Madison

Subscribed and sworn to before me this 29th day of April, 2019

Notary Public: *Jennifer M Baumgart*

My Commission expires: *6/25/2022*



ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment.

The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED:

\$6222.50

Michael D. Falter

(Architects Signature)

Date: *5/2/2019*

APPLICATION FOR PAYMENT - CONTINUATION SHEET

From:

dwb, inc.
PO Box 626
Madison, NE 68748

To:

Madison Public Schools
PO Box 450
Madison, NE 68748

Project:

MHS FIRE SPRINKLERS
MHS Fire Sprinkler System
Madison, NE

Application No: 3

Application Date: 4/29/2019

Period To: 4/29/2019

Contract Date: 12/11/2018

Architects Project#:

A Item No	B Description of Work	C Contract Value	D Work Completed		E This Period	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)							
1	General	5,255.00	1,228.00		250.00	0.00	1,478.00	28	3,777.00	73.90
2	Fire Sprinklers	102,103.00	7,000.00		6,300.00	0.00	13,300.00	13	88,803.00	665.00
			8,228.00		6,550.00	0.00	14,778.00	14	92,580.00	738.90

PARTIAL WAIVER & RELEASE OF LIEN


PROJECT	SUBCONTRACTOR/ SUPPLIER	CONTRACTOR
Madison High School Phase IV 700 S Kent St Madison, NE 68748	Volkman Plumbing & Heating 211 South 3rd St Norfolk, NE 68701	dwb, inc. PO Box 626 Madison, NE 68748

WHEREAS THE UNDERSIGNED has provided materials or services for the above project under an agreement with the Owner or the Contractor, the Undersigned does hereby waive and release all bond claims, liens, or claims or right of lien, statutory or otherwise, against the property, project, Owner and any sureties for labor, services, materials or equipment, as provided by the Undersigned, but only to the extent of payment received.

Pay App	Original Contract amount	Net change by C.O.	Amount of Contract as of the date of this lien waiver	Amount acknowledged as received by this partial waiver & release of lien	Total amount acknowledged as received to date
1. Gym/Locker	\$553,594.00	-(-\$10,500.00)	\$543,094.00	\$38,886.20	\$38,886.20
2. Mezz/Comm	373,053.00		373,053.00	\$19,701.25	\$19,701.25

THE PERSON SIGNING below does hereby certify that he or she is fully authorized and empowered to execute this instrument and to bind the Undersigned hereto, and does in fact so execute this instrument.

Company Name: **Volkman Plumbing & Heating**

Signed: 

Date: 5 17 2019

Title: Owner

PARTIAL WAIVER & RELEASE OF LIEN

PROJECT	SUBCONTRACTOR/ SUPPLIER	CONTRACTOR
Madison High School Phase IV 700 S Kent St Madison, NE 68748	Katelman Steel Fabrication 2030 2nd Ave Council Bluffs, IA 51501	dwb, inc. PO Box 626 Madison, NE 68748

WHEREAS THE UNDERSIGNED has provided materials or services for the above project under an agreement with the Owner or the Contractor, the Undersigned does hereby waive and release all bond claims, liens, or claims or right of lien, statutory or otherwise, against the property, project, Owner and any sureties for labor, services, materials or equipment, as provided by the Undersigned, but only to the extent of payment received.

Pay App	Original Contract amount	Net change by C.O.	Amount of Contract as of the date of this lien waiver	Amount acknowledged as received by this partial waiver & release of lien	Total amount acknowledged as received to date
1. Gym	\$ 174,500.00	-	174,500.00	3,975.75	7,965.75
2. Mezz/Comm	133,200.00		133,200.00	924.50	6,933.75

THE PERSON SIGNING below does hereby certify that he or she is fully authorized and empowered to execute this instrument and to bind the Undersigned hereto, and does in fact so execute this instrument.

Company Name: **Katelman Steel Fabrication**

Signed: 

Date: 4 / 15 / 2019

Title: Vice President

PARTIAL WAIVER & RELEASE OF LIEN

PROJECT	SUBCONTRACTOR/ SUPPLIER	CONTRACTOR
Madison High School Phase IV 700 S Kent St Madison, NE 68748	Meininger Fire Protection PO Box 85535 Lincoln, NE 68501	dwb, inc. PO Box 626 Madison, NE 68748

WHEREAS THE UNDERSIGNED has provided materials or services for the above project under an agreement with the Owner or the Contractor, the Undersigned does hereby waive and release all bond claims, liens, or claims or right of lien, statutory or otherwise, against the property, project, Owner and any sureties for labor, services, materials or equipment, as provided by the Undersigned, but only to the extent of payment received.

Project #	Original Contract amount	Net change by C.O.	Amount of Contract as of the date of this lien waiver	Amount acknowledged as received by this partial waiver & release of lien	Total amount acknowledged as received to date
1. Gym/Locker	\$ 22,791.00	-	\$ 22,791.00	\$750.00	\$750.00
2. Mezz/Comm	\$ 16,106.00		\$16,106.00	750.00	750.00
3. Fire Sprinkle	\$ 102,103.00	-\$10,102.00	\$ 92,001.00	7,000.00	7,000.00

THE PERSON SIGNING below does hereby certify that he or she is fully authorized and empowered to execute this instrument and to bind the Undersigned hereto, and does in fact so execute this instrument.

Company Name: **Meininger Fire Protection**

Signed: 

Date: 4/18/2019

Title: Secretary

PARTIAL WAIVER & RELEASE OF LIEN

PROJECT	SUBCONTRACTOR	CONTRACTOR
Madison High School IV Gym/Commons 700 S Kent St Madison, NE 68748		dwb, inc. PO Box 626 Madison, NE 68748

WHEREAS THE UNDERSIGNED has provided materials or services for the above project under an agreement with the Owner or the Contractor, the Undersigned does hereby waive and release all bond claims, liens, or claims or right of lien, statutory or otherwise, against the property, project, Owner and any sureties for labor, services, materials or equipment, as provided by the Undersigned, but only to the extent of payment received.

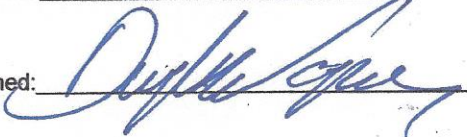
Pay app #	Original Contract amount	Net change by C.O.	Amount of Contract as of the date of this lien waiver	Amount acknowledged as received by this partial waiver & release of lien	Total amount acknowledged as received to date
1. Gym/Lock	3,592,191.00		3,592,191.00	74,837.20	100,413.10
2. Mezz/Comm	1,678,133.00		1,678,133.00	30,793.30	43,681.00
3. Fire Sprinkle	107,358.00		107,358.00	7,125.00	7,816.60
4. Bus Drop	342,302.00		342,302.00		2,074.80

THE PERSON SIGNING below does hereby certify that he or she is fully authorized and empowered to execute this instrument and to bind the Undersigned hereto, and does in fact so execute this instrument.

Company Name: dwb, inc

Address: PO Box 626, Madison, NE 68748

Signed: _____



Date: 5/3/2019

Title: President

ADMISSIONS

Conference passes may be given to Board of Education members and employees of member school districts. In addition, each conference school will be given an extra ten passes to be dispersed however the conference school chooses. The pass will be good for the holder and spouse only.

ADMISSION FOR REGULAR SEASON CONFERENCE EVENTS

1. Adults – \$5.00
2. Students – \$4.00
3. Participants will be admitted free.
4. East Husker Conference passes will be honored.
5. Cheerleaders in uniform will be admitted free.
6. Pep band are welcome. Band members will pay regular admission.

ADMISSION FOR CONFERENCE TOURNAMENTS AND CLINICS

(Volleyball Tournament, Softball Tournament, Boys Basketball Tournament, Girls Basketball Tournament, Varsity Track Meet, Honor Choir, Honor Band, Wrestling Tournament, and Junior High Track Meet)

1. Adults – \$5.00
2. Students – \$4.00
3. Team personnel will be admitted free provided they enter as a team (players, coaches, managers, etc).
4. Participants will be admitted free with a tournament pass.
5. East Husker Conference passes will **NOT** be honored **unless presented in conjunction with an EHC School Official Pass. Each conference school will be given 6 EHC School Official Passes which should only be distributed to administrators, staff members tasked with crowd supervision, or coaches whose teams have been eliminated from competition.**
6. Cheerleaders and Dance Teams in uniform will be admitted free.
7. Pep band are welcome. Band members will pay regular admission.
8. Host schools shall post a sign that says “Admission good for this site only”.

Volleyball and basketball teams will be given 14 player-passes to be distributed to each varsity participant for later entry into the tournament. A basketball tournament pass is good for both the boys' and girls' tournaments.

Madison Public Schools

Alan Ehlers
Superintendent
Jim Crilly
Secondary Principal
Andrew Offner
Elem Principal/CD

700 So Kent St.
P.O. Box 450
Madison, NE 68748
District Phone (402) 454-3336 Fax (402) 454-2238
Elementary Phone (402) 454-2656 Fax (402) 454-3978

Karla Kush
MS Principal/IPM/EL
Reid Ehrisman
Athletic Director
Christine Knapp
Office Manager

The mission of Madison Public Schools is to prepare students to be competent, confident, productive, and responsible citizens.

Mrs. Kush – May 7, 2019

Middle School Principal, Intervention Project Manager, English Learners Coordinator

Number of Students in Middle School

Grade Level	Current as of 5/7/19	4/3/19	3/4/19	2/5/19	1/8/19	12/4/18	11/5/18	10/4/18	9/5/18	Start of the Year 8/7/18
6 th Grade	26	27	27	25	25	25	25	25	25	24
7 th Grade	38	40	40	40	40	41	42	41	42	44
8 th Grade	33	34	34	35	35	35	35	34	35	34
Total	97	101	101	100	100	101	102	100	102	102

Student Report

	Aug-Sept	Sept-Oct	Oct-Nov	Nov-Dec	Dec-Jan	Jan-Feb	Feb-March	March-April	April-May
Attendance	95.69%	97.15%	96.64%	96.58%	96.42%	93.77%	95.08%	94.73%	95.81%
Tardy %	8% (all < 5 tardies)	10% (1 student > 5 tardies)	7% (1 student > 5 tardies)	12% (all < 5 tardies)	14% (all < 5 tardies)	17% (2 students > 5 tardies)	9% (1 student = 5 tardies)	17% (3 students > 5 tardies)	17% (2 students > 5 tardies)
AMP (# of students)	NA	3 13 7 4	0 1 3 24	9 4 4 4	3 6 2 1	NA 14 15 17	30 13 7 5	2 14 4 6	8 7 3 4 5

1. Middle School students have completed the NSCAS testing. The release of the results is anticipated however NDE has not yet released
2. ELPA21 results have been received! In the process of communicating with students and parents. And so many students have increased their EL knowledge.
3. The Northeast Nebraska Creation Station (Nucor's DYTI grant) is back in Madison! Students have made koozies for teacher appreciation day.
4. Mrs. Middleton and Mrs. Kush went to Nucor on April 29th. It was decided that we will have one piece of equipment all year for 2019-20, expect for the CNC

machine. That will be shared with Stanton where we will have it 2nd and 4th quarters.

5. SIG (School Improvement Grant) on-site visit was April 30th. It was a successful day! The year-end SIG presentation is in June in Lincoln.
6. Orientation Day for the 5th grade coming over to 6th grade is May 10th. The Houses have been putting in a lot of planning to make this day memorable for everyone.
7. BIST consultant was in the district on April 11th and April 12th. She helped teachers create transition plans for students with a BIST plan. She will be back on May 14th and 15th.
8. CSI Needs Improvement Grant has been sent into NDE, we are making a few changes and hope to hear back soon.



FAKLER ARCHITECTS, L.L.C.

ph. 402-228-3020 fax 402-228-3018

1001 N. 6th St., Beatrice, NE 68310

**ARCHITECT'S
FIELD REPORT**

PROJECT: Madison P. S. Phase IV

FIELD REPORT NO: 1

ARCHITECT'S PROJECT NO: 1353

CONTRACT: Gymnasium/Locker rooms area includes construction of a one story slab-on-grade, brick veneer, pre-cast concrete structure 17,459 square feet in area. The Commons/Concessions/Public Restrooms area includes construction of a one story, slab-on-grade, brick veneer, post and beam steel structure 7,150 square feet in area. Incidentals include rough and finish grading, seeding, utilities, sidewalks, bus drop off, driveways, parking, and fencing.

Date: 5/2/2019 Time: 10:00 am Weather: mostly sunny Temp. Range: 55F

Est % of Completion Gym: 6.0% Conformance with schedule (+,-) on time

Est % of Completion Comm: 7.0% Present at Site:

Est % of Completion Fire: 14.0% Alan Ehlers - Madison P.S.

Work in Progress: Paul Herz - Madison P.S.

storm sewer Ken Daberkow - DWB

Doug Wagner - DWB

Observations:

On site to perform a general observation and to walk the draw request. Draw request approval is pending additional information requested. Excavation is approximately five days ahead of schedule. The Middle School wing foundations have been underpinned. The stoop on the west side of the North building has been removed.

Footings for the Gymnasium/Locker rooms could begin as early as May 8th. Storm sewer installation has begin at the down hill side and has proceeded along the north side of the property.

Items to Verify: Architect - Send GC detail on railings attached to wooden decks and verify carriers for toilets in Locker rooms can fit in the 1'-5" space provided.

(requested detail has been sent, MEP engineer has provided multiple possible carriers that will work in the 1'-5" space provided)

Information or Action Required: Contractor - provide new brick veneer mock up.

Attachments: Pictures

Report By: Michael D. Fakler, Architect



Gymnasium site looking North



Gymnasium excavation



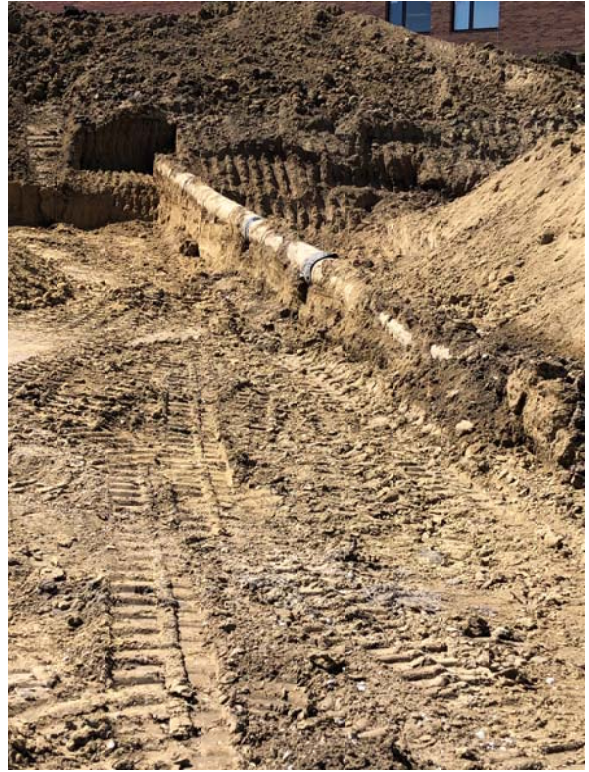
Gymnasium excavation



Storm sewer



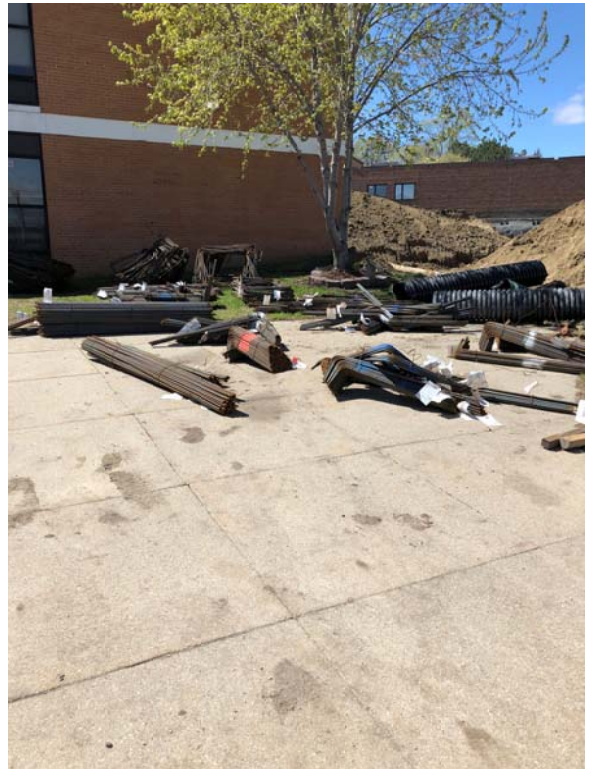
Stoop removal at North building



Existing storm sewer to be rerouted



Underpinning of Middle School wing



Stored reinforcing materials for gymnasium footings



Stored reinforcing materials for gymnasium footings

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Reid Ehrisman
Athletic Director
Christine Knapp
Office Manager

The mission of Madison Public Schools is to prepare students to be competent, confident, productive, and responsible citizens.

May 2019 Board Meeting- High School Principal Report- Jim Crilly

Enrollment

9th grade- 41 Students
10th grade- 45 Students
11th grade- 40 Students
12th Grade – 36 Students

Total May Enrollment 162 Students
Total October Enrollment 162 Students

November Attendance

9th grade 93.33 %
10th grade 92.37%
11th grade 95.07%
12TH grade 95.36%
Overall May Attendance 94.03%
Overall October Attendance 94.55%

- Enclosed is the 2019-2020 MHS/MMS handbook. All lighted area's in yellow are changes from last year. There are not many changes to this year's handbook
- Plant sales continue at Madison's greenhouse. Plant sales are going good, as of 5-6 they were at about \$450
- Graduation went well, thanks to Mrs. Kunz for covering for me. Are graduation percentage was **94.07%**
- The STEM program conducted mock interviews before allowing students to go out and job shadow, the overall experience was very good. Natalie Herrea is in charge of this program.
- Last day for HS students May 21st, check in and 1:00 dismissal.
- Teammates continues to have around 50 matches @MPS.

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Karla Kush
Student Services/GC
Gary Klahn
Principal/AD/IPM
Christine Knapp
Office Manager

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Mr. Offner – May 13th, 2019
Elementary Principal/ Curriculum & Assessment Director

Grade Level	(As of 05/01/19)
Preschool	Pk 3 – 24 PK 4 – 35 total 59
Kindergarten	36 plus 1
1 st	26
2 nd	33 plus 1
3 rd	39 minus 1
4 th	33
5 th	43 plus 1
Total Preschool - 5 th = 268	Total of K - 5 th = 209

Elementary Principal:

1. Numbers for Prk 4 – 30 signed up
2. Numbers for Prk 3 – 20 signed up
3. Kindergarten registered for next year - 42
4. Elementary Track and Field Day – great success – thank you to Mr. Kaps and all that helped
5. Last day of school May 17th

Curriculum:

1. English Language Arts – Recommending Wonders 2017 – book are in – getting them sent out to classrooms – training to happen May 20th and 21st
2. Science – spring 2021 current 3rd and 6th grade students will be the first assessed – the science assessment the state is envisioning is very rigorous – this will be a big shift from what is currently being done

Assessment:

1. ELPA 21 – scores are in – 6 student have exited the ELL program in the elementary, none in middle school and 2 in high school
2. NSCAS Testing – completed!! Thank you to Mrs. Kush and all our 3rd – 8th grade staff

Miscellaneous:

Attendance and Tardy tracking:

Month	February	March	April
Monthly Attendance Avg.	95.50%	95.75%	95.11%
Tardy 1 day per month	10	18	9
Tardy 5 or less per month	12	9	11
Total students tardy per month	22	27	20

“We are what we repeatedly do. Excellence, therefore, is not an act but a habit.” - Aristotle



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May Board Report- Reid Ehrman- Athletic Director

- Nominations were made for Lincoln Journal Star Academic All-State which consisted of 10 student-athletes. They must be a junior or senior and have above a 3.6 GPA
- Spring NSAA Academic All State recipients:
 - Kolby Johnson (Track)
 - Dakota Gullicksen (Track)
 - Riley Jurgens (Track)
 - Rachel Jackson (Track)
- Sports physicals through Faith Regional took place on May 8th. The cost of the sports physicals will be donated back to the activities fund by Faith Regional.
- Held Athletic Banquet on April 30th. Very good attendance by student-athletes and families.
- Took the MS students that completed the G.U.T.S program to tour UNL
- Preparing summer camp dates and schedules
- Working to finalize 19-20 athletic schedule and officials
- Gabe Romero was selected to the Northeast Nebraska All-Star Football Game

Scoreboard

Golf

Type	Host	Score	Place
Quad	Howells-Dodge	229	4/4
Tri	Battle Creek	261	2/3
Tournament	Lutheran High	482	13/13
Dual	Clarkson-Leigh	237	2/2
Tournament	Columbus Lakeview	465	9/11
Tournament	Battle Creek	465	9/11
Tournament	Stanton	440	11/14
EHC Tournament	Clark-Leigh	464	12/14

Soccer (3-7)

Holdrege (4/9)- Lost 0-2
Plattsmouth Invitational (4/13)
Plattsmouth- Won 1-0

Ralston- Lost 1-9
Conestoga (4/18)- Won 1-0
Lutheran High/Norfolk Catholic (4/23)- Lost 0-3
Columbus Lakeview (4/29)- Won 3-2
Columbus (4/30)- Lost 0-7

Track:

Neligh-Oakdale Invite (4/9)

- Kolby Johnson: 3rd in the discus and 2nd in shot
- Esteban Solorio: 5th in the long jump
- Dakota Gullicksen: 6th in the 1600 and 5th in the 3200
- Gabe Romero: 1st in the 400 and 1st in the 200
- 4X100 (Esteban, Elijah, Gabe, Fernando) 3rd
- 4X400 (Gabe, Avery, Ivan, Elijah) 3rd
- Gracie Stoffel: 5th in the discus
- Riley Jurgens: 2nd in the pole vault
- Julissa Ramirez: 3rd in the 400 and 3rd in the 200
- Shakiera Gronenthal: 4th in the 400

Madison Invite (4/16)

- Dakota Gullicksen 1st place 3200
- Gabe Romero 3rd place 400
- Riley Jurgens 3rd Pole Vault
- Kolby Johnson 4th Discus
- 4x1 (Esteban, Elijah, Fernando, Avery) 4th
- 4x1 Weightman (Albi, Saul, Adolfo, Kolby) 4th

Humphrey St. Francis Invite (4/23)

- Esteban Solorio-3rd in the long jump and 6th in the 100
- Kolby Johnson-4th in the shot put
- Avery Rosales-5th in the triple jump
- Dakota Gullicksen-4th in the 1600
- Gabe Romero-3rd in the 200
- Riley Jurgens-2nd in the pole vault
- Liceiny Garcia-5th in the pole vault
- Julissa Ramirez-5th in the long jump
- Gracie Stoffel-4th in the discus

Norfolk Classic (4/25)

- Gabe Romero- 7th in the 400m

East Husker Conference Meet (4/27)

- Kolby Johnson- 8th in the discus
- Dakota Gullicksen- 6th in the 3200m
- Avery Rosales- 8th in triple jump
- 8th in the girls 4 x 800m (Sonia, Allondra, Shakiera, Rachel)
- Liceiny Garcia- 5th in the pole vault
- Riley Jurgens- 7th in the pole vault

Braves Booster Invite. (4/2)

- Kolby Johnson-6th in shot and 2nd in discus
- Gabe Romero-3rd in the 200 and 1st in the 400
- Elijah DelaCruz-4th in the 800
- 4X800 (Dakota, Elijah, Javier, Angel)-3rd
- 4X400 (Gabe, Elijah, Avery, Angel)-6th
- Gracie Stoffel-6th in the discus
- Julissa Ramirez-5th in the long jump and 3rd in the 400
- Shakiera Gronenthal-5th in the 200
- Rachel Jackson-5th in the 1600
- 4X400 (Julissa, Rachel, Sonia, Shakiera)-5th
- Riley Jurgens-T6th in the pole vault
- Liceiny Garcia-T6th in the pole vault



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District Phone (402) 454-3336 Fax (402) 454-2238
Elementary Phone (402) 454-2656 Fax (402) 454-3978

Karla Kush
MS Principal/IPM/EL
Reid Ehrisman
Athletic Director
Christine Knapp
Office Manager

The mission of Madison Public Schools is to prepare students to be competent, confident, productive, and responsible citizens.

Superintendent Report May 2019

- **Building Projects update:**

Elementary campus – We have researched and picked out a 8 x12 Barn style shed with a roll-up door to be placed inside the Pre-school playground. The plan will be to have Paul & crew build it this summer.

Middle School/High School campus - The phase IV building process is moving forward but the rain has slowed the process some. It appears we have had a slight settlement of the Middle School wing during the construction project. I have walked through the building with Kenny D. to inspect the rooms. In the Middle School math room on the North side we have some unexplained changes in the floor that we are keeping a watchful eye on and have also seen a 1 cm crack form between the outside block wall and the interior wall. At this point it might not be a major concern, but we will keep assessing things as we move forward.

Athletic Complex – Late last fall we had issues with a sprinkler line on the Eastside of the football field. We have had a section of the line replaced at this point. Also were hopeful to have Paul and Crew extend the stonewall by the long jump pits during the summer.

- **Staffing update:**

High School: Spanish/Business - Josh McPhillips- Josh is a graduate of Lindsay Holy Family and has taught Spanish classes in Humphrey before moving back to fulltime farming. He has experience as long-term sub in our district and relates well to the students. He will also serve as the assistant wrestling coach.

Secondary Math: A contract has been offered and accepted by Paige Halub who attended North Bend Central and Wayne State College. This is Ms. Halub's first teaching position and she will serve as the assistant volleyball coach and assistant Junior High track coach.

Principal/AD Secretary: Jackie Stueckrath has been hired to fill Patti's position. She is an MPS graduate and brings experience working in an office position.

Middle School Instructional Coach: A contract was offered to our top candidate, but that person is unable to be released from a current teaching position. So, at this time the plan is to contract out for some additional support for the 2019-2020 school year and look to hire for this position in 2020-2021. If we get a early start on this process next year we are hopeful that we can find that right person next year.

Classified Staff for 2019-20: In early July we will be looking to hire three classified positions: Two middle school Para-Educators and one elementary cook. These positions are advertised on our website at this time and I will plan to run an ad in the paper in late June.

- With Corrine retiring in late June you will need to visit about who you might want to appoint as Board Treasurer to replace Corrine. I would recommend that you consider appointing Patti Reigle as Board Treasurer so that the duties remain with the activities and lunch account secretary.
- The Middle School CSI grant if approved will provide additional funds to update Math curriculum in the Middle School with the purchase of Materials the summer of 2019, the additional funds should allow for the adoption of a Middle School Reading curriculum for the 2020-21 school year. With the curriculum changes in grades 6-8 we are planning for a possible new Math adoption in grades PK-5 for the 2021-22 school year. This will require us to budget funds of \$90,000 for the purchase of PK-5 Math program for the summer of 2021.

Normally you would see curriculum adoptions in the Elementary and work into the Middle and High Schools, however the requirements from the CSI Middle School Funds has altered that path some. This is not a bad thing but not the normal path. If approved as requested the district would receive around \$218,000 dollars for next year.

- On June 5th & 6th we will have a Team attending the Nebraska Threat Assessment Training at ESU #8. We have invited local law enforcement and a mental Health professional to attend as well. The MPS team members that plan to attend are: Ehlers, Crilly, Kunz & Rother.
- The last day for the 2018-19 school year for students in grades K-8 will be Friday May 17th. The Elementary and Middle School teachers will be receiving additional training on our Wonders reading program on May 20th & 21st. The High School students will wrap up the year on May 21st. Staff members last contract day will be May 22nd.
- Attached to my report is a East Conference proposal in regard to Administration to the Conference Tournaments. East Husker Conference passes will NOT be honored unless presented in conjunction with an EHC School Official Pass. Each conference school will be given 6 EHC School Official Passes which should only be distributed to administrators, staff members tasked with crowd supervision, or coaches whose teams have been eliminated from competition.

This change will help offset the cost of declining gate receipts. I understand the change but most likely will vote "No" to the change, but I may be the only person to vote that way.



Sept.

ANNUAL SAFETY REVIEW

Madison Public Schools
700 S. Kent St.
PO Box 450
Madison, NE 68748 - 0450

May 1, 2019

Conducted by Larry E. Hiatt

HIATT SCHOOL SAFETY REVIEW SERVICE

**Larry E. Hiatt
403 S. Marx St.
Spencer, NE 68777
Phone: 402-589-2348**

TO: Alan Ehlers, Superintendent, Madison Public Schools

FROM: Larry E. Hiatt

RE: 2018-2019 Rule 10 School Safety Review

DATE: May 2, 2019

Dear Alan,

Thank you for allowing me to visit your school this year. Sorry I was so late but things just didn't work out real well for me this school year. The day was beautiful and the students and staff were more than cooperative. They made my job very easy to complete.

As expected, I didn't find anything that I though could really cause you trouble. Most items can be taken care of with little effort . Any suggestions I made can be described as that, suggestions. Any that I may have should be taken care of very easily. The decisions will be up to the administration, safety committee, and the board of education.

If you have any questions, please don't hesitate to give me a call. I will be more than happy to help you out. I hope you will give me the honor of serving you again next school year.

Good luck the rest of the school year. I hope your building project goes well. I know there will be some problems, there always are. I've been through 2 building projects myself and know how sometimes you want to pull your hair out.

Best regards,

A handwritten signature in blue ink that reads "Larry E. Hiatt". The signature is written in a cursive style with a large initial "L".

Larry E. Hiatt

Madison Public Schools

May 1, 2019

Items of Concern and/or General Comments:

1. Fire Drills: Up to date and are logged by the administration.
2. Tornado Drills: One held right at the beginning of school and one in the spring. They are logged and are kept in the Safety Administrators Office.
3. Bus Evacuation Drills: One drill was held at the beginning of each semester. The log of these drills are kept in Paul's Office.
4. Safety Committee: Paul is in charge of this program. The meet at least quarterly. Minutes of these meetings are kept and are stored in Paul's Office.
5. Student Lockers: On main floors all lockers were kept locked. There was no clutter around the lockers or on the hallway floors.
6. Down Stairs Commons Area: Kind of messy. A lot of items left lying around and 2 or 3 lockers were hanging open. Not a quick place to leave from in case of an emergency.
7. Administration: Periodically check all the rooms to make sure all emergency posters are properly posted. Please specifically check the Main Office (F-T), Weight Room (F-T), Wood Shop (place the posters next to the exit), Metals Shop (F-T), Room 225 (F-T), Room 223 (check the type of posters that are up), Room 120 (F-T), Mrs. Kush's Room (F-T), Room 106 (F-T), Room 105 (F-T), Faculty Room (F-T), Room 103 (F-T), Art Room (F-T place close to exit).
8. Music: OK, no materials sitting in front of the exit.
9. Weight Room: Kept very neat and orderly. Nothing lying around on the floor.
10. DL Room: clean and organized. Do you want the door to the electrical panel left unlocked?
11. Fire Extinguishers: All but the one in Room 224 have been inspected in the past year.
12. Metals Shop: The fire extinguisher should be hung up on the wall rather than just being set on the floor where someone could trip over it.
13. Emergency Lights: Paul, make sure they are inspected by you monthly. I recommend that you do it the first of the month or the day you have your monthly fire drill. Keep a log of any repairs you have to make.

14. **Memo to Staff:** A reminder that any item with the warning “Keep Out of Reach of Children” needs to be kept put up until it is time to use it. This is for the protection of someone with asthma or other breathing difficulties.
15. **AED units:** They were visible and were ready to use in case of an emergency.
16. **Elementary Gym:** Clean, no problems there.
17. **Metals Shop:** All tanks need to be strapped down. Tools not being used need to be unplugged.
18. **Exit Lights:** Custodians, continue to keep an eye on the exit lights. Immediately fix any that are not working correctly ASAP.
19. **Room 224:** Make sure that when the students are done that all extension cords are picked up. Try not to have too many stretched out across the floor.
20. **Libraries:** Both were clean, neat, and well organized.
21. **Elementary Principal:** Periodically check all the rooms and make sure all emergency posters are properly displayed. Specifically check Room 132 (F-T), Staff workroom (F-T), Room 143 (F-T), Room 150 (F-T).
22. **Elementary S. Exit from Gym:** Needs to be lubed up.... It opens hard and shuts even harder, remember there may be small children trying to open it in case of an emergency.
23. **Elementary Boiler Room:** Needs to be kept locked and not propped open.
24. **Playground:** Equipment in pretty good shape. Could use some more ground up tires in places.
25. **Boiler Rooms:** All were in pretty clean condition with no clutter. All were locked except the one in the elementary.
26. **Elementary Music Room:** Organized no objects sitting in the way of persons trying to exit the room.
27. **Football/Track Complex:** In walking around I saw no problems there.
28. **Elevator:** Worked well.
29. **Exits:** For the most part, they were all clear. Teachers need to be reminded that there should be NO objects sitting in the exit to the room.

30. Reminder to Staff: In accordance with State Statute there should be NO more that 20% of any class room wall covered with flammable materials.

31. Kitchens: Clean of all clutter with no items sitting in the exit to the kitchen.

32. Custodians: You do a good job of keeping the school looking clean. It gives the public a good vision of what the school is.

33. Staff: Very friendly. They were very willing to stop and talk (School) with me when I entered their classrooms.

AGREEMENT and RELEASE OF CLAIMS

This Agreement is made by and between Adele Anderson ("Ms. Anderson") and the Board of Education of Madison Public Schools (legally known as Madison County School District 59-0001) and referred to herein as the "Board" and "School District" respectively.

WITNESSETH:

WHEREAS, Ms. Anderson is employed as a permanent certificated employee of the School District; and

WHEREAS, the parties desire to end Ms. Anderson's employment relationship with the School District and to compromise, settle and release all claims about that employment relationship; and

WHEREAS, the parties wish to execute this ^{as Early Separation} Retirement Agreement and Release of Claims ("Agreement") which will constitute a full and complete settlement of all questions and a release settling all claims regarding the ending of Ms. Anderson's employment relationship with the School District.

NOW, THEREFORE, in consideration of the agreements contained herein, the parties agree as set forth below.

- 1. Employment.** The School District employs Ms. Anderson as a permanent certificated employee pursuant to an employment contract for the 2018-19 school year.
- 2. Retirement from Employment.** ^{as Early Separation} Ms. Anderson hereby announces her intention ^{early separation} to retire from employment and therefore resigns her employment and all contractual relations with the School District effective at the conclusion of the 2018-19 contract year. A copy of Ms. Anderson's letter of resignation is attached hereto and incorporated herein by this reference as Exhibit "A." Her resignation is irrevocable and is conditioned solely upon the Board of Education's acceptance of it effective at the end of the 2018-19 contract year. Any effort by Ms. Anderson to withdraw her resignation before the Board's action on its acceptance shall be considered sufficient legal grounds for the Board to cancel her employment.

- 3. Payment of Salary and Benefits.** The School District will pay Ms. Anderson her salary and provide her with her fringe benefits for the remainder of the 2018-19 contract year in accordance with her individual employment contract and the negotiated agreement between the Board of Education and the Madison Education Association.
- 4. Settlement Payment.** In consideration of Ms. Anderson's resignation and the waiver and releases contained herein, the district will pay Ms. Anderson the sum of (\$30,000.00). This payment will be made on or before September 15, 2019. This payment shall constitute the payment of all sums to which Ms. Anderson is entitled for any reason. The parties agree that this payment does not indicate any wrongdoing by either party and that this payment is made solely in consideration of Ms. Anderson's waiver of any entitlement to continued employment and waiver of potential claims against the district.
- 5. Ms. Anderson's Release of Claims.** In consideration of the promises and payments specified in this Agreement, Ms. Anderson releases the School District and its officers, board members, administrators, employees, agents, representatives, successors, and assigns from all claims, demands, and actions, past, present, and future, known or unknown, arising out of and/or related in any way, either directly or indirectly, to her employment with the School District, the termination of her employment, and/or any actions or occurrences taking place up to and including the date of execution of this Agreement, including but not limited to claims or rights under the Nebraska Wage Payment and Collection Act, Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, the Civil Rights Act of 1866 and 1871, or any other Civil Rights Acts as amended, claims or rights under 42 U.S.C. § 1981, through and including 42 U.S.C. § 1988, the Americans with Disabilities Act, § 504 of the Rehabilitation Act, the Family Medical Leave Act of 1993, the Nebraska Act Prohibiting Unjust Discrimination Because of Age, all claims or rights relating to discrimination on the basis of age, race, color, religion, sex, disability, handicap, or national origin before the federal Equal Employment Opportunity Commission, the Nebraska Equal Opportunity Commission, and any state or federal court under any state or federal constitution, law, rule, or regulation, or claims or rights of whatever nature arising under any other state, federal, or local constitution, executive order, statute, regulation, or ordinance arising from her employment or contractual relations with the School District or her resignation of employment. Ms. Anderson represents that no claims have now been

filed against the School District. Ms. Anderson acknowledges that nothing in this agreement prohibits her from filing a Complaint with the Equal Employment Opportunity Commission or any other similar state agency, the Occupational Safety and Health Administration, the Secretary of Labor or otherwise participating in matters pending before those agencies. However, in the event Ms. Anderson files such a charge or complaint, she shall be entitled to no relief, no reinstatement, no remuneration, no damages, no back pay, no front pay and no compensation whatsoever from the School District as a result of such charge or complaint, since Ms. Anderson has released and extinguished any right to such relief under this agreement. Ms. Anderson also releases all contract, tort, and common law claims, and claims for attorney's fees, costs and expenses. She covenants not to institute any complaints or proceedings against the School District or any of the above-mentioned persons in the future with respect to any of the claims, demands, causes of action, or rights hereby released.

- 6. Notification of Rights.** By her signature below, Ms. Anderson acknowledges that she has been advised in writing by this Agreement, that she should consult with an attorney prior to executing this Agreement; that she has 21 days from the presentation of the Agreement to consider the it, with any amendments which might be agreed to; that she may have another person present in any meetings to negotiate regarding this Agreement; and that or she has seven days after executing this Agreement during which she may revoke her agreement to it. Ms. Anderson has acted voluntarily and upon her own best judgment in executing this Agreement.
- 7. Verification of Successive Teaching Experience.** The School District will verify Ms. Anderson's successive teaching experience to the Nebraska Department of Education pursuant the Department's rules.
- 8. Binding Nature of Agreement.** This Agreement shall be forever binding on Ms. Anderson, her heirs, executors, administrators, and assigns.
- 9. No Admission of Liability.** This Agreement is not to be construed as an admission of liability on the part of either party.
- 10. Authorization to Hire a Replacement.** The School District may advertise for and endeavor to hire a person to replace Ms. Anderson.

- 11. Entirety of Agreement.** This Agreement contains the parties' entire agreement. Its terms and release are contractual and not a mere recital.
- 12. Nebraska Law.** This Agreement shall be construed in accordance with the laws of the State of Nebraska. Any dispute arising hereunder shall be submitted only to a state court or federal court of competent jurisdiction in Nebraska to whose jurisdiction all parties hereto consent.
- 13. Construction of Agreement.** Whenever possible, each provision of this Agreement shall be interpreted so that it is valid. If any provision is determined to be invalid to any extent under applicable law, the remaining provisions of the Agreement will continue to be valid, and the entire Agreement will continue to be valid in other jurisdictions.
- 14. Acknowledgment of Understanding.** The parties confirm that they have read this Agreement in full; are fully apprised of its contents; understand its meaning and implications, specifically with regard to the fact that it includes the waiver of rights and that it precludes each party from bringing any claim or cause of action against the other for matters occurring or arising at any time before the date of its execution; and have executed it voluntarily.

Adele Anderson
Adele Anderson

Harlow Hanson, President
Madison Board of Education

Dated this 9th day of May, 2019

Dated this ___ day of _____, 2019

EXHIBIT A

May
~~April~~ 9, 2019

Madison Board of Education
Madison Public Schools
700 S. Kent Box 450
Madison, NE 68748

Dear Members of the Board of Education:

of \$30,000
^ (see #4 of the
Upon your approval of the settlement payment (attached document),
I hereby resign my employment as a teacher at Madison Public Schools,
effective at the end of the 2018-19 school year.

Sincerely,

Adele Anderson

Adele Anderson

4040
Employment Terms for Classified Staff

Each position listed below shall be hired by the superintendent on the terms stated.

Head Custodian

Employed on a 12-month basis
Provided appropriate level of full single coverage insurance
Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years, cumulative to 15 days.
Allowed 10 days of paid sick leave per year, adding one more day for every year employed, up to 15 days, cumulative to 45 days
Allowed 3 days of paid personal leave per year, these days do not accumulate
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Business Manager

Employed on a 12-month basis
Provided appropriate level of Employee-Family coverage insurance
Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years, cumulative to 15 days.
Allowed 10 days of paid sick leave per year, adding one more day for every year employed, up to 15 days, cumulative to 45 days
Allowed 3 days of paid personal leave per year, these days do not accumulate
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Principal's Secretary

Employed on an hourly basis only as needed
Offered paid single coverage insurance, if declined, employee is given cash in lieu
Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years
Allowed 10 days of paid sick leave, cumulative to 45 days
Allowed 3 days of paid personal leave per year, these days do not accumulate

Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Allowed 2 personal days per year

Prior agreements allowed per superintendent's approval on an individual basis

Cooks

Employed on an hourly basis only as needed

Offered paid single coverage insurance, if declined, employee is given cash in lieu

Allowed 10 days of paid sick leave, cumulative to 45 days

Allowed 2 days of paid personal leave per year, these days do not accumulate

Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, and Easter

Paid from the Hot Lunch Fund

Para Educators

Employed on an hourly basis only as needed

Offered paid single coverage insurance, if declined, employee is given cash in lieu

Allowed 10 days of paid sick leave, cumulative to 45 days

Allowed 2 days of paid personal leave per year, these days do not accumulate

Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, and Easter

Physical Exam

Any non-certified school employees who are required to do so by law must have a yearly physical examination.

Required physical exams will be paid for by the district and a written notice given to the superintendent previous to September 1 of the ensuing year.

The physical from a doctor may be specified by the board on a proper form to be provided by the superintendent.

If the employee wishes to go to a doctor other than the one specified by the board, the expenses will not be borne by the district.

Summer Workshops for Food Handlers

Those employed to handle and prepare food for the Hot Lunch Program are asked to attend the school provided by the State Department of Food Services.

All costs of the school and registration fees will be paid by the board of education. Transportation will be provided.

Non-Certified Substitute Pay

A substitute for a non-certified staff member will be paid on an hourly rate set each year at the regular April school board meeting.

Other Provisions Applicable to All Classified Staff

Rate of Pay

All classified staff shall be paid an hourly rate.

Classified employees who work more than 40 hours in a workweek shall receive 1½ times their regular hourly rate for each hour over 40 worked.

Adopted on: 1/11/16

Revised on: 5-13-2019

Reviewed on: _____

MADISON PUBLIC SCHOOLS

CALENDAR 2019-2020

APPROVED 3-11-19

August 2019

SU	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

17 14

September 2019

SU	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20 19

October 2019

SU	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

22 21

November 2019

SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

18 18

December 2019

SU	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15 15

Teacher days

Vacation days

Parent teacher conferences

Early dismissal

MID TERM / MS END OF QTR -
EXPLORATORIES

8, 9, 12 Aug

13-Aug

28-Aug

2-Sep

11-Sep

16-Sep

25-Sep

2 & 3 Oct

2 & 9 Oct

7-Oct

9-Oct

11-Oct

16-Oct

21-Oct

30-Oct

6-Nov

20-Nov

27-29-Nov

11-Dec

20-Dec

20-Dec

23-Dec

22-26 Dec

6-Jan

17-Jan

20-Jan

5-Feb

12 & 19 Feb

19 & 20 Feb

21-Feb

26-Feb

10-Mar

11-Mar

12-Mar

13-Mar

25-Mar

30-Mar

10 & 13 Apr

21-Apr

27-Apr

1-May

2-May

19 & 20 May

21-May

22-May

Aug-18

Faculty inservice-8:00-4:00 .

1:00 pm early dismissal - **First day of school**

1:00 pm early dismissal - Faculty inservice

Sep-18

NO SCHOOL - LABOR DAY

1:00 pm early dismissal - Faculty inservice

NO SCHOOL - CSI Day

1:00 pm early dismissal - Faculty inservice

Oct-18

Elementary Parent Teacher Conferences

HS/MS Parent Teacher Conferences

NO SCHOOL - CSI Day

1:00 pm early dismissal - Faculty inservice

End of 1st quarter for MS Exploratories; Mid Term

1:00 pm early dismissal - Faculty inservice

NO SCHOOL - PTC Comp Day

1:00 pm early dismissal - Faculty inservice

Nov-18

1:00 pm early dismissal - Faculty Inservice

1:00 pm early dismissal - Faculty Inservice

NO SCHOOL - Thanksgiving Break

Dec-18

1:00 pm early dismissal - Faculty Inservice

End of 1st semester

1:00 pm early dismissal - Faculty inservice

NO SCHOOL - Holiday Break Dec 23-Jan 3

Five day moratorium period est. by NSAA

Jan-19

10:00 am Late Start

NO SCHOOL - CSI Day (MHS WR Meet)

NO SCHOOL - CSI Day (ESU #8 Activity)

Feb-19

1:00 pm early dismissal - Faculty inservice

HS/MS Parent Teacher Conferences

Elementary Parent Teacher Conferences

NO SCHOOL - PTC Comp Day

1:00 pm early dismissal - Faculty inservice

Mar-19

End of 3rd quarter for MS Exploratories; Mid Term

NO SCHOOL Spring Break

NO SCHOOL Spring Break

NO SCHOOL Spring Break

1:00 pm early dismissal - Faculty inservice

NO SCHOOL - CSI Day

Apr-19

NO SCHOOL - Easter Break

12:00 pm early dismissal - Faculty Inservice

NO SCHOOL - CSI Day

May-19

1:00 pm early dismissal - Faculty inservice

Commencement 2:00 pm

1:00 pm early dismissal - Faculty inservice

NO SCHOOL - Teacher Workday

Snow Day if needed**

January 2020

SU	M	T	W	TH	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

20 18

February 2020

SU	M	T	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	16	18	19	20	21	22
23	24	25	26	27	28	29

19 19

March 2020

SU	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19 18

April 2020

SU	M	T	W	TH	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

20 19

May 2020

SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15 14

Student days:

1st semester = 87
2nd semester = 88
Total = 175

Teachers days:

1st semester = 92
2nd semester = 93
Total = 185

LUNCH COST SURVEY
4-12-19

SCHOOL	GRADE LEVEL	BREAKFAST	LUNCH	ADULT
Newman Grove	PreK-6	\$1.80	\$2.65	\$3.65 Lunch
(Price for 18-19)	7-12	\$1.80	\$2.75	\$2.20 Breakfast
Boone Central	PreK-5	\$1.70	\$2.85	\$3.75 Lunch
(Price for 18-19)	7-12	\$1.70	\$3.00	\$2.20 Breakfast
Battle Creek	PreK-6	\$1.60	\$2.35	\$3.35 Lunch
(Price for 18-19)	7-12	\$1.85	\$2.60	\$2.15 Breakfast
Elkhorn Valley	PreK	\$1.30		
(Price for 18-19)	PreK-6	\$1.40	\$2.20	\$3.60 Lunch
	7-12	\$1.40	\$2.40	\$2.20 Breakfast
Humphrey	PK-3	\$1.70	\$2.35	
(Price for 18-19)	PreK-6	\$1.70	\$2.55	\$3.85 Lunch
	7-12	\$1.70	\$2.65	\$2.00 Breakfast
Stanton	K-6	\$1.80	\$2.65	\$3.60 Lunch
(Price for 18-19)	7-12	\$1.80	\$2.75	\$2.25 Breakfast
Leigh	PreK-6	\$1.75	\$2.80	\$3.75 Lunch
(Price for 18-19)	7-12	\$1.75	\$2.95	\$2.30 Breakfast
Pierce	K-6	\$2.75	\$3.20	\$3.85 Lunch
(Price for 18-19)	7-12	\$2.90	\$3.40	\$2.90 Breakfast
Madison	PKK-5	\$1.65	\$2.80	\$3.80 Lunch
(Price for 18-19)	6-12	\$1.65	\$2.90	\$2.40 Breakfast

INTERVENTION PROJECT MANAGER JOB DESCRIPTION
JOB DESCRIPTION

DEPARTMENT: Middle School Grades 6-8
JOB TITLE: Intervention Project Manager. (IPM)

REQUIREMENTS:

- A. **Education Level:** Master's degree in administration or curriculum.
- B. **Certification:** Valid K-12 Nebraska Teaching Certificate. Administrative Degree.
- C. **Experience:** Minimum of two years of successful K-12 classroom teaching or Administrative experience. Successful experience implementing strong instructional practices in the classroom. Demonstrated leadership preferred.
- D. **Attendance:** Performance of this position requires daily attendance except when granted sick, bereavement, or personal leave or permission to attend meetings, workshops, and/or seminars in accordance with Madison Board of Education policies, when otherwise excused by the administration, or when otherwise provided by law.
- E. **Other Requirements:**
 - 1. Communicate effectively in written and oral form using positive interpersonal skills.
 - 2. Utilize effective data-based problem-solving skills.
 - 3. Demonstrate effective collaboration skills.
 - 4. Demonstrate qualities of sound judgment, independent thinking, and educational leadership.
 - 5. Demonstrate knowledge of and experience with development, implementation and assessment of 6-8 curriculum.
 - 6. Demonstrate leadership skills in the areas of school accreditation and the school improvement processes.
 - 7. Demonstrate knowledge of and experience with the provision of effective professional staff development opportunities.
 - 8. Demonstrate skills in communication and public relations.
 - 9. Participate in workshops, seminars, conferences and/or advanced course work which further advance knowledge of current trends in curriculum, assessment, and instruction.
 - 10. Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable.

REPORTS TO: Superintendent of Schools.

RECEIVES GUIDANCE FROM: Superintendent of Schools.

RECEIVES EVALUATION FROM: Superintendent of Schools.

ESSENTIAL FUNCTIONS AND PERFORMANCE RESPONSIBILITIES: The Comprehensive School Improvement Program Manager (IPM) will have instructional expertise working with school leadership and teachers to support the implementation of a equality educational program. The Comprehensive School Improvement Program Manager is responsible for:

Educational Leadership

1. Makes administrative decisions in conjunction with the Superintendent necessary to enhance the district's core purpose of student learning.
2. Assists building principals in understanding and implementing the curriculum to assure that principals can assume responsibility for the educational programs and instructional improvement efforts of their buildings.
3. Serves as a member of the Administrative Team.
4. Confers with local, state, and federal representatives to assure compliance with Nebraska Department of Education rules and requirements.
5. Monitor and utilize the budget to support and carry out the SFI grant as outlined in the approved plan/application.

Curriculum, Instruction, and Assessment

1. Provides leadership in the development, implementation, coordination, articulation, and evaluation of the school district's 6-8 curriculum with assistance from principals, teachers.
2. Directs and coordinates, either directly or through delegation, the development, renewal, implementation, and evaluation of 6-8 curriculum.
3. Develops, implements, and maintains the district's 6-8 assessment program; analyzes and interprets the results of that program; and develops strategies to improve the program of studies and the delivery of instructional services based upon results of assessment information. Identify and obtain evidence-based materials to support diagnostic and benchmark assessments.
4. Coordinates with Administrative Team members, in the selection of educational resources, including electronic media, textbooks, supplemental materials, etc.

5. Obtain and employ evidence-based interventions/strategies that provide improvement in student achievement
6. Establish grade level, classroom, and individual student goals with MTSS Team.
7. Analyze student progress monitoring data.

Public Relations

1. Assists the Superintendent in maintaining a program of public relations to keep the public well-informed of the learning activities and student outcomes.
2. Work with the public to seek outside funding which may include business, private foundations and/or federal and state sources to support the identified interventions/strategies.
3. Supervises and takes an active role in interpreting district and school curriculum objectives and assessment analysis to students, parents, Board of Education, and community.

Community and Board Relations

1. Reports to the board on such matters as deemed material to the enhancement of student learning in the school district or as the board may request.
2. Confers with stakeholders about curriculum, instruction, and assessment matters of Middle School Students.
3. Maintains accessibility and visibility in the community.

Other

1. Perform other duties as assigned.

PHYSICAL REQUIREMENTS:

	Never	Occasional 0%	1-32%	Frequent 33-66%	Constant
67%+	-----				

A. Standing					X
B. Walking			X		
C. Sitting			X		
D. Bending/Stooping				X	
E. Reaching/Pushing			X		
F. Climbing			X		
G. Driving			X		
H. Lifting (30# max)				X	
I. Carrying (25 feet)				X	

J. Manual dexterity tasks

X

Specify: telephone
calculator
word processor
audio-visual equipment
computer

OTHER REQUIREMENTS (intellectual sensory):

- Demonstrates effectiveness in oral and written communications
- Skillful in leadership, organization, problem-solving and conflict resolution.
- Skillful in human relations; ability to deal with a diversity of people.
- Ability to organize, prioritize, and function under pressure and time constraints.
- Excellent memory—ability to deal with more than one person/item at one time.

WORKING CONDITIONS:

- A. Inside (primarily).
- B. Climatic Environment: extremes of temperatures; partial air conditioned building; pressures and stress from time constraints and crowded working conditions.
- C. Hazards: multiple levels of stairs, communicable diseases, unpredictable behaviors.

SCHOOL NURSE
JOB DESCRIPTION

DEPARTMENT: Student Services, Grades PK-12

JOB TITLE: School Nurse (RN)

REQUIREMENTS:

1. Education Level: Must have completed four years of education at a college or university, and passed the NCLEX-RN in order to qualify for licensure.
2. Certification/Endorsement: A Standard Special Services certificate with a Special Services endorsement. This endorsement requires a current Nebraska license as a Registered Nurse from the Nebraska Department of Health and Human Services or another state participating in the Nurse Licensure Compact as defined in section 71-1795.
3. Experience: Experience in school nursing or emergency room nursing, ambulatory care, public health, mental health, and pediatrics preferred but not required.
4. Attendance: Performance of this position requires daily attendance except when granted leave by district policy, an employment agreement, excused by an administrator, or when otherwise provided by law.
5. Other Requirements:
 - A. Possess strong physical assessment skills, ability to respond to medical crisis, knowledge of pediatric chronic health issues (asthma, diabetes, severe allergy, seizure), strong oral and written communication skills, family-centered practice, knowledge of normal development age 0-21 years, the ability to work in a non-health care-centered multidisciplinary environment, and the ability to work independently.
 - B. Utilize effective data-based problem-solving skills.
 - C. Possess and demonstrate effective collaboration skills.
 - D. Possess and demonstrate qualities of sound judgment, and independent thinking.
 - E. Demonstrate knowledge of and experience with school nursing.
 - F. Skillful in human relations; ability to deal with a diversity of people.

- G. Ability to organize, prioritize, and function under pressure and time constraints.
- H. Participate in workshops, seminars, conferences, and/or advanced course work which further advance knowledge of current trends in school nursing.
- I. Possess an excellent memory and the ability to deal with more than one person or item at one time.
- J. Currently certified in first aid and CPR.
- K. Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable

REPORTS TO: Principal and Superintendent

RECEIVES GUIDANCE FROM: Principal and Superintendent

EVALUATED BY: Principal

SUPERVISES: N/A

ESSENTIAL FUNCTIONS AND PERFORMANCE RESPONSIBILITIES:

School nursing is a specialized practice of professional nursing that advances the well-being, academic success and life-long achievement and health of students. To that end, school nurses facilitate positive student responses to normal development; promote health and safety including a healthy environment; intervene with actual and potential health problems; provide case management services; and actively collaborate with others to build student and family capacity for adaptation, self-management, self-advocacy, and learning (NASN, 2010). In addition to the other duties and responsibilities identified elsewhere, the School Nurse must also:

1. Provide direct care, supporting inclusion of students with special needs, developing and carrying out the individualized health care plan, serving as a health expert on the multidisciplinary/IEP team, and providing case management where needed.
2. Provide leadership for the overall system of care in the school.
3. Conduct health screening and referral.
4. Help assess and promote a healthy school environment.
5. Provide health promotion and health education.
6. Provide leadership for health policies and program development.
7. Serve as a liaison between school personnel, families, health care professionals, and the community, linking school health to healthy communities.
8. Practice professional nursing in accordance with the parameters and requirements of the Nebraska Nurse Practice Act, state and federal

- laws and requirements, school policies and procedures, and recommended best practices for the nursing care of children at school.
9. Provide direct care to students, staff, and patrons as needed.
 10. Provide supervision, direction, monitoring, and competency determination for the school's medication administration program, in accordance with Nebraska's Medication Aide Act.
 11. Provide health instruction for individuals and groups.
 12. Collect and analyze relevant information using appropriate assessment techniques.
 13. Develop, in collaboration with parent/guardian, medical professionals, and others, individualized health care/504 plans for students with special needs.
 14. Provide consultation, training, and instructions for school personnel regarding management of chronic health conditions and special health care needs at school.
 15. Plan and conduct the annual health screening program.
 16. Participate in school safety planning and emergency response planning at school.
 17. Provide consultation on planning for medical emergencies at school.
 18. Maintain accurate health records, reports, and documentation.
 19. Follow federal laws in protecting student privacy and confidentiality.
 20. Collaborate with school administration and teachers in order to coordinate health services to complement the educational program.
 21. Assist in the development of policies and procedures to benefit student health and safety.
 22. Identify health issues and priorities to the school administrator.
 23. Supervise the activity of the health office in a professional manner, assuring quality practices, accountability, accuracy, and confidentiality.
 24. Show good character, mental health, and emotional control.
 25. Demonstrate tactfulness and a pleasant manner.
 26. Demonstrate an open mind, tolerance, and poise.
 27. Maintain positive relations and display enthusiasm with students, colleagues, and parents.
 28. Be punctual and efficient in meeting all assignments.
 29. Stay informed of new developments, ideas, and events in the nursing field.
 30. Demonstrate a commitment to the profession and its code of ethics.
 31. Identify strengths, limitations, needs, etc. through self-evaluation activities.
 32. Demonstrate proper and professional use of employee policies.
 33. Continue professional growth through reading, course work, or membership and participation in professional organizations.

34. Know, understand, apply, enforce, and follow all school district policies, procedures, and handbooks.
35. Maintain appropriate certifications and training hours as required.
36. Maintain and secure any confidential records or inquiries.
37. Develop and use an appropriate procedure to communicate with parents and the public about the school nursing program.
38. Perform other duties as assigned.

PHYSICAL REQUIREMENTS:

This position requires the individual to regularly talk or hear. The individual may be frequently required to walk, stand, sit, use hands for fine manipulation, handle or feel and reach with hands and arms. The individual may occasionally lift and/or move up to 25 pounds. The individual may occasionally climb stairs.

	Never (0%)	Occasional (1-32%)	Frequent (33-66%)	Constant (67%)
Standing			X	
Walking			X	
Sitting			X	
Bending/Stooping		X		
Reaching/Pushing		X		
Climbing		X		
Driving		X		
Lifting(# max)		X		
Manual Dexterity Tasks (Specify :)			X	

WORKING CONDITIONS: Inside the school building primarily in an air conditioned building. May require trips outside of the school building. There will be exposure to diseases, infections, and other medical conditions.

I have carefully reviewed this job description and affirm the following (please initial):

_____ To the best of my knowledge, I CAN fulfill all the requirements, responsibilities, and training aspects set out in this document.

_____ To the best of my knowledge, I CANNOT fulfill all the requirements, responsibilities, and training aspects set out in this document.

Use this space for any comments:

Employee Name (Print)

Employee Signature

**MADISON
ELEMENTARY
SCHOOL**



**2019-2020
PARENT-STUDENT
POLICY HANDBOOK**

Last updated: April 2019

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Welcome to another wonderful year at Madison Elementary School! Our staff is excited to work with each student, helping them to meet the challenges that come with being a child in an ever-changing world. Please refer to this handbook when you have questions throughout the school year. If you have any questions that cannot be answered, please contact me at kkush@esu8.org or 402-454-2656.

I wish you a successful school year and thank you for choosing Madison Elementary School!

Go Dragons!!

Mrs. Karla Kush
Elementary Principal

MADISON PUBLIC SCHOOL MISSION STATEMENT

The mission of Madison Public Schools is to prepare students to be competent, confident, productive and responsible citizens.

MADISON ELEMENTARY STAFF

Superintendent	Alan Ehlers
Principal	Karla Kush
Preschool	Jessica Ternus, Kelsey Kolar
Kindergarten	Randi Cleveland, Kari Frauendorfer
First Grade	Hannah Rice, Kayla Herfel
Second Grade	Error! Bookmark not defined. Brisa Calderon, Erin Reeves
Third Grade	Jane Lewis, James Cooper
Fourth Grade	Nicole Babutzke, Shane Prather
Fifth Grade	Collin Crilly, Vicky Jones
Special Education	Audrey Pollreisz, Nicole Jackson
English Language Learners (ELL)	Regan Ramaekers
Title 1	Kay Wehrle
Vocal Music	Teresa Wagner
Director of Curriculum, Assessment and Learning	Travis Jordan
Physical Education	David Kaps
School Counselor	Teryn Rother
Media/Technology	Trish Braithwait
Paraprofessionals	Robin Flaugh, Jayne Freudenburg, Brooke Hanson, Cara Lapour, Lydia Tinajero, Marilyn Samuelson, Marilu Orozco, Rosa Uribe, Niko Gronenthal
School Nurses	Lisa Holoubek, Janet Pfeifer
Speech Therapist	Amanda Ford
School Psychologist	Cathy Fiala
Secretary	Enriqueta Saldana
Librarian	Mary Throener
After School Program Director	Natilli Herrera
Custodians	Paul Herz, Doug Shipley, Pat Fleury
Kitchen Staff	Tracy Nelson, Margie Jurgensen, Mardell Brom

The following pages will be devoted to a majority of the policies and rules that govern Madison Middle/High School. It is impossible to list the unique circumstances covered by every policy. The rules set in this handbook regarding student conduct are enforced throughout the school and on all school property. This also includes all extracurricular events both home and away. No person who falls under the jurisdiction of Madison Public School District shall be discriminated against on the basis of sex, race, religion, or physical or mental handicap.

ASBESTOS NOTIFICATION

Current Federal Regulations require all schools inventory asbestos containing materials (ACM) and develop a management plan to identify and control ACM in their buildings. ACM has been identified in the elementary and junior high buildings. The presence of asbestos in a building does not mean that the health of building occupants is necessarily endangered. As long as asbestos-containing material (ACM) remains in good condition and is not disturbed, exposure is unlikely. When building maintenance, repair, renovation or other activities disturb ACM, or if it is damaged, asbestos fibers are released creating a potential hazard to building occupants. The plan for the Madison County District #1 School has been submitted to the Governor of Nebraska and is now available for inspection (without cost) to the general public, teachers, and other school personnel. The plan will be made available within five working days after receiving your request. For further information contact Alan Ehlers, Superintendent (454-3336). The school may charge for copies of the plan.

ATTENDANCE

Nebraska State Statue (79-201) requires that all students between the ages of 6-18 attend school. It is the responsibility of the parent/guardian to see that the student is at school at the appropriate time in a proper state of health and cleanliness. The school district is required by law to notify juvenile justice officials when excessive absences occur. Madison Elementary School believes that punctual and regular attendance is extremely important. It is one of the most important factors in determining school success. Please schedule appointments (dentist, doctor, etc.) for non-school days and plan vacations for school breaks and summer vacation. Making sure that your child misses as little school as possible is the most important thing that you can do to support their education. There is a strong relationship between attendance and student achievement at all levels of education. For any elementary student that misses more than 10 days of school in a single school year, a meeting must take place between the child's parent(s)/guardian(s) and the Elementary Principal before the student is promoted to the next grade level.

ATTENDANCE-EXCESSIVE ABSENCES

Students arriving after 8:00 am MUST obtain a tardy pass from the office.

All absences and tardies will be counted in the total time of missed school. Our policy states that when a student is absent:

- **5 Days**— For any time a student misses a total of five (5) days (or the hourly equivalent), the parent will be contacted and notified of the total number of absences, the dates of these absences, and the time period of accumulation.
- **10 Days**—For any time a student misses a total of ten (10) days of school (or the hourly equivalent), the parent shall be contacted and notified of the total number of absences and the current policy relating to attendance at school will be provided. The county attorney may be notified of the absences.
- **15 Days**—When a student has missed a total of fifteen (15) school days (or the hourly equivalent), the parent shall be notified of the total number of absences and the current policy relating to attendance at school will be provided. The county attorney may be notified of the absences.
- **20 Days**—When a student misses a total of twenty (20) school days (or the hourly equivalent), the parent shall be notified of the total number of absences. The county attorney WILL be notified of on-going attendance concerns.

Students missing 20 days of school or more in an academic year may be retained.

ATTENDANCE-REPORTING ABSENCES

Parents should call the school office on or before the day of an absence. Phones will be answered at the elementary school after 7:30 am. When contacting the school please give the following information:

- 1) Name and grade of the student
- 2) Reason for absence
- 3) Name and relationship of the person making the call

If a child is absent and we do not receive notification, the school will contact the parents. If the school is unable to contact the parents, the child will be considered truant.

Students should make up assignments in advance for known future absences. **Parents who wish to get assignments for a child who is ill must call the office before 9:00 am;** assignments can be picked up in the office after 2:00 pm. This allows ample time for teachers to prepare materials and books.

ATTENDANCE-EARLY CHECKOUT

If it is necessary for your child to leave school early during the day, you must come to the office and personally sign him/her out of school listing the date, time and reason for leaving. This is necessary for us to monitor attendance.

BICYCLES, SKATEBOARDS. ROLLER BLADES AND SCOOTERS

Bicycles must be parked in the racks provided or set in line with the racks. To prevent theft, bicycles should be padlocked. Skateboards, roller blades and scooters are not permitted.

BREAKFAST and LUNCH PROGRAM

Madison Elementary provides a breakfast program for students. Breakfast will be served daily from 7:15 a.m. to 7:50 a.m. Students arriving after 7:50 a.m. will not be able to eat a hot school breakfast, so please ensure that your child arrives well before this time if they wish to eat in the morning. If a student qualifies for free lunch, breakfast is free. If a student qualifies for reduced lunch, the cost of breakfast is 30 cents and the cost of lunch is 40 cents. The regular price of breakfast is \$1.65 and the regular price of lunch is \$2.80. An adult breakfast is \$2.40 and an adult lunch is \$3.80. If you are coming to eat lunch with your child please call the school ahead of time so the kitchen can be notified.

BUS RULES

We believe all students can behave appropriately and safely while riding the school bus. We will not tolerate any student that impedes the drivers from doing their job or preventing other students from having safe transportation.

Rules:

1. Obey and show respect to the driver
2. Remain in your seat at all times
3. No pushing, shoving, fighting, or throwing objects at any time
4. No smoking, lighting matches or lighters, chewing tobacco, sunflower seeds, or spitting
5. Silence at railroad tracks
6. No swearing or use of obscene language or gestures
7. Respect property of school and others.
8. No hanging any objects or parts of body out the windows
9. Follow all rules in the parent-student handbook

Possible Consequences:

1. Driver verbally warns student
2. Driver reports incident to principal. Parents contacted
3. Short-term suspension of riding privileges
4. Long-term suspension of riding privileges
5. Permanent removal of riding privileges

Steps may be skipped depending on the seriousness of the offense. The Elementary Principal reserves the right to revoke bus privileges for any student that does not comply with the above rules.

CALLS TO POLICE

Nebraska State Statute, Section 79-293 requires the school principal to notify as soon as possible the appropriate law enforcement authorities of any act of a student, which constitutes grounds for long-term suspension, expulsion or mandatory reassignment under Section 79-267, AND is a violation of the Nebraska Criminal Code. School district administrators will therefore notify local law enforcement officers in the event that any of the following student violations occur. Parents will be informed by the building principal that such notice to the police has been made, as soon as reasonably possible.

1. Violence
 - Use of weapon
 - Threat, force, intimidation or coercion (students/staff)
 - Punches thrown by either party which constitute a substantial interference with school purposes
2. Property Damage
 - Theft (value of \$25.00 or more)
 - Repeated violations of theft or damage
3. Personal Injury
 - Physical injury or emotional harm
 - Consider intent to injure
 - Repeated intent to injure offenses
4. Threatening to Obtain Money
 - Clear extortion (succeeded in completing transaction)
 - Repeated extortion attempts
5. Weapons
 - Firearms or knives
 - Other items intended to be used as weapons
6. Controlled Substance
 - All incidences and/or limitations as outlined in law
 - Drug paraphernalia with drug residue
7. Public Indecency
 - Exposing self
8. Sexual Assault
 - Any sexual assault
 - Any attempted assault on and off school property
9. Danger to Student
 - As stated in law (fire code violation, bomb threat)
10. Repeated Violations that interfere with school purposes

CHILD FIND

The Madison Public Schools have the responsibility to identify, locate and evaluate all children (birth through age 21) with disabilities regardless of the severity of their disabilities, and who are in need of special education and related services. If you have questions or concerns about a child, please contact Alan Ehlers, Superintendent, (454-3336) concerning the district's referral process.

CLASSROOM SCHEDULE

The school day is from 8:00 am to **3:15** pm. Students who are not eating school breakfast in the morning are not to be in the building before 7:30 am. Students will be escorted to class at approximately 7:55 am. Students should leave promptly after school unless they have permission or are part of a school approved activity.

Vocal Music, Physical Education, Guidance, Library, and all specialty classes are arranged, through cooperation with the homeroom teacher on specific days. The homeroom teacher can give you this information when requested. Madison Elementary is committed to providing a balanced approach towards learning in all areas of study.

COMPLAINTS ABOUT SCHOOL DISTRICT PERSONNEL

Madison Public Schools is committed to placing the needs of our students and their families first in our efforts to provide a quality educational program. However, if you encounter a conflict with any school personnel, we encourage you to resolve it directly with them or their immediate supervisor at the building level. If this is not successful, you may complete and file a "Complaint About School District Personnel" form with the building principal. An Individual filing such a complaint will be contacted by the building principal within three (3) school days following receipt of the complaint to begin responding to his or her concerns.

CONDUCT AND DISCIPLINE

Good discipline is needed in the schools if an effective learning environment is to be developed. Students are expected to behave in an orderly and appropriate manner. Students have the freedom and encouragement to express their individuality. That freedom cannot intrude upon or endanger the freedom of others, nor can it interfere with our teaching or other students' learning. Disobedience or open defiance of school regulations and authority shall constitute sufficient cause for disciplinary action.

With cooperation from the parents, the Madison Elementary School faculty will encourage students to take responsibility for their actions. Discipline is an opportunity to learn. We hope to help each child in learning:

1. Respect for school property, as well as the property of fellow students.
2. Respect in word and conduct towards all people.
3. Respectful and clean language.
4. Respect for the welfare and happiness of others.

Discipline issues at Madison Elementary will be handled using the Behavior Intervention Support Team or BIST model. The BIST model has three GOALS FOR LIFE:

- 1) I can be productive and follow directions even if I am mad or have an overwhelming feeling.
- 2) I can be productive and follow directions even when others are NOT okay
- 3) I can be productive and follow directions even when I don't want to.

At Madison Elementary it is ALWAYS OK to do your best and ask for help!

At Madison Elementary it is NEVER OK to be hurtful or disruptive. Students that demonstrate patterns of disruptive or hurtful behaviors will be supported through a combination of the BIST model and school discipline.

*****Please note that board policy 5035 also talks about suspensions and expulsions that may be used if the principal deems necessary as a disciplinary action. If you have questions about this please contact the Elementary Principal.**

DRESS CODE

We want students at Madison Elementary School to take pride in their appearance. Appearances are expected to be clean, neat, modest, and in good taste. Appearances that detract from the learning environment will not be permitted. Students will be required to change clothes immediately if this occurs. Students will wear clean, comfortable clothing that is in good taste. Derogatory sayings, sexual innuendos, anti-American implications, beer, liquor, tobacco pictures/advertisements, or profanity is not permitted.

- Hats are not permitted inside the school building.
- Shoes must be worn at all times.
- Students are expected to adhere to the dress code when attending school and extra-curricular activities.
- Students will not be allowed to go out for recess if shorts are worn on cold days.
- When sandals are worn, students must bring tennis shoes to be worn at recess and during PE class.
- When snow boots are worn, students must bring other shoes to wear indoors throughout the day.

The administration reserves the right to make final decisions regarding the dress code.

DROP-OFF AND PICK-UP OF STUDENTS

*Students will be allowed to enter the building beginning at 7:15 each morning from the main entrance on the north side of the building.

*Students will be dismissed ONLY from the WEST doors. Students are to exit these doors and then either walk home or go to their designated safe zones while waiting to be picked-up.

*For the safety of students who are not walking home, they will not be allowed to leave their designated safe zone, unless accompanied by an adult or someone designated by their parents.

Enter the drop-off/pick-up lane from the south from East 9th Street and exit on the north side of the school onto East 8th Street.

The lane nearest the school is for cars dropping off or waiting for students, the lane farthest from school is to remain clear for vehicles to exit.

Do not park across the street on the north side of 8th Street. This is against the law!

Do not park on the one-way street west of the school. This is against the law!

The south and west parking lot is for staff parking only.

Students walking home must use sidewalks and crosswalks.

Please watch for our children, the safety patrol and the staff on duty! We want Madison Elementary School to be a safe place for everyone!

DRUG AND ALCOHOL EDUCATION PROGRAMS

Madison Public Elementary does not condone the use of illicit drugs or alcohol and the unlawful possession, which is wrong and harmful. Possession or use of drugs or alcohol is prohibited by students on school premises or at any school function. Appropriate educational and prevention programs are addressed within the curriculum.

ELECTRONIC EQUIPMENT

Electronic devices such as portable radios, walkmans, CD players, electronic video games, cellular phones, iPods and pagers are prohibited during school hours unless given permission by a teacher.

ENTRANCE REQUIREMENTS

A child must reach the age of five years on or before July 31st of the current school year to be eligible to enter kindergarten in the public school. A child must reach the age of four years on or before July 31st of the current school year to be eligible to enter the 4-year-old preschool program in the public school. A child must reach the age of three years on or before July 31st of the current school year to be eligible to enter the three-year old preschool program. At registration, parents must provide proof of the child's correct age.

FIELD TRIPS

Throughout the year, students will take field trips. Field trips are arranged for educational value to students and are an extension of classroom learning. Field trips are taken by grade; each grade is allowed to take one field trip each semester (or no more than two trips in an academic year). Field trips within the Madison's city limits are excluded. Before each field trip, the teacher will send a reminder home. If you do not wish for your child to attend that particular field trip, you should contact the school.

GUIDANCE AND COUNSELING SERVICES

We have a guidance counselor available to assist our students. An elementary guidance counselor serves a variety of roles. The counselor provides classroom instruction on topics related to building positive relationships, friendships and overall positive mental attitudes of students towards themselves and others.

HEALTH SERVICES

Screenings are completed annually by the school nurse. If there is a referral notice sent home from the results of these tests, please give attention to it and call the nurse with your questions.

- If your child has a fever, vomits, or has diarrhea, please keep him/her at home at least 24 hours after symptoms subside. Please do not give your child fever-reducing medication and send him/her to school; he/she is still contagious.
- **Chicken pox** is highly contagious. Children will be removed from school and will not be allowed to return until 5 days from the time of the break out.
- **Head lice** must be treated with a special shampoo. Children will be removed from school but can return the day following the shampoo. The special shampoo will need to be repeated again in 7 days.
- **Impetigo** is highly contagious. Children will be removed from school but can return as soon as an antibiotic salve is applied to the area.
- **Pink eye** is highly contagious. Children will be removed from school but can return as soon as he/she is on medication prescribed by your doctor.
- **Ringworm** is highly contagious. Children will be removed from school but can return as soon as he/she is on medication prescribed by your doctor.

HEALTH SERVICES-ACCIDENTS AND INJURIES

All major injuries sustained by students while in attendance at school must be reported to the office immediately. Appropriate forms will be completed and a copy will be sent home. Parents will be notified to pick up their child for home or doctor's care, if necessary.

HEALTH SERVICES-MEDICATION

Any parent who wishes school personnel to administer medication to his/her child during the regular school day must comply with certain regulations.

1. Medication must be left at the office accompanied by a permission form signed by a parent/guardian. These forms are available in the office.
2. All medications must be in a container properly labeled with the child's name, doctor's name, medication name and directions for administering. Ask your pharmacist for an extra bottle for your at-school prescriptions.

HIGH ABILITY LEARNER (HAL) PROGRAM

The HAL Program consists of a number of different opportunities that allow intellectually gifted and creatively talented students to experience a variety of challenging and stimulating activities and projects. Students are selected for this program based upon NWEA test scores and teacher recommendations. The High Ability Learner (HAL) program will meet approximately once per week.

HOMELESS COORDINATOR

The McKinney-Vento Act defines homeless children as "individuals who lack a fixed, regular, and adequate nighttime residence." The act provides examples of children who would fall under this definition:

- Children and youth sharing housing due to loss of housing, economic hardship or a similar reason
- Children and youth living in motels, hotels, trailer parks, or camp grounds due to lack of alternative accommodations
- Children and youth living in emergency or transitional shelters
- Children and youth abandoned in hospitals
- Children and youth awaiting foster care placement
- Children and youth whose primary nighttime residence is not ordinarily used as a regular sleeping accommodation (e.g. park benches, etc)
- Children and youth living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations
- Migratory children and youth living in any of the above situations

The homeless coordinator for Madison Public Schools is Leticia Rodriguez. She can be reached at Madison High School (454-3336). Please contact Leticia Rodriguez or a school administrator if you have concerns.

HOMEWORK

Homework may include memorization, practice exercises, outside reading, projects or family activities. According to teachers and researchers, the major purposes of homework are:

1. To practice and reinforce skills or concepts introduced in class.
2. To prepare for in-class discussion or experiments. Activities may include collecting materials or information to bring to class, studying vocabulary or practicing math facts.
3. To expand, enrich or explore subjects of personal interest and to allow individual creative forms of expression, through additional readings, research or projects.

Special situations at any grade level may warrant deviations from these purposes. Remember, homework is a joint activity between home and school.

Initiations and Hazing

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non-approved initiations is subject to discipline as permitted by policy and law.

INSURANCE

Madison Public Schools will send home information about the Kids Connect insurance program at the beginning of the year. Parents may purchase insurance for their children if they so desire. The school district **does not** provide any health or accident insurance for our students.

INTERNET POLICY

The Board of Education will provide Internet services to teachers and students to promote educational excellence in the Madison Public School district by facilitating resource sharing, innovation and communication.

Students are responsible for good behavior on the school network, just as they are in classrooms, on the playground, in the lunchroom, and in the hallways.

1. Do not tell anyone your password
2. Do not waste paper. Print only what you need.

To teach appropriate strategies for accessing information for research and education, this school district offers access to Internet and other computer networks, subject to the rules and procedures to be set by the Board of Education, or its designee.

Our district utilizes a “filter” through the Educational Service Unit that blocks inappropriate sites from student view. Students are responsible for appropriate behavior when using the Internet. Students misusing the Internet will be subject to consequences including warnings, loss of privileges, notification of parents, or referral to proper authorities for disciplinary and/or legal action.

LIBRARY

Our library offers a variety of media to interest each child, as well as library activities to stimulate use of the library and knowledge of library procedures and classifications. The library will be open during school hours. Students are responsible for any books or other materials checked out from the library. Most items may be checked out for two weeks. Students are responsible for library materials. Books or other materials that are lost or damaged will be paid for by the student. Charge is based on loss or extent of the damage to the materials. With everyone’s cooperation, we look forward to another enjoyable year. We hope to capture each child’s interest and make every visit to the library an exciting and stimulating experience.

LUNCH

Nutritious meals are served each school day. Breakfast and lunch money may be dropped off in the office or library. Please indicate on the check or the envelope the amount of money designated for each child.

Students who regularly bring sack lunches may purchase milk with their noon meal. Student breakfasts are \$1.65, lunches are \$2.80 each and milk is 35 cents each. **All prices are subject to change.** We use the Accu-Scan System to track student accounts. Our system does not allow students to charge milk or lunch; students receive payment reminders when account balances are low.

Parents are invited to come to school for lunch during the school year. Adult lunches are \$3.80. Please contact the office in advance to make a reservation.

LUNCH-RULES

HOT BREAKFAST AND LUNCH PROCEDURES

Madison Public Schools offers a healthy breakfast and lunch every school day. Student meals may be purchased in the office at a cost determined by the District.

1. Meals must be purchased prior to the start of school in the mornings. The office opens at 7:30 AM daily.
2. All students will be required to eat in the commons area.
3. Each day students are offered the complete lunch which will include a main meat dish
4. During lunch period, all students need to leave books in their lockers, classrooms, or on the tables/stage in the commons.
5. Students may bring a sack lunch, but no pop or restaurant food may be brought into the commons area during school lunch time.

NATIONAL SCHOOL LUNCH & BREAKFAST PROGRAM Non-Discrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: <https://www.ascr.usda.gov/ad-3027-usda-program-discrimination-complaint-form> and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C.20250-9410; (2) Fax: (202) 690-7442; or (3) Email: program.intake@usda.gov this institution is an equal opportunity provider.

MAKE-UP WORK

Generally, the student will have the same number of school days to complete make-up work, as he/she was absent, if the absence was excused. For example, if he/she is absent for three days, the student will have three school days to turn in the make-up work. The classroom teacher(s) will give special consideration to extenuating circumstances. If you know of an absence in advance, contact your child's teacher to arrange for work ahead of time.

PARENT-TEACHER CONFERENCES

A vital link in complete communication between families and the school is through parent-teacher conferences. Special time is scheduled in the fall and in the winter during which teachers and families can discuss the progress of the student. It is quite important for parents to attend all conferences. Additional conferences may be scheduled anytime by teachers or parents. Please call the office to schedule an appointment.

PLAYGROUND/RECESS INFORMATION

Weather permitting, all students will go outside each day throughout the school year for exercise and fresh air. Students are expected to wear appropriate clothing and boots for cold and wet weather. Students are expected to wear coats, mittens, gloves and caps or hoods in cold weather.

Students will not go outdoors under the following weather conditions:

1. When it is raining or snowing heavily
2. When the wind chill index or Fahrenheit temperature is below zero (at the discretion of the supervisor between 0-10 degrees)
3. When lightning or an approaching storm is in the immediate area

Individual exceptions to outdoor recess are:

1. **Written** parent request to keep the child indoors due to illness (for up to one school week or five school days); the students staying indoors will have time to complete homework or rest; and
2. **Written** doctor requests to have child remain indoors for designated period of time

POLICE INTERVIEWS

Law enforcement or juvenile officers will not be allowed to interview students at school during the school day without the school official making a reasonable effort to contact parents. The building principal may grant exceptions to the above to probation officers who desire to meet with students who are already on probation and/or representatives of Social Services who are accompanied by law enforcement officers. If physical violence or a criminal act occurs at school, the school principal or designee may call the police without first receiving authorization from parents.

PRE-SCHOOL

At the beginning of the school year all pre-school parent(s)/guardian(s) will receive a copy of the Little-Dragons pre-school handbook.

PROGRESS REPORTS

Progress reports will be sent home each quarter. Please review report cards for information on academic progress, attendance (days missed each quarter), tardies (each quarter). Several of our classes are performance-based and grading in those subjects may reflect that concept. Please visit with PE, music and band teachers to discuss scoring and grading.

MULTI-TIER SYSTEM OF SUPPORTS (MTSS)

Madison Elementary School is committed to helping all children learn and succeed. Some children learn easily in the classroom without extra support. But some children struggle to learn and need extra help. MTSS is one way we can make sure all children learn and succeed. MTSS is a process that has many steps. Each step is designed to make sure all children are getting the instruction and support they need. Each child's progress is monitored. The results are used to help make decisions about instruction and which children might need extra help. Madison Elementary is currently using the MTSS process to help children who are struggling with reading.

SAFETY

For each student's safety, the doors to the building will be locked at all times. Please use the doorbell at the north entrance to contact the office and be admitted to the building.

All elementary students MUST obey the safety patrol. Fifth grade students are selected for safety patrol and are stationed at specified crossings near the elementary school: the front door, west door, west door crosswalk, and stop sign crosswalk. The purpose of the program is to provide assistance for the children's safe crossing at intersections. Safety patrol members are on duty each day from 3:15-3:30 pm. Written permission is required for a student to serve in this capacity.

If bicycles are ridden to school they must be parked in the racks located on the west side of the elementary building. To avoid theft, bicycles should be padlocked. Bicycles will be walked across all intersections. Skateboards and roller blades are not to be used on school property.

The following guidelines promote the continuing effort to improve safety:

1. Walk your bike on school grounds.
2. Ride by yourself. Use a backpack to secure your belongings; another person or carrying packages on your bike can block your vision and throw you off balance.
3. Keep control while on your bike—no tricky steering, weaving or racing.
4. Stay on the right side of the street, close to the curb. Move with traffic and watch for parked cars turning out or car doors opening suddenly.
5. Ride your bike in single file when riding with others; follow a full bikes' length behind the driver in front of you.
6. Steer with both hands on the handle except to signal when you are turning, stopping or leaving the curb.
7. Cross only at intersections.
8. Come to a complete stop at all stop signs and yield signs.
9. Stop, look and listen before entering a street from a sidewalk, driveway or alley; drivers may not see you.
10. Be ready to put on the brakes at intersections. Get off your bike and walk your bike across the street.
11. Let people on foot and other vehicles go first when they are about to cross in front of you.

SCHOOL CLOSING/CANCELLATION/LATE-START/EARLY DISMISSAL

When school will not be held due to inclement weather, the “No School/Late Start/Early Dismissal” announcement will be broadcast on Radio Stations WJAG 780 AM, KNEN 94.7 FM, KEXL 106.7 FM, KLIR 101.1 FM, KKOT 93.5 FM, KUSO 92.7 FM, KTTT 1510 AM, KZ100 100.3 FM, and KPNO 90.9 FM. Television channels 4 KTIV and 10 KOLN/KGIN will also carry the announcement. Families may also check the television stations’ websites; they are posted there as well.

The decision whether or not to have school is generally made between 5:00 and 6:00 am on the day of bad weather. If there is a late start, students will be allowed in the building fifteen minutes before classes begin. Typically, a late start will be at 10:00 a.m. unless otherwise noted.

SCHOOL HOURS

School hours are from 8:00 a.m. to 3:15 p.m. daily. Early dismissals will be announced ahead of time. Elementary office hours are from 7:30 a.m. to 4:30 p.m. daily. You may contact the school during those hours by phone at 454-2656 or by fax at 454-3978.

SCHOOL PROPERTY

Since all of us take pride in our school building, each person is expected to treat its contents with respect. Everyone needs to help keep our school neat and clean. Please remember any student who damages school property will face disciplinary actions and restitution must be made. All students, regardless of their family’s economic status, are financially responsible for damaged textbooks and school equipment.

Lockers and desks are school property; therefore, the administration reserves the right to search lockers and desks at any time. The students should have no expectation of privacy.

STAFF QUALIFICATIONS

The “No Child Left Behind Act of 2001” gives parents the right to get information about the professional qualifications of their child’s classroom teachers. Upon request, Madison Public Schools will provide parents with the following information about their child’s classroom teacher:

- Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under an emergency or provisional teaching certificate.
- The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, the field of discipline of the certification or degree.

We will also, upon request, tell parents whether their child is being provided services by a paraprofessional and, if so, the qualifications of that individual. The request for information should be made to the administrator in your child’s school building. The information will be provided to you in a timely manner. Madison Public Schools will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the “No Child Left Behind Act of 2001.”

STUDENT PHOTOS

It is required by Board Policy (507.02) of Madison Public Schools that parents be informed of the potential use of student’s name, photograph and other likeness, or related information in public education and information activities. Such activities may include, but are not limited to newspaper articles, brochures, slideshows, videos, web pages, podcasts, and blogs. Information and photos will be released unless parents specifically request in writing to the principal that their child(ren) should not be included.

STUDENT VALUABLES

Students, not the school, are responsible for their personal property. Students are cautioned not bring large amounts of money or items of value to school.

SUPPLIES

A list of suggested school supplies for each grade level is available at the school office. Many parents wish to provide the items on this list to assist the school in the education of their children.

TELEPHONE CALLS

School telephones are for business purposes. Personal calls are discouraged. If anyone calls for a student or teacher while they are in class, we will deliver a message. **Students may use the telephone for emergencies only. Students must make after school plans before entering the building in the morning.**

Title I: School-Parent-Child Compact

The Madison Public School and the parents of students participating in activities, services, and programs funded by Title I have jointly developed this Compact which outline how the parents, school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

School Responsibilities:

The faculty and staff of the District, will:

- Provide high quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging State academic standards.
- Consider the promises made in the Compact at parent-teacher conferences.
- Provide parents with frequent progress reports pursuant to district policy.
- Communicate and work with families to support students' learning.

Parent Responsibilities:

The parent(s) will support their child's learning in the following ways:

- Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
- Value and support my child's attendance at school.
- Ensure that homework is completed.
- Promote positive use of my child's extracurricular time.
- Participate in parent groups that support the district's students.
- Endeavor to stay informed about my student's progress and request updates as needed.

Student Responsibilities:

The student will share the responsibility to improve his or her academic achievement in the following ways:

- Cooperate with my teachers in school and be responsible for my behavior.
- Complete all of my homework assignments on time.
- Participate to the best of my ability in all of my classes.
- Participate in extracurricular activities which will help me become a better student and stay active in my school and community.
- Let my teachers and family know when I need help.

VISITING SCHOOL

Parents and/or guardians are always welcome as school visitors. We require that all visitors have prior permission to visit from the teacher and/or principal. All visitors should check in at the school office before visiting the classroom. A visitor's identification badge will be issued to ensure the safety of our students. Children are not permitted to visit unless accompanied by an adult. All school doors will be locked from the start of school through the after school program.

If your child wishes to bring a pet to school to share, he/she must have prior permission from the teacher and principal. An adult must accompany the pet to school and the pet must be returned home immediately after the sharing time.

VOLUNTEERS

Parents and other citizens are encouraged to volunteer their time and talents to the schools. Volunteer services range from helping in the elementary library to assisting in the individual classrooms. If you would like to volunteer, please contact your school or your child's teacher. Volunteers are asked to sign in at the office

NOTICE OF NONDISCRIMINATION

The Madison Public School District does not discriminate on the basis of race, color, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities. The following person has/have been designated to handle inquiries regarding complaints, grievance procedures or the application of these policies of nondiscrimination:

Title: Superintendent of Schools

Address: Madison Public School

P O Box 450

Madison, Nebraska 68748 Phone #:

402-454-3336

If parents, employees and students do not feel that their complaints regarding Title IX, Title VI, Section 504 have met with resolution at the local level, they can appeal their grievances to the regional Department of Education, Office for Civil Rights.

Office for Civil Rights

8930 Ward Parkway, Suite 2037

Kansas City, MO 64114

816-268-0550

FAX: 816-823-1404; TDD: 800-437-

0833

If you have any questions regarding the contents of this handbook, please contact Madison Elementary School at 454-2656. We strive for each child to have a productive and rewarding school year!

Andrew Offner

Elementary Principal

Madison Public Schools

P.O. Box 450

405 East 8th Street

Madison, NE 68748

402-454-2656 (Main Office)

aoffner@esu8.org

Please read and discuss the contents of the Madison Elementary Parent-Student Policy Handbook with your child. By signing below, you are indicating that you have reviewed and understand the information and policies stated in the handbook and that the information has been discussed with your child(ren). I have received and read the Student Handbook that describes the Madison Public School District's discipline policies, regulations, rules, and expectations to be followed by students enrolled in the Madison Public Schools, including the Drug Free School Policy. This form also authorizes the school district to use your child's picture or likeness in the yearbook, school paper, website, and any other form of media the school district deems appropriate. This form also authorizes the school district to take your student off campus for educational activities, sports activities, or any other sponsored trip that is deemed appropriate by the school district. My child and I have discussed these policies and understand that we must comply with them.

Parent/Guardian Signature

Date

Printed Student Name

Grade

PARENT/GUARDIAN NAME(S) _____

HOME ADDRESS _____

PHONE NUMBER 1 _____

PHONE NUMBER 2 _____

EMERGENCY CONTACT _____

**STUDENT HANDBOOK
2019-2020**



MADISON MIDDLE/HIGH SCHOOL

**700 South Kent Street
P.O. Box 450
Madison, Nebraska 68748**

**Telephone: (402) 454-3336
Fax: (402) 454-2238
<http://madison.esu8.org>**

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The following pages will be devoted to a majority of the policies and rules that govern Madison Middle/High School. It is impossible to list the unique circumstances covered by every policy. The rules set in this handbook regarding student conduct are enforced throughout the school and on all school property. All Board Policies are available on the school website. This also includes all extra-curricular events both home and away.

No person who falls under the jurisdiction of Madison Public School District shall be discriminated against on the basis of sex, race, religion, or physical or mental handicap.

MISSION STATEMENT: “Preparing students to be competent, confident, productive and responsible citizens.”

All students will receive a copy of the Madison Middle/High School Activities Handbook. More specific information regarding activity policies is contained in that handbook. Students and parents are encouraged to read the handbook and become familiar with the information it contains.

SCHOOL SONGS

MADISON DRAGONS SCHOOL SONG #1

Faithful and truehearted
Let us boost for our old high
Revere her and defend her
as her colors proudly fly We
will stand for her united of
her deeds we'll gladly tell
Her colors streaming
Our glad hearts beaming
Here's a cheer for her
Whom we all love so well
It's ever onward, our hearts pursuing
'Nar defeat our ardor cool
But united we will boost for her
Our old high school.

MADISON DRAGONS SCHOOL SONG #2

Hail to the team
The red and white team
Dragons onward in to score
Once now and then once more
and fight for that team
United we dream
March on to victory
for M-H-S!!!

CHILD FIND:

The Madison Public Schools have the responsibility to identify, locate, and evaluate all children (birth through age 21) with disabilities regardless of the severity of their disabilities, and who are in need of special education and related services. If you have questions or concerns about a child, please contact the Superintendent of Schools (402-454-3336) concerning the district's special education referral process.

PROCEDURES FOR MIDDLE SCHOOL STUDENTS

1. **ARRIVAL:** Middle school students arriving before 7:50 a.m. should report to the high school entrance and remain in the commons. Breakfast is served beginning at 7:20 a.m. Students are to remain in the commons until they are released to the middle school.
2. **GUM & CANDY:** Chewing gum and eating candy will be permitted only for special occasions as permitted by the teacher.
3. **LATE WORK POLICY:** The Administration and the teachers in the Middle School and High School will develop the late work policy yearly.
4. **MIDDLE SCHOOL LUNCH:** When the students are dismissed, they are to report to the commons, sit down and wait to line up for lunch. After they eat and clear their trays, they may use the restroom and return to their seats until they are dismissed. The students may talk quietly.
5. **CLASSROOM RULES & PROCEDURES** Students must report to school work with schoolwork and or book. Students are expected to work and follow classroom expectations.
6. **DEPARTURE:** Students need depart within 15 minutes of their dismissal, unless under direct supervision of a teacher or a coach. Students need to depart through front doors.
7. **MS CELL PHONES** will be kept in student's lockers and students can retrieve cell phones at the end of the school day. Disruptive acts will have consequences

PROCEDURES FOR HIGH SCHOOL STUDENTS

1. **ARRIVAL:** The school is open at 7:00 AM. When students arrive, they may get books if they need them then return to and stay in the commons area until dismissed. Seniors may report to their study area.
2. **ANNOUNCEMENTS:** Announcements will be posted on computers, school website. Students will go over announcements everyday with their teachers during a homeroom.
3. **Parking and Driving:** Freshmen and sophomores may park in the north parking lot, or new upper lot. The new bottom parking lot east of the high school is reserved for juniors and seniors. Entrance is on the west side. The exit is on the east side. Staff, visitor, and handicapped parking spaces are off limits to students at ALL times. Students who park illegally or who violate city parking regulations will receive appropriate consequences.
Students may not drive during the school day (except senior's open campus/lunch) without prior approval from the administration.

4. **GUM & CANDY:** Chewing gum and eating candy will be allowed as permitted by the teacher.
5. **DANCES:** Must be approved by the Administration.
6. **LATE WORK POLICY:** The policy is at the individual teacher's discretion with Principal approval.

Senior Privileges Requirements

The senior privileges are defined, as, "during a senior privilege time, seniors will be allowed to report to a senior study area, leave the building, or be in a certain classroom with permission from that teacher."

Seniors will receive a senior study period if they have registered for a school weighted class or are taking dual weighted or college classes. Seniors also will lose these privileges if failing any classes. If senior lounge is used in any way that is inappropriate all senior privileges will be taken away.

GRADES 6-12 – STUDENT DRESS

School is a place for serious work and study. Certain types of fashion and dress are not appropriate for school or for school activities. What is considered appropriate dress for school and all school related activities is at the discretion of the Madison Middle/Senior High School administration. The following guidelines apply to student dress issues at Madison Middle/Senior High School:

1. Hats, caps, hoods, blankets and gloves must be removed upon entering the school building and stored in lockers during the school day.
2. Bandanas may not be worn or carried, unless administrative approval.
3. Clothing displaying pictures or words or symbols that may be construed as indecent or immoral or sexually inappropriate, and words, patterns or symbols which refer to those used by gangs, alcohol, tobacco or illegal drugs may not be worn.
4. Shirts must have sleeves and must remain in contact with the top of the pants during normal movement. Tank tops, open net shirts, low-cut shirts that show undergarments or cleavage, and shirts that expose the midriff are not appropriate.
5. Skirts or shorts may be worn, provided they are no shorter than the center of the person's thigh.
6. Pants are to be worn at the top of the hips and must not show underwear.
7. Shoes must be worn at all times.
8. Chains and long belts must not be worn.
9. Clothing must be appropriate and worn appropriately. No large areas of skin or undergarments may be exposed.

Madison Public Schools has a **zero tolerance** to any type of gang messages or symbols worn on clothing, on the body or displayed on notebooks, personal items or gestures.

Decisions concerning student dress will be left to the discretion of the principal and/or the administrative team. If students or parents have any questions about the appropriateness of their school attire, feel free to contact the school.

PROCEDURES STUDENTS GRADES 6-12

1. **TEXTBOOKS:** All basic texts are provided to students during the school year. Texts are to be kept clean, covered, and in good shape. Fines are assessed for damaged texts. These fines will be paid in the office.
2. **Possession and Use of Regulated Devices:**
 - a. Regulated devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a laptop computer for a class presentation, etc.).
 - b. Students may use regulated devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).
 - c. Students are permitted to use regulated devices before school hours, at lunch time, and after school hours, provided that the student not commit any abusive use of the device. Administrators, faculty or staff have the discretion to prohibit student possession, display, or use of regulated electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.
 - d. Students are not permitted to possess, display, or use any regulated devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.
 - e. Students are not permitted to possess, display, or use regulated devices at any time or place for: (1) activities which disrupt the educational environment; (2) illegal activities in violation of state or federal laws or regulations; (3) unethical activities, such as cheating on assignments or tests; (4) immoral, sexually explicit pictures, or pornographic activities; (5) activities in violation of Board or school policies and procedures relating to student conduct and harassment; or (6) activities which invade the privacy of others.

3. **LOCKERS:** The lockers are school property and are subject to inspection when the administration has reasonable suspicion. Lockers should be locked at all times.
4. **ITEMS POSTED ON SCHOOL PROPERTY:** All items displayed on school property, including student lockers, must be approved by school administration.
5. **STUDENT AGENDA:** All students will be provided a student agenda at the beginning of the school year. Students will be expected to have their agenda with them at all times. Students will be allowed to purchase one new agenda per school year, at a cost of \$10.00.
6. **CLOSING OF SCHOOL:** Students, parents/guardians will be informed through instant school messenger that school has been cancelled. They may also listen to radio stations KNEN-FM-94.7, KEXL-FM-106.7, WJAG-AM-780, KPNO - 90.7, KUSO- 92.7, KPNO-FM 90.7, KTTT-FM, KTGLFM 93.5, KZEN FM, KJSK FM, OR KLIR FM 101.1, or watch television stations KOLN/KGIN- channel10 or KTIV-channel 4 for school closing information. If you have access to the Internet, you may also use the following websites: www.kexl.com, www.us92.com, www.cancellations.com or www.kolnkgin.com. School Facebook page.
7. **MEDICINE:** The school recognizes that some children are more successful in school because of the appropriate use of medication. Any parent who wishes his/her child to receive medication during the regular school day, must comply with certain regulations. Includes:
 - a. All medication, prescription and non-prescription--in their original container with its instructions--must be administered through the school office. Students are not to keep medication on their person, in lockers, or bags.
 - b. Written permission from the student's parent or caretaker requesting that the school supervise the prescribed medication routine is required. Written direction must be student specific for each medication provided.
 - c. Written orders from a physician detailing the name of the drug, dosage, and time interval that the medication is to be taken are required. Written directions must be student specific for each medication provided.
 - d. Medication must be brought to school in a container appropriately labeled by the pharmacy or physician. The school nurse or other person designated to do so in her absence will administer medication, provided he/she has knowledge of the potential benefits and possible side effects of the drug being

administered. The physician or the school nurse should provide this information. The parent/caretaker shall notify the school of any student taking medication on his/her own. This medication should also be placed in the nurse's office.

8. **SAFETY DRILLS:** Safety drills will be held periodically throughout the year. Students are to conduct themselves in a safe, orderly manner as directed by staff. Enclosed is our standard response protocol.
9. **SCHOOL VISITORS:** All visitors to school are to report to the main office upon entering the building. Student visitors need prior approval from the teachers and the principal. Parents are always welcome to attend school. They are encouraged to make an appointment to see a teacher, the principal, the counselor, or visit their children's classes.
10. **LEAVING SCHOOL GROUNDS:** Madison Public School is a closed campus (except Seniors). Students must sign out with the office before leaving the school grounds and upon returning. Failure to do so will result in disciplinary action.
11. **VALUABLES:** Students are urged not to leave money, jewelry, or anything of value in their clothes or bags left in the halls or locker rooms. If they do so, they do it at their own risk. It is suggested that lockers not be used for valuables. The school will not be held responsible for lost or stolen money or other personal belongings.
12. **ACTIVITY TRIPS:** Students will ride to and from activities with the group or team in the vehicle provided. No pupil will be allowed to ride to or home in another vehicle with a different driver other than his/her parents unless written permission from the parents is given for their child to ride with another driver.

Any student representing the Madison schools on an overnight trip shall follow the rules set down by sponsors. Any student failing to follow these rules will forfeit the privilege of representing the school in the remainder of the event. The sponsor will have the student sent home with parents or the principal.

13. **PUBLIC DISPLAY OF AFFECTION** is considered inappropriate behavior on campus or at school-sponsored activities.

14. **PASS PRIVILEGES:** Students must have their agendas in order to use their pass privileges. Students need to sign in and out of the classroom.
15. **CHANGE OF ADDRESS:** If a student has a change of address or telephone number during the school year, it must be reported to the office.
16. **GYM SHOES:** Students are required to wear tennis shoes to be on the gym floor. It is recommended that each student have a separate pair of tennis shoes for physical education.
17. **CONFISCATION OF NON-SCHOOL AND/OR OTHER NUISANCE ITEMS:** Items that interfere with the educational process will not be allowed at school. They may be confiscated by staff members. These items will be refunded to the student or to the parent/guardian at the discretion of the administration. Failure of a student to give an item to a staff member upon request will be considered insubordination resulting in disciplinary action.
18. **INSURANCE:** School insurance for all students is available for purchase. Information on this plan is handed out to the students at registration.
19. **BOOKBAGS, BACKPACKS & SPORTSBAGS** are subject to search at any time.
20. **SCHOOL AREA:** Middle school students are not allowed in the high school areas without permission. High school students are not allowed in the middle school without permission. They must use the appropriate entrances, stairs, restrooms, and library doors.
21. **ACADEMIC INTEGRITY POLICY**

The guidelines set forth in this policy identify various forms of academic dishonesty, and are prohibited by students of the district. The following sanctions will occur for academic integrity offenses:

 1. Academic Sanction: The instructor will refuse to accept the student's work in which the cheating or plagiarism took place, assign a grade of zero for the work, and require the student to complete test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at acceptable performance standards, the instructor will average the grade earned on the replacement test or project with the zero originally assigned for that test or project.

2. Report to Parents and Administration: The instructor will notify the principal of the offense and the instructor or principal will notify the student's parents or guardian.
3. Student Discipline Sanctions: Academic integrity offenses are a violation of school rules. In the case of repeated offenses to this policy on academic integrity, the Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

22. ACTIVITY CARDS

For those high school students who wish to participate in any school-sponsored activities, a one-time yearly activity fee must be collected before the first contest of that activity commences. This fee also enables the student to attend any Madison Public School home contest/performance at no charge. Students who do not participate in any co-curricular activities may pay the fee to receive the pass, which represents a substantial savings compared to paying individual contest/performance prices.

Students must have the school activity card to present at the admission gate or will need to pay the admission. If a student is participating in that activity, gate personnel are to have a list of participants so that if the student does not have his/her card with them, they may be admitted without charge.

Students who lose their activity cards may purchase another one in the office for \$10.00. Students who qualify for free and/or reduced lunches per federal guidelines can apply for an exemption from the costs of this activity fee.

23. Drawings or displaying of pictures, words or symbols that may be construed as indecent or immoral or sexually inappropriate, and words, patterns or symbols which refer to those used by gangs, alcohol, tobacco or illegal drugs are not permitted.
24. Student conferences are to be served at the time the designated time with the assigning teacher by the teacher.

LIBRARY-MEDIA CENTER 6-12

All students may check out materials from the library media center. However, in order to help students, get the materials they need when they want it, the library-media center adheres to the following policies:

1. A due date will be assigned to all materials checked out from the library-media center. The student is responsible to return the material to the library on time.
2. Anyone who has overdue material will lose the privilege of checking out any more material. If overdue material is not returned at the end of the grading period, report cards may be withheld until the material is returned.
3. Students who damage or lose library material are responsible for the replacement cost of that material.

STUDENT CONDUCT IN LIBRARY/MEDIA CENTER

The atmosphere of the library should be conducive to study, independent research, and/or leisure reading. Students who refuse to respect the rights of others will be asked to return to their classrooms/study halls. Food and beverages are not allowed in the library or in any computer labs, including all portable computer labs.

Special policies exist for checking out laptop computers, cameras, projectors, or other media. Students are financially responsible for any damages that occur to any electronic media items that they have checked out. See the library for further information.

SCHOOL COMPUTER SYSTEM & NETWORK

The school computer system network (including all files, folders, & e-mail) is school property and will continue to be school property throughout the school year. Students are not to expect privacy of computer information. Computer files and activities are subject to inspection at any time. Student files may be emptied at the end of the year. Further procedures and details will be outlined in the technology use agreement.

HOT BREAKFAST AND LUNCH PROCEDURES

Madison Public Schools offers a healthy breakfast and lunch every school day. Student meals may be purchased in the office at a cost determined by the District.

1. Meals must be purchased prior to the start of school in the mornings. The office opens at 7:30 AM daily.

2. All students will be required to eat in the commons area or designated area as deemed by administration.
3. Each day students are offered the complete lunch which will include a main meat dish or chef salad. A salad bar is available for students who purchase a lunch. Students need to choose only the foods they intend to eat.
4. During lunch period, all students need to leave books in their lockers, classrooms, or on the tables/stage in the commons.
5. Students may bring a sack lunch, but no pop or restaurant food may be brought into the commons area during school lunch time.

**NATIONAL SCHOOL LUNCH & BREAKFAST PROGRAM
Non-Discrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: <https://www.ascr.usda.gov/ad-3027-usda-program-discrimination-complaint-form> and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C.20250-9410; (2) Fax: (202) 690-7442; or (3) Email: program.intake@usda.gov this institution is an equal opportunity provider.

COUNSELING AND GUIDANCE CUMULATIVE RECORD

A permanent cumulative record shall be maintained on each student who

attends the Madison Public Schools and shall contain information pertaining to the student's academic, health, and vocational status. Responsibility for maintenance of such records shall lie with the counselor.

The following "open file" policy has been adopted by the Madison Public Schools:

1. Student cumulative folders are maintained in the counselor's office and are available for inspection by parents upon request or by students themselves over 18 years of age.
2. Parents or eligible students must sign an identification card before gaining access to such files. Permission to see such files must be granted within 45 days of request.
3. No transcripts or other information contained in the student's file will be forwarded to a prospective employer or other agency without the written consent of the parent of a minor or of the student himself or herself if over 18 years of age.
4. The Madison Public Schools reserves the right to transfer any or all file materials to another K-12 school to which a child may transfer.

COUNSELOR SERVICES

A counselor is available to students when they feel there is something they would like to discuss. The counselor will be glad to listen to students and to keep the matter confidential. Students should seek help from the counselor when they are having difficulty with a subject, needing to talk about a personal problem, or desiring vocational, college, or employment information. The counselor can also help plan next year's program, scholarship, testing, and scheduling problems. Students who need the services of a counselor should obtain a pre-signed pass from the counselor. Emergency situations may dictate otherwise. The counselor oversees the Peer Mediation program. If a student is in need of peer mediation, he/she should see the counselor.

ATTENDANCE

The laws of the State of Nebraska require that every child who is not less than seven nor more than eighteen years of age shall attend school the entire time that school is in session unless excused by school authorities. Madison Public Schools administration and staff will work with parents in partnership to encourage all students to attend school regularly and promptly.

Complete Attendance policy can be found in Board Policy 5001. All policies are located on the school web site @ Madison.esu8.org

TARDINESS

Teachers will verbally notify the students of tardiness every time they record a tardy. All tardies will be document.

If a student is ten or more minutes late for school or class, it is considered an unexcused class absence.

ABSENCES

Parents need to **call the high school** office 402-454-3336 to notify the school of the student's absence. A message may be left on **extension 212.**

OR

When the pupil returns to school, the parents **must write a note** of explanation indicating the reason for and the length of the absence, which is handed in to the office upon returning. **If it is a medical or court related absence, the student must bring documentation.**

It is the responsibility of the student to complete the make-up work on time as the teacher has requested. Extended absences will be considered according to the circumstances and judgment of the principal and the administrative team.

If parents and student are aware that the student will be absent, they need to notify the office **in advance**. The student must bring a note to the office and get an admit slip so he/she can begin working on makeup work. Teachers will tell the student what needs to be done before he/she leaves and what is due upon his/her return.

After a student, has been absent from any class or classes, with the exception of school-sponsored activities during a period of one semester, the following procedures will apply:

If a student is ten or more minutes late for school or class, it is considered an unexcused class absence.

5 times -- A letter will be sent to the parents/guardian indicating how many absences the student has accumulated for the semester.

7 times -- A letter will be sent to the parents/guardian. A conference will be scheduled with the student, principal, and at least one parent/guardian.

10 times -- Upon the 10th absence, a final notice letter will be sent stating that credit for the classes missed may result in loss of credit.

The parent/guardian and student may request an appeal for a credit re-instatement only one time in their Middle School career and only one time in their High School career.

UNEXCUSED ABSENCES Parents must verify all student absences within 24 hours of the absence. **Any absence not verified by parents with a phone call or note will be considered unexcused.** Students with repeated truancy will be reported to the county attorney. **20 absences in a semester will result in notification to the county attorney.**

5 unexcused absences in the High School or Middle School will require a parent meeting and may result in loss of credit or retention.

SCHOOL ATTENDANCE ON DAYS OF ATHLETIC CONTESTS OR SCHOOL ACTIVITIES

A student must attend school the day of an athletic contest or school activity to be eligible to participate that day. He/she must be in the building by noon and remain until the end of the day. If notified before the absence, the principal may grant special permission to participate.

MAKE-UP WORK FOR EXCUSED ABSENCES

Students are granted time to make up their work per the individual teacher's policy. Extended absences will be considered on an individual basis. Any work not made up is considered late. Students are encouraged to complete make-up work before the deadline. Students are expected to turn in assignments that were given before the absence when they return to class. This would include daily work, tests, and unannounced quizzes. Teachers may require students to do make-up work before and after school.

MAKE-UP WORK FOR SCHOOL ACTIVITIES

The sponsor will inform all teachers of the students participating in activities at least two days prior to an absence. Students are responsible to get assignments from their teachers and turn them in upon their return to class.

STUDENT CONDUCT & CONSEQUENCES 6-12

For students to experience success in school, they are expected be on

time, be prepared for class by doing their own assignments on time, and to display appropriate conduct conducive to a safe and orderly environment for learning and teaching at Madison Middle/Senior High School.

STUDENT CONDUCT & CONSEQUENCES 6-12

For students to experience success in school, they are expected to be on time, be prepared for class by doing their own assignments on time, and to display appropriate conduct conducive to a safe and orderly environment for learning and teaching at Madison Middle/Senior High School.

Classroom teachers and students are responsible for the safe and orderly environment of the classroom. Teachers are responsible to assist students in making more appropriate choices by conferencing with the students to do problem solving and may issue consequences when necessary.

Students demonstrating classroom behavior enough to merit being referred to the office will be assigned a consequence within the guidelines established for discipline. This may include a problem-solving conference with the teacher, a problem-solving conference with the principal and/or, in-school suspension, short or long-term suspension from school, or expulsion from school.

The school will be using the BIST (Behavior Intervention Support Team) discipline program.

HARASSMENT/BULLYING/CYBER-BULLYING

Harassment/bullying may be defined as, any hostile or offensive act or expression by a person or group of people against another person or group, or incitement to commit such an act. Cyber-bullying is defined as any type of harassment via electronic format such as emails, chat room conversations, instant messaging, text messaging, etc.

Harassment/bullying/cyber-bullying of any kind is unacceptable at Madison Middle/Senior High School. This may be based on ethnicity, religion, gender, sexual orientation, age, or ability may take the form of or include behavior such as:

- derogatory name calling
- insults and/or racist jokes
- practical jokes resulting in awkwardness or embarrassment
- taunting or ridicule of any individual or group
- unwelcome remarks or innuendos
- physical attacks
- exclusion because of one's race
- racist graffiti or vandalism
- production or distribution of hate literature
- unfair allocation of work and responsibilities
- derogatory or offensive pictures and materials
- verbal abuse, threats, and intimidation gender or sexual preference or orientation exclusion
- from normal conversation

When an incident is reported, which violates the intent of these expectations, the alleged behavior will be evaluated by considering the context of the particular circumstances including the nature, frequency, intensity, location, and duration of the questioned behavior.

Although repeated incidents generally create a stronger claim of harassment/bullying, even a serious and yet isolated incident can be sufficient to warrant investigation. The person(s) investigating the alleged harassment/bullying shall make a record of the incident including the names of the parties involved and the efforts at resolution.

Parents will be notified at the beginning of the investigation so they may be present. All parties will be notified of the entire contents of the report. Every effort will be made to take steps to focus on correction and education of the parties involved.

Consequences will be assigned accordingly.

STUDENT PROBLEM SOLVING CONFERENCE

When a student misbehaves in a classroom, the teacher will arrange a conference with the student. The student must report to the teacher's room. A consequence will be issued if the student does not show up for the conference. The student and teacher must still meet to complete problem-solving conference.

MINOR INFRACTIONS

The list of infractions below is regarded as necessary to provide an orderly environment for the best possible learning climate in school. Students committing these infractions will receive consequences. The following list is not intended to be all-inclusive.

1. Minor insubordination.
2. Running, pushing, shoving or loud behavior in the hallways, commons, classroom or outside near classrooms.
3. Using vulgar or offensive language in or out of the classroom.
4. Failing to keep hands, feet and all objects to themselves. (This includes throwing snowballs, pinecones, and sticks).
5. Displaying rude or disrespectful behavior to any school employee or fellow student.

6. Distracting other students and disturbing the appropriate school environment.
7. Refusing to comply with reasonable standards set forth by any staff member.
8. Skipping a class or unexcused absences.
9. Using pins, rubber bands, pencils, and other objects in a way that may be harmful to others.
10. Misbehaving for a substitute teacher will result in additional consequences.
11. Defacing or damaging an agenda.
12. Misbehaving at extra-curricular activities.
13. Being in the wrong area of the school.
14. Misbehaving in lunch detention will result in two more lunch detentions.
15. Other behavior that interferes with teaching and/or learning.

MAJOR INFRACTIONS

Examples of major infractions include, but are not restricted to:

1. Fighting--Any fight resulting in physical injury (bruises, cuts, and/or blood) to either party will be reported to the police. Students who choose to participate in peer mediation may have a reduction in time spent in suspension.
2. Major Insubordination-The repeated or ongoing refusal to comply with reasonable request.
3. Theft--Taking any items that belong to any student, staff member or to the school. Losses exceeding \$500 to one individual or to the school will result in long-term suspension or expulsion.
4. Vandalism-Causing or attempting to cause substantial damage to private or public property. Students will be responsible to pay damages. If damages exceed \$500 to private or public property, the student will be subject to long-term suspension or expulsion.
5. Distribution of, sale of, possession of, use of or being under the influence of tobacco, alcoholic beverages, or illicit drugs on school property or at any school-related activity is prohibited. Any student suspected of being under the influence of alcohol or illicit drugs will be required to participate in a screening process.
6. Truancy or an unexcused absence. This includes leaving the school grounds without permission.
7. Forgery--Forging the name of a parent, guardian or staff member on a note or any form of pass.

8. Riding in or operating a vehicle during lunch hour or during the instructional school day without permission.
9. Vulgar language, threatening or intimidating behavior directed towards any person.
10. Harassment/Bullying--(including sexual & cyber-harassment) directed toward any person. The harassed individual has the right to file a harassment grievance.
11. Use of any object or device causing bodily harm to any person.
12. Any other behavior that interferes with teaching and/or learning.

SHORT-TERM SUSPENSIONS

Any student may be excluded from the Madison Public Schools for a period of time not to exceed five school days in the following circumstances provided that the suspension is assigned under the guidelines provided by Nebraska State Law:

1. The student has a dangerous communicable disease transmissible through normal contacts.
2. The student is infected with or can be proved to be a carrier of external parasites (such as head lice) which may be transmissible through normal school contacts and which pose a threat to the safety and well-being of the school community.
3. The student is involved in excessive or extreme behaviors or activities which interfere with any educational function or which infringe upon the rights of other students to pursue an education.
4. The student conducts himself/herself in a way that is a clear threat to the physical safety to himself/herself, and/or to others student is so extremely disruptive so others cannot pursue an education, he/she will be removed.

Short-term suspension shall be made only after the administrator has made an investigation of the alleged conduct of violation and has determined that such suspension is necessary to help student to further school purposes, or prevent interference with school purposes.

Before such short-term suspensions shall take effect, the student shall be given oral or written notice of the charges against him/her and an explanation of the evidence the authorities have. He/she shall have an opportunity to present his/her version of the incident.

The administrator shall, as soon as it is reasonably possible following the suspension, send a written statement to the student's parents or guardian describing the student's violation and the reason for the action taken. The administrator shall make a reasonable effort to hold a conference with the parents or guardian before or at the time the student returns to school.

MAKE-UP WORK WHEN A STUDENT IS ON SUSPENSION

Make up work will be up to the discretion of the teachers.

LONG-TERM SUSPENSIONS AND EXPULSIONS

Long-term suspensions shall mean the exclusion of a student from attendance in all schools within the Madison Public School system for a period exceeding five school days but less than twenty school days.

Expulsion shall mean exclusion from attendance in all schools within the system for the remainder of the semester –

Unless the misconduct occurred: a) First semester--within ten days prior to the end of the first (1) semester, in which case the expulsion shall remain in effect through the second (2nd) semester; or b) Second semester--within 10 school days prior to the end of the second (2nd) semester, in which case the expulsion shall remain in effect for summer school and the first (1) semester of the following school year.

The following student conduct shall constitute grounds for a long-term suspension or expulsion subject to the procedural provisions of Nebraska State Law when such activity occurs on school grounds or during an educational function or event off school grounds:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purpose;
2. Attempting to cause substantial damage to private or school property of substantial value, or repeated damage or theft involving private or school property of small value;
3. Causing or attempting to cause physical injury to a school employee or to any student. Physical injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
4. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student.

5. Possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon.
6. Engaging in the unlawful possession, selling, dispensing, or use of controlled substance or alcoholic beverage.
7. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes.
8. Repeating violations of any rules validly established pursuant to section 1 of this act if such violations constitute a substantial interference with school purposes.

If an administrator makes a decision to discipline a student by long-term suspension or expulsion, the following due process procedures shall be adhered to:

On the date of the decision, a written charge and a summary of the evidence supporting such charge shall be filed with the superintendent. The school shall, within two school days of the decision, send written notice by registered or certified mail to the student, the student's parents or guardian informing them of their rights established under this act. Such written notice shall include the following:

1. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension or expulsion, including a summary of the evidence to be presented against the student.
2. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject.
3. A statement that, before long-term suspension or expulsion for disciplinary purpose can be invoked, the student shall have a right to a hearing, upon request, or the specified charges.
4. A description of the hearing procedures provided by this act, along with the procedures for appealing any decision rendered at the hearing.
5. A statement that the principal, legal counsel for the school, the student, the student's parents, or the student's academic and disciplinary records and any affidavits to be used at the hearing considering the alleged misconduct, and the right (2) to know the identity of the witnesses to appear at the hearing and the substance of their testimony.

6. A form on which the student, student's parents, or guardian may request a hearing to be signed by such parties and delivered to the principal or superintendent in person, or by registered or certified mail as prescribed in sections 15 and 16 of this act.
7. Nothing in this act shall preclude the student, the student's parents, guardian, or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.
8. If a hearing shall be requested within five days of the receipt of the written notice by the student, the student's parents or guardian as described in these rules and regulations, the superintendent shall appoint a hearing examiner and all of the provisions of the Nebraska statutes which relate to such a hearing shall be adhered to.

ALTERNATIVE EDUCATION

High school students may be placed in alternative education for a variety of reasons. A team of teachers, administrators, and the student's parents/guardians will meet before the final decision is made. Students may be in alternative education for credit recovery, academic problems, persistent absences, discipline issues, or other reasons that prevent the student's success in the regular classroom. If a student successfully completes his/her work in alternative education, and the teacher, and team agrees, the student may return to the regular classroom. The ultimate goal of alternative education is for the student to return to his/her class and be successful. A separate alternative education handbook is available on request.

ALTERNATIVE CREDIT

Students who are expelled from school may choose to receive alternative credit. Students may earn credit for core classes (English, math, science, and social studies) by completing an approved alternate course. In order to receive credit, the student must meet the following requirements:

1. Must receive a 70% or above.
2. Must complete the course within 30 days of the completion of the semester. Students who are permanently removed from a class do to behavior will earn a WF (Withdrew Fail) and will be required to complete a full semester of an approved alternate course.

INVESTIGATION BY LAW ENFORCEMENT OFFICERS

Investigations by law enforcement officers conducted on school premises:

Administrators or school personnel may report unlawful conduct to law enforcement officials. Officers may determine the necessity of conducting the interview at either the police department, school or the student's home.

Interviews at the school will be in the presence of a school administrator. The parents or guardians of the student must be contacted if possible and advised of the circumstances and consent for the interview obtained prior to the interview.

Interviews conducted at police department: The officer who determines that it is appropriate to conduct an interview with a student at the police department may contact a student to arrange a meeting after school hours.

Taking a student into custody on school premises: Arrest of student on school property should be avoided. If an administrator releases a student to an officer, the administrator shall take immediate steps to notify the parent or guardian, or responsible relative regarding pertinent information.

WEAPONS POLICY Students are forbidden to possess, handle, transmit or use knowingly and voluntarily any instrument in school, on school grounds, or at school events that is ordinarily or generally considered a weapon. Any object that could be used to injure another person and which has no school-related purpose will be considered a weapon for purpose of this policy.

WEAPONS POSSESSION - Mandatory reporting to law enforcement.

First Offense – Immediate suspension

Further Offenses – Recommendation of expulsion

If the weapon is a firearm, federal law requires the student to be expelled for up to one school year.

PARENTAL INVOLVEMENT

Madison High School encourages parental involvement and at different times, parent conferences will be requested. It is very important that parents respond to these requests; however, if a response to a request is not received within seven days, a meeting will be scheduled with the student involved and concerns will be discussed. The purpose of the

meeting is a resolution of concerns; after this meeting, the resolution will be final. The plan for resolution of concern will be sent to parents.

STUDENT APPEAL PROCEDURE

The first step of appeal is for the student to talk to the teacher privately before or after school or during a study hall. The second step of the appeal is to talk to the counselor or principal concerning some type of disciplinary action. He/she may do so before school, after school, or during a study hall. A student cannot leave a class for this purpose.

DATING VIOLENCE POLICY – Specific guidelines are outlined in school board policy. Copies may be made available through the office upon request.

CONCERNS/GRIEVANCES of STUDENTS, PARENTS, OR PATRONS

The school encourages communication about concerns or grievances. We welcome personal contact with the concerned individuals. If after a personal meeting, the students, parents and/or patrons are not satisfied by the explanation of the teacher, activity sponsor and/or administrators, a formal grievance can be filed.

Below is a brief description of the Madison Board of Education grievance procedure.

The complaint or criticism must be submitted in writing on forms provided by the building principal. The complaint must be signed by the complainant and turned in to the building principal. The written complaint, as well as all responses (in writing), needs to accompany the complaint all the way through the process.

The school administrator, after review of the written complaint, shall arrange a meeting date, which is mutually convenient to all parties involved. At this time, the parties shall address the nature of the grievance, complaint or criticism, and suggestions for improvement or remedial action will be discussed.

In the event the grievance, complaint, or criticism is not resolved to the satisfaction of all parties involved, they may appeal, in writing, to the superintendent of schools. The original complaint form shall follow the complaint to the succeeding level of consideration.

If the party is not satisfied with the response of the superintendent, said party may address a written appeal to the grievance committee of the

Board of Education, which will be filed with the secretary of the Board of Education.

A meeting will be scheduled with the Board of Education. The decision of the Board of Education will be final.

In the event the grievance, complaint and/or criticism is directly related to the Board of Education, or the superintendent's office, it should be submitted in writing to the superintendent of schools.

The entire grievance policy can be obtained at the Madison Middle and High School offices and at the Madison Elementary School during business hours.

REGULATIONS CONCERNING STUDENT FEES

1. Specialized clothing/equipment for curricular issues (including band instruments) will be provided for all students. Utilizing specialized clothing/equipment may require students to use that specialized clothing/equipment (including band instruments) on a shared basis and for a designated time only. Students may choose to deviate from the provided specialized clothing/equipment (including band instruments) provided the instructor gives approval and provided the specialized clothing/equipment equals or exceeds the standards of the course.
2. Specialized clothing/equipment for activities will be provided for all participating students. The selection of specialized equipment (including uniforms) is left to the decision of the activity director and administration. Students may choose to deviate from the provided specialized clothing/equipment provided the instructor/coach/sponsor gives approval and provided the specialized clothing/equipment equals or exceeds the required standards of the activity.
3. Instructors/coaches/sponsors may require personal and consumable items for coursework or activities. Additionally, fees may be required for materials required for individual course projects if the project becomes the property of the student upon completion of the course. Students will be made aware of the material costs prior to the start of the project. Students receiving waivers may have similar projects provided; projects will stay as property of the school.
4. Transportation fees to activities may be charged and will be calculated on a per trip basis.

5. Transportation and entrance fees for field trips are provided at no charge to the students.
6. Admission to activity contests follows East Husker recommendations: \$5 for adults, \$4 for students for Varsity activities and \$2 for junior varsity activities. Students who do not have the activity card with them will be required to pay the regular admission fee.
7. Parents may seek waiver exemptions from the above listed fees by filling out a "Waiver Request" form that is available from the superintendent of schools.
8. Each waiver request must include verification of income from the previous year. Verification of income can be done by providing a copy of the previous year's income tax return; by providing the most recent pay notices from their present employers; Social Security, Pensions, or Retirement notices; by providing Federal Assistance notification card or letter; Child Support or Alimony received; and/or any other notifications of income received. Verification of self-employment forms is provided in each school office for those who would need them. School officials will calculate income using the formulas provided by the United States Department of Agriculture Child Nutrition Program.
9. Families seeking waivers from fees as described above must return their request form within two weeks from their child/young adult starting school. "Waiver Request" forms are located in the office of each school. One request will cover all fees for the year.
10. Instructors/coaches/sponsors may suggest non-specialized clothing to build class/club/team spirit; however, care must be taken to assure students these are not required to have non-specialized clothing or equipment for participation in the class, club, or activity.
11. Actual replacement costs due to loss or damage to equipment, books, or supplies will be charged to any student.
12. Tuition costs for dual credit or honors courses will be paid directly by the students to the college.
14. If a financial emergency should arise (a loss of job, health issues, etc.) families may petition the Superintendent of Schools. The Superintendent of Schools may make waiver decisions for these types of emergency purposes during the year.

NOTICE CONCERNING STAFF QUALIFICATIONS

The No Child Left Behind Act of 2001 (ESSA) gives parents the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Madison Public Schools will give parents the following information about their child's classroom teacher:

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction:
2. Whether the teacher is teaching under an emergency or provisional teaching certificate:
3. The baccalaureate degree major of the teacher. Parents may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree. Madison Public Schools will, upon request, tell parents whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

The request for information should be made to an administrator in the child's school building. The information will be provided to the parents in a timely manner. Finally, Madison Public Schools will give timely notice to the parents if their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the act.

STAFF CONDUCT WITH STUDENTS

All staff members, including teachers, coaches, counselors, administrators, school volunteers and others are to maintain the highest professional, moral, and ethical standards in their conduct with students. **Specific guidelines are outlined in school board policy. Copies may be made available through the office upon request.**

NOTICE CONCERNING DISCLOSURE OF STUDENT RECRUITING INFORMATION

The No Child Left Behind Act of 2001 requires Madison Public Schools to provide military recruiters and institutions of higher education access to secondary school students' names, addresses, and telephone listings. Parents and secondary students have the right to request that Madison Public Schools **not** provide this information (i.e., not provide the student's; name, address, and telephone listing) to military recruiters or institutions of higher learning, without their prior **written** parental consent. Madison Public Schools will comply with such request.

NOTICE OF NONDISCRIMINATION

The Madison Public School District does not discriminate on the basis of race, color, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities. The following person has/have been designated to handle inquiries regarding complaints, grievance procedures or the application of these policies of nondiscrimination:

Title: Superintendent of Schools

Address: Madison Public School

P O Box 450

Madison, Nebraska 68748 **Phone #:**

402-454-3336

If parents, employees and students do not feel that their complaints regarding Title IX, Title VI, Section 504 have met with resolution at the local level, they can appeal their grievances to the regional Department of Education, Office for Civil Rights.

Office for Civil Rights

8930 Ward Parkway, Suite 2037

Kansas City, MO 64114

816-268-0550

FAX: 816-823-1404; TDD: 800-437-0833

GRADUATION REQUIREMENTS

Graduation requirements for **Madison High School** provide each student with a solid background in the core curriculum areas along with an intensive study in several critical subjects in order to more thoroughly prepare each student for the future after high school. To graduate, students must complete the following program of study in grades 9-12 during the required four years of attendance:

Language Arts.....	40 credits (English I/Beg Speech, English II, American Literature and Senior English class are required)
Social Studies.....	40 credits (Geography, World History/Modern Problems, American History, and American Government are required)
Mathematics.....	30 credits (Algebra I and Geometry are required)
Science.....	30 credits (Earth Science/Research & Design, Biology, and Chemistry/Physical Science – required)
Information Technology	5 credits
Personal Finance/Economics.....	10 credits
Practical Arts.....	20 credits (Choices from Art; FCS; Business; ITE; Band, Choir; and Information Technology)
Physical Education.....	10 credits (Physical Education 9/Health is required)
Service Learning – 1 semester required of seniors.....	5 credits
Electives.....	45 credits or more
TOTAL REQUIRED FOR GRADUATION.....	235 CREDITS
TOTAL REQUIRED FOR ALT ED GRADUATION.....	200 CREDITS

CLASS REQUIREMENTS

All students are required to register for at least 8 classes (6 for seniors) each semester.

HIGH SCHOOL INDEPENDENT STUDY COURSES/APEX ONLINE CLASSES

Correspondence courses will be accepted on an individual basis from fully accredited colleges and universities. Tuition must be paid by the student. Students should get approval for such courses from the counselor and principal before registering. APEX online classes are arranged through the counselor’s office for credit recovery, credit, or elective. There is no cost. Course work can be done one assigned period a day or on own time. Unit tests must be completed with a teacher. See course

list at the end of this booklet.

DUAL CREDIT CLASSES

College classes are offered at Madison High School that give dual credit from Madison High School and either Northeast Community College or Central Community College. Tuition is paid by the student to the college. **Analytic Geometry/Calculus I** is available here for dual credit from MHS, CCC or NECC, **English 1010 and 2100** is dual-credit from CCC. A student must be in the upper half of their class or have a certain ACT score for certain classes. See the counselor for details.

COLLEGE COURSES

Students may take courses at Northeast Community College or at Central Community College - Columbus to begin their college credits. Tuition must be paid by the student. Students should get approval for such courses from the high school counselor and principal before registering. Taking Distance Learning classes, on-line and tele-courses from other high schools and NECC are available through our distance learning room.

COURSES OF STUDY

Students who have established the goal of attending college should take extra time in preparing their academic schedule. As the catalogs of each individual college will show, some require a foreign language, others may require additional math or science classes. These catalogs are available in the Guidance Office. Each student should, together with parents, counselor, and teachers, determine a course of study that is as beneficial as possible. The following examples of courses of study:

GENERAL PROGRAM

Language Arts	40 credits
Social Studies	40 credits
Mathematics	30 credits
Science	30 credits
Practical Arts	20 credits
Physical Education	10 credits
Personal Fin/Econ	10 credits
Comp. Applications	5 credits
Service Learning	5 credits
<u>Electives</u>	<u>45 credits</u>

TOTAL 235 CREDITS

COLLEGE PREPARATORY PROGRAM

Language Arts	40 credits
Social Studies	40 credits
Mathematics	40 credits
Science	40 credits
Practical Arts	20 credits
Foreign Language	20 credits
Physical Education	10 credits
Personal Fin/Econ	10 credits
Comp. Applications	5 credits
Service Learning	5 credits
<u>Electives</u>	<u>35 credits</u>

TOTAL 275 CREDITS

TOTAL ALT ED 200 CREDITS (25 less electives)

In the general program, the student may use electives to take business, vocational and/or technical courses that may suit their needs after graduation. The student who is planning to attend a four year college or university should take our most challenging courses. The student is encouraged to take as many courses in mathematics, science, foreign language, social studies, and language arts as time permits. Many students who do outstanding work in high school are credited with this achievement and are permitted to take more advanced honor courses in college.

WEIGHTED CLASSES

Certain courses at Madison High School are given a weight to be used when determining a student's class rank. This weighting is an indicator of relative difficulty and/or intensity of a given course. This weighting system is used ONLY in determining rank in class. Only courses requiring a prerequisite will be weighted:

Level IV = +4 points added to grade - Math 2000 Analytic Geometry/Calculus I

Level III = +3 points - English 1010 & 2100, All dual credit college classes

Level II = +2 points – Anatomy & Physiology, Physics, Chemistry, Trigonometry/Pre-Calculus, Spanish IV.

Level I = +1 point added – Algebra II, Spanish III, Sociology.

Level O = +0 - All other required courses and electives

Ability Level Graded = -3 points - EL, Modified Grades, and other ability graded courses

FINALS

All Juniors and Seniors may be required to take comprehensive semester tests. The semester tests count 1/7th of the semester grade.

PREREGISTRATION

During the spring, preregistration process allows students to select the courses they plan to take and also enables the school to begin a schedule and determine staff needs for the coming year. It is important that students only schedule courses they plan to take for the next year. Students will be allowed to take courses only in regular sequence. Students should check carefully in the section "Description of Courses" to be certain that they have the prerequisites required for each course they choose.

DROP AND ADD

Students will be allowed to drop and add classes prior to the school year and only one week after the first week of classes each semester. Any other changes or conflicts must be made through the counselor after the first week. Students wishing to change their schedule should obtain a Schedule Change from the Guidance Office. Any student who drops a class after the first week for either semester will be given a grade of Withdrawn Failing.

GRADE CLASSIFICATIONS

Grade 9:	0-50 credits and one year of high school attendance
Grade 10:	51-109 credits and two years of high school attendance
Grade 11:	110-159 credits and three years of high school attendance
Grade 12:	160 or more credits and four years of high school attendance

INSTRUMENTAL MUSIC, VOCAL MUSIC, AND EXTRA-CURRICULAR ACTIVITIES

Students may participate in band and/or chorus as electives with any course of study. Students may also participate in extracurricular activities and sports provided they maintain minimum eligibility status. A \$40 one-time fee will be need to be paid before participating .

DEFINITION OF TERMS

REQUIRED - All students planning to graduate from Madison High School must successfully complete these courses.

ELECTIVES - Courses which the student may choose to complete their academic program.

CREDIT HOURS - These are the units of value put on a course. Credit hours vary according to the course and students should check the course descriptions. Most courses are five credits per semester.

PREREQUISITE - This is the minimum demonstrated competency, skill, or requirement needed to enroll in a course.

HONOR ROLL - To be eligible for Honor Roll status at Madison High School a student must maintain a minimum grade average (not weighted) of 94% during the grading period.

HONORABLE MENTION - Students whose grade average (not weighted) in between 90% and 93.9% will be considered Honorable Mention during the grading period.

RANK IN CLASS - Rank in class is based on weighted grade average, and compares the student's relative rank with all other students in his class. The top ten percent of each class rank will be recognized during Honors Night.

INSTRUCTOR PERMISSION - A class may require a signature from the instructor when a prerequisite has not been met or when a student transfers in from another school who has not had the prerequisite.

EXTENSION COURSES

Students may receive credits to apply toward graduation by taking extension courses from approved post-secondary learning institutions, if approved by the principal and/or superintendent. These courses may be ordered through the school, but the student taking such course(s) will pay the initial cost

GRADING SYSTEM

**1. GRADING: A= 94%--100% B= 86%--93% C=78%--85%
D= 70%--77% F= 69% and below**

A student will be ineligible if:

- a. he/she has below a 70% average in two classes or
- b. he/she has below a 60% in any one class.

Report card and permanent records will have academic class grades recorded in the numerical form. No student will receive a report card grade above 100%. Band, choir, and physical education grades will also be recorded for credit but are not included in the class rank.

HONOR ROLL

An honor roll (GPA without weighted classes) will be issued at the end of each semester, for high school only. Students who have at least a 94 average will be eligible. Those students maintaining a 90-93 average are eligible for honorable mention.

INCOMPLETE GRADES

Students may receive incomplete grades on report cards if they have not completed course work in allotted time. Individuals with extended illnesses will be considered.

NATIONAL HONOR SOCIETY

1. At the beginning of semester, a number of faculty members are asked to serve on the membership selection committee.
2. The faculty advisor is an ad hoc member of the faculty council, but does not vote.

3. For the purpose of membership consideration, the principal provides the selection committee with a roster of students who are eligible scholastically. From this roster, the committee selects inductees using the four criteria of scholarship, leadership, character, and service.
4. A comparative rating sheet may be used to help the committee evaluate candidates, but final membership selection must be subsequent to a formal vote of the council sitting in plenary session.
5. In the early spring/late fall of each term, members will be selected from the sophomore and junior classes in the manner described above. In the early fall, members will be selected from the junior and senior classes.

ACTIVITIES/ ATHLETICS ELIGIBILITY

All students have the ability of receiving Madison Middle/High School Activities Handbooks. Students and parents are to read the handbook and become familiar with the information it contains. The handbook contains all rules for eligibility.

1. Each student must meet eligibility requirements. All students are eligible for the first contest/performance of each activity.
2. A student will be ineligible to compete or perform interscholastically if:
 - a. he/she has below a 70% average in two classes or
 - b. he/she has below a 60% in any one class.

A student will be ineligible for one week. Ineligibility begins on Sunday and ends the following Saturday evening. If there is a week (short week) where a student does not have an opportunity to improve his/her grade, the principal or designee may waive ineligibility for the following week.

3. Eligibility is considered for all activities. The term "activities" shall mean all events in which students are supervised by MPS staff, transported in MPS vehicles, wear MPS uniforms, or use MPS equipment.
4. ALL MS/HS Students will be required to attend before and after school practices unless the head coach or sponsor excuses them.
5. Students who have medically verified illnesses will be provided time to make up work. The principal will have the right to waive ineligibility.

6. A student placed on the ineligible list will be allowed to participate in the following activities during the restriction period:
 - a. Attend all regularly scheduled class periods.
 - b. Attend any convocation or assembly designed for all or part of the student body.
 - c. Participate in a class trip that is developed and supervised by the classroom teacher, is expected to be attended by all members of the class, is considered part of the curriculum for that particular class, and takes place during the confines of that particular class period.
 - d. Students may be given an alternative assignment if they are ineligible to attend the field trip, etc.
8. The NSAA and Madison Public Schools require all high school students to pass 20 semester credit hours in order to be eligible for the next semester.

REGULATIONS REGARDING ALCOHOL, DRUGS, TOBACCO, AND OTHER BEHAVIORS

The following rules and standards concerning student conduct related to alcohol, tobacco, drugs, and other behaviors are established to assist the Madison Public Schools in promoting healthy lifestyles, encouraging safe choices and behaviors, and carrying out the school's educational function. These rules and standards shall be in effect for all students beginning on the first day of 6th grade or the first day of fall sports practice as set by the NSAA or at the time the student enrolls in the Madison Public Schools and will continue on a year-round basis from that time until such time as the student graduates from Madison High School or ceases to be enrolled in the Madison Public Schools.

EXPECTATIONS: Madison Public School students are expected to obey all laws, policies, etc. of the United States, the State of Nebraska, the City of Madison, and the Madison Public Schools. Further, it is expected that MPS students will be honest in their conversations with MPS staff regarding actions related to this regulation.

INFRACTIONS: Students who choose to demonstrate any of the following behaviors are subject to disciplinary consequences.

1. Knowingly possessing, using, being under the influence of, selling or distributing alcohol or illegal drugs, possessing drug paraphernalia, or admitting to or being convicted of minor in possession or minor in consumption. Students shall not knowingly remain in an area where

minors are consuming alcoholic beverages other than their own residence or a recognized place of worship. Students shall not knowingly remain in an area where illegal drugs are being used.

2. Possessing or using tobacco products.
3. Engaging in any activity classified as a Class III Misdemeanor or more serious offense, as provided by the laws of the State of Nebraska. Offenses include but are not limited to: assault, threats and intimidation of students and/or faculty, shoplifting, theft, etc.
4. Bringing to school, possessing, handling, or transmitting or using any dangerous weapon in school, on school grounds, or at a school function off of school grounds.
5. Violating the Madison Public School's Harassment Regulation.
6. Anything that is not specifically identified above, but which constitutes a danger to other students, interferes substantially with any extracurricular activity, or is deemed by the administration to be incompatible with the standards required of students enrolled in the Madison Public Schools.
7. Committing an act classified as a felony by the State of Nebraska may be considered a third offense under this regulation.

Note: This list of infractions is not intended to be all-inclusive. School officials and the Board of Education will deal with all violations and consequences on an individual basis in consideration of the unique details and circumstances involved in each situation and in observance of the district's established procedures for considering appeals or grievances.

PROCEDURES:

Reporting Violations: violations of the expectations noted above may be self-reported by the student or may be reported by any person witnessing the conduct to any school official (Lead Teacher, Athletic Director, Counselor, or Principal). Anonymous reports will be disregarded unless there is an immediate threat to the safety of students, staff, or facilities.

Investigation: upon any report of a potential violation of this regulation, the school official receiving the report will complete each of these steps:

1. report the potential violation to an identified school official.
- 2a. If the report is initiated by a student, the school official will document the exact time and date of the student-initiated report and will schedule a meeting to discuss details of the violation when a parent/guardian is able to be present.
- 2b. If the report is initiated by a person witnessing the conduct, the school official will document reported details of the violation and will schedule a meeting to discuss details of the violation when a parent/guardian is able to be present. An alleged violation of this regulation by a student may only be investigated by school officials if the report is received within one calendar year of the date the alleged violation.
3. the school official will make reasonable attempts to contact the parent/guardian to schedule a meeting of the student, the student's parent/guardian, and any two school officials within 30

hours. A phone conference will be a suitable alternative to the face to face meeting. The purpose of this meeting will be to determine whether a violation of this regulation has occurred, to document all relevant details of that violation, and to assign consequences based on that violation. In the event that the parent/guardian does not schedule the meeting or does not attend the scheduled meeting, the parent/guardian waives the right to be present for the meeting and the meeting will proceed as scheduled.

4. school officials participating in such a meeting will prepare a written summary of the meeting which will be reported to school administration and filed in the student's individual student folder.

Assignment of Consequences: consequences assigned a student will generally begin on the day of the violation meeting, or at such other time as specified by a school administrator. Any student serving a consequence at any level of offense will be suspended from publicly representing MPS and/or attending on- or off-campus MPS activities. Any student serving a consequence at any level of offense will be permitted to attend and participate in practices, meetings, class period activities and lessons subject to any further restrictions noted below. The term "activities" shall mean all events in which students are supervised by MPS staff acting in that capacity, transported in MPS vehicles, wear MPS uniforms, or use MPS equipment. Activities from which a student may be suspended also include events such as Coronation and Prom, but not Commencement.

Coaches and sponsors shall have the authority to request students in that specific organization who are suspended through his regulation to attend public school events in a service role, but such students shall not wear uniforms, compete or perform individually or as part of a group, or in any other way publicly represent the school.

School officials may specify the frequency of alcohol/drug evaluations and identify who may provide such evaluations. In all cases, the student/parent/guardian shall be responsible for all costs associated with the evaluations. A list of local agencies providing evaluations is available from the principal, school nurse, or guidance counselor.

Consequences for school activity participants:

1. 1st offense: suspended from publicly representing the school for 14 days
A first offense consequence may be reduced to 7 days provided the student reports the violation within 24 hours of violation and before participating in the next school activity to the lead teacher, athletic director, counselor, or principal.
2. 2nd offense: suspended from publicly representing the school for 28 days
Note: Re-admittance into the activities program will require an alcohol/drug evaluation performed at student/guardian expense

and successful compliance with all recommendations that arise from that evaluation if the previous and second offense were alcohol or drug related.

3. 3rd offense: suspended from publicly representing the school for 1 calendar year (365 days)

Note: Re-admittance into the activities program will require an alcohol/drug evaluation performed at student/guardian expense and successful compliance with all recommendations that arise from that evaluation if the previous and third offense were alcohol or drug related.

4. 4th offense: suspended from publicly representing the school for remainder of middle school or high school career

Note: Re-admittance into the activities program will require an alcohol/drug evaluation performed at student/guardian expense and successful compliance with all recommendations that arise from that evaluation if the previous and fourth offense were alcohol or drug related.

Consequences for students who are not school activity participants:

1. 1st offense: required to perform 20 hours of approved community service work

A first offense consequence may be reduced to 10 hours provided the student reports the violation within 24 hours of the violation to the lead teacher, athletic director, counselor, or principal. All assigned community service hours must be completed in order to qualify for Senior privileges.

2. 2nd offense: suspended from school for 1 day and required to perform 30 hours of approved community service work

Note: all assigned community service hours must be completed in order to qualify for Senior privileges.

3. 3rd offense: suspended from school for 2 days and required to perform 40 hours of approved community service work

Note: all assigned community service hours must be completed in order to qualify for Senior privileges.

4. 4th offense: suspended from school for 3 days required to perform 50 hours of approved community service work

Note: all assigned community service hours must be completed to qualify for Senior privileges.

Legal Protection: In the event the student contests an alleged violation resulting from a citation or other legal action that may result in court action, school officials have the authority to defer consequences until the issue has been resolved in the court system.

Appealing Assigned Consequences: In the event that consequences assigned by school officials through this regulation are contested by the student or his/her parent/guardian, the offended party may appeal the consequences assigned by submitting a written appeal to the Superintendent. When such an appeal is filed with the superintendent, all consequences assigned will be immediately suspended and deferred until the superintendent has completed a review of the details of the violation and the assigned consequences. The superintendent will

issue a written statement either affirming the consequences as originally assigned or modifying them in some manner. In the event that any assigned consequences remain following the superintendent's review, those consequences or the modified consequences will be implemented at the time the superintendent issues his response to the appeal. Appeals of the superintendent's decision may be considered by the Grievance Committee of the Board of Education.

Eligibility Timeline: All consequences and timelines refer to a student's 3-year middle school career or 4-year high school career. Student eligibility under this regulation will begin anew upon the student's enrollment in grade 9.

Eligibility Reinstatement for Students Participating in School Activities: Any student suspended a second time from publicly representing the school through this regulation who successfully completes all requirements of any diversion or probation program, pays any fines, complies with all recommendations of counseling and/or drug/alcohol evaluations, and completes 20 hours of approved community service may reduce the second suspension by up to 14 days. Any student suspended a third or fourth time from publicly representing the school through this regulation who successfully completes all requirements of any diversion or probation program, pays any fines, complies with all recommendations of counseling and/or drug/alcohol evaluations, and completes 60 hours of approved community service may reduce the third or fourth suspension by up to 90 days. This process of buying back suspension time may be repeated. Any days suspended through this provision shall be deducted from the end of the suspension period.

Community service hours specified in the suspension buyback provision shall meet each of these criteria:

1. Must be apart from MHS service learning hours and apart from any community service hours assigned by the legal system;
2. Must be approved in advance by any two of the following: A.D., principal or superintendent; and,
3. Must be documented in writing by the supervisor at the location where the student is working.

Once the community service hours have been completed, the student may submit a buyback request to the Activities Director or Athletic Director, who will then form a committee to consider the request. The Activities Director or Athletic Director shall have the responsibility to select members of this committee, and will select one committee member from each of the following groups: board of education, administration, staff, activity sponsors, and any other representative(s) deemed appropriate. It will be the student's responsibility to demonstrate a positive change in attitude and actions through his/her records of attendance, conduct, grades, and community activities to the appointed committee. This committee will consider the above items as well as teacher and administrative recommendations, school attendance, conduct, grades, any other legal issues/problems, etc. when determining possible reduction suspension (attendance and/or participation) time. The length of reduction (if any) will be left to the discretion of the Committee.



STANDARDTM RESPONSE PROTOCOL

STUDENT SAFETY

A critical ingredient in the safe school recipe is the classroom response to an incident at school.

Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate

and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

LOCKOUT - "Secure the Perimeter"

LOCKDOWN - "Locks, Lights, Out of Sight" **EVACUATE** - "To the Announced Location" **SHELTER** - "For a Hazard Using a Safety Strategy"

TRAINING

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year.

More information can be found at <http://iloveguys.org>

LOCKOUT

SECURE THE PERIMETER

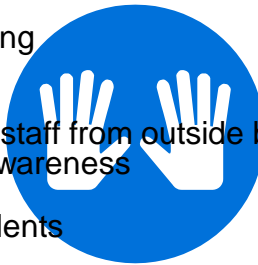
Lockout is called when there is a threat or hazard outside of the school building.

STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS

- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students



LOCKDOWN

LOCKS, LIGHTS, OUT OF SIGHT

Lockdown is called when there is a threat or hazard inside the school building.

STUDENTS:

- Move away from sight
- Maintain silence

TEACHERS:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students



EVACUATE TO A LOCATION

Evacuate is called to move students and staff from one location to another.

STUDENTS:

- Bring your phone
- Leave your stuff behind
- Form a single file line
- Show your hands
- Be prepared for alternatives during response.

TEACHERS:

- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students



SHELTER FOR A HAZARD USING SAFETY STRATEGY

Shelter is called when the need for personal protection is necessary.

SAMPLE HAZARDS:

- Tornado
- Hazmat

SAMPLE SAFETY STRATEGIES:

- Evacuate to shelter area
- Seal the room

STUDENTS:

- Appropriate hazards and safety strategies

TEACHERS:

- Appropriate hazards and safety strategies
- Take roll, account for students



Title I: School-Parent-Child Compact

The Madison Public School

and the parents of students participating in activities, services, and programs funded by Title I have jointly

developed this Compact which outline how the parents, school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

School Responsibilities:

The faculty and staff of the District, will:

- Provide high quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging State academic standards.
- Consider the promises made in the Compact at parent-teacher conferences.
- Provide parents with frequent progress reports pursuant to district policy.
- Communicate and work with families to support students' learning.

Parent Responsibilities:

The parent(s) will support their child's learning in the following ways:

- Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
- Value and support my child's attendance at school.
- Ensure that homework is completed.
- Promote positive use of my child's extracurricular time.
- Participate in parent groups that support the district's students.
- Endeavor to stay informed about my student's progress and request updates as needed.

Student Responsibilities:

The student will share the responsibility to improve his or her academic achievement in the following ways:

- Cooperate with my teachers in school and be responsible for my behavior.
- Complete all of my homework assignments on time.
- Participate to the best of my ability in all of my classes.
- Participate in extracurricular activities which will help me become a better student and stay active in my school and community.
- Let my teachers and family know when I need help.