

**REGULAR MONTHLY MEETING  
GORDON-RUSHVILLE SCHOOLS BOARD OF EDUCATION  
DISTRICT NO. 81-0010  
Monday, July 13, 2026  
Conference Room, 810 N Oak Street, Gordon, NE 69343**

The meeting agenda is available online on the district's website under the school board link and will be finalized 24 hours before the meeting.

- I. Open the Meeting
- II. Call to Order/Nebraska Open Meetings Law
- III. Recite Pledge of Allegiance
- IV. Excuse Absent Members
- V. Publication of Meeting
- VI. Acceptance of the agenda
- VII. Public Forum
- VIII. Celebration of Excellence
- IX. Reports
  - IX.A. Building Principals, Activity Director and SPED Director
  - IX.B. Superintendent
  - IX.C. Board Committees
  - IX.D. Other School Personnel
- X. Consent Agenda
  - X.A. Minutes of the Regular Meeting of Dist. 81-0010 of June 8, 2026, Finances: General Fund Bills \$825,175.42, Building Fund Bills \$0, Depreciation Fund Bills \$62,708.50, Qualified Capital Fund Bills \$0, Lunch Fund Bills \$13,233.33, Transfers from Investment Fund to General Fund \$421,000.00, from Building Fund to Investment Fund \$2,400.00, from Investment Fund to Depreciation Fund \$62,700.00, from General Fund to Depreciation Fund \$700,000.00, annual approval Notice of Rights Under FERPA, Rights Under the Protection of Pupil Rights Amendment (PPRA) and Student Records: Right of Privacy Policy 5016, Notice of Non-Discrimination, and Multicultural Report, approve 2026-2027 student handbooks as provided
- XI. Discussion Items
  - XI.A. Review the following policies: 5054 - Student Bullying and 6020 - Multicultural Education
  - XI.B. Facility Improvement and Planning
- XII. Action Items
  - XII.A. Discuss, Consider, and Take All Necessary Action with Regard to: approve the following policy updates, revisions, and additions as presented. Updates and revisions to policies 2008, 3003, 3003.1, 3004, 3004.1, 3012, 3025, 3030, 3048, 4017, 4019, 4056, 5001, 5003, 5004, 5035, 5048, 6036, 6038, the addition of policies 3061, 4065, and 6046.
  - XII.B. Discuss, Consider, and Take All Necessary Action with Regard to: approve bid to replace north doors at the high school.
  - XII.C. Discuss, Consider, and Take All Necessary Action with Regard to: (a) evaluate proposals for the construction management at risk contract, and (b) rank each construction management at risk proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the construction management at risk selection committee.
  - XII.D. Discuss, Consider, and Take All Necessary Action with Regard to: including without limitation providing negotiating guidance, to direct the Superintendent and district legal

counsel to negotiate a construction manager at risk contract between the school district and construction management firms in order of their ranking.

XII.E. Discuss, Consider, and Take All Necessary Action with Regard to: raising the classified staff hourly pay scale.

XIII. Executive Session

XIV. Dates to Remember

XIV.A. Date of Next Regular Board Meeting - August 10, 2026 at 5:30 PM

XV. Adjournment

# Nebraska Open Meetings Act

**84-1407. Act, how cited.** Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**84-1408. Declaration of intent; meetings open to public.** It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**84-1409. Terms, defined.** For purposes of the Open Meetings Act, unless the context otherwise requires:

- (1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and
- (b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;
- (2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and
- (3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

**84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.**

- (1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:
  - (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;
  - (b) Discussion regarding deployment of security personnel or devices;
  - (c) Investigative proceedings regarding allegations of criminal misconduct;
  - (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;
  - (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or
  - (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

- (2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

- (3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.
- (4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.
- (5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body.**

- (1)(a) Except as provided in subsection (9) of this section, each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.
- (b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committees, such notice shall be given by:
  - (A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and
  - (III) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or
  - (B)(I) Posting to the newspaper's website, if available, and (II) posting to a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper.
- (ii) In the case of the governing body of a city of the second class or village, any advisory committee of such governing body, or the governing body of a rural or suburban fire protection district, such notice shall be given by:
  - (A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;
  - (B)(I) Posting to the newspaper's website, if available, and (II) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be

finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper; or (C) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted by the public body in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to publish the notice, the public body shall (A) post such notice on its website, if available, (B) request the newspaper submit a post on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (C) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting pursuant to subdivision (1)(b)(iv)(A) and (C) of this section and a written record of the request to the newspaper pursuant to subdivision (1)(b)(iv)(B) of this section. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

- (i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;
- (ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;
- (iii) The governing body of a public power district having a chartered territory of more than one county in this state;
- (iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;
- (v) An educational service unit;
- (vi) The Educational Service Unit Coordinating Council;
- (vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;
- (viii) A community college board of governors;
- (ix) The Nebraska Brand Committee;
- (x) A local public health department;
- (xi) A metropolitan utilities district;
- (xii) A regional metropolitan transit authority; and
- (xiii) A natural resources district.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of (a) an organization created under the Interlocal Cooperation Act that sells electricity or natural gas, (b) an organization created under the Municipal Cooperative Financing Act, (C) a governing body of a risk management pool and any advisory committee of such governing body, or (D) any advisory committee of any state entity created in response to the Opioid Prevention and Treatment Act, such organization, governing body, or committee may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing.

(3) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section 84-1413.

(8) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (2)(a) of this section may hold a meeting by virtual conferencing if:

- (a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;
- (b) No action is taken by the public body at the virtual meeting; and
- (c) The public body complies with subdivisions (2)(b)(i) and (ii) of this section.

**84-1412. Meetings of public body; rights of public; public body; powers and duties.**

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing. Except for closed sessions called pursuant to section 84-1410, a public body shall allow members of the public an opportunity to speak at each meeting.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

- (a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;
- (b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;
- (c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an instate location to members, the public, or the press, if requested twenty-four hours in advance;
- (d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;
- (e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and
- (f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the instate location for virtual conferencing as required by subdivision (6)(c) of this section, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.**

- (1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.
- (2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.
- (3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.
- (4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.
- (5) Minutes shall be written or kept as an electronic record and shall be available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing or keeping the minutes is absent due to a serious illness or emergency.
- (6) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

**84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.**

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

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| Revised 06/2025 |
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## **GRHS School Board Report**

### **July 13 2026**

#### **GRHS Enrollment**

| 9th Grade | 10th Grade | 11th Grade | 12th | Total      |
|-----------|------------|------------|------|------------|
| 24        | 32         | 27         | 33   | <b>116</b> |

#### **Thank You's**

- Thank you to Mr. Lieberman for teaching the summer school program again.
- Thank you to Mrs. Simmons for all her scheduling and rescheduling
- Thank you to the facilities crew for all the work they are doing this summer (including our student workers)
- Thank you to Alton for all of the summer tech setups that he does and for getting equipment ready for summer school
- Thank you to Tory and Stacy for keeping all of our summer orders together.
- Thank you to the coaches that took their players to camps to get ready for the fall.
- Thank you to all the community members and board members for all of their work in the bond proposal process.
- Thank you to Mrs. Johnson for all of her work with the Math Curriculum ordering process.

#### **News**

- The weight room is open every morning (great numbers)
- Our new teachers have been popping into their classrooms and getting their classes in order.

#### **Important Dates**

- Admin conference in Kearney July 29-31
- Staff Back- Newbies August 6th and 7th, All Staff August 10th
- Students Back- August 13th
- First football game at Home vs. Kimbal- August 28 1pm
- First volleyball game- Aug 27 @ Hemingford 3pm
- First cross country meet- Aug 27 @ Scottsbluff 2pm

## **Gordon-Rushville Middle School Board Report**

July 13th, 2026

### **Thank You's:**

- Thank you to everyone who has served on our Construction Manager at Risk Committee. People volunteered a lot of their time to ensure we are making good decisions for our district.
- Thank you to our custodians who have continued to prep our building for the school year. The floors are now waxed and the gym is currently underway.

### **Important Dates**

- 8.12.26: Open House @ GRMS @ 5-7 PM
- 8.13.26: School Starts (Half Day)
- 8.14.26: Half Day

### **News**

- We have made a lot of progress in building our MTSS systems. We are excited to launch at the beginning of the school year.
  - MTSS-B Screeners
  - Solidifying our GRMS Stable (Same thing as the GES and RES Hub)
  - Creating structures for more Positive Behavioral Interventions and Supports
  - Creating expectations for Professional Learning Communities
  - Creating useful quick guides for behavior interventions for teachers
- Completed the Educators Academy for Legislative Advocacy.
- Reflecting on ways to reduce chronic absenteeism and behavioral issues for the 2026-27 school year.

### **Inservice/Meetings**

- KSB Discipline Workshop
- 7.29-31.26: Administrators' Days (Presentor)
- 8.10.26: District Wide Meeting and Activities Meeting
- 8.12.26: Classified Staff and GRMS Mandatory Trainings @ GRMS @8:30 AM
- 8.12.26: Transportation Meeting @ GRHS @ 1 PM
- 8.12.26: Open House @ GRMS @ 5-7 PM

### **Legislative Updates**

- Discipline was the main thing that was changed for the upcoming school year. We will need to increase documentation overall. The changes allow for K-2 suspensions for violent behavior. Also, it requires more documents and communication for suspensions.
- Currently, there are a lot of discussions being had about the cloture rules, and this might be something that comes up next session. The cloture rules are there to allow for continued discussion to improve a bill, filibuster, and can be used as a way to kill a bill. Need 33 votes to have cloture on a bill to move to a vote. Need 25 votes to pass a bill.
- Title I funding is currently being discussed within the federal budget. They are looking to decrease it significantly, which would negatively impact our district.



# **GORDON-RUSHVILLE**

## **Public Schools**

810 North Oak

Gordon, Nebraska 69343

Phone: (308) 282-1322

Fax: (308) 282 2207

PO Box 530

### **School Board Report**

**July 13th, 2026**

#### **News**

- Summer Activities Attendance #'s:
  - Summer School finished on June 19th. There were 20+ students attending each day. This year their field trips consisted of the Gordon Swimming Pool, Joe's Games, Gordon City Park, Gordon Movie Theater and Evan's Plunge, Rushville City Park and Rushville Security Insurance Movie Theater. Thank you to Ann August, Skyler Smyres, Troy Dehning and Shayley Kersey for teaching summer school this year.
  - The After School Summer Program finished on June 25th. This year the students participated in many activities and adventures, focusing on areas of science, nature, art & technology. Thank you to Mrs. Lisa Janssen and her helpers @ GES. They had 40+ students attend the program, with some days hitting over 50.
  - The Summer Food Program went through the month of June. They fed 60-70+ students each day. Thank you to Jessica, Adena and Stacy for their hard work each day.
- The custodial staff is currently working on shampooing carpets, painting and completing their summer work list. The library is getting a facelift with some new bookshelves and paint. We have new flooring going into two classrooms.
- Our Pathway for Wildlife project is 'growing'. Thanks to the Gordon Garden & Flower Club and Nebraska Game & Parks for providing this project to help beautify GES.

#### **Professional Development Days**

- July 29-31st-Administrator Days
- August 7th-New Teacher Orientation and Danielson Training (in Alliance)
- August 10th-12th-District Wide Staff Meeting, Building Meetings/Trainings



GRPS Board Report  
July, 13th 2026

***Education-based activities are the other half of education.  
In the classroom and the field, GRHS student-athletes EXCEL!***

### **Activities Director Board Report**

- Dr. Dolezal and I reviewed the Activities Handbook in preparation for Board approval.
- Work is underway to refinish both the high school and middle school gymnasium floors. The project is expected to be completed prior to the start of the fall activities season.
- The Gordon Clinic will once again provide **free sports physicals** for Gordon-Rushville High School students on **Thursday, July 16, from 8:30 a.m. to 11:30 a.m.** We appreciate their continued support of our student-athletes.
- **Conditioning Week** is scheduled for **August 3–7**, providing student-athletes an opportunity to prepare for the upcoming fall season.
- The **official start of NSAA fall practices** is **Monday, August 10, 2026**. Coaches and student-athletes are preparing for the beginning of the fall sports season.



# GORDON-RUSHVILLE HIGH SCHOOL ACTIVITIES DEPARTMENT

#STRONGERTOGETHER





**GORDON-RUSHVILLE Public Schools**

**Rushville Elementary School**

**401 Sprague St., PO Box 590**

**Rushville, Nebraska 69360**

**Phone: (308) 327-2448**

**Fax: (308) 327-2504**

**Principal: Keith Mills**

**Email: keith.mills@grmustangs.org**

### **PROJECTED ENROLLMENT FOR 2026-2027**

| All<br>Day<br>ECE | Kindie | Grade<br>1 | Grade<br>2 | Grade<br>3 | Grade<br>4 | Grade<br>5 | Total |
|-------------------|--------|------------|------------|------------|------------|------------|-------|
| 20                | 15     | 17         | 17         | 21         | 16         | 13         | 119   |

### **NEWS:**

- **A big shoutout to the MS/RES custodial staff for all the amazing work they have completed in clean carpets and beautiful shiny floors. So thank you Holly, Craig, Jenn and Aiden Heiser for all your hard work! Also a shoutout to Dan Sasse for starting his new job, replacing Joel Burbach who retired this year. He is a hard worker and the lawns are green and weeds are hard to find.**
- **Summer school ended on June 26th. We had a total of 13 students attend. Most of the students were present everyday. Thank you Ann August and Skyler Smyres for leading the charge for our students to enjoy and want to attend summer school. They all enjoyed their Friday field trips and reward for being in attendance through each of the weeks.**
- **RES Leadership Team met on June 10th with a lengthy agenda of topics to discuss and finalize for the 26-27 school year. Lots of great discussion and collaborative decisions were accomplished, and activities added to our calendar. We have changed up our composition of our Leadership Team, having one teacher per grade-level, all teachers are now actively involved on our team.**



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- **Things needing to be ready to open 2026-2027 school year are done and ready to go. Have periodically seen teachers in and out, organizing and getting their classrooms ready to go. Can't wait to see the kids back in August.**

### **IMPORTANT UPCOMING DATES**

- **June 29th-31st - Administrator Days**
- **August 6th - RES/GES PD with the new math curriculum**
- **August 10th-12th - District/School PD's**
- **August 12th - RES Back-To-School-Night - 6-7pm**
- **August 13th - Students Return**

## July 2026 Superintendent Report

- 1) The 2025-26 Early Childhood report is attached with my report. Please review.
- 2) We may need to look at increasing the classified staff hourly rate for 2026-27. We have been steadily increasing the hourly employee rate over the past four years to remain competitive with the minimum wage increase that was passed in Nebraska. There are a few scenarios that we will discuss at the board meeting regarding potential increases. There is an action item regarding updating the classified salary schedule.
- 3) There is a discussion item regarding facility improvements.
- 4) There is an action item for the board to select the top three Construction Companies for the Construction Management at Risk delivery method and allow the superintendent to enter into negotiations with the companies based on the ranking order the board selects. The Construction Management at Risk Selection Committee members reviewed 6 applications and interviewed three companies. The selection committee recommendations will be discussed at the board meeting.
- 5) The consent agenda includes the approval of the handbooks for 2026-27 as well as the annual nondiscrimination notice, FERPA notice, and PPRA notice. The required Multicultural Report is included. There is a discussion item to review the multicultural policy as well as the district bullying policy. The NDE has moved the annual Census report to be submitted in October, so the board will approve it later in the year.
- 6) There is an action item to approve policy revisions and additions. Most of the revisions/additions are the result of new state and federal laws/regulations. We held a Policy Committee Meeting in July to discuss the updates before their presentation to the entire board for approval.
- 7) There is an action item to approve a bid for the replacement of the north doors to the high school.
- 8) The principals, Mrs. Simmons, and myself will attend Nebraska School Administrators Days in Kearney July 29 through July 31.
- 9) I have started working on the budget for next year. We will need to hold a finance committee meeting in early August to discuss a proposed budget and options for next year.
- 10) There are proposals at the federal level to cut Title I funds. I have written Representative Smith reporting concern for these cuts and indicating how this will negatively impact our school district.
- 11) The NASB Area Membership Meeting in our area will be on Tuesday, August 18, at Cody Kilgore. It will begin at 4:30 PM CT, so we would need to leave Gordon around 2:30 PM MT.

Sick Days: 1.5 days (June 22 and June 23)

PTO/Vacation Days: 6.25 days (June 8 through July 10)

## Early Childhood Report - Gordon Pre-K - May 2026

### Enrollment by age - Multi-Age Classroom

3 year olds - 6 (these students will return in 26-27)

4 year olds - 12

Our enrollment for next year (2026 -2027) is currently at 20 students.

### Programming information - ex. evaluation tool do you use, specific curriculum, etc.

Evaluation tool: Teaching Strategies GOLD

Curriculum: The curriculum is created using the Teaching Strategies GOLD Objectives as well as the Nebraska Early Learning Guidelines and High Scope. We use Heggerty as a phonics curriculum also. Our environment and schedule is set based on best practices as outlined by ECERS (Early Childhood Environment Rating Scale) and CLASS (Classroom Assessment Scoring System) which are both monitored and observed by NDE.

### Number of paras - 2

### Number of students who receive special services

SPED: 4

## Early Childhood Report Rushville PK May 2026

### Enrollment by age - Multi-Age Classroom

3 year olds- 6 (These students will return in 2026-2027)

4 year olds- 14

We have confirmation for 20 students in the 2026-2027 school year.

### Programming information - ex. evaluation tool you use, curriculum, etc.?

Evaluation tool: Teaching Strategies GOLD

Curriculum: The curriculum is created using the Teaching Strategies GOLD Objectives as well as the Nebraska Early Learning Guidelines. We used Heggerty as a phonics curriculum . The environment and schedule are set based on best practices as outlined by ECERS (Early Childhood Environment Rating Scale).

### Number of paras -2

### Number of students who receive special services

SPED: 2

(SPED students projected for 2026-2027 is currently 5)

**.GORDON-RUSHVILLE PUBLIC SCHOOLS - DISTRICT NO. 10**  
**FINANCIAL SUMMARY**  
Month of July 2026

**GENERAL FUND**

|                                             |              |                     |
|---------------------------------------------|--------------|---------------------|
| Reconciled Bank Balance, June 30, 2026      |              | + 284,802.14        |
| On Deposit, County Treasurer                | CC 20,831.16 | + 118,350.04        |
| Total Available Cash                        | SC 97,518.88 | 403,152.18          |
| Less: General Fund Bills                    |              | <u>- 825,175.42</u> |
| Plus or Minus Cash Balance                  |              | <u>- 422,023.24</u> |
| Transfer FROM Investment Fund               |              | <u>+ 421,000.00</u> |
| Anticipated Checkbook Balance, End of Month |              | 1,023.24            |

**BUILDING FUND**

|                                             |             |                   |
|---------------------------------------------|-------------|-------------------|
| Reconciled Bank Balance, June 30, 2026      |             | 1,112.68          |
| On Deposit, County Treasurer                | CC 482.90   | + 2,335.65        |
| Total Available Cash                        | SC 1,852.75 | + 3,448.33        |
| Less Bills                                  |             | <u>- 0.00</u>     |
| Plus or Minus Cash Balance                  |             | + 3,448.33        |
| Transfer TO Investment Fund                 |             | <u>- 2,400.00</u> |
| Anticipated Checkbook Balance, End of Month |             | 1,048.33          |

**DISTRICT 10 DEPRECIATION FUND**

|                                             |  |                    |
|---------------------------------------------|--|--------------------|
| Reconciled Bank Balance June 30, 2026       |  | + 1,087.63         |
| Less Bills                                  |  | <u>- 62,708.50</u> |
| Plus or Minus Cash Balance                  |  | <u>- 61,620.87</u> |
| Transfer FROM Investment Fund               |  | <u>+ 62,700.00</u> |
| Anticipated Checkbook Balance, End of Month |  | 1,079.13           |

**GRPS INVESTMENT FUND (money market)**

|                                                                      |              |                |
|----------------------------------------------------------------------|--------------|----------------|
| Reconciled Bank Balance, June 30, 2026                               |              | 9,391,614.48   |
| Fund Balances in Investment Fund:                                    |              |                |
| Balance + Transfers + Interest =                                     |              |                |
| Dist. 10 Gen. Fund 8,493,164.21 - 412,300.00 + 1,621.87 - 700,000.00 | =            | 7,382,486.08   |
| Dist. 10 Building 918,871.26 + 7,200.00 + 175.15                     | =            | 926,246.41     |
| Dist. 10 Deprec. 430,299.67 - 47,500.00 + 82.32 + 700,000.00         | =            | 1,082,881.99   |
| Total of Fund Balances D10 Deprec Bldg                               |              | 9,391,614.48   |
| Trnsfr TO & FROM Inv.Fund fm D-10                                    | - 421,000.00 | - 421,000.00   |
| Trnsfr TO & FROM Inv.Fund fm Bldg                                    | + 2,400.00   | + 2,400.00     |
| Trnsfr TO/FROM Inv Fund to Deprec.                                   | - 62,700.00  | - 62,700.00    |
| Anticipated Fund Balance, End of Month                               |              | + 0.00         |
| DIST. 10 CERTIFICATES OF DEPOSIT                                     |              | 0.00           |
| Total Investment Fund Balance, End of Month                          |              | + 8,910,314.48 |

**DISTRICT 10 LUNCH FUND**

|                                             |             |
|---------------------------------------------|-------------|
| Reconciled Bank Balance, June 30, 2026      | 23,949.06   |
| Anticipated Receipts                        | + 0.00      |
| Total Available Cash                        | + 23,949.06 |
| Less Bills                                  | - 13,233.33 |
| Transfer from District 10 General           | + 0.00      |
| Anticipated Checkbook Balance, End of Month | 10,715.73   |

**DISTRICT 10 QUALIFIED CAPITAL FUND**

|                                             |            |
|---------------------------------------------|------------|
| Reconciled Bank Balance June 30, 2026       | 236,245.89 |
| On Deposit, County Treasurer CC 470.93      | + 2,278.03 |
| Total Available Cash SC 1,807.10            | 238,523.92 |
| Less Bills                                  | - 0.00     |
| Anticipated Checkbook Balance, End of Month | 238,523.92 |

**SCHOLARSHIPS 04/30/2026**

|                                                  |           |
|--------------------------------------------------|-----------|
| Dollars for Scholars (223,282.23 CD)             | 20,648.35 |
| Selma Jones Barker Scholarship (10,000 CD)       | 345.95    |
| Berndt Scholarship (10,000 CD)                   | 978.14    |
| Albert J. Bornemann Scholarship (10,000 CD)      | 855.73    |
| Brewer Scholarship Fund (10,000) Savings Account | 315.02    |
| Griswold Scholarship Fund (15,000 CD)            | 380.76    |
| GR Rural Scholarship Fund (20,000 CD)            | 1,884.01  |
| Hollstein Foundation (16,000) Savings Account    | 4,274.81  |
| Holzberger Memorial (25,000 CD)                  | 1,681.63  |
| Sullens Memorial Scholarship (25,000 CD)         | 2,702.24  |
| Rusty Thorp Memorial                             | 1.53      |
| Waterman                                         | 469.23    |

MONTHLY FINANCIAL SUMMARY  
July 2026

MONTH ENDING June 2026

| ACCOUNT                       | BEGINNING<br>BALANCE | MONTHLY<br>RECEIPTS | MONTHLY<br>EXPENSES | ENDING<br>BALANCE |
|-------------------------------|----------------------|---------------------|---------------------|-------------------|
| DISTRICT NO.10 GENERAL FUND   | \$237,202.75         | \$961,671.79        | \$914,072.40        | \$284,802.14      |
| DISTRICT NO. 10 SPECIAL FUNDS | \$286,697.84         | \$61,434.21         | \$109,685.85        | \$238,446.20      |
| PETTY CASH FUND               | \$11,982.91          | \$17.09             | \$425.00            | \$11,575.00       |
| PAYROLL ACCOUNT               | \$1,000.00           | \$0.00              | \$0.00              | \$1,000.00        |
| SCHOOL LUNCH FUND             | \$35,025.91          | \$30,119.88         | \$41,196.73         | \$23,949.06       |
| ACTIVITY FUND                 | \$210,602.99         | \$10,167.00         | \$13,883.86         | \$206,886.13      |
| GRPS INVESTMENT FUND          | \$9,842,335.14       | \$9,079.34          | \$459,800.00        | \$9,391,614.48    |



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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                    | Revised Budget | During Month | To Date      | % of Budget | Balance at EOM |
|-----------------------|----------------------------------------|----------------|--------------|--------------|-------------|----------------|
| 01                    | DISTRICT 10                            |                |              |              |             |                |
| 1100                  | REGULAR INSTRUCTIONAL PROGRAMS         |                |              |              |             |                |
| 01 1100 111 000 0 000 | SALARIES OF TEACHERS                   | 3,000,000.00   | 0.00         | 0.00         | 0.00        | 3,000,000.00   |
| 01 1100 111 001 0 000 | SALARIES/TEACHER-PROF.STAFF            | 0.00           | 61,034.19    | 597,588.19   | 0.00        | (597,588.19)   |
| 01 1100 111 013 0 000 | SALARIES/TEACHER-PROF.STAFF            | 0.00           | 29,594.70    | 295,947.00   | 0.00        | (295,947.00)   |
| 01 1100 111 014 0 000 | SALARIES/TEACHER-PROF.STAFF            | 0.00           | 36,964.44    | 369,501.20   | 0.00        | (369,501.20)   |
| 01 1100 111 015 0 000 | SALARIES/TEACHER-PROF.STAFF            | 0.00           | 33,514.55    | 335,145.48   | 0.00        | (335,145.48)   |
| 111                   | SALARIES/TEACHER-PROF.STAFF            | 3,000,000.00   | 161,107.88   | 1,598,181.87 | 53.27       | 1,401,818.13   |
| 01 1100 113 000 0 000 | SALARY-SUBSTITUTES                     | 100,000.00     | 0.00         | 0.00         | 0.00        | 100,000.00     |
| 01 1100 113 001 0 000 | SALARIES/SUBSTITUTES                   | 0.00           | 2,905.00     | 29,886.50    | 0.00        | (29,886.50)    |
| 01 1100 113 013 0 000 | SALARIES/SUBSTITUTES                   | 0.00           | 1,260.00     | 16,763.56    | 0.00        | (16,763.56)    |
| 01 1100 113 014 0 000 | SALARIES/SUBSTITUTES                   | 0.00           | 700.00       | 6,936.57     | 0.00        | (6,936.57)     |
| 01 1100 113 015 0 000 | SALARIES/SUBSTITUTES                   | 0.00           | 2,170.00     | 21,839.70    | 0.00        | (21,839.70)    |
| 113                   | SALARIES/SUBSTITUTES                   | 100,000.00     | 7,035.00     | 75,426.33    | 75.43       | 24,573.67      |
| 01 1100 114 000 0 000 | SALARIES/TECHNICAL STAFF               | 100,000.00     | 7,633.75     | 76,337.95    | 76.34       | 23,662.05      |
| 114                   | SALARIES/TECHNICAL STAFF               | 100,000.00     | 7,633.75     | 76,337.95    | 76.34       | 23,662.05      |
| 01 1100 130 000 0 000 | OVERTIME/MISC SALARIES                 | 0.00           | 0.00         | 20.20        | 0.00        | (20.20)        |
| 130                   | OVERTIME SALARIES/NON- INSTRUCTIONAL   | 0.00           | 0.00         | 20.20        | 0.00        | (20.20)        |
| 01 1100 150 000 0 000 | EXTRA DUTY SALARIES                    | 60,000.00      | 0.00         | 1,041.25     | 1.74        | 58,958.75      |
| 01 1100 150 001 0 000 | EXTRA DUTY SALARIES/NON- INSTRUCTIONAL | 0.00           | 0.00         | 9,820.00     | 0.00        | (9,820.00)     |
| 01 1100 150 015 0 000 | EXTRA DUTY SALARIES/NON- INSTRUCTIONAL | 0.00           | 0.00         | 3,830.00     | 0.00        | (3,830.00)     |
| 150                   | EXTRA DUTY SALARIES/NON- INSTRUCTIONAL | 60,000.00      | 0.00         | 14,691.25    | 24.49       | 45,308.75      |
| 01 1100 151 001 0 000 | EXTRA DUTY SALARIES/TEACHERS           | 0.00           | 10,115.12    | 107,511.55   | 0.00        | (107,511.55)   |
| 01 1100 151 015 0 000 | EXTRA DUTY SALARIES/TEACHERS           | 0.00           | 3,258.66     | 37,957.60    | 0.00        | (37,957.60)    |
| 01 1100 151 000 1 000 | ADDITIONAL COMP/TEACHERS               | 836,808.00     | 0.00         | 0.00         | 0.00        | 836,808.00     |
| 01 1100 151 001 1 000 | ADDITIONAL COMP/TEACHERS               | 0.00           | 15,682.34    | 157,148.83   | 0.00        | (157,148.83)   |
| 01 1100 151 013 1 000 | ADDITIONAL COMP/TEACHERS               | 0.00           | 7,282.92     | 72,829.20    | 0.00        | (72,829.20)    |
| 01 1100 151 014 1 000 | ADDITIONAL COMP/TEACHERS               | 0.00           | 8,537.15     | 85,308.50    | 0.00        | (85,308.50)    |
| 01 1100 151 015 1 000 | ADDITIONAL COMP/TEACHERS               | 0.00           | 8,438.92     | 84,389.20    | 0.00        | (84,389.20)    |
| 151                   | ADDITIONAL COMP/TEACHERS               | 836,808.00     | 53,315.11    | 545,144.88   | 65.15       | 291,663.12     |
| 01 1100 154 000 1 000 | EXTRA DUTY SALARIES/TECHNICAL STAFF    | 18,496.00      | 1,541.33     | 15,413.30    | 83.33       | 3,082.70       |
| 154                   | EXTRA DUTY SALARIES/TECHNICAL STAFF    | 18,496.00      | 1,541.33     | 15,413.30    | 83.33       | 3,082.70       |
| 01 1100 210 000 0 000 | GROUP INSURANCE-NON INSTRUCTIONAL      | 800.00         | 0.00         | 51.89        | 6.49        | 748.11         |
| 01 1100 210 001 0 000 | GROUP INSURANCE-NON INSTRUCTIONAL      | 0.00           | 0.00         | 353.57       | 0.00        | (353.57)       |
| 01 1100 210 015 0 000 | GROUP INSURANCE-NON INSTRUCTIONAL      | 0.00           | 0.00         | 261.92       | 0.00        | (261.92)       |
| 210                   | GROUP INSURANCE-NON INSTRUCTIONAL      | 800.00         | 0.00         | 667.38       | 83.42       | 132.62         |
| 01 1100 211 000 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 90,000.00      | 0.00         | 0.00         | 0.00        | 90,000.00      |
| 01 1100 211 001 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 2,496.63     | 24,674.39    | 0.00        | (24,674.39)    |
| 01 1100 211 013 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 1,187.20     | 11,872.00    | 0.00        | (11,872.00)    |
| 01 1100 211 014 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 602.34       | 6,023.40     | 0.00        | (6,023.40)     |
| 01 1100 211 015 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 1,291.84     | 13,163.18    | 0.00        | (13,163.18)    |
| 01 1100 211 001 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 441.79       | 4,371.34     | 0.00        | (4,371.34)     |
| 01 1100 211 013 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 269.22       | 2,692.20     | 0.00        | (2,692.20)     |
| 01 1100 211 014 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 111.15       | 1,111.45     | 0.00        | (1,111.45)     |
| 01 1100 211 015 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF     | 0.00           | 186.28       | 1,863.78     | 0.00        | (1,863.78)     |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF     | 90,000.00      | 6,586.45     | 65,771.74    | 73.08       | 24,228.26      |
| 01 1100 213 000 0 000 | GROUP INSURANCE/SUBSTITUTE TEACHERS    | 1,000.00       | 0.00         | 0.00         | 0.00        | 1,000.00       |
| 01 1100 213 001 0 000 | GROUP INSURANCE/SUBSTITUTE TEACHERS    | 0.00           | 7.72         | 68.30        | 0.00        | (68.30)        |
| 01 1100 213 015 0 000 | GROUP INSURANCE/SUBSTITUTE TEACHERS    | 0.00           | 5.78         | 19.68        | 0.00        | (19.68)        |
| 213                   | GROUP INSURANCE/SUBSTITUTE TEACHERS    | 1,000.00       | 13.50        | 87.98        | 8.80        | 912.02         |
| 01 1100 220 000 0 000 | SOCIAL SECURITY                        | 5,000.00       | 0.00         | 78.69        | 1.57        | 4,921.31       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                   | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|------------|-------------|----------------|
| 01 1100 220 001 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 0.00         | 737.59     | 0.00        | (737.59)       |
| 01 1100 220 015 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 0.00         | 254.65     | 0.00        | (254.65)       |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 5,000.00       | 0.00         | 1,070.93   | 21.42       | 3,929.07       |
| 01 1100 221 000 0 000 | SOCIAL SECURITY                       | 210,000.00     | 0.00         | 0.00       | 0.00        | 210,000.00     |
| 01 1100 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 4,903.43     | 46,907.62  | 0.00        | (46,907.62)    |
| 01 1100 221 013 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 2,011.85     | 20,118.50  | 0.00        | (20,118.50)    |
| 01 1100 221 014 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 2,624.36     | 26,227.41  | 0.00        | (26,227.41)    |
| 01 1100 221 015 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 2,513.68     | 25,599.81  | 0.00        | (25,599.81)    |
| 01 1100 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 1,075.78     | 10,323.09  | 0.00        | (10,323.09)    |
| 01 1100 221 013 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 491.94       | 4,919.40   | 0.00        | (4,919.40)     |
| 01 1100 221 014 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 603.49       | 6,027.31   | 0.00        | (6,027.31)     |
| 01 1100 221 015 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 582.94       | 5,841.93   | 0.00        | (5,841.93)     |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 210,000.00     | 14,807.47    | 145,965.07 | 69.51       | 64,034.93      |
| 01 1100 223 000 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 10,000.00      | 0.00         | 0.00       | 0.00        | 10,000.00      |
| 01 1100 223 001 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 188.60       | 2,123.54   | 0.00        | (2,123.54)     |
| 01 1100 223 013 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 92.30        | 1,219.16   | 0.00        | (1,219.16)     |
| 01 1100 223 014 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 53.55        | 530.67     | 0.00        | (530.67)       |
| 01 1100 223 015 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 163.68       | 1,661.88   | 0.00        | (1,661.88)     |
| 223                   | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 10,000.00      | 498.13       | 5,535.25   | 55.35       | 4,464.75       |
| 01 1100 224 000 0 000 | SOCIAL SECURITY/TECHNICAL STAFF       | 8,500.00       | 431.63       | 4,316.30   | 50.78       | 4,183.70       |
| 01 1100 224 000 1 000 | SOCIAL SECURITY/TECHNICAL STAFF       | 0.00           | 87.14        | 871.40     | 0.00        | (871.40)       |
| 224                   | SOCIAL SECURITY/TECHNICAL STAFF       | 8,500.00       | 518.77       | 5,187.70   | 61.03       | 3,312.30       |
| 01 1100 230 000 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 5,000.00       | 0.00         | 85.75      | 1.72        | 4,914.25       |
| 01 1100 230 001 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 0.00         | 737.26     | 0.00        | (737.26)       |
| 01 1100 230 015 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 0.00         | 309.43     | 0.00        | (309.43)       |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL          | 5,000.00       | 0.00         | 1,132.44   | 22.65       | 3,867.56       |
| 01 1100 231 000 0 000 | RETIREMENT                            | 300,000.00     | 0.00         | 0.00       | 0.00        | 300,000.00     |
| 01 1100 231 001 0 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 5,604.51     | 56,654.09  | 0.00        | (56,654.09)    |
| 01 1100 231 013 0 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 2,381.98     | 23,819.78  | 0.00        | (23,819.78)    |
| 01 1100 231 014 0 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 2,975.34     | 29,633.50  | 0.00        | (29,633.50)    |
| 01 1100 231 015 0 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 2,959.91     | 30,033.26  | 0.00        | (30,033.26)    |
| 01 1100 231 001 1 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 498.16       | 4,981.60   | 0.00        | (4,981.60)     |
| 01 1100 231 013 1 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 249.08       | 2,490.80   | 0.00        | (2,490.80)     |
| 01 1100 231 014 1 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 373.62       | 3,736.20   | 0.00        | (3,736.20)     |
| 01 1100 231 015 1 000 | RETIREMENT/TEACH, PROF. STAFF         | 0.00           | 425.93       | 4,259.30   | 0.00        | (4,259.30)     |
| 231                   | RETIREMENT/TEACH, PROF. STAFF         | 300,000.00     | 15,468.53    | 155,608.53 | 51.87       | 144,391.47     |
| 01 1100 233 000 0 000 | RETIREMENT/SUBSTITUTE TEACHERS        | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 01 1100 233 001 0 000 | RETIREMENT/SUBSTITUTE TEACHERS        | 0.00           | 9.89         | 145.03     | 0.00        | (145.03)       |
| 01 1100 233 015 0 000 | RETIREMENT/SUBSTITUTE TEACHERS        | 0.00           | 16.97        | 66.45      | 0.00        | (66.45)        |
| 233                   | RETIREMENT/SUBSTITUTE TEACHERS        | 5,000.00       | 26.86        | 211.48     | 4.23        | 4,788.52       |
| 01 1100 234 000 0 000 | RETIREMENT/TECHNICAL STAFF            | 15,000.00      | 614.59       | 6,145.90   | 40.97       | 8,854.10       |
| 01 1100 234 000 1 000 | RETIREMENT/TECHNICAL STAFF            | 0.00           | 124.54       | 1,245.40   | 0.00        | (1,245.40)     |
| 234                   | RETIREMENT/TECHNICAL STAFF            | 15,000.00      | 739.13       | 7,391.30   | 49.28       | 7,608.70       |
| 01 1100 320 000 0 000 | PURCHASED PUPIL SERVICES              | 10,000.00      | 0.00         | 4,151.25   | 41.51       | 5,848.75       |
| 01 1100 320 001 0 000 | PUPIL SERVICES                        | 0.00           | 0.00         | 2,911.00   | 0.00        | (2,911.00)     |
| 01 1100 320 015 0 000 | PUPIL SERVICES                        | 0.00           | 0.00         | 1,640.00   | 0.00        | (1,640.00)     |
| 320                   | PUPIL SERVICES                        | 10,000.00      | 0.00         | 8,702.25   | 87.02       | 1,297.75       |
| 01 1100 330 000 0 000 | REGISTRATIONS/TRAINING                | 4,000.00       | 5.00         | 1,770.00   | 69.63       | 2,230.00       |
| 330                   | REGISTRATIONS/TRAINING FEES           | 4,000.00       | 5.00         | 1,770.00   | 69.63       | 2,230.00       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                | Revised Budget | During Month | To Date      | % of Budget | Balance at EOM |
|-----------------------|------------------------------------|----------------|--------------|--------------|-------------|----------------|
| 01 1100 340 000 0 000 | CONTRACTED OR SECURED SERVICES     | 2,000.00       | 0.00         | 99.00        | 4.95        | 1,901.00       |
| 01 1100 340 001 0 000 | PROFESSIONAL/TECHNICAL SERVICES    | 0.00           | 0.00         | 6,654.75     | 0.00        | (6,654.75)     |
| 01 1100 340 015 0 000 | PROFESSIONAL/TECHNICAL SERVICES    | 0.00           | 0.00         | 911.28       | 0.00        | (911.28)       |
| 340                   | OTHER PROFESSIONAL SERVICES        | 2,000.00       | 0.00         | 7,665.03     | 383.25      | (5,665.03)     |
| 01 1100 443 000 0 000 | RENTALS                            | 30,000.00      | 1,848.51     | 18,040.60    | 60.14       | 11,959.40      |
| 443                   | RENTALS                            | 30,000.00      | 1,848.51     | 18,040.60    | 60.14       | 11,959.40      |
| 01 1100 530 000 0 000 | OTHER COMMUNICATIONS               | 30,000.00      | 0.00         | 13,204.36    | 82.95       | 16,795.64      |
| 01 1100 530 001 0 000 | OTHER COMMUNICATIONS               | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 01 1100 530 013 0 000 | OTHER COMMUNICATIONS               | 0.00           | 0.00         | 119.88       | 0.00        | (119.88)       |
| 530                   | OTHER COMMUNICATIONS               | 30,000.00      | 0.00         | 13,324.24    | 83.35       | 16,675.76      |
| 01 1100 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE         | 4,000.00       | 0.00         | 1,409.00     | 35.23       | 2,591.00       |
| 580                   | TRAVEL                             | 4,000.00       | 0.00         | 1,409.00     | 35.23       | 2,591.00       |
| 01 1100 591 000 0 000 | SERVICES PURCHASED FROM AN ESU     | 800.00         | 0.00         | 0.00         | 0.00        | 800.00         |
| 591                   | SERVICES PURCHASED FROM AN ESU     | 800.00         | 0.00         | 0.00         | 0.00        | 800.00         |
| 01 1100 610 000 0 000 | SUPPLIES                           | 200,000.00     | 2,773.92     | 17,998.23    | 29.65       | 182,001.77     |
| 01 1100 610 001 0 000 | SUPPLIES                           | 0.00           | 1,692.58     | 17,118.04    | 0.00        | (17,118.04)    |
| 01 1100 610 004 0 000 | SUPPLIES                           | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 01 1100 610 013 0 000 | SUPPLIES                           | 0.00           | 185.32       | 12,196.92    | 0.00        | (12,196.92)    |
| 01 1100 610 014 0 000 | SUPPLIES                           | 0.00           | 1,716.31     | 11,587.63    | 0.00        | (11,587.63)    |
| 01 1100 610 015 0 000 | SUPPLIES                           | 0.00           | 0.00         | 7,470.22     | 0.00        | (7,470.22)     |
| 610                   | SUPPLIES                           | 200,000.00     | 6,368.13     | 66,371.04    | 70.90       | 133,628.96     |
| 01 1100 640 000 0 000 | BOOKS AND PERIODICALS              | 30,000.00      | 3,816.19     | 120,474.68   | 403.59      | (90,474.68)    |
| 01 1100 640 001 0 000 | BOOKS AND PERIODICALS              | 0.00           | 0.00         | 930.36       | 0.00        | (930.36)       |
| 01 1100 640 014 0 000 | BOOKS AND PERIODICALS              | 0.00           | 0.00         | 106.49       | 0.00        | (106.49)       |
| 640                   | BOOKS AND PERIODICALS              | 30,000.00      | 3,816.19     | 121,511.53   | 407.52      | (91,511.53)    |
| 01 1100 643 000 0 000 | WEB-CLOUD BASED SOFTWARE           | 5,000.00       | 0.00         | 13,928.33    | 440.97      | (8,928.33)     |
| 643                   | WEB-CLOUD BASED SOFTWARE           | 5,000.00       | 0.00         | 13,928.33    | 440.97      | (8,928.33)     |
| 01 1100 650 000 0 000 | TECHNOLOGY SUPPLIES                | 90,000.00      | 385.81       | 4,603.05     | 9.23        | 85,396.95      |
| 01 1100 650 001 0 000 | TECHNOLOGY SUPPLIES                | 0.00           | 0.00         | 336.13       | 0.00        | (336.13)       |
| 650                   | TECHNOLOGY SUPPLIES                | 90,000.00      | 385.81       | 4,939.18     | 9.61        | 85,060.82      |
| 01 1100 733 000 0 000 | FURNITURE AND EQUIPMENT            | 10,000.00      | 0.00         | 590.00       | 5.90        | 9,410.00       |
| 01 1100 733 001 0 000 | FURNITURE AND EQUIPMENT            | 0.00           | 1,365.80     | 1,365.80     | 0.00        | (1,365.80)     |
| 01 1100 733 000 1 000 | FURNITURE AND EQUIPMENT            | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 733                   | FURNITURE AND EQUIP                | 10,000.00      | 1,365.80     | 1,955.80     | 32.45       | 8,044.20       |
| 01 1100 734 000 0 000 | COMPUTER EQUIPMENT (HARDWARE)      | 75,000.00      | 684.00       | 17,032.62    | 273.41      | 57,967.38      |
| 01 1100 734 000 7 000 | COMPUTER EQUIP(HARDWARE)           | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 734                   | COMPUTER EQUIP(HARDWARE)           | 75,000.00      | 684.00       | 17,032.62    | 305.53      | 57,967.38      |
| 01 1100 735 000 0 000 | COMPUTER (SOFTWARE)                | 15,000.00      | 0.00         | 0.00         | 9.99        | 15,000.00      |
| 735                   | COMPUTER (SOFTWARE)                | 15,000.00      | 0.00         | 0.00         | 9.99        | 15,000.00      |
| 01 1100 739 000 0 000 | OTHER EQUIPMENT                    | 3,000.00       | 0.00         | 0.00         | 0.00        | 3,000.00       |
| 739                   | OTHER EQUIPMENT                    | 3,000.00       | 0.00         | 0.00         | 0.00        | 3,000.00       |
| 01 1100 810 000 0 000 | DUES AND FEES                      | 2,000.00       | 156.27       | 156.27       | 10.81       | 1,843.73       |
| 01 1100 810 001 0 000 | DUES AND FEES                      | 0.00           | 0.00         | 2,870.50     | 0.00        | (2,870.50)     |
| 810                   | DUES AND FEES                      | 2,000.00       | 156.27       | 3,026.77     | 154.34      | (1,026.77)     |
| 01 1100 890 000 0 000 | OTHER MISC OBJECTS                 | 80,000.00      | 10,498.97    | 24,042.37    | 30.40       | 55,957.63      |
| 01 1100 890 001 0 000 | OTHER MISC OBJECTS                 | 0.00           | 0.00         | 31,083.27    | 0.00        | (31,083.27)    |
| 01 1100 890 013 0 000 | OTHER MISC OBJECTS                 | 0.00           | 0.00         | 165.91       | 0.00        | (165.91)       |
| 01 1100 890 014 0 000 | OTHER MISC OBJECTS                 | 0.00           | 0.00         | 14,010.99    | 0.00        | (14,010.99)    |
| 01 1100 890 015 0 000 | OTHER MISC OBJECTS                 | 0.00           | 0.00         | 5,820.50     | 0.00        | (5,820.50)     |
| 890                   | OTHER MISC SERVICES                | 80,000.00      | 10,498.97    | 75,123.04    | 96.83       | 4,876.96       |
| 1100                  | REGULAR INSTRUCTIONAL PROGRAMS     | 5,356,404.00   | 294,420.59   | 3,068,645.01 | 63.23       | 2,287,758.99   |
| 1150                  | LIMITED ENGLISH PROFICIENCY        |                |              |              |             |                |
| 01 1150 111 000 0 000 | REGULAR SALARY                     | 70,000.00      | 5,590.50     | 55,905.00    | 79.86       | 14,095.00      |
| 111                   | SALARIES/TEACHER-PROF.STAFF        | 70,000.00      | 5,590.50     | 55,905.00    | 79.86       | 14,095.00      |
| 01 1150 151 000 0 000 | FLAT SALARY                        | 18,496.00      | 0.00         | 0.00         | 0.00        | 18,496.00      |
| 01 1150 151 000 1 000 | ADDITIONAL COMP/TEACHERS           | 0.00           | 813.12       | 8,131.20     | 0.00        | (8,131.20)     |
| 151                   | ADDITIONAL COMP/TEACHERS           | 18,496.00      | 813.12       | 8,131.20     | 43.96       | 10,364.80      |
| 01 1150 211 000 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF | 8,300.00       | 635.74       | 6,357.40     | 76.60       | 1,942.60       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                   | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|------------|-------------|----------------|
| 01 1150 211 000 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 0.00           | 92.47        | 924.70     | 0.00        | (924.70)       |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF    | 8,300.00       | 728.21       | 7,282.10   | 87.74       | 1,017.90       |
| 01 1150 221 000 0 000 | SOCIAL SECURITY                       | 5,500.00       | 414.47       | 4,144.70   | 75.36       | 1,355.30       |
| 01 1150 221 000 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 60.27        | 602.70     | 0.00        | (602.70)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 5,500.00       | 474.74       | 4,747.40   | 86.32       | 752.60         |
| 01 1150 231 000 0 000 | RETIREMENT                            | 7,000.00       | 449.99       | 4,499.90   | 64.28       | 2,500.10       |
| 231                   | RETIREMENT/TEACH, PROF. STAFF         | 7,000.00       | 449.99       | 4,499.90   | 64.28       | 2,500.10       |
| 1150                  | LIMITED ENGLISH PROFICIENCY           | 109,296.00     | 8,056.56     | 80,565.60  | 73.71       | 28,730.40      |
| 1160                  | POVERTY PROGRAM                       |                |              |            |             |                |
| 01 1160 111 000 0 000 | REGULAR SALARY                        | 910,000.00     | 4,373.17     | 43,731.70  | 4.81        | 866,268.30     |
| 01 1160 111 001 0 000 | SALARIES/TEACHER-PROF. STAFF          | 0.00           | 23,632.38    | 236,323.80 | 0.00        | (236,323.80)   |
| 01 1160 111 013 0 000 | SALARIES/TEACHER-PROF. STAFF          | 0.00           | 44,323.12    | 443,231.20 | 0.00        | (443,231.20)   |
| 01 1160 111 014 0 000 | SALARIES/TEACHER-PROF. STAFF          | 0.00           | 8,928.15     | 89,180.50  | 0.00        | (89,180.50)    |
| 01 1160 111 015 0 000 | SALARIES/TEACHER-PROF. STAFF          | 0.00           | 7,384.84     | 73,747.40  | 0.00        | (73,747.40)    |
| 111                   | SALARIES/TEACHER-PROF. STAFF          | 910,000.00     | 88,641.66    | 886,214.60 | 97.39       | 23,785.40      |
| 01 1160 112 000 0 000 | SALARY-CLERICAL/PARAPROF STAFF        | 40,000.00      | 0.00         | 0.00       | 0.00        | 40,000.00      |
| 01 1160 112 001 0 000 | SALARIES/PARAPROFESSIONALS            | 0.00           | 187.13       | 3,716.58   | 0.00        | (3,716.58)     |
| 01 1160 112 013 0 000 | SALARIES/PARAPROFESSIONALS            | 0.00           | 2,849.28     | 33,658.47  | 0.00        | (33,658.47)    |
| 112                   | SALARIES/PARAPROFESSIONALS            | 40,000.00      | 3,036.41     | 37,375.05  | 93.44       | 2,624.95       |
| 01 1160 132 013 0 000 | OVERTIME SALARIES/PARAPROFESSIONALS   | 300.00         | 11.76        | 140.45     | 46.82       | 159.55         |
| 132                   | OVERTIME SALARIES/PARAPROFESSIONALS   | 300.00         | 11.76        | 140.45     | 46.82       | 159.55         |
| 01 1160 150 000 1 000 | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 17,000.00      | 1,284.45     | 12,844.50  | 75.56       | 4,155.50       |
| 150                   | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 17,000.00      | 1,284.45     | 12,844.50  | 75.56       | 4,155.50       |
| 01 1160 151 000 1 000 | ADDITIONAL COMP/TEACHERS              | 250,000.00     | 0.00         | 0.00       | 0.00        | 250,000.00     |
| 01 1160 151 001 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 6,207.77     | 62,077.70  | 0.00        | (62,077.70)    |
| 01 1160 151 013 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 12,743.01    | 127,430.10 | 0.00        | (127,430.10)   |
| 01 1160 151 014 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 2,327.40     | 23,248.80  | 0.00        | (23,248.80)    |
| 01 1160 151 015 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 2,312.01     | 23,094.90  | 0.00        | (23,094.90)    |
| 151                   | ADDITIONAL COMP/TEACHERS              | 250,000.00     | 23,590.19    | 235,851.50 | 94.34       | 14,148.50      |
| 01 1160 211 000 0 000 | GROUP INSURANCE                       | 16,500.00      | 0.00         | 0.00       | 0.00        | 16,500.00      |
| 01 1160 211 001 0 000 | GROUP INSURANCE/TEACH., PROF. STAFF   | 0.00           | 613.69       | 5,937.31   | 0.00        | (5,937.31)     |
| 01 1160 211 013 0 000 | GROUP INSURANCE/TEACH., PROF. STAFF   | 0.00           | 610.16       | 6,101.60   | 0.00        | (6,101.60)     |
| 01 1160 211 001 1 000 | GROUP INSURANCE/TEACH., PROF. STAFF   | 0.00           | 114.52       | 1,107.97   | 0.00        | (1,107.97)     |
| 01 1160 211 013 1 000 | GROUP INSURANCE/TEACH., PROF. STAFF   | 0.00           | 118.05       | 1,180.50   | 0.00        | (1,180.50)     |
| 211                   | GROUP INSURANCE/TEACH., PROF. STAFF   | 16,500.00      | 1,456.42     | 14,327.38  | 86.83       | 2,172.62       |
| 01 1160 212 000 0 000 | GROUP INSURANCE/INSTRUCTIONAL AIDES   | 6,000.00       | 0.00         | 0.00       | 0.00        | 6,000.00       |
| 01 1160 212 013 0 000 | GROUP INSURANCE/INSTRUCTIONAL AIDES   | 0.00           | 558.65       | 5,586.50   | 0.00        | (5,586.50)     |
| 212                   | GROUP INSURANCE/INSTRUCTIONAL AIDES   | 6,000.00       | 558.65       | 5,586.50   | 93.11       | 413.50         |
| 01 1160 220 000 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 1,500.00       | 93.90        | 939.00     | 62.60       | 561.00         |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 1,500.00       | 93.90        | 939.00     | 62.60       | 561.00         |
| 01 1160 221 000 0 000 | SOCIAL SECURITY                       | 85,000.00      | 319.72       | 3,197.20   | 3.76        | 81,802.80      |
| 01 1160 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 1,673.79     | 16,753.29  | 0.00        | (16,753.29)    |
| 01 1160 221 013 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 3,137.48     | 31,515.31  | 0.00        | (31,515.31)    |
| 01 1160 221 014 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 674.29       | 6,737.09   | 0.00        | (6,737.09)     |
| 01 1160 221 015 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 558.35       | 5,576.04   | 0.00        | (5,576.04)     |
| 01 1160 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 440.98       | 4,413.36   | 0.00        | (4,413.36)     |
| 01 1160 221 013 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 913.63       | 9,163.55   | 0.00        | (9,163.55)     |
| 01 1160 221 014 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 176.23       | 1,760.78   | 0.00        | (1,760.78)     |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                   | Revised Budget | During Month | To Date      | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|--------------|-------------|----------------|
| 01 1160 221 015 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF   | 0.00           | 174.74       | 1,745.71     | 0.00        | (1,745.71)     |
| 221                   | SOCIAL SECURITY/TEACHERS,PROF.STAFF   | 85,000.00      | 8,069.21     | 80,862.33    | 95.13       | 4,137.67       |
| 01 1160 222 000 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 4,000.00       | 0.00         | 0.00         | 0.00        | 4,000.00       |
| 01 1160 222 001 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 0.00           | 14.31        | 284.33       | 0.00        | (284.33)       |
| 01 1160 222 013 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 0.00           | 173.99       | 2,142.28     | 0.00        | (2,142.28)     |
| 222                   | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 4,000.00       | 188.30       | 2,426.61     | 60.67       | 1,573.39       |
| 01 1160 231 000 0 000 | RETIREMENT                            | 100,000.00     | 351.99       | 3,519.90     | 3.52        | 96,480.10      |
| 01 1160 231 001 0 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 1,901.54     | 19,015.33    | 0.00        | (19,015.33)    |
| 01 1160 231 013 0 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 3,567.27     | 35,619.17    | 0.00        | (35,619.17)    |
| 01 1160 231 014 0 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 718.59       | 7,177.74     | 0.00        | (7,177.74)     |
| 01 1160 231 015 0 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 594.24       | 5,934.23     | 0.00        | (5,934.23)     |
| 01 1160 231 001 1 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 311.35       | 3,113.50     | 0.00        | (3,113.50)     |
| 01 1160 231 013 1 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 341.24       | 3,412.40     | 0.00        | (3,412.40)     |
| 01 1160 231 014 1 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 1.25         | 12.50        | 0.00        | (12.50)        |
| 01 1160 231 015 1 000 | RETIREMENT/TEACH,PROF.STAFF           | 0.00           | 62.27        | 622.70       | 0.00        | (622.70)       |
| 231                   | RETIREMENT/TEACH,PROF.STAFF           | 100,000.00     | 7,849.74     | 78,427.47    | 78.43       | 21,572.53      |
| 01 1160 232 000 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 4,000.00       | 0.00         | 0.00         | 0.00        | 4,000.00       |
| 01 1160 232 013 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 0.00           | 231.17       | 2,730.97     | 0.00        | (2,730.97)     |
| 232                   | RETIREMENT/INSTRUCTIONAL AIDES        | 4,000.00       | 231.17       | 2,730.97     | 68.27       | 1,269.03       |
| 1160                  | POVERTY PROGRAM                       | 1,434,300.00   | 135,011.86   | 1,357,726.36 | 94.66       | 76,573.64      |
| 1200                  | SPECIAL EDUCATION PROGRAMS            |                |              |              |             |                |
| 01 1200 110 014 0 000 | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 1,218.90     | 13,545.26    | 0.00        | (13,545.26)    |
| 110                   | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 1,218.90     | 13,545.26    | 0.00        | (13,545.26)    |
| 01 1200 111 000 0 000 | SPECIAL ED SALARIES                   | 260,000.00     | 12,729.08    | 127,290.80   | 48.96       | 132,709.20     |
| 01 1200 111 001 0 000 | SALARIES/TEACHER-PROF.STAFF           | 0.00           | 8,766.92     | 79,696.54    | 0.00        | (79,696.54)    |
| 01 1200 111 013 0 000 | SALARIES/TEACHER-PROF.STAFF           | 0.00           | 3,962.85     | 39,628.50    | 0.00        | (39,628.50)    |
| 01 1200 111 014 0 000 | SALARIES/TEACHER-PROF.STAFF           | 0.00           | 3,586.06     | 35,860.60    | 0.00        | (35,860.60)    |
| 01 1200 111 015 0 000 | SALARIES/TEACHER-PROF.STAFF           | 0.00           | 2,718.31     | 27,183.10    | 0.00        | (27,183.10)    |
| 111                   | SALARIES/TEACHER-PROF.STAFF           | 260,000.00     | 31,763.22    | 309,659.54   | 119.10      | (49,659.54)    |
| 01 1200 112 000 0 000 | AIDES                                 | 397,375.00     | 0.00         | 0.00         | 0.00        | 397,375.00     |
| 01 1200 112 001 0 000 | SALARIES/PARAPROFESSIONALS            | 0.00           | 2,861.63     | 34,944.55    | 0.00        | (34,944.55)    |
| 01 1200 112 013 0 000 | SALARIES/PARAPROFESSIONALS            | 0.00           | 17,115.70    | 213,698.74   | 0.00        | (213,698.74)   |
| 01 1200 112 014 0 000 | SALARIES/PARAPROFESSIONALS            | 0.00           | 11,078.49    | 126,842.17   | 0.00        | (126,842.17)   |
| 01 1200 112 015 0 000 | SALARIES/PARAPROFESSIONALS            | 0.00           | 4,139.24     | 41,448.15    | 0.00        | (41,448.15)    |
| 112                   | SALARIES/PARAPROFESSIONALS            | 397,375.00     | 35,195.06    | 416,933.61   | 104.92      | (19,558.61)    |
| 01 1200 113 000 0 000 | SALARY-SUBSTITUTES                    | 8,000.00       | 0.00         | 0.00         | 0.00        | 8,000.00       |
| 01 1200 113 001 0 000 | SALARIES/SUBSTITUTES                  | 0.00           | 17.50        | 1,855.00     | 0.00        | (1,855.00)     |
| 01 1200 113 013 0 000 | SALARIES/SUBSTITUTES                  | 0.00           | 0.00         | 3,225.69     | 0.00        | (3,225.69)     |
| 01 1200 113 014 0 000 | SALARIES/SUBSTITUTES                  | 0.00           | 0.00         | 105.53       | 0.00        | (105.53)       |
| 01 1200 113 015 0 000 | SALARIES/SUBSTITUTES                  | 0.00           | 0.00         | 665.00       | 0.00        | (665.00)       |
| 113                   | SALARIES/SUBSTITUTES                  | 8,000.00       | 17.50        | 5,851.22     | 73.14       | 2,148.78       |
| 01 1200 130 000 0 000 | OVERTIME SALARIES                     | 0.00           | 0.00         | 12.27        | 0.00        | (12.27)        |
| 01 1200 130 013 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 0.00         | 88.17        | 0.00        | (88.17)        |
| 01 1200 130 014 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 0.00         | 13.72        | 0.00        | (13.72)        |
| 130                   | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 0.00         | 114.16       | 0.00        | (114.16)       |
| 01 1200 132 013 0 000 | OVERTIME SALARIES/PARAPROFESSIONALS   | 600.00         | 138.53       | 1,042.29     | 173.72      | (442.29)       |
| 01 1200 132 014 0 000 | OVERTIME SALARIES/PARAPROFESSIONALS   | 0.00           | 59.70        | 240.79       | 0.00        | (240.79)       |
| 132                   | OVERTIME SALARIES/PARAPROFESSIONALS   | 600.00         | 198.23       | 1,283.08     | 213.85      | (683.08)       |
| 01 1200 150 000 1 000 | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 500.00         | 0.00         | 0.00         | 0.00        | 500.00         |
| 150                   | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 500.00         | 0.00         | 0.00         | 0.00        | 500.00         |
| 01 1200 151 000 0 000 | EXTRA DUTY SALARIES                   | 0.00           | 256.26       | 2,562.60     | 0.00        | (2,562.60)     |
| 01 1200 151 001 0 000 | FLAT SALARIES/TEACHERS                | 0.00           | 246.01       | 2,460.10     | 0.00        | (2,460.10)     |
| 01 1200 151 013 0 000 | FLAT SALARIES/TEACHERS                | 0.00           | 287.01       | 2,870.10     | 0.00        | (2,870.10)     |
| 01 1200 151 014 0 000 | FLAT SALARIES/TEACHERS                | 0.00           | 102.50       | 1,025.00     | 0.00        | (1,025.00)     |
| 01 1200 151 015 0 000 | FLAT SALARIES/TEACHERS                | 0.00           | 129.15       | 1,291.50     | 0.00        | (1,291.50)     |
| 01 1200 151 000 1 000 | ADDITIONAL COMP/TEACHERS              | 100,000.00     | 3,069.82     | 30,698.20    | 30.70       | 69,301.80      |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                   | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|-----------|-------------|----------------|
| 01 1200 151 001 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 2,313.79     | 20,055.24 | 0.00        | (20,055.24)    |
| 01 1200 151 013 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 1,541.33     | 15,413.30 | 0.00        | (15,413.30)    |
| 01 1200 151 014 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 1,541.33     | 15,413.30 | 0.00        | (15,413.30)    |
| 01 1200 151 015 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 406.56       | 4,065.60  | 0.00        | (4,065.60)     |
| 151                   | ADDITIONAL COMP/TEACHERS              | 100,000.00     | 9,893.76     | 95,854.94 | 95.85       | 4,145.06       |
| 01 1200 211 000 0 000 | GROUP INSURANCE                       | 30,000.00      | 0.00         | 0.00      | 0.00        | 30,000.00      |
| 01 1200 211 001 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 0.00           | 581.09       | 5,777.77  | 0.00        | (5,777.77)     |
| 01 1200 211 013 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 0.00           | 16.99        | 168.82    | 0.00        | (168.82)       |
| 01 1200 211 015 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 0.00           | 325.07       | 3,188.84  | 0.00        | (3,188.84)     |
| 01 1200 211 001 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 0.00           | 89.76        | 892.51    | 0.00        | (892.51)       |
| 01 1200 211 015 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 0.00           | 46.41        | 455.30    | 0.00        | (455.30)       |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF    | 30,000.00      | 1,059.32     | 10,483.24 | 34.94       | 19,516.76      |
| 01 1200 212 000 0 000 | GROUP INSURANCE/INSTRUCTIONAL AIDES   | 20,000.00      | 0.00         | 0.00      | 0.00        | 20,000.00      |
| 01 1200 212 013 0 000 | GROUP INSURANCE/INSTRUCTIONAL AIDES   | 0.00           | 1,120.14     | 11,201.40 | 0.00        | (11,201.40)    |
| 212                   | GROUP INSURANCE/INSTRUCTIONAL AIDES   | 20,000.00      | 1,120.14     | 11,201.40 | 56.01       | 8,798.60       |
| 01 1200 213 000 0 000 | GROUP INSURANCE/SUBSTITUTE TEACHERS   | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 01 1200 213 001 0 000 | GROUP INSURANCE/SUBSTITUTE TEACHERS   | 0.00           | 0.00         | 18.54     | 0.00        | (18.54)        |
| 01 1200 213 015 0 000 | GROUP INSURANCE/SUBSTITUTE TEACHERS   | 0.00           | 0.00         | 1.92      | 0.00        | (1.92)         |
| 213                   | GROUP INSURANCE/SUBSTITUTE TEACHERS   | 1,000.00       | 0.00         | 20.46     | 2.05        | 979.54         |
| 01 1200 220 000 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 0.00         | 0.88      | 0.00        | (0.88)         |
| 01 1200 220 013 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 0.00         | 6.38      | 0.00        | (6.38)         |
| 01 1200 220 014 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 93.23        | 1,037.11  | 0.00        | (1,037.11)     |
| 01 1200 220 000 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 1,000.00       | 93.23        | 1,044.37  | 104.44      | (44.37)        |
| 01 1200 221 000 0 000 | SOCIAL SECURITY                       | 40,000.00      | 795.84       | 7,959.10  | 19.90       | 32,040.90      |
| 01 1200 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 616.82       | 5,590.14  | 0.00        | (5,590.14)     |
| 01 1200 221 013 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 297.19       | 2,972.46  | 0.00        | (2,972.46)     |
| 01 1200 221 014 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 282.17       | 2,821.70  | 0.00        | (2,821.70)     |
| 01 1200 221 015 0 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 216.76       | 2,167.72  | 0.00        | (2,167.72)     |
| 01 1200 221 000 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 195.76       | 1,958.73  | 0.00        | (1,958.73)     |
| 01 1200 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 162.55       | 1,401.18  | 0.00        | (1,401.18)     |
| 01 1200 221 013 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 108.94       | 1,089.53  | 0.00        | (1,089.53)     |
| 01 1200 221 014 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 117.91       | 1,179.10  | 0.00        | (1,179.10)     |
| 01 1200 221 015 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 30.94        | 309.52    | 0.00        | (309.52)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 40,000.00      | 2,824.88     | 27,449.18 | 68.62       | 12,550.82      |
| 01 1200 222 000 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 35,000.00      | 0.00         | 0.00      | 0.00        | 35,000.00      |
| 01 1200 222 001 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 0.00           | 182.48       | 2,349.03  | 0.00        | (2,349.03)     |
| 01 1200 222 013 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 0.00           | 1,122.27     | 14,292.62 | 0.00        | (14,292.62)    |
| 01 1200 222 014 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 0.00           | 808.73       | 9,210.71  | 0.00        | (9,210.71)     |
| 01 1200 222 015 0 000 | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 0.00           | 302.30       | 3,035.16  | 0.00        | (3,035.16)     |
| 222                   | SOCIAL SECURITY/INSTRUCTIONAL AIDES   | 35,000.00      | 2,415.78     | 28,887.52 | 82.54       | 6,112.48       |
| 01 1200 223 000 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |

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Budget VS Actual EOM June 2026

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| Account Number        | Account Description                   | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|------------|-------------|----------------|
| 01 1200 223 001 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 1.34         | 139.98     | 0.00        | (139.98)       |
| 01 1200 223 013 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 0.00         | 246.76     | 0.00        | (246.76)       |
| 01 1200 223 014 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 0.00         | 8.07       | 0.00        | (8.07)         |
| 01 1200 223 015 0 000 | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 0.00           | 0.00         | 48.42      | 0.00        | (48.42)        |
| 223                   | SOCIAL SECURITY/SUBSTITUTE TEACHERS   | 2,000.00       | 1.34         | 443.23     | 22.16       | 1,556.77       |
| 01 1200 230 000 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 0.00         | 0.99       | 0.00        | (0.99)         |
| 01 1200 230 013 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 0.00         | 7.13       | 0.00        | (7.13)         |
| 01 1200 230 014 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | (463.32)     | 530.08     | 0.00        | (530.08)       |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | (463.32)     | 538.20     | 0.00        | (538.20)       |
| 01 1200 231 000 0 000 | RETIREMENT                            | 60,000.00      | 1,045.45     | 10,454.50  | 17.42       | 49,545.50      |
| 01 1200 231 001 0 000 | RETIREMENT/TEACH, PROF.STAFF          | 0.00           | 725.30       | 6,611.44   | 0.00        | (6,611.44)     |
| 01 1200 231 013 0 000 | RETIREMENT/TEACH, PROF.STAFF          | 0.00           | 342.73       | 3,427.30   | 0.00        | (3,427.30)     |
| 01 1200 231 014 0 000 | RETIREMENT/TEACH, PROF.STAFF          | 0.00           | 296.77       | 2,967.70   | 0.00        | (2,967.70)     |
| 01 1200 231 015 0 000 | RETIREMENT/TEACH, PROF.STAFF          | 0.00           | 229.22       | 2,292.22   | 0.00        | (2,292.22)     |
| 01 1200 231 000 1 000 | RETIREMENT/TEACH, PROF.STAFF          | 0.00           | 124.54       | 1,245.40   | 0.00        | (1,245.40)     |
| 231                   | RETIREMENT/TEACH, PROF.STAFF          | 60,000.00      | 2,764.01     | 26,998.56  | 45.00       | 33,001.44      |
| 01 1200 232 000 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 50,000.00      | 0.00         | 0.00       | 0.00        | 50,000.00      |
| 01 1200 232 001 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 0.00           | (60.71)      | 2,531.57   | 0.00        | (2,531.57)     |
| 01 1200 232 013 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 0.00           | (815.84)     | 15,141.11  | 0.00        | (15,141.11)    |
| 01 1200 232 014 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 0.00           | (1,123.42)   | 8,244.96   | 0.00        | (8,244.96)     |
| 01 1200 232 015 0 000 | RETIREMENT/INSTRUCTIONAL AIDES        | 0.00           | 250.23       | 2,881.91   | 0.00        | (2,881.91)     |
| 232                   | RETIREMENT/INSTRUCTIONAL AIDES        | 50,000.00      | (1,749.74)   | 28,799.55  | 57.60       | 21,200.45      |
| 01 1200 233 001 0 000 | RETIREMENT/SUBSTITUTE TEACHERS        | 0.00           | 1.41         | 18.35      | 0.00        | (18.35)        |
| 01 1200 233 015 0 000 | RETIREMENT/SUBSTITUTE TEACHERS        | 0.00           | 0.00         | 4.25       | 0.00        | (4.25)         |
| 233                   | RETIREMENT/SUBSTITUTE TEACHERS        | 0.00           | 1.41         | 22.60      | 0.00        | (22.60)        |
| 01 1200 320 000 0 000 | PURCHASED PUPIL SERVICES              | 15,000.00      | 0.00         | 4,475.52   | 29.84       | 10,524.48      |
| 320                   | PUPIL SERVICES                        | 15,000.00      | 0.00         | 4,475.52   | 29.84       | 10,524.48      |
| 01 1200 330 000 0 000 | REGISTRATIONS/TRAINING                | 3,500.00       | 110.40       | 4,393.60   | 125.53      | (893.60)       |
| 330                   | REGISTRATIONS/TRAINING FEES           | 3,500.00       | 110.40       | 4,393.60   | 125.53      | (893.60)       |
| 01 1200 340 000 0 000 | CONTRACTED OR SECURED SERVICES        | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 340                   | OTHER PROFESSIONAL SERVICES           | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 01 1200 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE            | 4,000.00       | 0.00         | 0.00       | 8.28        | 4,000.00       |
| 580                   | TRAVEL                                | 4,000.00       | 0.00         | 0.00       | 8.28        | 4,000.00       |
| 01 1200 591 000 0 000 | SUPERVISION OF ESU PROGRAM SCHOOL AGE | 8,000.00       | 470.20       | 2,261.83   | 28.27       | 5,738.17       |
| 591                   | SERVICES PURCHASED FROM AN ESU        | 8,000.00       | 470.20       | 2,261.83   | 28.27       | 5,738.17       |
| 01 1200 610 000 0 000 | SUPPLIES                              | 5,000.00       | 12.35        | 1,362.64   | 232.00      | 3,637.36       |
| 01 1200 610 014 0 000 | SUPPLIES                              | 0.00           | 0.00         | 9.45       | 0.00        | (9.45)         |
| 01 1200 610 015 0 000 | SUPPLIES                              | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 01 1200 610 000 1 000 | SUPPLIES                              | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 610                   | SUPPLIES                              | 5,000.00       | 12.35        | 1,372.09   | 268.97      | 3,627.91       |
| 01 1200 626 000 0 000 | GAS AND OIL                           | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 626                   | GAS AND OIL                           | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 01 1200 640 000 0 000 | BOOKS AND PERIODICALS                 | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 640                   | BOOKS AND PERIODICALS                 | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 01 1200 810 000 0 000 | DUES AND FEES                         | 1,000.00       | 0.00         | 743.00     | 245.30      | 257.00         |
| 810                   | DUES AND FEES                         | 1,000.00       | 0.00         | 743.00     | 245.30      | 257.00         |
| 01 1200 890 000 0 000 | OTHER MISC OBJECTS                    | 500.00         | 0.00         | 75.08      | 15.02       | 424.92         |
| 890                   | OTHER MISC SERVICES                   | 500.00         | 0.00         | 75.08      | 15.02       | 424.92         |
| 1200                  | SPECIAL EDUCATION PROGRAMS            | 1,043,975.00   | 86,946.67    | 992,451.24 | 96.45       | 51,523.76      |
| 1291                  | SPED/AGE 3-5                          |                |              |            |             |                |
| 01 1291 591 000 0 000 | SUPERVISION OF ESU PROGRAM 3-5        | 500.00         | 0.00         | 97.93      | 19.59       | 402.07         |
| 591                   | SERVICES PURCHASED FROM AN ESU        | 500.00         | 0.00         | 97.93      | 19.59       | 402.07         |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                  | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|--------------------------------------|----------------|--------------|------------|-------------|----------------|
| 1291                  | SPED/AGE 3-5                         | 500.00         | 0.00         | 97.93      | 19.59       | 402.07         |
| 1295                  | SPED INST.UNIFIED SPORTS             |                |              |            |             |                |
| 01 1295 151 001 0 000 | ADDITIONAL COMP/TEACHERS             | 2,000.00       | 88.83        | 888.30     | 44.42       | 1,111.70       |
| 151                   | ADDITIONAL COMP/TEACHERS             | 2,000.00       | 88.83        | 888.30     | 44.42       | 1,111.70       |
| 01 1295 211 001 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 10.32        | 102.63     | 0.00        | (102.63)       |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 10.32        | 102.63     | 0.00        | (102.63)       |
| 01 1295 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 5.76         | 57.65      | 0.00        | (57.65)        |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 5.76         | 57.65      | 0.00        | (57.65)        |
| 01 1295 231 001 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 7.18         | 71.80      | 0.00        | (71.80)        |
| 231                   | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 7.18         | 71.80      | 0.00        | (71.80)        |
| 1295                  | SPED INST.UNIFIED SPORTS             | 2,000.00       | 112.09       | 1,120.38   | 56.02       | 879.62         |
| 2120                  | GUIDANCE SERVICES                    |                |              |            |             |                |
| 01 2120 111 000 0 000 | REGULAR SALARY-GUIDANCE              | 255,000.00     | 0.00         | 0.00       | 0.00        | 255,000.00     |
| 01 2120 111 001 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 7,562.72     | 75,627.20  | 0.00        | (75,627.20)    |
| 01 2120 111 015 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 4,175.50     | 41,642.36  | 0.00        | (41,642.36)    |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 255,000.00     | 11,738.22    | 117,269.56 | 45.99       | 137,730.44     |
| 01 2120 151 000 1 000 | ADDITIONAL COMP/TEACHERS             | 50,000.00      | 0.00         | 0.00       | 0.00        | 50,000.00      |
| 01 2120 151 001 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 1,541.33     | 15,413.30  | 0.00        | (15,413.30)    |
| 01 2120 151 015 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 1,156.00     | 11,526.93  | 0.00        | (11,526.93)    |
| 151                   | ADDITIONAL COMP/TEACHERS             | 50,000.00      | 2,697.33     | 26,940.23  | 53.88       | 23,059.77      |
| 01 2120 221 000 0 000 | SOCIAL SECURITY                      | 45,000.00      | 0.00         | 0.00       | 0.00        | 45,000.00      |
| 01 2120 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 544.65       | 5,447.66   | 0.00        | (5,447.66)     |
| 01 2120 221 015 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 314.72       | 3,138.64   | 0.00        | (3,138.64)     |
| 01 2120 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 111.00       | 1,110.23   | 0.00        | (1,110.23)     |
| 01 2120 221 015 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 87.12        | 868.71     | 0.00        | (868.71)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 45,000.00      | 1,057.49     | 10,565.24  | 23.48       | 34,434.76      |
| 01 2120 231 000 0 000 | RETIREMENT                           | 50,000.00      | 0.00         | 0.00       | 0.00        | 50,000.00      |
| 01 2120 231 001 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 608.77       | 6,087.69   | 0.00        | (6,087.69)     |
| 01 2120 231 015 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 336.09       | 3,351.80   | 0.00        | (3,351.80)     |
| 01 2120 231 001 1 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 124.54       | 1,245.40   | 0.00        | (1,245.40)     |
| 231                   | RETIREMENT/TEACH, PROF.STAFF         | 50,000.00      | 1,069.40     | 10,684.89  | 21.37       | 39,315.11      |
| 01 2120 320 000 0 000 | PUPIL SERVICES                       | 10,000.00      | 1,650.00     | 37,893.75  | 378.94      | (27,893.75)    |
| 320                   | PUPIL SERVICES                       | 10,000.00      | 1,650.00     | 37,893.75  | 378.94      | (27,893.75)    |
| 01 2120 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 0.00           | 0.00         | 390.00     | 0.00        | (390.00)       |
| 330                   | REGISTRATIONS/TRAINING FEES          | 0.00           | 0.00         | 390.00     | 0.00        | (390.00)       |
| 01 2120 610 000 0 000 | SUPPLIES                             | 1,000.00       | 0.00         | 173.59     | 17.36       | 826.41         |
| 610                   | SUPPLIES                             | 1,000.00       | 0.00         | 173.59     | 17.36       | 826.41         |
| 01 2120 890 000 0 000 | OTHER MISC OBJECTS                   | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 890                   | OTHER MISC SERVICES                  | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 2120                  | GUIDANCE SERVICES                    | 412,000.00     | 18,212.44    | 203,917.26 | 49.49       | 208,082.74     |
| 2130                  | HEALTH SERVICES                      |                |              |            |             |                |
| 01 2130 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 500.00         | 0.00         | 1,100.00   | 220.00      | (600.00)       |
| 330                   | REGISTRATIONS/TRAINING FEES          | 500.00         | 0.00         | 1,100.00   | 220.00      | (600.00)       |
| 01 2130 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE           | 0.00           | 109.00       | 149.95     | 0.00        | (149.95)       |
| 580                   | TRAVEL                               | 0.00           | 109.00       | 149.95     | 0.00        | (149.95)       |
| 01 2130 610 000 0 000 | SUPPLIES                             | 8,000.00       | 63.90        | 3,135.12   | 46.06       | 4,864.88       |
| 610                   | SUPPLIES                             | 8,000.00       | 63.90        | 3,135.12   | 46.06       | 4,864.88       |
| 01 2130 810 000 0 000 | DUES AND FEES                        | 500.00         | 0.00         | 99.00      | 19.80       | 401.00         |
| 810                   | DUES AND FEES                        | 500.00         | 0.00         | 99.00      | 19.80       | 401.00         |
| 01 2130 890 000 0 000 | OTHER MISC OBJECTS                   | 500.00         | 0.00         | 982.49     | 196.50      | (482.49)       |
| 890                   | OTHER MISC SERVICES                  | 500.00         | 0.00         | 982.49     | 196.50      | (482.49)       |
| 2130                  | HEALTH SERVICES                      | 9,500.00       | 172.90       | 5,466.56   | 63.33       | 4,033.44       |
| 2140                  | PSYCHOLOGICAL SERVICES               |                |              |            |             |                |
| 01 2140 320 000 0 000 | PUPIL SERVICES                       | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 320                   | PUPIL SERVICES                       | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 2140                  | PSYCHOLOGICAL SERVICES               | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |



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| Account Number        | Account Description                 | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|-------------------------------------|----------------|--------------|-----------|-------------|----------------|
| 2141                  | PSYCHOLOGICAL ASSESSMENT SCHOOL AGE |                |              |           |             |                |
| 01 2141 320 000 0 000 | PUPIL SERVICES                      | 8,000.00       | 0.00         | 0.00      | 0.00        | 8,000.00       |
| 320                   | PUPIL SERVICES                      | 8,000.00       | 0.00         | 0.00      | 0.00        | 8,000.00       |
| 01 2141 591 000 0 000 | PSYCHOLOGICAL ASSESSMENT SCHOOL AGE | 11,500.00      | 5,384.61     | 24,625.29 | 214.13      | (13,125.29)    |
| 591                   | SERVICES PURCHASED FROM AN ESU      | 11,500.00      | 5,384.61     | 24,625.29 | 214.13      | (13,125.29)    |
| 2141                  | PSYCHOLOGICAL ASSESSMENT SCHOOL AGE | 19,500.00      | 5,384.61     | 24,625.29 | 126.28      | (5,125.29)     |
| 2142                  | PSYCHOLOGICAL ASSESSMENT 3-5        |                |              |           |             |                |
| 01 2142 591 000 0 000 | SERVICES PURCHASED FROM AN ESU      | 20,000.00      | 0.00         | 1,224.12  | 6.12        | 18,775.88      |
| 591                   | SERVICES PURCHASED FROM AN ESU      | 20,000.00      | 0.00         | 1,224.12  | 6.12        | 18,775.88      |
| 2142                  | PSYCHOLOGICAL ASSESSMENT 3-5        | 20,000.00      | 0.00         | 1,224.12  | 6.12        | 18,775.88      |
| 2151                  | SPEECH SCHOOL AGE                   |                |              |           |             |                |
| 01 2151 340 000 0 000 | OTHER PROFESSIONAL SERVICES         | 0.00           | 0.00         | 209.00    | 0.00        | (209.00)       |
| 340                   | OTHER PROFESSIONAL SERVICES         | 0.00           | 0.00         | 209.00    | 0.00        | (209.00)       |
| 01 2151 591 000 0 000 | SPEECH/LANGUAGE SCHOOL AGE          | 20,000.00      | 0.00         | 0.00      | 0.00        | 20,000.00      |
| 591                   | SERVICES PURCHASED FROM AN ESU      | 20,000.00      | 0.00         | 0.00      | 0.00        | 20,000.00      |
| 2151                  | SPEECH SCHOOL AGE                   | 20,000.00      | 0.00         | 209.00    | 1.05        | 19,791.00      |
| 2152                  | SPEECH AGE 3/5                      |                |              |           |             |                |
| 01 2152 591 000 0 000 | SPEECH/LANGUAGE 3-5                 | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 591                   | SERVICES PURCHASED FROM AN ESU      | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 2152                  | SPEECH AGE 3/5                      | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 2153                  | SPEECH AGE B/2                      |                |              |           |             |                |
| 01 2153 320 000 0 000 | PUPIL SERVICES                      | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 320                   | PUPIL SERVICES                      | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 2153                  | SPEECH AGE B/2                      | 1,000.00       | 0.00         | 0.00      | 0.00        | 1,000.00       |
| 2160                  | OCCUPATIONAL THERAPY                |                |              |           |             |                |
| 01 2160 580 000 0 000 | TRAVEL                              | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 580                   | TRAVEL                              | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 2160                  | OCCUPATIONAL THERAPY                | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 2161                  | OCCUPATIONAL THERAPY S/A            |                |              |           |             |                |
| 01 2161 340 000 0 000 | SCHOOL AGE OT SERVICES              | 10,000.00      | 3,080.00     | 33,271.00 | 332.71      | (23,271.00)    |
| 340                   | OTHER PROFESSIONAL SERVICES         | 10,000.00      | 3,080.00     | 33,271.00 | 332.71      | (23,271.00)    |
| 01 2161 580 000 0 000 | TRAVEL                              | 0.00           | 350.90       | 4,057.00  | 0.00        | (4,057.00)     |
| 580                   | TRAVEL                              | 0.00           | 350.90       | 4,057.00  | 0.00        | (4,057.00)     |
| 2161                  | OCCUPATIONAL THERAPY S/A            | 10,000.00      | 3,430.90     | 37,328.00 | 373.28      | (27,328.00)    |
| 2162                  | OT AGE 3/5                          |                |              |           |             |                |
| 01 2162 340 000 0 000 | 3-5 OT SERVICES                     | 10,000.00      | 969.00       | 12,825.00 | 128.25      | (2,825.00)     |
| 340                   | OTHER PROFESSIONAL SERVICES         | 10,000.00      | 969.00       | 12,825.00 | 128.25      | (2,825.00)     |
| 2162                  | OT AGE 3/5                          | 10,000.00      | 969.00       | 12,825.00 | 128.25      | (2,825.00)     |
| 2163                  | OT SERVICES AGE B/2                 |                |              |           |             |                |
| 01 2163 340 000 0 000 | BIRTH-2 OT SERVICES                 | 1,000.00       | 38.00        | 836.00    | 83.60       | 164.00         |
| 340                   | OTHER PROFESSIONAL SERVICES         | 1,000.00       | 38.00        | 836.00    | 83.60       | 164.00         |
| 2163                  | OT SERVICES AGE B/2                 | 1,000.00       | 38.00        | 836.00    | 83.60       | 164.00         |
| 2170                  | PHYSICAL THERAPY                    |                |              |           |             |                |
| 01 2170 580 000 0 000 | TRAVEL                              | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 580                   | TRAVEL                              | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 2170                  | PHYSICAL THERAPY                    | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 2171                  | PHYSICAL THERAPY SCHOOL AGE         |                |              |           |             |                |
| 01 2171 340 000 0 000 | SCHOOL AGE PT SERVICE               | 10,000.00      | 641.24       | 4,452.60  | 44.53       | 5,547.40       |
| 340                   | OTHER PROFESSIONAL SERVICES         | 10,000.00      | 641.24       | 4,452.60  | 44.53       | 5,547.40       |
| 2171                  | PHYSICAL THERAPY SCHOOL AGE         | 10,000.00      | 641.24       | 4,452.60  | 44.53       | 5,547.40       |
| 2172                  | PHYSICAL THERAPY AGE 3/5            |                |              |           |             |                |
| 01 2172 340 000 0 000 | AGES 3-5 PT SERVICES                | 10,000.00      | 785.56       | 5,006.10  | 50.06       | 4,993.90       |
| 340                   | OTHER PROFESSIONAL SERVICES         | 10,000.00      | 785.56       | 5,006.10  | 50.06       | 4,993.90       |
| 2172                  | PHYSICAL THERAPY AGE 3/5            | 10,000.00      | 785.56       | 5,006.10  | 50.06       | 4,993.90       |
| 2173                  | PHYSICAL THERAPY AGE B/2            |                |              |           |             |                |
| 01 2173 334 000 0 000 | MILEAGE                             | 0.00           | 217.50       | 1,781.43  | 0.00        | (1,781.43)     |
| 334                   | MILEAGE PD/OTHER                    | 0.00           | 217.50       | 1,781.43  | 0.00        | (1,781.43)     |

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| Account Number        | Account Description                  | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|--------------------------------------|----------------|--------------|-----------|-------------|----------------|
| 01 2173 340 000 0 000 | BIRTH-2 PT SERVICES                  | 1,000.00       | 0.00         | 1,710.39  | 171.04      | (710.39)       |
| 340                   | OTHER PROFESSIONAL SERVICES          | 1,000.00       | 0.00         | 1,710.39  | 171.04      | (710.39)       |
| 2173                  | PHYSICAL THERAPY AGE B/2             | 1,000.00       | 217.50       | 3,491.82  | 349.18      | (2,491.82)     |
| 2181                  | VISION SERVICES - SCHOOL AGE         |                |              |           |             |                |
| 01 2181 591 000 0 000 | VISION SERVICES - SCHOOL AGE         | 5,000.00       | 382.50       | 3,002.20  | 60.04       | 1,997.80       |
| 591                   | SERVICES PURCHASED FROM AN ESU       | 5,000.00       | 382.50       | 3,002.20  | 60.04       | 1,997.80       |
| 2181                  | VISION SERVICES - SCHOOL AGE         | 5,000.00       | 382.50       | 3,002.20  | 60.04       | 1,997.80       |
| 2182                  | VISION AGE 1-3                       |                |              |           |             |                |
| 01 2182 591 000 0 000 | SERVICES PURCHASED FROM AN ESU       | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 591                   | SERVICES PURCHASED FROM AN ESU       | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 2182                  | VISION AGE 1-3                       | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 2183                  | VISION SERVICES BIRTH-2              |                |              |           |             |                |
| 01 2183 320 000 0 000 | PUPIL SERVICES                       | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 320                   | PUPIL SERVICES                       | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 2183                  | VISION SERVICES BIRTH-2              | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 2190                  | OTHER PUPIL SUPPORT SERV             |                |              |           |             |                |
| 01 2190 591 000 0 000 | SERVICES PURCHASED FROM AN ESU       | 5,000.00       | 80.00        | 3,338.00  | 66.76       | 1,662.00       |
| 591                   | SERVICES PURCHASED FROM AN ESU       | 5,000.00       | 80.00        | 3,338.00  | 66.76       | 1,662.00       |
| 2190                  | OTHER PUPIL SUPPORT SERV             | 5,000.00       | 80.00        | 3,338.00  | 66.76       | 1,662.00       |
| 2213                  | EMPLOYEE TRAINING AND DEVELOP SERIES |                |              |           |             |                |
| 01 2213 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 1,000.00       | 0.00         | 775.00    | 77.50       | 225.00         |
| 330                   | REGISTRATIONS/TRAINING FEES          | 1,000.00       | 0.00         | 775.00    | 77.50       | 225.00         |
| 2213                  | EMPLOYEE TRAINING AND DEVELOP SERIES | 1,000.00       | 0.00         | 775.00    | 77.50       | 225.00         |
| 2220                  | LIBRARY                              |                |              |           |             |                |
| 01 2220 111 000 0 000 | LIBRARIAN SALARY                     | 61,704.00      | 4,666.96     | 46,669.60 | 75.63       | 15,034.40      |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 61,704.00      | 4,666.96     | 46,669.60 | 75.63       | 15,034.40      |
| 01 2220 151 000 1 000 | ADDITIONAL COMP/TEACHERS             | 18,496.00      | 1,541.33     | 15,413.30 | 83.33       | 3,082.70       |
| 151                   | ADDITIONAL COMP/TEACHERS             | 18,496.00      | 1,541.33     | 15,413.30 | 83.33       | 3,082.70       |
| 01 2220 221 000 0 000 | SOCIAL SECURITY                      | 5,000.00       | 297.79       | 2,975.78  | 59.52       | 2,024.22       |
| 01 2220 221 000 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF  | 0.00           | 98.35        | 982.80    | 0.00        | (982.80)       |
| 221                   | SOCIAL SECURITY/TEACHERS,PROF.STAFF  | 5,000.00       | 396.14       | 3,958.58  | 79.17       | 1,041.42       |
| 01 2220 231 000 0 000 | RETIREMENT                           | 8,000.00       | 375.45       | 3,754.50  | 46.93       | 4,245.50       |
| 01 2220 231 000 1 000 | RETIREMENT/TEACH,PROF.STAFF          | 0.00           | 124.54       | 1,245.40  | 0.00        | (1,245.40)     |
| 231                   | RETIREMENT/TEACH,PROF.STAFF          | 8,000.00       | 499.99       | 4,999.90  | 62.50       | 3,000.10       |
| 01 2220 610 000 0 000 | SUPPLIES                             | 1,000.00       | 0.00         | 951.35    | 168.43      | 48.65          |
| 610                   | SUPPLIES                             | 1,000.00       | 0.00         | 951.35    | 168.43      | 48.65          |
| 01 2220 640 000 0 000 | BOOKS AND PERIODICALS                | 14,000.00      | 0.00         | 59.00     | 0.42        | 13,941.00      |
| 01 2220 640 001 0 000 | BOOKS AND PERIODICALS                | 0.00           | 1,815.39     | 2,128.05  | 0.00        | (2,128.05)     |
| 01 2220 640 013 0 000 | BOOKS AND PERIODICALS                | 0.00           | 2,319.74     | 2,598.45  | 0.00        | (2,598.45)     |
| 01 2220 640 014 0 000 | BOOKS AND PERIODICALS                | 0.00           | 2,176.48     | 2,285.59  | 0.00        | (2,285.59)     |
| 01 2220 640 015 0 000 | LIBRARY BOOKS                        | 0.00           | 2,005.71     | 2,005.71  | 0.00        | (2,005.71)     |
| 640                   | BOOKS AND PERIODICALS                | 14,000.00      | 8,317.32     | 9,076.80  | 64.83       | 4,923.20       |
| 01 2220 641 000 0 000 | EBOOKS                               | 800.00         | 0.00         | 0.00      | 125.55      | 800.00         |
| 641                   | E BOOKS                              | 800.00         | 0.00         | 0.00      | 125.55      | 800.00         |
| 01 2220 735 000 0 000 | COMPUTER (SOFTWARE)                  | 0.00           | 0.00         | 4,590.72  | 0.00        | (4,590.72)     |
| 735                   | COMPUTER (SOFTWARE)                  | 0.00           | 0.00         | 4,590.72  | 0.00        | (4,590.72)     |
| 2220                  | LIBRARY                              | 109,000.00     | 15,421.74    | 85,660.25 | 80.18       | 23,339.75      |
| 2224                  | EDUCATIONAL TV SERVICES              |                |              |           |             |                |
| 01 2224 382 000 0 000 | TELEPHONE                            | 35,000.00      | 2,162.33     | 21,725.30 | 62.07       | 13,274.70      |
| 382                   | TELEPHONE                            | 35,000.00      | 2,162.33     | 21,725.30 | 62.07       | 13,274.70      |
| 2224                  | EDUCATIONAL TV SERVICES              | 35,000.00      | 2,162.33     | 21,725.30 | 62.07       | 13,274.70      |
| 2310                  | BOARD OF EDUCATION                   |                |              |           |             |                |
| 01 2310 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 2,000.00       | 0.00         | 1,178.00  | 58.90       | 822.00         |
| 330                   | REGISTRATIONS/TRAINING FEES          | 2,000.00       | 0.00         | 1,178.00  | 58.90       | 822.00         |
| 01 2310 340 000 0 000 | CONTRACTED OR SECURED SERVICES       | 0.00           | 0.00         | 3,648.00  | 0.00        | (3,648.00)     |
| 340                   | OTHER PROFESSIONAL SERVICES          | 0.00           | 0.00         | 3,648.00  | 0.00        | (3,648.00)     |

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| Account Number        | Account Description                   | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|------------|-------------|----------------|
| 01 2310 350 000 0 000 | ACCOUNTING & AUDITING SERVICES        | 40,000.00      | 0.00         | 40,000.00  | 100.00      | 0.00           |
| 350                   | TECHNICAL SERVICES                    | 40,000.00      | 0.00         | 40,000.00  | 100.00      | 0.00           |
| 01 2310 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE            | 1,000.00       | 0.00         | 617.06     | 61.71       | 382.94         |
| 580                   | TRAVEL                                | 1,000.00       | 0.00         | 617.06     | 61.71       | 382.94         |
| 01 2310 610 000 0 000 | SUPPLIES                              | 1,000.00       | 0.00         | 40.85      | 4.09        | 959.15         |
| 610                   | SUPPLIES                              | 1,000.00       | 0.00         | 40.85      | 4.09        | 959.15         |
| 01 2310 650 000 0 000 | TECHNOLOGY SUPPLIES                   | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 650                   | TECHNOLOGY SUPPLIES                   | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 01 2310 735 000 0 000 | COMPUTER (SOFTWARE)                   | 5,000.00       | 0.00         | 2,700.00   | 54.00       | 2,300.00       |
| 735                   | COMPUTER (SOFTWARE)                   | 5,000.00       | 0.00         | 2,700.00   | 54.00       | 2,300.00       |
| 01 2310 810 000 0 000 | DUES AND FEES                         | 10,000.00      | 16.33        | 6,486.37   | 64.86       | 3,513.63       |
| 810                   | DUES AND FEES                         | 10,000.00      | 16.33        | 6,486.37   | 64.86       | 3,513.63       |
| 01 2310 890 000 0 000 | OTHER MISC OBJECTS                    | 1,204,000.00   | 17.09        | 3,936.85   | 0.33        | 1,200,063.15   |
| 890                   | OTHER MISC SERVICES                   | 1,204,000.00   | 17.09        | 3,936.85   | 0.33        | 1,200,063.15   |
| 2310                  | BOARD OF EDUCATION                    | 1,265,000.00   | 33.42        | 58,607.13  | 4.63        | 1,206,392.87   |
| 2320                  | EXECUTIVE ADMINISTRATION              |                |              |            |             |                |
| 01 2320 105 000 0 000 | SALARY-SUPERINTENDENT                 | 158,000.00     | 12,767.80    | 127,678.00 | 80.81       | 30,322.00      |
| 105                   | SALARY-SUPERINTENDENT                 | 158,000.00     | 12,767.80    | 127,678.00 | 80.81       | 30,322.00      |
| 01 2320 110 000 0 000 | SALARIES/NON-INSTRUCTIONAL            | 125,504.00     | 8,951.17     | 89,511.16  | 71.32       | 35,992.84      |
| 110                   | SALARIES/NON-INSTRUCTIONAL            | 125,504.00     | 8,951.17     | 89,511.16  | 71.32       | 35,992.84      |
| 01 2320 150 000 1 000 | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 18,496.00      | 1,541.33     | 15,413.30  | 83.33       | 3,082.70       |
| 150                   | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 18,496.00      | 1,541.33     | 15,413.30  | 83.33       | 3,082.70       |
| 01 2320 151 000 1 000 | ADDITIONAL COMP/TEACHERS              | 40,000.00      | 2,289.92     | 23,673.61  | 59.18       | 16,326.39      |
| 151                   | ADDITIONAL COMP/TEACHERS              | 40,000.00      | 2,289.92     | 23,673.61  | 59.18       | 16,326.39      |
| 01 2320 211 000 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF    | 500.00         | 40.25        | 440.69     | 88.14       | 59.31          |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF    | 500.00         | 40.25        | 440.69     | 88.14       | 59.31          |
| 01 2320 215 000 0 000 | GROUP INSURANCE/SUPERINTENDENTS       | 10,000.00      | 687.96       | 6,841.41   | 68.41       | 3,158.59       |
| 215                   | GROUP INSURANCE/SUPERINTENDENTS       | 10,000.00      | 687.96       | 6,841.41   | 68.41       | 3,158.59       |
| 01 2320 220 000 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 10,000.00      | 661.26       | 6,612.52   | 66.13       | 3,387.48       |
| 01 2320 220 000 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 113.70       | 1,137.00   | 0.00        | (1,137.00)     |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 10,000.00      | 774.96       | 7,749.52   | 77.50       | 2,250.48       |
| 01 2320 221 000 0 000 | SOCIAL SECURITY                       | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 01 2320 221 000 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF  | 0.00           | 163.64       | 1,688.45   | 0.00        | (1,688.45)     |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF  | 2,000.00       | 163.64       | 1,688.45   | 84.42       | 311.55         |
| 01 2320 225 000 0 000 | SOCIAL SECURITY/SUPERINTENDENT        | 15,000.00      | 846.99       | 8,477.11   | 56.51       | 6,522.89       |
| 225                   | SOCIAL SECURITY/SUPERINTENDENT        | 15,000.00      | 846.99       | 8,477.11   | 56.51       | 6,522.89       |
| 01 2320 230 000 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 15,000.00      | 720.35       | 7,203.50   | 48.02       | 7,796.50       |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL          | 15,000.00      | 720.35       | 7,203.50   | 48.02       | 7,796.50       |
| 01 2320 231 000 0 000 | RETIREMENT                            | 3,000.00       | 0.00         | 0.00       | 0.00        | 3,000.00       |
| 01 2320 231 000 1 000 | RETIREMENT/TEACH, PROF.STAFF          | 0.00           | 124.67       | 1,245.10   | 0.00        | (1,245.10)     |
| 231                   | RETIREMENT/TEACH, PROF.STAFF          | 3,000.00       | 124.67       | 1,245.10   | 41.50       | 1,754.90       |
| 01 2320 235 000 0 000 | RETIREMENT/SUPERINTENDENTS            | 15,000.00      | 1,028.18     | 10,281.80  | 68.55       | 4,718.20       |
| 235                   | RETIREMENT/SUPERINTENDENTS            | 15,000.00      | 1,028.18     | 10,281.80  | 68.55       | 4,718.20       |
| 01 2320 330 000 0 000 | REGISTRATIONS/TRAINING                | 1,000.00       | 249.00       | 677.00     | 107.50      | 323.00         |
| 330                   | REGISTRATIONS/TRAINING FEES           | 1,000.00       | 249.00       | 677.00     | 107.50      | 323.00         |
| 01 2320 350 000 0 000 | OTHER PROPERTY SERVICES               | 8,000.00       | 307.50       | 2,952.50   | 36.91       | 5,047.50       |
| 350                   | TECHNICAL SERVICES                    | 8,000.00       | 307.50       | 2,952.50   | 36.91       | 5,047.50       |
| 01 2320 382 000 0 000 | TELEPHONE                             | 0.00           | 0.00         | 465.12     | 0.00        | (465.12)       |
| 382                   | TELEPHONE                             | 0.00           | 0.00         | 465.12     | 0.00        | (465.12)       |
| 01 2320 530 000 0 000 | OTHER COMMUNICATIONS                  | 10,000.00      | 0.00         | 249.99     | 2.50        | 9,750.01       |
| 530                   | OTHER COMMUNICATIONS                  | 10,000.00      | 0.00         | 249.99     | 2.50        | 9,750.01       |
| 01 2320 540 000 0 000 | ADVERTISING AND PRINTING              | 6,000.00       | 178.08       | 3,054.45   | 50.91       | 2,945.55       |
| 540                   | ADVERTISING AND PRINTING              | 6,000.00       | 178.08       | 3,054.45   | 50.91       | 2,945.55       |
| 01 2320 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE            | 5,000.00       | 35.42        | 1,883.53   | 37.67       | 3,116.47       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number                            | Account Description                 | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-------------------------------------------|-------------------------------------|----------------|--------------|------------|-------------|----------------|
| 580 TRAVEL                                |                                     | 5,000.00       | 35.42        | 1,883.53   | 37.67       | 3,116.47       |
| 01 2320 610 000 0 000                     | SUPPLIES                            | 1,000.00       | 266.03       | 1,982.99   | 198.30      | (982.99)       |
| 01 2320 610 001 0 000                     | SUPPLIES                            | 0.00           | 0.00         | 73.18      | 0.00        | (73.18)        |
| 610 SUPPLIES                              |                                     | 1,000.00       | 266.03       | 2,056.17   | 205.62      | (1,056.17)     |
| 01 2320 626 000 0 000                     | GAS AND OIL                         | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 626 GAS AND OIL                           |                                     | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 01 2320 810 000 0 000                     | DUES AND FEES                       | 3,000.00       | 569.00       | 4,362.00   | 150.23      | (1,362.00)     |
| 810 DUES AND FEES                         |                                     | 3,000.00       | 569.00       | 4,362.00   | 150.23      | (1,362.00)     |
| 01 2320 890 000 0 000                     | OTHER MISC OBJECTS                  | 3,000.00       | 23.20        | 2,918.45   | 97.28       | 81.55          |
| 890 OTHER MISC SERVICES                   |                                     | 3,000.00       | 23.20        | 2,918.45   | 97.28       | 81.55          |
| 2320 EXECUTIVE ADMINISTRATION             |                                     | 450,000.00     | 31,565.45    | 318,822.86 | 70.97       | 131,177.14     |
| 2330 DIST LEGAL SERVICES                  |                                     |                |              |            |             |                |
| 01 2330 317 000 0 000                     | LEGAL SERVICES                      | 75,000.00      | 7,124.50     | 24,233.38  | 32.31       | 50,766.62      |
| 317 LEGAL SERVICES                        |                                     | 75,000.00      | 7,124.50     | 24,233.38  | 32.31       | 50,766.62      |
| 2330 DIST LEGAL SERVICES                  |                                     | 75,000.00      | 7,124.50     | 24,233.38  | 32.31       | 50,766.62      |
| 2410 OFFICE OF THE PRINCIPAL              |                                     |                |              |            |             |                |
| 01 2410 110 000 0 000                     | SALARIES/NON-INSTRUCTIONAL          | 105,000.00     | 0.00         | 0.00       | 0.00        | 105,000.00     |
| 01 2410 110 001 0 000                     | SALARIES/NON-INSTRUCTIONAL          | 0.00           | 3,085.09     | 28,906.78  | 0.00        | (28,906.78)    |
| 01 2410 110 013 0 000                     | SALARIES/NON-INSTRUCTIONAL          | 0.00           | 3,407.99     | 32,319.34  | 0.00        | (32,319.34)    |
| 01 2410 110 014 0 000                     | SALARIES/NON-INSTRUCTIONAL          | 0.00           | 1,897.28     | 18,226.03  | 0.00        | (18,226.03)    |
| 01 2410 110 015 0 000                     | SALARIES/NON-INSTRUCTIONAL          | 0.00           | 2,430.52     | 24,228.46  | 0.00        | (24,228.46)    |
| 110 SALARIES/NON-INSTRUCTIONAL            |                                     | 105,000.00     | 10,820.88    | 103,680.61 | 98.74       | 1,319.39       |
| 01 2410 111 000 0 000                     | PRINCIPAL'S SALARIES                | 300,000.00     | 0.00         | 0.00       | 0.00        | 300,000.00     |
| 01 2410 111 001 0 000                     | SALARIES/TEACHER-PROF.STAFF         | 0.00           | 8,272.51     | 82,725.10  | 0.00        | (82,725.10)    |
| 01 2410 111 013 0 000                     | SALARIES/TEACHER-PROF.STAFF         | 0.00           | 7,475.30     | 74,753.00  | 0.00        | (74,753.00)    |
| 01 2410 111 014 0 000                     | SALARIES/TEACHER-PROF.STAFF         | 0.00           | 3,811.16     | 38,111.60  | 0.00        | (38,111.60)    |
| 01 2410 111 015 0 000                     | SALARIES/TEACHER-PROF.STAFF         | 0.00           | 6,858.83     | 68,588.30  | 0.00        | (68,588.30)    |
| 111 SALARIES/TEACHER-PROF.STAFF           |                                     | 300,000.00     | 26,417.80    | 264,178.00 | 88.06       | 35,822.00      |
| 01 2410 130 000 0 000                     | OVERTIME SALARIES                   | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 01 2410 130 001 0 000                     | OVERTIME SALARIES/NON-INSTRUCTIONAL | 0.00           | 130.73       | 1,560.96   | 0.00        | (1,560.96)     |
| 01 2410 130 013 0 000                     | OVERTIME SALARIES/NON-INSTRUCTIONAL | 0.00           | 214.22       | 1,532.59   | 0.00        | (1,532.59)     |
| 01 2410 130 014 0 000                     | OVERTIME SALARIES/NON-INSTRUCTIONAL | 0.00           | 110.87       | 362.21     | 0.00        | (362.21)       |
| 01 2410 130 015 0 000                     | OVERTIME SALARIES/NON-INSTRUCTIONAL | 0.00           | 0.00         | 146.45     | 0.00        | (146.45)       |
| 130 OVERTIME SALARIES/NON-INSTRUCTIONAL   |                                     | 5,000.00       | 455.82       | 3,602.21   | 72.04       | 1,397.79       |
| 01 2410 150 000 1 000                     | ADDITIONAL COMP/NON-INSTRUCTIONAL   | 51,500.00      | 0.00         | 0.00       | 0.00        | 51,500.00      |
| 150 EXTRA DUTY SALARIES/NON-INSTRUCTIONAL |                                     | 51,500.00      | 0.00         | 0.00       | 0.00        | 51,500.00      |
| 01 2410 151 001 0 000                     | FLAT SALARIES/TEACHERS              | 0.00           | 843.82       | 843.82     | 0.00        | (843.82)       |
| 01 2410 151 000 1 000                     | ADDITIONAL COMP/TEACHERS            | 80,000.00      | 0.00         | 0.00       | 0.00        | 80,000.00      |
| 01 2410 151 001 1 000                     | ADDITIONAL COMP/TEACHERS            | 0.00           | 2,354.49     | 23,544.54  | 0.00        | (23,544.54)    |
| 01 2410 151 013 1 000                     | ADDITIONAL COMP/TEACHERS            | 0.00           | 2,208.83     | 22,088.12  | 0.00        | (22,088.12)    |
| 01 2410 151 014 1 000                     | ADDITIONAL COMP/TEACHERS            | 0.00           | 1,605.55     | 16,055.50  | 0.00        | (16,055.50)    |
| 01 2410 151 015 1 000                     | ADDITIONAL COMP/TEACHERS            | 0.00           | 2,354.49     | 23,544.54  | 0.00        | (23,544.54)    |
| 151 ADDITIONAL COMP/TEACHERS              |                                     | 80,000.00      | 9,367.18     | 86,076.52  | 107.60      | (6,076.52)     |
| 01 2410 210 000 0 000                     | GROUP INSURANCE-NON INSTRUCTIONAL   | 8,000.00       | 0.00         | 0.00       | 0.00        | 8,000.00       |
| 01 2410 210 013 0 000                     | GROUP INSURANCE-NON INSTRUCTIONAL   | 0.00           | 737.88       | 7,291.46   | 0.00        | (7,291.46)     |
| 210 GROUP INSURANCE-NON INSTRUCTIONAL     |                                     | 8,000.00       | 737.88       | 7,291.46   | 91.14       | 708.54         |
| 01 2410 211 000 0 000                     | GROUP INSURANCE                     | 18,000.00      | 0.00         | 0.00       | 0.00        | 18,000.00      |
| 01 2410 211 001 0 000                     | GROUP INSURANCE/TEACH., PROF.STAFF  | 0.00           | 663.04       | 6,471.24   | 0.00        | (6,471.24)     |
| 01 2410 211 015 0 000                     | GROUP INSURANCE/TEACH., PROF.STAFF  | 0.00           | 638.50       | 6,391.25   | 0.00        | (6,391.25)     |
| 01 2410 211 001 1 000                     | GROUP INSURANCE/TEACH., PROF.STAFF  | 0.00           | 65.17        | 636.07     | 0.00        | (636.07)       |
| 01 2410 211 013 1 000                     | GROUP INSURANCE/TEACH., PROF.STAFF  | 0.00           | 135.98       | 1,447.14   | 0.00        | (1,447.14)     |
| 01 2410 211 015 1 000                     | GROUP INSURANCE/TEACH., PROF.STAFF  | 0.00           | 75.69        | 757.70     | 0.00        | (757.70)       |
| 211 GROUP INSURANCE/TEACH., PROF.STAFF    |                                     | 18,000.00      | 1,578.38     | 15,703.40  | 87.24       | 2,296.60       |
| 01 2410 220 000 0 000                     | SOCIAL SECURITY/NON-                | 10,000.00      | 0.00         | 0.00       | 0.00        | 10,000.00      |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                 | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|-------------------------------------|----------------|--------------|------------|-------------|----------------|
| INSTRUCTIONAL         |                                     |                |              |            |             |                |
| 01 2410 220 001 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL   | 0.00           | 239.08       | 2,269.52   | 0.00        | (2,269.52)     |
| 01 2410 220 013 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL   | 0.00           | 261.47       | 2,072.24   | 0.00        | (2,072.24)     |
| 01 2410 220 014 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL   | 0.00           | 148.98       | 1,382.68   | 0.00        | (1,382.68)     |
| 01 2410 220 015 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL   | 0.00           | 185.93       | 1,864.71   | 0.00        | (1,864.71)     |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL   | 10,000.00      | 835.46       | 7,589.15   | 75.89       | 2,410.85       |
| 01 2410 221 000 0 000 | SOCIAL SECURITY                     | 35,000.00      | 0.00         | 0.00       | 0.00        | 35,000.00      |
| 01 2410 221 001 0 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 569.28       | 5,142.62   | 0.00        | (5,142.62)     |
| 01 2410 221 013 0 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 571.86       | 5,718.60   | 0.00        | (5,718.60)     |
| 01 2410 221 014 0 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 283.94       | 2,841.38   | 0.00        | (2,841.38)     |
| 01 2410 221 015 0 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 512.33       | 5,123.12   | 0.00        | (5,123.12)     |
| 01 2410 221 001 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 164.19       | 1,647.01   | 0.00        | (1,647.01)     |
| 01 2410 221 013 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 166.09       | 1,586.30   | 0.00        | (1,586.30)     |
| 01 2410 221 014 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 119.33       | 1,195.53   | 0.00        | (1,195.53)     |
| 01 2410 221 015 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 178.66       | 1,786.38   | 0.00        | (1,786.38)     |
| 221                   | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 35,000.00      | 2,565.68     | 25,040.94  | 71.55       | 9,959.06       |
| 01 2410 230 000 0 000 | RETIREMENT/NON-INSTRUCTIONAL        | 12,000.00      | 0.00         | 0.00       | 0.00        | 12,000.00      |
| 01 2410 230 001 0 000 | RETIREMENT/NON-INSTRUCTIONAL        | 0.00           | 257.72       | 2,449.81   | 0.00        | (2,449.81)     |
| 01 2410 230 013 0 000 | RETIREMENT/NON-INSTRUCTIONAL        | 0.00           | 291.51       | 2,723.58   | 0.00        | (2,723.58)     |
| 01 2410 230 014 0 000 | RETIREMENT/NON-INSTRUCTIONAL        | 0.00           | 161.49       | 1,494.31   | 0.00        | (1,494.31)     |
| 01 2410 230 015 0 000 | RETIREMENT/NON-INSTRUCTIONAL        | 0.00           | 195.34       | 1,959.10   | 0.00        | (1,959.10)     |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL        | 12,000.00      | 906.06       | 8,626.80   | 71.89       | 3,373.20       |
| 01 2410 231 000 0 000 | RETIREMENT                          | 33,000.00      | 0.00         | 0.00       | 0.00        | 33,000.00      |
| 01 2410 231 001 0 000 | RETIREMENT/TEACH,PROF.STAFF         | 0.00           | 666.01       | 6,660.10   | 0.00        | (6,660.10)     |
| 01 2410 231 013 0 000 | RETIREMENT/TEACH,PROF.STAFF         | 0.00           | 601.83       | 6,018.30   | 0.00        | (6,018.30)     |
| 01 2410 231 014 0 000 | RETIREMENT/TEACH,PROF.STAFF         | 0.00           | 306.81       | 3,068.10   | 0.00        | (3,068.10)     |
| 01 2410 231 015 0 000 | RETIREMENT/TEACH,PROF.STAFF         | 0.00           | 552.13       | 5,521.30   | 0.00        | (5,521.30)     |
| 231                   | RETIREMENT/TEACH,PROF.STAFF         | 33,000.00      | 2,126.78     | 21,267.80  | 64.45       | 11,732.20      |
| 01 2410 330 000 0 000 | REGISTRATIONS/TRAINING              | 0.00           | 0.00         | 305.00     | 0.00        | (305.00)       |
| 01 2410 330 015 0 000 | REGISTRATIONS/TRAINING FEES         | 0.00           | 0.00         | 75.00      | 0.00        | (75.00)        |
| 330                   | REGISTRATIONS/TRAINING FEES         | 0.00           | 0.00         | 380.00     | 0.00        | (380.00)       |
| 01 2410 350 000 0 000 | OTHER PURCHASED SERVICES            | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 350                   | TECHNICAL SERVICES                  | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 01 2410 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE          | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 580                   | TRAVEL                              | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 01 2410 610 000 0 000 | SUPPLIES                            | 25,000.00      | 0.00         | 0.00       | 0.73        | 25,000.00      |
| 01 2410 610 001 0 000 | SUPPLIES                            | 0.00           | 0.00         | 1,058.52   | 0.00        | (1,058.52)     |
| 01 2410 610 013 0 000 | SUPPLIES                            | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 01 2410 610 014 0 000 | SUPPLIES                            | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 01 2410 610 015 0 000 | SUPPLIES                            | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 610                   | SUPPLIES                            | 25,000.00      | 0.00         | 1,058.52   | 10.33       | 23,941.48      |
| 01 2410 810 000 0 000 | DUES AND FEES                       | 6,000.00       | 435.00       | 1,305.00   | 24.25       | 4,695.00       |
| 01 2410 810 001 0 000 | DUES AND FEES                       | 0.00           | 0.00         | 368.00     | 0.00        | (368.00)       |
| 01 2410 810 013 0 000 | DUES AND FEES                       | 0.00           | 0.00         | 368.00     | 0.00        | (368.00)       |
| 01 2410 810 014 0 000 | DUES AND FEES                       | 0.00           | 0.00         | 368.00     | 0.00        | (368.00)       |
| 01 2410 810 015 0 000 | DUES AND FEES                       | 0.00           | 0.00         | 368.00     | 0.00        | (368.00)       |
| 810                   | DUES AND FEES                       | 6,000.00       | 435.00       | 2,777.00   | 48.78       | 3,223.00       |
| 01 2410 890 000 0 000 | OTHER MISC OBJECTS                  | 4,500.00       | 0.00         | 0.00       | 0.00        | 4,500.00       |
| 01 2410 890 001 0 000 | OTHER MISC OBJECTS                  | 0.00           | 0.00         | 1,737.43   | 0.00        | (1,737.43)     |
| 01 2410 890 013 0 000 | OTHER MISC OBJECTS                  | 0.00           | 92.40        | 92.40      | 0.00        | (92.40)        |
| 01 2410 890 014 0 000 | OTHER MISC OBJECTS                  | 0.00           | 0.00         | 148.01     | 0.00        | (148.01)       |
| 890                   | OTHER MISC SERVICES                 | 4,500.00       | 92.40        | 1,977.84   | 47.52       | 2,522.16       |
| 2410                  | OFFICE OF THE PRINCIPAL             | 700,000.00     | 56,339.32    | 549,250.25 | 78.73       | 150,749.75     |
| 2580                  | ADMIN TECH SERVICES                 |                |              |            |             |                |
| 01 2580 530 000 0 000 | OTHER COMMUNICATIONS                | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |

| Account Number        | Account Description                   | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|------------|-------------|----------------|
| 530                   | OTHER COMMUNICATIONS                  | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 2580                  | ADMIN TECH SERVICES                   | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 2610                  | OPERATION OF PLANT                    |                |              |            |             |                |
| 01 2610 110 000 0 000 | SALARIES/NON-INSTRUCTIONAL            | 450,000.00     | 5,363.65     | 53,636.50  | 11.92       | 396,363.50     |
| 01 2610 110 001 0 000 | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 5,139.94     | 69,685.63  | 0.00        | (69,685.63)    |
| 01 2610 110 013 0 000 | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 6,481.09     | 67,268.15  | 0.00        | (67,268.15)    |
| 01 2610 110 014 0 000 | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 4,604.22     | 46,804.31  | 0.00        | (46,804.31)    |
| 01 2610 110 015 0 000 | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 11,013.58    | 107,359.01 | 0.00        | (107,359.01)   |
| 110                   | SALARIES/NON-INSTRUCTIONAL            | 450,000.00     | 32,602.48    | 344,753.60 | 76.61       | 105,246.40     |
| 01 2610 130 000 0 000 | OVERTIME SALARIES                     | 10,000.00      | 0.00         | 0.00       | 0.00        | 10,000.00      |
| 01 2610 130 001 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 30.83        | 523.19     | 0.00        | (523.19)       |
| 01 2610 130 013 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 92.66        | 2,592.59   | 0.00        | (2,592.59)     |
| 01 2610 130 014 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 7.18         | 118.50     | 0.00        | (118.50)       |
| 01 2610 130 015 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 211.96       | 1,149.85   | 0.00        | (1,149.85)     |
| 130                   | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 10,000.00      | 342.63       | 4,384.13   | 43.84       | 5,615.87       |
| 01 2610 150 000 1 000 | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 155,000.00     | 813.13       | 8,131.23   | 5.25        | 146,868.77     |
| 01 2610 150 013 1 000 | FLAT SALARIES/NON-INSTRUCTIONAL       | 0.00           | 3,082.66     | 30,826.60  | 0.00        | (30,826.60)    |
| 01 2610 150 014 1 000 | FLAT SALARIES/NON-INSTRUCTIONAL       | 0.00           | 2,312.00     | 23,120.00  | 0.00        | (23,120.00)    |
| 01 2610 150 015 1 000 | FLAT SALARIES/NON-INSTRUCTIONAL       | 0.00           | 5,394.65     | 51,764.37  | 0.00        | (51,764.37)    |
| 150                   | EXTRA DUTY SALARIES/NON-INSTRUCTIONAL | 155,000.00     | 11,602.44    | 113,842.20 | 73.45       | 41,157.80      |
| 01 2610 151 000 1 000 | ADDITIONAL COMP/TEACHERS              | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 01 2610 151 001 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 1,683.73     | 28,242.34  | 0.00        | (28,242.34)    |
| 151                   | ADDITIONAL COMP/TEACHERS              | 20,000.00      | 1,683.73     | 28,242.34  | 141.21      | (8,242.34)     |
| 01 2610 210 000 0 000 | GROUP INSURANCE-NON INSTRUCTIONAL     | 30,000.00      | 606.80       | 6,026.44   | 20.09       | 23,973.56      |
| 01 2610 210 000 1 000 | GROUP INSURANCE-NON INSTRUCTIONAL     | 0.00           | 91.99        | 913.61     | 0.00        | (913.61)       |
| 210                   | GROUP INSURANCE-NON INSTRUCTIONAL     | 30,000.00      | 698.79       | 6,940.05   | 23.13       | 23,059.95      |
| 01 2610 220 000 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 45,000.00      | 388.95       | 3,891.04   | 8.65        | 41,108.96      |
| 01 2610 220 001 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 384.85       | 5,265.24   | 0.00        | (5,265.24)     |
| 01 2610 220 013 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 496.54       | 5,280.15   | 0.00        | (5,280.15)     |
| 01 2610 220 014 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 347.56       | 3,477.77   | 0.00        | (3,477.77)     |
| 01 2610 220 015 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 805.03       | 7,702.70   | 0.00        | (7,702.70)     |
| 01 2610 220 000 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 58.95        | 589.84     | 0.00        | (589.84)       |
| 01 2610 220 013 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 232.60       | 2,326.65   | 0.00        | (2,326.65)     |
| 01 2610 220 014 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 174.15       | 1,715.26   | 0.00        | (1,715.26)     |
| 01 2610 220 015 1 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 386.64       | 3,674.51   | 0.00        | (3,674.51)     |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 45,000.00      | 3,275.27     | 33,923.16  | 75.38       | 11,076.84      |
| 01 2610 221 000 0 000 | SOCIAL SECURITY                       | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 01 2610 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 123.74       | 2,108.58   | 0.00        | (2,108.58)     |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 1,000.00       | 123.74       | 2,108.58   | 210.86      | (1,108.58)     |
| 01 2610 230 000 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 45,000.00      | 431.70       | 4,317.01   | 9.59        | 40,682.99      |
| 01 2610 230 001 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 227.90       | 4,190.28   | 0.00        | (4,190.28)     |
| 01 2610 230 013 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 528.82       | 5,498.87   | 0.00        | (5,498.87)     |
| 01 2610 230 014 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 370.91       | 3,774.43   | 0.00        | (3,774.43)     |
| 01 2610 230 015 0 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 888.07       | 8,679.25   | 0.00        | (8,679.25)     |
| 01 2610 230 013 1 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 124.54       | 1,245.40   | 0.00        | (1,245.40)     |
| 01 2610 230 014 1 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 62.27        | 622.70     | 0.00        | (622.70)       |
| 01 2610 230 015 1 000 | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | 311.35       | 3,113.50   | 0.00        | (3,113.50)     |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL          | 45,000.00      | 2,945.56     | 31,441.44  | 69.87       | 13,558.56      |
| 01 2610 340 000 0 000 | CONTRACTED OR SECURED SERVICES        | 10,000.00      | 275.50       | 2,810.68   | 28.11       | 7,189.32       |

| Account Number        | Account Description             | Revised Budget | During Month | To Date      | % of Budget | Balance at EOM |
|-----------------------|---------------------------------|----------------|--------------|--------------|-------------|----------------|
| 01 2610 340 001 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 0.00         | 3,773.80     | 0.00        | (3,773.80)     |
| 01 2610 340 013 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 363.20       | 1,106.49     | 0.00        | (1,106.49)     |
| 01 2610 340 014 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 0.00         | 1,410.75     | 0.00        | (1,410.75)     |
| 01 2610 340 015 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 0.00         | 321.40       | 0.00        | (321.40)       |
| 340                   | OTHER PROFESSIONAL SERVICES     | 10,000.00      | 638.70       | 9,423.12     | 94.23       | 576.88         |
| 01 2610 382 000 0 000 | TELEPHONE                       | 60,000.00      | 1,284.06     | 14,145.38    | 24.73       | 45,854.62      |
| 382                   | TELEPHONE                       | 60,000.00      | 1,284.06     | 14,145.38    | 24.73       | 45,854.62      |
| 01 2610 410 000 0 000 | WATER AND SEWER                 | 60,000.00      | 5,407.43     | 64,634.05    | 107.72      | (4,634.05)     |
| 410                   | WATER AND SEWER                 | 60,000.00      | 5,407.43     | 64,634.05    | 107.72      | (4,634.05)     |
| 01 2610 420 000 0 000 | GROUNDS MAINTENANCE             | 500.00         | 0.00         | 0.00         | 0.00        | 500.00         |
| 420                   | GROUNDS MAINTENANCE             | 500.00         | 0.00         | 0.00         | 0.00        | 500.00         |
| 01 2610 440 000 0 000 | RENTALS OR LEASES               | 1,000.00       | 0.00         | 0.00         | 0.00        | 1,000.00       |
| 440                   | RENTALS/LEASES                  | 1,000.00       | 0.00         | 0.00         | 0.00        | 1,000.00       |
| 01 2610 443 000 0 000 | RENTALS                         | 2,000.00       | 0.00         | 1,060.38     | 53.02       | 939.62         |
| 443                   | RENTALS                         | 2,000.00       | 0.00         | 1,060.38     | 53.02       | 939.62         |
| 01 2610 520 000 0 000 | PROPERTY INSURANCE              | 180,000.00     | 0.00         | 198,956.00   | 110.53      | (18,956.00)    |
| 520                   | PROPERTY INSURANCE              | 180,000.00     | 0.00         | 198,956.00   | 110.53      | (18,956.00)    |
| 01 2610 531 000 0 000 | POSTAGE                         | 13,000.00      | 2,981.00     | 3,686.26     | 28.36       | 9,313.74       |
| 531                   | POSTAGE                         | 13,000.00      | 2,981.00     | 3,686.26     | 28.36       | 9,313.74       |
| 01 2610 610 000 0 000 | SUPPLIES                        | 110,000.00     | 1,200.76     | 13,745.11    | 12.75       | 96,254.89      |
| 01 2610 610 001 0 000 | SUPPLIES                        | 0.00           | 3,669.89     | 33,637.74    | 0.00        | (33,637.74)    |
| 01 2610 610 013 0 000 | SUPPLIES                        | 0.00           | 440.39       | 7,484.66     | 0.00        | (7,484.66)     |
| 01 2610 610 014 0 000 | SUPPLIES                        | 0.00           | 0.00         | 640.80       | 0.00        | (640.80)       |
| 01 2610 610 015 0 000 | SUPPLIES                        | 0.00           | 1,329.59     | 24,769.24    | 0.00        | (24,769.24)    |
| 610                   | SUPPLIES                        | 110,000.00     | 6,640.63     | 80,277.55    | 73.46       | 29,722.45      |
| 01 2610 621 000 0 000 | UTILITIES                       | 195,600.00     | 5,458.37     | 110,805.49   | 56.65       | 84,794.51      |
| 621                   | NATURAL GAS                     | 195,600.00     | 5,458.37     | 110,805.49   | 56.65       | 84,794.51      |
| 01 2610 890 000 0 000 | OTHER MISC OBJECTS              | 70,000.00      | 0.00         | 159.54       | 0.23        | 69,840.46      |
| 890                   | OTHER MISC SERVICES             | 70,000.00      | 0.00         | 159.54       | 0.23        | 69,840.46      |
| 2610                  | OPERATION OF PLANT              | 1,458,100.00   | 75,684.83    | 1,048,783.27 | 72.01       | 409,316.73     |
| 2620                  | MAINTENANCE OF PLANT            |                |              |              |             |                |
| 01 2620 340 000 0 000 | CONTRACTED OR SECURED SERVICES  | 57,900.00      | 0.00         | 1,890.50     | 3.27        | 56,009.50      |
| 01 2620 340 001 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 453.75       | 12,690.16    | 0.00        | (12,690.16)    |
| 01 2620 340 013 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 0.00         | 341.70       | 0.00        | (341.70)       |
| 01 2620 340 015 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 1,083.27     | 7,087.94     | 0.00        | (7,087.94)     |
| 340                   | OTHER PROFESSIONAL SERVICES     | 57,900.00      | 1,537.02     | 22,010.30    | 38.01       | 35,889.70      |
| 01 2620 610 001 0 000 | SUPPLIES                        | 8,000.00       | 0.00         | 1,459.28     | 18.24       | 6,540.72       |
| 01 2620 610 014 0 000 | SUPPLIES                        | 0.00           | 0.00         | 504.00       | 0.00        | (504.00)       |
| 01 2620 610 015 0 000 | SUPPLIES                        | 0.00           | 0.00         | 292.00       | 0.00        | (292.00)       |
| 610                   | SUPPLIES                        | 8,000.00       | 0.00         | 2,255.28     | 28.19       | 5,744.72       |
| 01 2620 733 000 0 000 | FURNITURE AND EQUIPMENT         | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 733                   | FURNITURE AND EQUIP             | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 01 2620 734 000 0 000 | COMPUTER EQUIP(HARDWARE)        | 0.00           | 0.00         | 3,603.34     | 0.00        | (3,603.34)     |
| 734                   | COMPUTER EQUIP(HARDWARE)        | 0.00           | 0.00         | 3,603.34     | 0.00        | (3,603.34)     |
| 01 2620 890 000 0 000 | OTHER MISC OBJECTS              | 10,000.00      | 580.49       | 2,134.12     | 21.34       | 7,865.88       |
| 01 2620 890 001 0 000 | OTHER MISC OBJECTS              | 0.00           | 0.00         | 1,240.00     | 0.00        | (1,240.00)     |
| 01 2620 890 013 0 000 | OTHER MISC OBJECTS              | 0.00           | 0.00         | 1,117.98     | 0.00        | (1,117.98)     |
| 890                   | OTHER MISC SERVICES             | 10,000.00      | 580.49       | 4,492.10     | 44.92       | 5,507.90       |
| 2620                  | MAINTENANCE OF PLANT            | 75,900.00      | 2,117.51     | 32,361.02    | 42.64       | 43,538.98      |
| 2630                  | CARE/UPKEEP GROUNDS             |                |              |              |             |                |
| 01 2630 340 000 0 000 | PROFESSIONAL/TECHNICAL SERVICES | 10,000.00      | 0.00         | 0.00         | 0.00        | 10,000.00      |
| 340                   | OTHER PROFESSIONAL SERVICES     | 10,000.00      | 0.00         | 0.00         | 0.00        | 10,000.00      |
| 01 2630 420 000 0 000 | GROUNDS MAINTENANCE             | 25,000.00      | 0.00         | 0.00         | 0.00        | 25,000.00      |
| 01 2630 420 014 0 000 | GROUNDS MAINTENANCE             | 0.00           | 0.00         | 450.00       | 0.00        | (450.00)       |
| 01 2630 420 015 0 000 | GROUNDS MAINTENANCE             | 0.00           | 0.00         | 750.00       | 0.00        | (750.00)       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description               | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|-----------------------------------|----------------|--------------|------------|-------------|----------------|
| 420                   | GROUNDS MAINTENANCE               | 25,000.00      | 0.00         | 1,200.00   | 4.80        | 23,800.00      |
| 01 2630 739 000 0 000 | OTHER EQUIPMENT                   | 30,000.00      | 0.00         | 0.00       | 0.00        | 30,000.00      |
| 739                   | OTHER EQUIPMENT                   | 30,000.00      | 0.00         | 0.00       | 0.00        | 30,000.00      |
| 01 2630 890 000 0 000 | OTHER MISC SERVICES               | 1,000.00       | 0.00         | 900.00     | 90.00       | 100.00         |
| 890                   | OTHER MISC SERVICES               | 1,000.00       | 0.00         | 900.00     | 90.00       | 100.00         |
| 2630                  | CARE/UPKEEP GROUNDS               | 66,000.00      | 0.00         | 2,100.00   | 3.18        | 63,900.00      |
| 2650                  | VEHICLE ACQUISITION,SERV,MTNCE    |                |              |            |             |                |
| 01 2650 340 000 0 000 | OTHER PROFESSIONAL SERVICES       | 260,000.00     | 0.00         | 0.00       | 0.00        | 260,000.00     |
| 340                   | OTHER PROFESSIONAL SERVICES       | 260,000.00     | 0.00         | 0.00       | 0.00        | 260,000.00     |
| 2650                  | VEHICLE ACQUISITION, SERV, MTNCE  | 260,000.00     | 0.00         | 0.00       | 0.00        | 260,000.00     |
| 2660                  | SECURITY                          |                |              |            |             |                |
| 01 2660 350 000 0 000 | TECHNICAL SERVICES                | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 350                   | TECHNICAL SERVICES                | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 2660                  | SECURITY                          | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 2710                  | REGULAR PUPIL TRANSPORTATION      |                |              |            |             |                |
| 01 2710 110 000 0 000 | SALARIES/NON-INSTRUCTIONAL        | 25,000.00      | 2,364.75     | 28,257.25  | 113.03      | (3,257.25)     |
| 01 2710 110 001 0 000 | SALARIES/NON-INSTRUCTIONAL        | 0.00           | 0.00         | 1,612.75   | 0.00        | (1,612.75)     |
| 01 2710 110 015 0 000 | SALARIES/NON-INSTRUCTIONAL        | 0.00           | 0.00         | 475.50     | 0.00        | (475.50)       |
| 110                   | SALARIES/NON-INSTRUCTIONAL        | 25,000.00      | 2,364.75     | 30,345.50  | 121.38      | (5,345.50)     |
| 01 2710 210 000 0 000 | GROUP INSURANCE-NON INSTRUCTIONAL | 0.00           | 31.75        | 384.08     | 0.00        | (384.08)       |
| 01 2710 210 001 0 000 | GROUP INSURANCE-NON INSTRUCTIONAL | 0.00           | 0.00         | 16.92      | 0.00        | (16.92)        |
| 210                   | GROUP INSURANCE-NON INSTRUCTIONAL | 0.00           | 31.75        | 401.00     | 0.00        | (401.00)       |
| 01 2710 220 000 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL | 0.00           | 178.61       | 2,094.41   | 0.00        | (2,094.41)     |
| 01 2710 220 001 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL | 0.00           | 0.00         | 120.13     | 0.00        | (120.13)       |
| 01 2710 220 015 0 000 | SOCIAL SECURITY/NON-INSTRUCTIONAL | 0.00           | 0.00         | 32.77      | 0.00        | (32.77)        |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL | 0.00           | 178.61       | 2,247.31   | 0.00        | (2,247.31)     |
| 01 2710 230 000 0 000 | RETIREMENT/NON-INSTRUCTIONAL      | 0.00           | 128.86       | 1,738.83   | 0.00        | (1,738.83)     |
| 01 2710 230 001 0 000 | RETIREMENT/NON-INSTRUCTIONAL      | 0.00           | 0.00         | 78.05      | 0.00        | (78.05)        |
| 01 2710 230 015 0 000 | RETIREMENT/NON-INSTRUCTIONAL      | 0.00           | 0.00         | 38.44      | 0.00        | (38.44)        |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL      | 0.00           | 128.86       | 1,855.32   | 0.00        | (1,855.32)     |
| 01 2710 332 000 0 000 | MILEAGE TO PARENTS                | 166,000.00     | 0.00         | 0.00       | 0.00        | 166,000.00     |
| 01 2710 332 013 0 000 | MILEAGE TO PARENTS                | 0.00           | 18,404.96    | 42,567.82  | 0.00        | (42,567.82)    |
| 01 2710 332 014 0 000 | MILEAGE TO PARENTS                | 0.00           | 39,197.53    | 72,839.53  | 0.00        | (72,839.53)    |
| 01 2710 332 015 0 000 | MILEAGE TO PARENTS                | 0.00           | 28,666.33    | 51,321.61  | 0.00        | (51,321.61)    |
| 332                   | MILEAGE TO PARENTS                | 166,000.00     | 86,268.82    | 166,728.96 | 100.44      | (728.96)       |
| 01 2710 340 000 0 000 | PROFESSIONAL/TECHNICAL SERVICES   | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 340                   | OTHER PROFESSIONAL SERVICES       | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 01 2710 352 000 0 000 | OTHER PROF/TECH SERVICES          | 12,000.00      | 1,425.00     | 10,414.38  | 86.79       | 1,585.62       |
| 352                   | OTHER PROF/STAFF DEVELOPMENT      | 12,000.00      | 1,425.00     | 10,414.38  | 86.79       | 1,585.62       |
| 01 2710 890 000 0 000 | OTHER MISC OBJECTS                | 10,500.00      | 150.00       | 7,071.94   | 67.35       | 3,428.06       |
| 890                   | OTHER MISC SERVICES               | 10,500.00      | 150.00       | 7,071.94   | 67.35       | 3,428.06       |
| 2710                  | REGULAR PUPIL TRANSPORTATION      | 214,000.00     | 90,547.79    | 219,064.41 | 102.37      | (5,064.41)     |
| 2712                  | SCHOOL AGE SPEC ED TRANSPORT      |                |              |            |             |                |
| 01 2712 332 000 0 000 | MILEAGE TO PARENTS                | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 332                   | MILEAGE TO PARENTS                | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 2712                  | SCHOOL AGE SPEC ED TRANSPORT      | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 2720                  | SAFETY MONITOR                    |                |              |            |             |                |
| 01 2720 735 000 0 000 | COMPUTER (SOFTWARE)               | 1,000.00       | 0.00         | 0.00       | 650.69      | 1,000.00       |
| 735                   | COMPUTER (SOFTWARE)               | 1,000.00       | 0.00         | 0.00       | 650.69      | 1,000.00       |
| 2720                  | SAFETY MONITOR                    | 1,000.00       | 0.00         | 0.00       | 650.69      | 1,000.00       |
| 2730                  | VEHICLE MAINTENANCE               |                |              |            |             |                |
| 01 2730 340 000 0 000 | OTHER PROFESSIONAL SERVICES       | 40,000.00      | 5,568.38     | 15,711.06  | 39.28       | 24,288.94      |
| 340                   | OTHER PROFESSIONAL SERVICES       | 40,000.00      | 5,568.38     | 15,711.06  | 39.28       | 24,288.94      |
| 01 2730 580 000 0 000 | TRAVEL                            | 0.00           | 0.00         | 346.66     | 0.00        | (346.66)       |
| 580                   | TRAVEL                            | 0.00           | 0.00         | 346.66     | 0.00        | (346.66)       |
| 01 2730 626 000 0 000 | GAS AND OIL                       | 50,000.00      | 1,353.61     | 32,208.95  | 64.42       | 17,791.05      |



| Account Number        | Account Description                   | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------------|----------------|--------------|------------|-------------|----------------|
| 626                   | GAS AND OIL                           | 50,000.00      | 1,353.61     | 32,208.95  | 64.42       | 17,791.05      |
| 01 2730 890 000 0 000 | OTHER MISC SERVICES                   | 4,000.00       | 0.00         | 34,847.00  | 871.18      | (30,847.00)    |
| 890                   | OTHER MISC SERVICES                   | 4,000.00       | 0.00         | 34,847.00  | 871.18      | (30,847.00)    |
| 2730                  | VEHICLE MAINTENANCE                   | 94,000.00      | 6,921.99     | 83,113.67  | 88.42       | 10,886.33      |
| 2900                  | MAINTENANCE OF BLDGS                  |                |              |            |             |                |
| 01 2900 110 000 0 000 | FOOD SERVICES                         | 0.00           | 3,055.03     | 30,550.30  | 0.00        | (30,550.30)    |
| 01 2900 110 001 0 000 | FODD SERVICES                         | 0.00           | 6,287.32     | 67,551.24  | 0.00        | (67,551.24)    |
| 01 2900 110 013 0 000 | FOOD SERVICES                         | 0.00           | 3,488.87     | 36,674.87  | 0.00        | (36,674.87)    |
| 01 2900 110 015 0 000 | FOOD SERVICES                         | 0.00           | 4,659.33     | 52,457.07  | 0.00        | (52,457.07)    |
| 110                   | SALARIES/NON-INSTRUCTIONAL            | 0.00           | 17,490.55    | 187,233.48 | 0.00        | (187,233.48)   |
| 01 2900 130 015 0 000 | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 0.00         | 44.46      | 0.00        | (44.46)        |
| 130                   | OVERTIME SALARIES/NON-INSTRUCTIONAL   | 0.00           | 0.00         | 44.46      | 0.00        | (44.46)        |
| 01 2900 151 000 1 000 | ADDITIONAL COMP/TEACHERS              | 0.00           | 1,412.89     | 14,128.90  | 0.00        | (14,128.90)    |
| 151                   | ADDITIONAL COMP/TEACHERS              | 0.00           | 1,412.89     | 14,128.90  | 0.00        | (14,128.90)    |
| 01 2900 210 001 0 000 | FOOD SERVICES                         | 0.00           | 616.35       | 6,163.50   | 0.00        | (6,163.50)     |
| 210                   | GROUP INSURANCE-NON INSTRUCTIONAL     | 0.00           | 616.35       | 6,163.50   | 0.00        | (6,163.50)     |
| 01 2900 220 000 0 000 | FOOD SERVICES                         | 0.00           | 223.24       | 2,232.40   | 0.00        | (2,232.40)     |
| 01 2900 220 001 0 000 | FOOD SERVICES                         | 0.00           | 447.53       | 4,844.05   | 0.00        | (4,844.05)     |
| 01 2900 220 013 0 000 | FOOD SERVICES                         | 0.00           | 264.02       | 2,779.76   | 0.00        | (2,779.76)     |
| 01 2900 220 015 0 000 | FOOD SERVICES                         | 0.00           | 356.44       | 4,016.37   | 0.00        | (4,016.37)     |
| 220                   | SOCIAL SECURITY/NON-INSTRUCTIONAL     | 0.00           | 1,291.23     | 13,872.58  | 0.00        | (13,872.58)    |
| 01 2900 221 000 1 000 | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 103.25       | 1,032.50   | 0.00        | (1,032.50)     |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF | 0.00           | 103.25       | 1,032.50   | 0.00        | (1,032.50)     |
| 01 2900 230 000 0 000 | FOOD SERVICES                         | 0.00           | 245.77       | 2,457.70   | 0.00        | (2,457.70)     |
| 01 2900 230 001 0 000 | FOOD SERVICES                         | 0.00           | (350.70)     | 3,988.24   | 0.00        | (3,988.24)     |
| 01 2900 230 013 0 000 | FOOD SERVICES                         | 0.00           | (515.72)     | 2,165.72   | 0.00        | (2,165.72)     |
| 01 2900 230 015 0 000 | FOOD SERVICES                         | 0.00           | (675.19)     | 3,190.44   | 0.00        | (3,190.44)     |
| 230                   | RETIREMENT/NON-INSTRUCTIONAL          | 0.00           | (1,295.84)   | 11,802.10  | 0.00        | (11,802.10)    |
| 2900                  | MAINTENANCE OF BLDGS                  | 0.00           | 19,618.43    | 234,277.52 | 0.00        | (234,277.52)   |
| 3510                  | X                                     |                |              |            |             |                |
| 01 3510 610 000 0 000 | SUPPLIES                              | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 610                   | SUPPLIES                              | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 3510                  | X                                     | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 3515                  | IN/OUT GRANTS                         |                |              |            |             |                |
| 01 3515 610 000 0 000 | SUPPLIES                              | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 610                   | SUPPLIES                              | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 3515                  | IN/OUT GRANTS                         | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 3535                  | HI-ABILITY                            |                |              |            |             |                |
| 01 3535 610 001 0 000 | SUPPLIES                              | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 01 3535 610 013 0 000 | SUPPLIES                              | 0.00           | 0.00         | 436.83     | 0.00        | (436.83)       |
| 01 3535 610 014 0 000 | SUPPLIES                              | 0.00           | 0.00         | 216.92     | 0.00        | (216.92)       |
| 01 3535 610 015 0 000 | SUPPLIES                              | 0.00           | 0.00         | 999.18     | 0.00        | (999.18)       |
| 610                   | SUPPLIES                              | 5,000.00       | 0.00         | 1,652.93   | 37.17       | 3,347.07       |
| 3535                  | HI-ABILITY                            | 5,000.00       | 0.00         | 1,652.93   | 37.17       | 3,347.07       |
| 3540                  | PRESCHOOL                             |                |              |            |             |                |
| 01 3540 330 000 0 000 | REGISTRATIONS/TRAINING                | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 330                   | REGISTRATIONS/TRAINING FEES           | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 01 3540 610 000 0 000 | SUPPLIES                              | 500.00         | 0.00         | 0.00       | 5.85        | 500.00         |
| 610                   | SUPPLIES                              | 500.00         | 0.00         | 0.00       | 5.85        | 500.00         |
| 01 3540 890 000 0 000 | OTHER                                 | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 890                   | OTHER MISC SERVICES                   | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 3540                  | PRESCHOOL                             | 500.00         | 0.00         | 0.00       | 15.21       | 500.00         |
| 3551                  | EDUCATION QUEST                       |                |              |            |             |                |
| 01 3551 580 000 0 000 | TRAVEL                                | 5,000.00       | 0.00         | 1,300.25   | 26.01       | 3,699.75       |
| 580                   | TRAVEL                                | 5,000.00       | 0.00         | 1,300.25   | 26.01       | 3,699.75       |
| 01 3551 610 000 0 000 | SUPPLIES                              | 9,000.00       | 0.00         | 2,704.52   | 30.05       | 6,295.48       |
| 610                   | SUPPLIES                              | 9,000.00       | 0.00         | 2,704.52   | 30.05       | 6,295.48       |
| 01 3551 640 000 0 000 | BOOKS AND PERIODICALS                 | 0.00           | 0.00         | 702.33     | 0.00        | (702.33)       |
| 01 3551 640 001 0 000 | BOOKS AND PERIODICALS                 | 0.00           | 0.00         | 69.95      | 0.00        | (69.95)        |

| Account Number        | Account Description                  | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|--------------------------------------|----------------|--------------|------------|-------------|----------------|
| 640                   | BOOKS AND PERIODICALS                | 0.00           | 0.00         | 772.28     | 0.00        | (772.28)       |
| 01 3551 650 000 0 000 | TECHNOLOGY SUPPLIES                  | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 650                   | TECHNOLOGY SUPPLIES                  | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 01 3551 810 000 0 000 | DUES AND FEES                        | 500.00         | 0.00         | 650.00     | 130.00      | (150.00)       |
| 810                   | DUES AND FEES                        | 500.00         | 0.00         | 650.00     | 130.00      | (150.00)       |
| 01 3551 890 000 0 000 | TRAVEL                               | 3,000.00       | 0.00         | 3,191.01   | 106.37      | (191.01)       |
| 01 3551 890 015 0 000 | OTHER MISC SERVICES                  | 0.00           | 0.00         | 434.60     | 0.00        | (434.60)       |
| 890                   | OTHER MISC SERVICES                  | 3,000.00       | 0.00         | 3,625.61   | 120.85      | (625.61)       |
| 3551                  | EDUCATION QUEST                      | 22,500.00      | 0.00         | 9,052.66   | 40.23       | 13,447.34      |
| 3599                  | IN/OUT AND CA GRANT                  |                |              |            |             |                |
| 01 3599 610 000 0 000 | SUPPLIES                             | 2,000.00       | 0.00         | 0.00       | 236.09      | 2,000.00       |
| 610                   | SUPPLIES                             | 2,000.00       | 0.00         | 0.00       | 236.09      | 2,000.00       |
| 3599                  | IN/OUT AND CA GRANT                  | 2,000.00       | 0.00         | 0.00       | 236.09      | 2,000.00       |
| 6200                  | TITLE 1 (CURRENT)                    |                |              |            |             |                |
| 01 6200 111 000 0 000 | TITLE I SALARY                       | 200,000.00     | 0.00         | 0.00       | 0.00        | 200,000.00     |
| 01 6200 111 013 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 4,122.14     | 41,221.40  | 0.00        | (41,221.40)    |
| 01 6200 111 014 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 4,582.68     | 45,914.60  | 0.00        | (45,914.60)    |
| 01 6200 111 015 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 3,779.23     | 37,792.32  | 0.00        | (37,792.32)    |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 200,000.00     | 12,484.05    | 124,928.32 | 62.46       | 75,071.68      |
| 01 6200 151 000 1 000 | ADDITIONAL COMP/TEACHERS             | 60,000.00      | 0.00         | 0.00       | 0.00        | 60,000.00      |
| 01 6200 151 013 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 1,279.31     | 12,793.10  | 0.00        | (12,793.10)    |
| 01 6200 151 014 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 561.95       | 5,619.50   | 0.00        | (5,619.50)     |
| 01 6200 151 015 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 893.97       | 8,939.70   | 0.00        | (8,939.70)     |
| 151                   | ADDITIONAL COMP/TEACHERS             | 60,000.00      | 2,735.23     | 27,352.30  | 45.59       | 32,647.70      |
| 01 6200 211 000 0 000 | GROUP INSURANCE                      | 20,000.00      | 0.00         | 0.00       | 0.00        | 20,000.00      |
| 01 6200 211 014 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 629.21       | 6,293.45   | 0.00        | (6,293.45)     |
| 01 6200 211 014 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 77.15        | 770.20     | 0.00        | (770.20)       |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF   | 20,000.00      | 706.36       | 7,063.65   | 35.32       | 12,936.35      |
| 01 6200 221 000 0 000 | TITLE I SOCIAL SECURITY              | 15,000.00      | 0.00         | 0.00       | 0.00        | 15,000.00      |
| 01 6200 221 013 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 310.22       | 3,102.24   | 0.00        | (3,102.24)     |
| 01 6200 221 014 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 251.17       | 2,525.23   | 0.00        | (2,525.23)     |
| 01 6200 221 015 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 198.07       | 1,986.02   | 0.00        | (1,986.02)     |
| 01 6200 221 013 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 95.76        | 957.56     | 0.00        | (957.56)       |
| 01 6200 221 014 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 30.80        | 309.04     | 0.00        | (309.04)       |
| 01 6200 221 015 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 46.85        | 469.79     | 0.00        | (469.79)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 15,000.00      | 932.87       | 9,349.88   | 62.33       | 5,650.12       |
| 01 6200 231 000 0 000 | TITLE I RETIREMENT                   | 25,000.00      | 0.00         | 0.00       | 0.00        | 25,000.00      |
| 01 6200 231 013 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 331.75       | 3,317.52   | 0.00        | (3,317.52)     |
| 01 6200 231 014 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 370.28       | 3,702.80   | 0.00        | (3,702.80)     |
| 01 6200 231 015 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 304.23       | 3,042.29   | 0.00        | (3,042.29)     |
| 01 6200 231 015 1 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 72.23        | 722.30     | 0.00        | (722.30)       |
| 231                   | RETIREMENT/TEACH, PROF.STAFF         | 25,000.00      | 1,078.49     | 10,784.91  | 43.14       | 14,215.09      |
| 6200                  | TITLE 1 (CURRENT)                    | 320,000.00     | 17,937.00    | 179,479.06 | 56.09       | 140,520.94     |
| 6406                  | IDEA-PRESCHOOL                       |                |              |            |             |                |
| 01 6406 111 014 0 000 | SALARIES/TEACHER-PROF.STAFF          | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 5,000.00       | 0.00         | 0.00       | 0.00        | 5,000.00       |
| 01 6406 112 000 0 000 | SALARY-CLERICAL/PARAPROF STAFF       | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 112                   | SALARIES/PARAPROFESSIONALS           | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 01 6406 151 014 1 000 | ADDITIONAL COMP/TEACHERS             | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 151                   | ADDITIONAL COMP/TEACHERS             | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 01 6406 221 014 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 500.00         | 0.00         | 0.00       | 0.00        | 500.00         |
| 01 6406 231 014 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 231                   | RETIREMENT/TEACH, PROF.STAFF         | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                  | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|--------------------------------------|----------------|--------------|------------|-------------|----------------|
| 01 6406 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 0.00           | 0.00         | 40.00      | 0.00        | (40.00)        |
| 330                   | REGISTRATIONS/TRAINING FEES          | 0.00           | 0.00         | 40.00      | 0.00        | (40.00)        |
| 01 6406 610 000 0 000 | SUPPLIES                             | 0.00           | 0.00         | 196.29     | 0.00        | (196.29)       |
| 01 6406 610 013 0 000 | SUPPLIES                             | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 610                   | SUPPLIES                             | 0.00           | 0.00         | 196.29     | 0.00        | (196.29)       |
| 6406                  | IDEA-PRESCHOOL                       | 10,500.00      | 0.00         | 236.29     | 2.76        | 10,263.71      |
| 6408                  | IDEA - BASE                          |                |              |            |             |                |
| 01 6408 111 000 0 000 | REGULAR SALARY                       | 120,000.00     | 1,371.03     | 13,710.30  | 11.43       | 106,289.70     |
| 01 6408 111 001 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 0.00         | 7,972.66   | 0.00        | (7,972.66)     |
| 01 6408 111 013 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 4,557.22     | 45,889.54  | 0.00        | (45,889.54)    |
| 01 6408 111 015 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 2,718.30     | 27,183.00  | 0.00        | (27,183.00)    |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 120,000.00     | 8,646.55     | 94,755.50  | 78.96       | 25,244.50      |
| 01 6408 151 000 1 000 | ADDITIONAL COMP/TEACHERS             | 40,000.00      | 308.27       | 3,082.70   | 7.71        | 36,917.30      |
| 01 6408 151 001 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 0.00         | 3,082.66   | 0.00        | (3,082.66)     |
| 01 6408 151 013 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 806.50       | 8,124.58   | 0.00        | (8,124.58)     |
| 01 6408 151 015 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 406.56       | 4,065.60   | 0.00        | (4,065.60)     |
| 151                   | ADDITIONAL COMP/TEACHERS             | 40,000.00      | 1,521.33     | 18,355.54  | 45.89       | 21,644.46      |
| 01 6408 211 000 0 000 | GROUP INSURANCE                      | 15,000.00      | 0.00         | 0.00       | 0.00        | 15,000.00      |
| 01 6408 211 013 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 604.27       | 6,043.33   | 0.00        | (6,043.33)     |
| 01 6408 211 015 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 310.32       | 3,044.19   | 0.00        | (3,044.19)     |
| 01 6408 211 013 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 106.95       | 1,069.95   | 0.00        | (1,069.95)     |
| 01 6408 211 015 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 46.41        | 455.30     | 0.00        | (455.30)       |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF   | 15,000.00      | 1,067.95     | 10,612.77  | 70.75       | 4,387.23       |
| 01 6408 221 000 0 000 | SOCIAL SECURITY                      | 15,000.00      | 102.55       | 1,025.50   | 6.84        | 13,974.50      |
| 01 6408 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 0.00         | 582.20     | 0.00        | (582.20)       |
| 01 6408 221 013 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 225.67       | 2,281.00   | 0.00        | (2,281.00)     |
| 01 6408 221 015 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 206.91       | 2,069.36   | 0.00        | (2,069.36)     |
| 01 6408 221 000 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 23.05        | 230.50     | 0.00        | (230.50)       |
| 01 6408 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 0.00         | 225.08     | 0.00        | (225.08)       |
| 01 6408 221 013 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 39.94        | 403.81     | 0.00        | (403.81)       |
| 01 6408 221 015 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 30.94        | 309.52     | 0.00        | (309.52)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 15,000.00      | 629.06       | 7,126.97   | 47.51       | 7,873.03       |
| 01 6408 231 000 0 000 | RETIREMENT                           | 15,000.00      | 110.37       | 1,103.70   | 7.36        | 13,896.30      |
| 01 6408 231 001 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 0.00         | 641.52     | 0.00        | (641.52)       |
| 01 6408 231 013 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 366.71       | 3,692.75   | 0.00        | (3,692.75)     |
| 01 6408 231 015 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 218.78       | 2,187.82   | 0.00        | (2,187.82)     |
| 01 6408 231 000 1 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 231                   | RETIREMENT/TEACH, PROF.STAFF         | 15,000.00      | 695.86       | 7,625.79   | 50.84       | 7,374.21       |
| 01 6408 580 000 0 000 | TRAVEL                               | 0.00           | 361.92       | 3,563.52   | 0.00        | (3,563.52)     |
| 580                   | TRAVEL                               | 0.00           | 361.92       | 3,563.52   | 0.00        | (3,563.52)     |
| 01 6408 610 000 0 000 | SUPPLIES                             | 6,000.00       | 0.00         | 988.13     | 16.47       | 5,011.87       |
| 610                   | SUPPLIES                             | 6,000.00       | 0.00         | 988.13     | 16.47       | 5,011.87       |
| 01 6408 890 000 0 000 | OTHER MISC OBJECTS                   | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 890                   | OTHER MISC SERVICES                  | 1,000.00       | 0.00         | 0.00       | 0.00        | 1,000.00       |
| 6408                  | IDEA - BASE                          | 212,000.00     | 12,922.67    | 143,028.22 | 67.47       | 68,971.78      |
| 6412                  | IDEA/NON-PUBLIC                      |                |              |            |             |                |
| 01 6412 111 000 0 000 | SALARIES/TEACHER-PROF.STAFF          | 67,800.00      | 685.52       | 6,855.20   | 10.11       | 60,944.80      |
| 01 6412 111 001 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 256.45       | 2,564.50   | 0.00        | (2,564.50)     |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 67,800.00      | 941.97       | 9,419.70   | 13.89       | 58,380.30      |
| 01 6412 151 000 1 000 | ADDITIONAL COMP/TEACHERS             | 8,000.00       | 154.13       | 1,541.30   | 19.27       | 6,458.70       |
| 01 6412 151 001 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 40.66        | 406.60     | 0.00        | (406.60)       |
| 151                   | ADDITIONAL COMP/TEACHERS             | 8,000.00       | 194.79       | 1,947.90   | 24.35       | 6,052.10       |
| 01 6412 211 000 0 000 | COMPENSATION                         | 2,000.00       | 0.00         | 0.00       | 0.00        | 2,000.00       |
| 01 6412 211 001 0 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 29.80        | 296.30     | 0.00        | (296.30)       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                  | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|--------------------------------------|----------------|--------------|-----------|-------------|----------------|
| 01 6412 211 001 1 000 | GROUP INSURANCE/TEACH., PROF.STAFF   | 0.00           | 4.72         | 46.96     | 0.00        | (46.96)        |
| 211                   | GROUP INSURANCE/TEACH., PROF.STAFF   | 2,000.00       | 34.52        | 343.26    | 17.16       | 1,656.74       |
| 01 6412 221 000 0 000 | SOCIAL SECURITY                      | 3,000.00       | 51.27        | 512.70    | 17.09       | 2,487.30       |
| 01 6412 221 001 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 16.61        | 166.30    | 0.00        | (166.30)       |
| 01 6412 221 000 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 11.52        | 115.20    | 0.00        | (115.20)       |
| 01 6412 221 001 1 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 2.63         | 26.36     | 0.00        | (26.36)        |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 3,000.00       | 82.03        | 820.56    | 27.35       | 2,179.44       |
| 01 6412 231 000 0 000 | RETIREMENT                           | 5,000.00       | 55.18        | 551.80    | 11.04       | 4,448.20       |
| 01 6412 231 001 0 000 | RETIREMENT/TEACH, PROF.STAFF         | 0.00           | 20.64        | 206.40    | 0.00        | (206.40)       |
| 231                   | RETIREMENT/TEACH, PROF.STAFF         | 5,000.00       | 75.82        | 758.20    | 15.16       | 4,241.80       |
| 01 6412 333 000 0 000 | MILEAGE TO STAFF                     | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 333                   | MILEAGE TO STAFF                     | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 01 6412 334 000 0 000 | MILEAGE PD/OTHER                     | 4,000.00       | 558.90       | 1,257.78  | 31.44       | 2,742.22       |
| 334                   | MILEAGE PD/OTHER                     | 4,000.00       | 558.90       | 1,257.78  | 31.44       | 2,742.22       |
| 01 6412 610 000 0 000 | SUPPLIES                             | 5,000.00       | 0.00         | 1,010.10  | 20.20       | 3,989.90       |
| 610                   | SUPPLIES                             | 5,000.00       | 0.00         | 1,010.10  | 20.20       | 3,989.90       |
| 6412                  | IDEA/NON-PUBLIC                      | 95,300.00      | 1,888.03     | 15,557.50 | 16.32       | 79,742.50      |
| 6418                  | PEAK GRANT                           |                |              |           |             |                |
| 01 6418 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 0.00           | 0.00         | 750.00    | 0.00        | (750.00)       |
| 330                   | REGISTRATIONS/TRAINING FEES          | 0.00           | 0.00         | 750.00    | 0.00        | (750.00)       |
| 6418                  | PEAK GRANT                           | 0.00           | 0.00         | 750.00    | 0.00        | (750.00)       |
| 6421                  | IDEA PART B ARP                      |                |              |           |             |                |
| 01 6421 610 000 0 000 | SUPPLIES                             | 15,000.00      | 0.00         | 0.00      | 0.00        | 15,000.00      |
| 610                   | SUPPLIES                             | 15,000.00      | 0.00         | 0.00      | 0.00        | 15,000.00      |
| 6421                  | IDEA PART B ARP                      | 15,000.00      | 0.00         | 0.00      | 0.00        | 15,000.00      |
| 6422                  | IDEA PART C PRESSCHOOL ARP           |                |              |           |             |                |
| 01 6422 610 000 0 000 | SUPPLIES                             | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 610                   | SUPPLIES                             | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 6422                  | IDEA PART C PRESSCHOOL ARP           | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 6423                  | NONPUBLIC SPED IDEA                  |                |              |           |             |                |
| 01 6423 610 000 0 000 | SUPPLIES                             | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 610                   | SUPPLIES                             | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 6423                  | NONPUBLIC SPED IDEA                  | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 6700                  | PERKINS                              |                |              |           |             |                |
| 01 6700 330 000 0 000 | REGISTRATIONS/TRAINING FEES          | 0.00           | 900.00       | 900.00    | 0.00        | (900.00)       |
| 330                   | REGISTRATIONS/TRAINING FEES          | 0.00           | 900.00       | 900.00    | 0.00        | (900.00)       |
| 01 6700 580 000 0 000 | TRAVEL                               | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 580                   | TRAVEL                               | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 01 6700 610 000 0 000 | SUPPLIES                             | 0.00           | 3,797.48     | 3,797.48  | 0.00        | (3,797.48)     |
| 610                   | SUPPLIES                             | 0.00           | 3,797.48     | 3,797.48  | 0.00        | (3,797.48)     |
| 01 6700 890 000 0 000 | PERKINS                              | 10,000.00      | 0.00         | 3,000.00  | 30.00       | 7,000.00       |
| 890                   | OTHER MISC SERVICES                  | 10,000.00      | 0.00         | 3,000.00  | 30.00       | 7,000.00       |
| 6700                  | PERKINS                              | 10,000.00      | 4,697.48     | 7,697.48  | 76.97       | 2,302.52       |
| 6910                  | INDIAN EDUCATION                     |                |              |           |             |                |
| 01 6910 111 000 0 000 | INDIAN ED. SALARY                    | 40,000.00      | 0.00         | 0.00      | 0.00        | 40,000.00      |
| 01 6910 111 013 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 1,308.52     | 13,085.20 | 0.00        | (13,085.20)    |
| 01 6910 111 014 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 327.13       | 3,271.30  | 0.00        | (3,271.30)     |
| 01 6910 111 015 0 000 | SALARIES/TEACHER-PROF.STAFF          | 0.00           | 1,391.84     | 13,880.85 | 0.00        | (13,880.85)    |
| 111                   | SALARIES/TEACHER-PROF.STAFF          | 40,000.00      | 3,027.49     | 30,237.35 | 75.59       | 9,762.65       |
| 01 6910 151 000 1 000 | ADDITIONAL COMP/TEACHERS             | 15,000.00      | 0.00         | 0.00      | 0.00        | 15,000.00      |
| 01 6910 151 013 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 308.27       | 3,082.70  | 0.00        | (3,082.70)     |
| 01 6910 151 014 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 77.07        | 770.70    | 0.00        | (770.70)       |
| 01 6910 151 015 1 000 | ADDITIONAL COMP/TEACHERS             | 0.00           | 385.33       | 3,842.27  | 0.00        | (3,842.27)     |
| 151                   | ADDITIONAL COMP/TEACHERS             | 15,000.00      | 770.67       | 7,695.67  | 51.30       | 7,304.33       |
| 01 6910 221 000 0 000 | INDIAN ED. SOCIAL SECURITY           | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 01 6910 221 013 0 000 | SOCIAL SECURITY/TEACHERS, PROF.STAFF | 0.00           | 97.19        | 970.62    | 0.00        | (970.62)       |
| 01 6910 221 014 0 000 | SOCIAL                               | 0.00           | 24.32        | 242.96    | 0.00        | (242.96)       |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                    | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|----------------------------------------|----------------|--------------|-----------|-------------|----------------|
| 01 6910 221 015 0 000 | SECURITY/MEDICARE/COMP<br>SOCIAL       | 0.00           | 104.92       | 1,046.32  | 0.00        | (1,046.32)     |
| 01 6910 221 013 1 000 | SECURITY/TEACHERS,PROF.STAFF<br>SOCIAL | 0.00           | 22.90        | 228.76    | 0.00        | (228.76)       |
| 01 6910 221 014 1 000 | SECURITY/TEACHERS,PROF.STAFF<br>SOCIAL | 0.00           | 5.73         | 57.26     | 0.00        | (57.26)        |
| 01 6910 221 015 1 000 | SECURITY/TEACHERS,PROF.STAFF<br>SOCIAL | 0.00           | 29.05        | 289.61    | 0.00        | (289.61)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF  | 5,000.00       | 284.11       | 2,835.53  | 56.71       | 2,164.47       |
| 01 6910 231 000 0 000 | INDIAN ED. RETIREMENT                  | 8,000.00       | 0.00         | 0.00      | 0.00        | 8,000.00       |
| 01 6910 231 013 0 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 105.34       | 1,053.40  | 0.00        | (1,053.40)     |
| 01 6910 231 014 0 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 26.33        | 263.30    | 0.00        | (263.30)       |
| 01 6910 231 015 0 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 112.03       | 1,117.27  | 0.00        | (1,117.27)     |
| 01 6910 231 013 1 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 24.90        | 249.00    | 0.00        | (249.00)       |
| 01 6910 231 014 1 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 6.23         | 62.30     | 0.00        | (62.30)        |
| 231                   | RETIREMENT/TEACH, PROF. STAFF          | 8,000.00       | 274.83       | 2,745.27  | 34.32       | 5,254.73       |
| 01 6910 890 000 0 000 | OTHER MISC OBJECTS                     | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 890                   | OTHER MISC SERVICES                    | 500.00         | 0.00         | 0.00      | 0.00        | 500.00         |
| 6910                  | INDIAN EDUCATION                       | 68,500.00      | 4,357.10     | 43,513.82 | 63.52       | 24,986.18      |
| 6968                  | 21ST CENTURY GRANT                     |                |              |           |             |                |
| 01 6968 111 000 0 000 | REGULAR SALARY                         | 40,000.00      | 0.00         | 0.00      | 0.00        | 40,000.00      |
| 01 6968 111 013 0 000 | SALARIES/TEACHER-PROF. STAFF           | 0.00           | 3,574.24     | 31,415.78 | 0.00        | (31,415.78)    |
| 01 6968 111 014 0 000 | SALARIES/TEACHER-PROF. STAFF           | 0.00           | 0.00         | 1,682.09  | 0.00        | (1,682.09)     |
| 111                   | SALARIES/TEACHER-PROF. STAFF           | 40,000.00      | 3,574.24     | 33,097.87 | 82.74       | 6,902.13       |
| 01 6968 112 000 0 000 | SALARY-CLERICAL/PARAPROF<br>STAFF      | 90,000.00      | 0.00         | 0.00      | 0.00        | 90,000.00      |
| 01 6968 112 013 0 000 | SALARIES/PARAPROFESSIONALS             | 0.00           | 1,503.28     | 24,685.27 | 0.00        | (24,685.27)    |
| 01 6968 112 014 0 000 | SALARIES/PARAPROFESSIONALS             | 0.00           | 2,431.71     | 30,080.85 | 0.00        | (30,080.85)    |
| 112                   | SALARIES/PARAPROFESSIONALS             | 90,000.00      | 3,934.99     | 54,766.12 | 60.85       | 35,233.88      |
| 01 6968 221 000 0 000 | SOCIAL SECURITY                        | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 01 6968 221 013 0 000 | SOCIAL<br>SECURITY/TEACHERS,PROF.STAFF | 0.00           | 249.44       | 2,205.51  | 0.00        | (2,205.51)     |
| 01 6968 221 014 0 000 | SOCIAL<br>SECURITY/MEDICARE/COMP       | 0.00           | 0.00         | 125.10    | 0.00        | (125.10)       |
| 221                   | SOCIAL SECURITY/TEACHERS, PROF. STAFF  | 5,000.00       | 249.44       | 2,330.61  | 46.61       | 2,669.39       |
| 01 6968 222 000 0 000 | SOCIAL SECURITY/INSTRUCTIONAL<br>AIDES | 8,000.00       | 0.00         | 0.00      | 0.00        | 8,000.00       |
| 01 6968 222 013 0 000 | SOCIAL SECURITY/INSTRUCTIONAL<br>AIDES | 0.00           | 115.01       | 1,888.44  | 0.00        | (1,888.44)     |
| 01 6968 222 014 0 000 | SOCIAL SECURITY/INSTRUCTIONAL<br>AIDES | 0.00           | 186.02       | 2,301.23  | 0.00        | (2,301.23)     |
| 222                   | SOCIAL SECURITY/INSTRUCTIONAL AIDES    | 8,000.00       | 301.03       | 4,189.67  | 52.37       | 3,810.33       |
| 01 6968 231 000 0 000 | RETIREMENT                             | 5,000.00       | 0.00         | 0.00      | 0.00        | 5,000.00       |
| 01 6968 231 013 0 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 264.80       | 2,394.56  | 0.00        | (2,394.56)     |
| 01 6968 231 014 0 000 | RETIREMENT/TEACH, PROF. STAFF          | 0.00           | 0.00         | 135.91    | 0.00        | (135.91)       |
| 231                   | RETIREMENT/TEACH, PROF. STAFF          | 5,000.00       | 264.80       | 2,530.47  | 50.61       | 2,469.53       |
| 01 6968 232 000 0 000 | RETIREMENT/INSTRUCTIONAL<br>AIDES      | 2,000.00       | 0.00         | 0.00      | 0.00        | 2,000.00       |
| 01 6968 232 014 0 000 | RETIREMENT/INSTRUCTIONAL<br>AIDES      | 0.00           | 0.00         | 30.78     | 0.00        | (30.78)        |
| 232                   | RETIREMENT/INSTRUCTIONAL AIDES         | 2,000.00       | 0.00         | 30.78     | 1.54        | 1,969.22       |
| 01 6968 330 000 0 000 | REGISTRATIONS/TRAINING                 | 200.00         | 0.00         | 100.00    | 50.00       | 100.00         |
| 330                   | REGISTRATIONS/TRAINING FEES            | 200.00         | 0.00         | 100.00    | 50.00       | 100.00         |
| 01 6968 580 000 0 000 | TRAVEL EXPENSE AND MILEAGE             | 500.00         | 0.00         | 993.23    | 198.65      | (493.23)       |
| 580                   | TRAVEL                                 | 500.00         | 0.00         | 993.23    | 198.65      | (493.23)       |
| 01 6968 610 000 0 000 | SUPPLIES                               | 5,000.00       | 869.34       | 895.41    | 17.91       | 4,104.59       |
| 610                   | SUPPLIES                               | 5,000.00       | 869.34       | 895.41    | 17.91       | 4,104.59       |
| 6968                  | 21ST CENTURY GRANT                     | 155,700.00     | 9,193.84     | 98,934.16 | 63.54       | 56,765.84      |
| 6990                  | OTHER FEDERAL CATEGORICAL              |                |              |           |             |                |
| 01 6990 610 013 0 000 | SUPPLIES                               | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 01 6990 610 015 0 000 | SUPPLIES                               | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 610                   | SUPPLIES                               | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 6990                  | OTHER FEDERAL CATEGORICAL              | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 6992                  | REAP GRANT                             |                |              |           |             |                |
| 01 6992 111 001 0 000 | SALARIES/TEACHER-PROF. STAFF           | 75,000.00      | 1,176.38     | 11,763.80 | 15.69       | 63,236.20      |

| Account Number        | Account Description                 | Revised Budget | During Month | To Date      | % of Budget | Balance at EOM |
|-----------------------|-------------------------------------|----------------|--------------|--------------|-------------|----------------|
| 111                   | SALARIES/TEACHER-PROF.STAFF         | 75,000.00      | 1,176.38     | 11,763.80    | 15.69       | 63,236.20      |
| 01 6992 151 001 1 000 | ADDITIONAL COMP/TEACHERS            | 10,000.00      | 416.16       | 4,161.60     | 41.62       | 5,838.40       |
| 151                   | ADDITIONAL COMP/TEACHERS            | 10,000.00      | 416.16       | 4,161.60     | 41.62       | 5,838.40       |
| 01 6992 221 000 0 000 | SOCIAL SECURITY                     | 8,000.00       | 0.00         | 0.00         | 0.00        | 8,000.00       |
| 01 6992 221 001 0 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 83.79        | 838.06       | 0.00        | (838.06)       |
| 01 6992 221 001 1 000 | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 0.00           | 29.64        | 296.46       | 0.00        | (296.46)       |
| 221                   | SOCIAL SECURITY/TEACHERS,PROF.STAFF | 8,000.00       | 113.43       | 1,134.52     | 14.18       | 6,865.48       |
| 01 6992 231 000 0 000 | RETIREMENT                          | 10,000.00      | 0.00         | 0.00         | 0.00        | 10,000.00      |
| 01 6992 231 001 0 000 | RETIREMENT/TEACH,PROF.STAFF         | 0.00           | 94.66        | 946.60       | 0.00        | (946.60)       |
| 231                   | RETIREMENT/TEACH,PROF.STAFF         | 10,000.00      | 94.66        | 946.60       | 9.47        | 9,053.40       |
| 6992                  | REAP GRANT                          | 103,000.00     | 1,800.63     | 18,006.52    | 17.48       | 84,993.48      |
| 6997                  | ESSER II                            |                |              |              |             |                |
| 01 6997 650 000 0 000 | TECHNOLOGY SUPPLIES                 | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 650                   | TECHNOLOGY SUPPLIES                 | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 6997                  | ESSER II                            | 0.00           | 0.00         | 0.00         | 0.00        | 0.00           |
| 8000                  | TRANSFERS                           |                |              |              |             |                |
| 01 8000 890 000 0 000 | OTHER MISC SERVICES                 | 80,000.00      | 0.00         | 0.00         | 0.00        | 80,000.00      |
| 890                   | OTHER MISC SERVICES                 | 80,000.00      | 0.00         | 0.00         | 0.00        | 80,000.00      |
| 01 8000 912 000 0 000 | TRANSFERS TO LUNCH FROM GENERAL     | 0.00           | 0.00         | 80,000.00    | 0.00        | (80,000.00)    |
| 912                   | TRANSFERS TO LUNCH FROM GENERAL     | 0.00           | 0.00         | 80,000.00    | 0.00        | (80,000.00)    |
| 8000                  | TRANSFERS                           | 80,000.00      | 0.00         | 80,000.00    | 100.00      | 0.00           |
| 9000                  | NON-PROGRAMMED CHARGES              |                |              |              |             |                |
| 01 9000 700 000 0 000 | TRANSFERS (OUTGOING)                | 1,452,500.00   | 0.00         | 0.00         | 0.00        | 1,452,500.00   |
| 700                   | TRANSFERS (OUTGOING)                | 1,452,500.00   | 0.00         | 0.00         | 0.00        | 1,452,500.00   |
| 9000                  | NON-PROGRAMMED CHARGES              | 1,452,500.00   | 0.00         | 0.00         | 0.00        | 1,452,500.00   |
| 01                    | DISTRICT 10                         | 15,893,975.00  | 915,196.48   | 9,083,011.17 | 59.43       | 6,810,963.83   |

| Account Number        | Account Description            | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|--------------------------------|----------------|--------------|------------|-------------|----------------|
| 02                    | DEPRECIATION FUND              |                |              |            |             |                |
| 1100                  | REGULAR INSTRUCTIONAL PROGRAMS |                |              |            |             |                |
| 02 1100 734 000 0 000 | COMPUTER EQUIP(HARDWARE<50000) | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 734                   | COMPUTER EQUIP(HARDWARE)       | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 1100                  | REGULAR INSTRUCTIONAL PROGRAMS | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 2900                  | MAINTENANCE OF BLDGS           |                |              |            |             |                |
| 02 2900 350 000 0 000 | TECHNICAL SERVICES             | 0.00           | 0.00         | 46,193.00  | 0.00        | (46,193.00)    |
| 350                   | TECHNICAL SERVICES             | 0.00           | 0.00         | 46,193.00  | 0.00        | (46,193.00)    |
| 02 2900 450 000 0 000 | CONSTRUCTION SERVICES          | 0.00           | 26,039.33    | 372,073.35 | 0.00        | (372,073.35)   |
| 450                   | CONSTRUCTION SERVICES          | 0.00           | 26,039.33    | 372,073.35 | 0.00        | (372,073.35)   |
| 02 2900 610 000 0 000 | SUPPLIES                       | 0.00           | 21,415.92    | 21,415.92  | 0.00        | (21,415.92)    |
| 610                   | SUPPLIES                       | 0.00           | 21,415.92    | 21,415.92  | 0.00        | (21,415.92)    |
| 02 2900 731 000 0 000 | MACHINERY                      | 0.00           | 0.00         | 39,306.89  | 0.00        | (39,306.89)    |
| 731                   | MACHINERY                      | 0.00           | 0.00         | 39,306.89  | 0.00        | (39,306.89)    |
| 02 2900 734 000 0 000 | COMPUTER EQUIP(HARDWARE)       | 3,211,334.00   | 0.00         | 0.00       | 0.00        | 3,211,334.00   |
| 734                   | COMPUTER EQUIP(HARDWARE)       | 3,211,334.00   | 0.00         | 0.00       | 0.00        | 3,211,334.00   |
| 02 2900 950 000 0 000 | REDEMPTION OF PRINCIPAL        | 0.00           | 0.00         | 118,839.76 | 0.00        | (118,839.76)   |
| 950                   | OTHER PYMTS                    | 0.00           | 0.00         | 118,839.76 | 0.00        | (118,839.76)   |
| 2900                  | MAINTENANCE OF BLDGS           | 3,211,334.00   | 47,455.25    | 597,828.92 | 18.62       | 2,613,505.08   |
| 02                    | DEPRECIATION FUND              | 3,211,334.00   | 47,455.25    | 597,828.92 | 19.17       | 2,613,505.08   |

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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description                            | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|------------------------------------------------|----------------|--------------|-----------|-------------|----------------|
| 05                    | ACTIVITIES FUND                                |                |              |           |             |                |
| 2900                  | MAINTENANCE OF BLDGS                           |                |              |           |             |                |
| 05 2900 610 000 0 000 | SUPPLIES                                       | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 05 2900 610 000 0 002 | ACTIVITY SUPPLIES/EQUIPMENT/BANNER             | 0.00           | 0.00         | 140.50    | 0.00        | (140.50)       |
| 05 2900 610 000 0 003 | ACTIVITY SUPPLIES/ATHLETIC                     | 0.00           | 5,478.48     | 67,854.82 | 0.00        | (67,854.82)    |
| 05 2900 610 000 0 004 | ACTIVITY SUPPLIES/CONCESSIONS                  | 0.00           | 0.00         | 23,648.35 | 0.00        | (23,648.35)    |
| 05 2900 610 000 0 005 | ACTIVITY SUPPLIES/ CLASS OF 26                 | 0.00           | 0.00         | 2,475.55  | 0.00        | (2,475.55)     |
| 05 2900 610 000 0 007 | ACTIVITY SUPPLIES/ CLASS OF 28                 | 0.00           | 0.00         | 180.00    | 0.00        | (180.00)       |
| 05 2900 610 000 0 008 | ACTIVITY SUPPLIES/ CLASS OF 27                 | 0.00           | 694.94       | 13,807.71 | 0.00        | (13,807.71)    |
| 05 2900 610 000 0 009 | ACTIVITY SUPPLIES/COMMUNITY BUILDING           | 0.00           | 0.00         | 200.00    | 0.00        | (200.00)       |
| 05 2900 610 000 0 011 | ACTIVITY SUPPLIES/HS COURTESY FUND             | 0.00           | 212.50       | 1,657.58  | 0.00        | (1,657.58)     |
| 05 2900 610 000 0 012 | ACTIVITY SUPPLIES/SPEECH                       | 0.00           | 0.00         | 349.99    | 0.00        | (349.99)       |
| 05 2900 610 000 0 014 | ACTIVITY SUPPLIES/FFA                          | 0.00           | 0.00         | 24,973.65 | 0.00        | (24,973.65)    |
| 05 2900 610 000 0 015 | ACTIVITY SUPPLIES/CLUB CONCESSIONS             | 0.00           | 0.00         | 2,829.73  | 0.00        | (2,829.73)     |
| 05 2900 610 000 0 016 | ACTIVITY SUPPLIES/ENTREPRENUERS                | 0.00           | 0.00         | 34.20     | 0.00        | (34.20)        |
| 05 2900 610 000 0 017 | ACTIVITY SUPPLIES/CHEERLEADER                  | 0.00           | 0.00         | 9,251.01  | 0.00        | (9,251.01)     |
| 05 2900 610 000 0 018 | ACTIVITY SUPPLIES/GR CLUB                      | 0.00           | 75.94        | 865.72    | 0.00        | (865.72)       |
| 05 2900 610 000 0 022 | ACTIVITY SUPPLIES/KINDNESS COMMITTEE           | 0.00           | 0.00         | 105.00    | 0.00        | (105.00)       |
| 05 2900 610 000 0 024 | ACTIVITY SUPPLIES/GORDON LIBRARY               | 0.00           | 0.00         | 3,953.30  | 0.00        | (3,953.30)     |
| 05 2900 610 000 0 025 | ACTIVITY SUPPLIES/RUSHVILLE LIBRARY            | 0.00           | 0.00         | 1,840.64  | 0.00        | (1,840.64)     |
| 05 2900 610 000 0 026 | ACTIVITY SUPPLIES/HS GENERAL ACTIVITIES        | 0.00           | 0.00         | 1,914.25  | 0.00        | (1,914.25)     |
| 05 2900 610 000 0 028 | ACTIVITY SUPPLIES/PRO START - KURGER           | 0.00           | 0.00         | 3,917.61  | 0.00        | (3,917.61)     |
| 05 2900 610 000 0 029 | ACTIVITY SUPPLIES/RES FAMILIES IN NEED         | 0.00           | 0.00         | 47.30     | 0.00        | (47.30)        |
| 05 2900 610 000 0 030 | ACTIVITY SUPPLIES/MUSICAL                      | 0.00           | 0.00         | 1,729.79  | 0.00        | (1,729.79)     |
| 05 2900 610 000 0 031 | ACTIVITIY SUPPLIES/NHS                         | 0.00           | 0.00         | 633.55    | 0.00        | (633.55)       |
| 05 2900 610 000 0 034 | ACTIVITY SUPPLIES/STUDENT CNCL                 | 0.00           | 0.00         | 1,198.97  | 0.00        | (1,198.97)     |
| 05 2900 610 000 0 041 | ACTIVITY SUPPLIES/RMS ST.COUNCIL               | 0.00           | 0.00         | 1,228.50  | 0.00        | (1,228.50)     |
| 05 2900 610 000 0 043 | ACTIVITY SUPPLIES/GES WW MISCELLAN             | 0.00           | 0.00         | 152.50    | 0.00        | (152.50)       |
| 05 2900 610 000 0 044 | ACTIVITY SUPPLIES/GES ST.COUNCIL               | 0.00           | 185.42       | 1,032.97  | 0.00        | (1,032.97)     |
| 05 2900 610 000 0 045 | ACTIVITY SUPPLIES/GES PARENT ACCT              | 0.00           | 1,477.00     | 2,325.90  | 0.00        | (2,325.90)     |
| 05 2900 610 000 0 047 | ACTIVITY SUPPLIES/GES INCENTIVES               | 0.00           | 1,112.45     | 6,767.59  | 0.00        | (6,767.59)     |
| 05 2900 610 000 0 048 | ACTIVITY SUPPLIES/RMS POP FUND                 | 0.00           | 0.00         | 65.00     | 0.00        | (65.00)        |
| 05 2900 610 000 0 049 | ACTIVITY SUPPLIES/WEIGHT LIFTING               | 0.00           | 0.00         | 7,575.47  | 0.00        | (7,575.47)     |
| 05 2900 610 000 0 050 | ACTIVITY SUPPLIES/RES TEACHER ACCT             | 0.00           | 0.00         | 217.21    | 0.00        | (217.21)       |
| 05 2900 610 000 0 051 | ACTIVITY SUPPLIES/RES PARENT FUND              | 0.00           | 1,841.81     | 6,157.26  | 0.00        | (6,157.26)     |
| 05 2900 610 000 0 052 | ACTIVITY SUPPLIES/GES 4TH GRADE ACCT           | 0.00           | 423.34       | 558.09    | 0.00        | (558.09)       |
| 05 2900 610 000 0 053 | ACTIVITY SUPPLIES/MS HOPE SQUAD                | 0.00           | 59.07        | 758.10    | 0.00        | (758.10)       |
| 05 2900 610 000 0 054 | EXPENDITURES/ONE-ACT                           | 0.00           | 0.00         | 2,623.77  | 0.00        | (2,623.77)     |
| 05 2900 610 000 0 055 | EXPENDITURES/BAND-CHOIR FUND RAISER            | 0.00           | 0.00         | 5,604.76  | 0.00        | (5,604.76)     |
| 05 2900 610 000 0 056 | EXPENDITURES/ADULT WELDING                     | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 05 2900 610 000 0 057 | EXPENDITURES/QUIZ BOWL                         | 0.00           | 0.00         | 138.29    | 0.00        | (138.29)       |
| 05 2900 610 000 0 059 | ACTIVITY SUPPLIES/MUSIC-FINE ARTS JOHNSON FUND | 0.00           | 0.00         | 0.00      | 0.00        | 0.00           |
| 05 2900 610 000 0 061 | ACTIVITY SUPPLIES/RES STUDENT INCENTIVES       | 0.00           | 0.00         | 1,948.44  | 0.00        | (1,948.44)     |
| 05 2900 610 000 0 066 | ACTIVITY SUPPLIES/GRHS SPED                    | 0.00           | 0.00         | 553.32    | 0.00        | (553.32)       |



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Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description             | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|---------------------------------|----------------|--------------|------------|-------------|----------------|
|                       | COFFEE SHOP                     |                |              |            |             |                |
| 05 2900 610 000 0 071 | ACTIVITY SUPPLIES/IN KIND LUNCH | 0.00           | 0.00         | 132.65     | 0.00        | (132.65)       |
| 05 2900 610 000 0 072 | ACTIVITY / BOWLING              | 0.00           | 0.00         | 992.00     | 0.00        | (992.00)       |
| 05 2900 610 000 0 090 | FOOTBALL MEMORIAL SCHOLARSHIP   | 0.00           | 0.00         | 890.40     | 0.00        | (890.40)       |
| 05 2900 610 000 0 100 | EXPENDITURES/FOOTBALL FNDRSR    | 0.00           | 0.00         | 1,620.25   | 0.00        | (1,620.25)     |
| 05 2900 610 000 0 101 | EXPENDITURE/MS ATHLETICS        | 0.00           | 0.00         | 279.93     | 0.00        | (279.93)       |
| 05 2900 610 000 0 105 | SUPPLIES/MS GBB                 | 0.00           | 0.00         | 140.24     | 0.00        | (140.24)       |
| 05 2900 610 000 0 108 | PIPER BOOK FUND                 | 0.00           | 0.00         | 419.35     | 0.00        | (419.35)       |
| 05 2900 610 000 0 200 | EXPENDITURES/VB FNDRSR          | 0.00           | 400.00       | 6,899.99   | 0.00        | (6,899.99)     |
| 05 2900 610 000 0 300 | EXPENDITURES/BBB FNDRSR         | 0.00           | 0.00         | 1,714.20   | 0.00        | (1,714.20)     |
| 05 2900 610 000 0 400 | EXPENDITURES/GBB FNDRSR         | 0.00           | 0.00         | 1,817.83   | 0.00        | (1,817.83)     |
| 05 2900 610 000 0 500 | EXPENDITURES/WRSTLNG FNDRSR     | 0.00           | 600.00       | 12,598.69  | 0.00        | (12,598.69)    |
| 05 2900 610 000 0 501 | SUPPLIES                        | 0.00           | 0.00         | 0.00       | 0.00        | 0.00           |
| 05 2900 610 000 0 600 | CROSS COUNTRY FUNDRAISER        | 0.00           | 0.00         | 875.22     | 0.00        | (875.22)       |
| 05 2900 610 000 0 602 | TRACK FUNDRAISER                | 0.00           | 262.91       | 3,745.64   | 0.00        | (3,745.64)     |
| 610                   | SUPPLIES                        | 0.00           | 12,823.86    | 233,442.78 | 0.00        | (233,442.78)   |
| 2900                  | MAINTENANCE OF BLDGS            | 0.00           | 12,823.86    | 233,442.78 | 0.00        | (233,442.78)   |
| 8000                  | TRANSFERS                       |                |              |            |             |                |
| 05 8000 911 000 0 000 | TRANSFERS TO GENERAL FUND       | 916,198.00     | 0.00         | 0.00       | 0.00        | 916,198.00     |
| 911                   | TRANSFERS TO GENERAL FUND       | 916,198.00     | 0.00         | 0.00       | 0.00        | 916,198.00     |
| 8000                  | TRANSFERS                       | 916,198.00     | 0.00         | 0.00       | 0.00        | 916,198.00     |
| 05                    | ACTIVITIES FUND                 | 916,198.00     | 12,823.86    | 233,442.78 | 29.25       | 682,755.22     |

| Account Number        | Account Description        | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|----------------------------|----------------|--------------|------------|-------------|----------------|
| 06                    | LUNCH FUND                 |                |              |            |             |                |
| 3100                  | FOOD SERVICES              |                |              |            |             |                |
| 06 3100 110 000 0 000 | SALARIES/NON-INSTRUCTIONAL | 300,000.00     | 0.00         | 0.00       | 0.00        | 300,000.00     |
| 110                   | SALARIES/NON-INSTRUCTIONAL | 300,000.00     | 0.00         | 0.00       | 0.00        | 300,000.00     |
| 06 3100 200 000 0 000 | EMPLOYEE COMPENSATIONS     | 50,000.00      | 0.00         | 0.00       | 0.00        | 50,000.00      |
| 200                   | EMPLOYEE COMPENSATIONS     | 50,000.00      | 0.00         | 0.00       | 0.00        | 50,000.00      |
| 06 3100 570 000 0 000 | FOOD SERVICE REIMBURSMENT  | 0.00           | 194.45       | 194.45     | 0.00        | (194.45)       |
| 570                   | FOOD SERVICE MNGMNT        | 0.00           | 194.45       | 194.45     | 0.00        | (194.45)       |
| 06 3100 610 000 0 000 | SUPPLIES AND MATERIALS     | 20,000.00      | 457.22       | 2,048.45   | 10.24       | 17,951.55      |
| 610                   | SUPPLIES                   | 20,000.00      | 457.22       | 2,048.45   | 10.24       | 17,951.55      |
| 06 3100 630 000 0 000 | FOOD                       | 450,000.00     | 17,843.41    | 253,352.65 | 56.30       | 196,647.35     |
| 630                   | FOOD                       | 450,000.00     | 17,843.41    | 253,352.65 | 56.30       | 196,647.35     |
| 06 3100 890 000 0 000 | OTHER MISC SERVICES        | 0.00           | 22,701.65    | 237,415.99 | 0.00        | (237,415.99)   |
| 890                   | OTHER MISC SERVICES        | 0.00           | 22,701.65    | 237,415.99 | 0.00        | (237,415.99)   |
| 3100                  | FOOD SERVICES              | 820,000.00     | 41,196.73    | 493,011.54 | 60.12       | 326,988.46     |
| 06                    | LUNCH FUND                 | 820,000.00     | 41,196.73    | 493,011.54 | 60.12       | 326,988.46     |

| Account Number        | Account Description             | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|---------------------------------|----------------|--------------|-----------|-------------|----------------|
| 08                    | SPECIAL BUILDING FUND           |                |              |           |             |                |
| 2620                  | MAINTENANCE OF PLANT            |                |              |           |             |                |
| 08 2620 340 000 0 000 | CONTRACTED OR SECURED SERVICES  | 0.00           | 0.00         | 2,712.74  | 0.00        | (2,712.74)     |
| 08 2620 340 013 0 000 | PROFESSIONAL/TECHNICAL SERVICES | 0.00           | 0.00         | 26,982.00 | 0.00        | (26,982.00)    |
| 340                   | OTHER PROFESSIONAL SERVICES     | 0.00           | 0.00         | 29,694.74 | 0.00        | (29,694.74)    |
| 2620                  | MAINTENANCE OF PLANT            | 0.00           | 0.00         | 29,694.74 | 0.00        | (29,694.74)    |
| 2660                  | SECURITY                        |                |              |           |             |                |
| 08 2660 720 000 0 000 | BUILDINGS AND IMPROVEMENTS      | 1,010,791.00   | 0.00         | 0.00      | 0.00        | 1,010,791.00   |
| 720                   | BUILDINGS AND IMPROVEMENTS      | 1,010,791.00   | 0.00         | 0.00      | 0.00        | 1,010,791.00   |
| 2660                  | SECURITY                        | 1,010,791.00   | 0.00         | 0.00      | 0.00        | 1,010,791.00   |
| 08                    | SPECIAL BUILDING FUND           | 1,010,791.00   | 0.00         | 29,694.74 | 2.94        | 981,096.26     |

| Account Number        | Account Description        | Revised Budget | During Month | To Date    | % of Budget | Balance at EOM |
|-----------------------|----------------------------|----------------|--------------|------------|-------------|----------------|
| 09                    | QUALIFIED CAPITAL FUND     |                |              |            |             |                |
| 2515                  | BUILDING & SITES           |                |              |            |             |                |
| 09 2515 720 000 0 000 | BUILDINGS AND IMPROVEMENTS | 55,030.00      | 0.00         | 0.00       | 0.00        | 55,030.00      |
| 720                   | BUILDINGS AND IMPROVEMENTS | 55,030.00      | 0.00         | 0.00       | 0.00        | 55,030.00      |
| 09 2515 831 000 0 000 | DEBT RELATED EXPENDITURES  | 456,875.00     | 0.00         | 0.00       | 0.00        | 456,875.00     |
| 831                   | REDEMPTION OF PRINCIPAL    | 456,875.00     | 0.00         | 0.00       | 0.00        | 456,875.00     |
| 2515                  | BUILDING & SITES           | 511,905.00     | 0.00         | 0.00       | 0.00        | 511,905.00     |
| 4500                  | 4500                       |                |              |            |             |                |
| 09 4500 443 000 0 000 | RENTALS                    | 0.00           | 55,030.60    | 55,030.60  | 0.00        | (55,030.60)    |
| 443                   | RENTALS                    | 0.00           | 55,030.60    | 55,030.60  | 0.00        | (55,030.60)    |
| 4500                  | 4500                       | 0.00           | 55,030.60    | 55,030.60  | 0.00        | (55,030.60)    |
| 5000                  | DEBT SERVICES              |                |              |            |             |                |
| 09 5000 831 000 0 000 | REDEMPTION OF PRINCIPAL    | 0.00           | 0.00         | 169,624.90 | 0.00        | (169,624.90)   |
| 831                   | REDEMPTION OF PRINCIPAL    | 0.00           | 0.00         | 169,624.90 | 0.00        | (169,624.90)   |
| 09 5000 832 000 0 000 | REDEMPTION OF INTEREST     | 0.00           | 0.00         | 3,624.90   | 0.00        | (3,624.90)     |
| 832                   | DEBT SERVICE INTEREST      | 0.00           | 0.00         | 3,624.90   | 0.00        | (3,624.90)     |
| 09 5000 890 000 0 000 | MISC. EXPENDITURE          | 0.00           | 0.00         | 400.00     | 0.00        | (400.00)       |
| 890                   | OTHER MISC SERVICES        | 0.00           | 0.00         | 400.00     | 0.00        | (400.00)       |
| 5000                  | DEBT SERVICES              | 0.00           | 0.00         | 173,649.80 | 0.00        | (173,649.80)   |
| 09                    | QUALIFIED CAPITAL FUND     | 511,905.00     | 55,030.60    | 228,680.40 | 44.67       | 283,224.60     |

BUDGET VS.ACTUAL (Exp.by Function)

| Account Number        |  | Account Description            | Budget VS Actual EOM June 2026 |              | To Date | % of Budget | Balance at EOM |
|-----------------------|--|--------------------------------|--------------------------------|--------------|---------|-------------|----------------|
|                       |  |                                | Revised Budget                 | During Month |         |             |                |
| 10                    |  | COOPERATIVE FUND D10           |                                |              |         |             |                |
| 1100                  |  | REGULAR INSTRUCTIONAL PROGRAMS |                                |              |         |             |                |
| 10 1100 610 000 0 000 |  | SUPPLIES                       | 0.00                           | 0.00         | 0.02    | 0.00        | (0.02)         |
| 610                   |  | SUPPLIES                       | 0.00                           | 0.00         | 0.02    | 0.00        | (0.02)         |
| 1100                  |  | REGULAR INSTRUCTIONAL PROGRAMS | 0.00                           | 0.00         | 0.02    | 0.00        | (0.02)         |
| 8000                  |  | TRANSFERS                      |                                |              |         |             |                |
| 10 8000 911 000 0 000 |  | TRANSFERS TO GENERAL FUND      | 0.00                           | 0.00         | 0.00    | 0.00        | 0.00           |
| 911                   |  | TRANSFERS TO GENERAL FUND      | 0.00                           | 0.00         | 0.00    | 0.00        | 0.00           |
| 8000                  |  | TRANSFERS                      | 0.00                           | 0.00         | 0.00    | 0.00        | 0.00           |
| 10                    |  | COOPERATIVE FUND D10           | 0.00                           | 0.00         | 0.02    | 0.00        | (0.02)         |

| Account Number        | Account Description       | Revised Budget | During Month | To Date      | % of Budget | Balance at EOM |
|-----------------------|---------------------------|----------------|--------------|--------------|-------------|----------------|
| 13                    | INVESTMENT FUND           |                |              |              |             |                |
| 8000                  | TRANSFERS                 |                |              |              |             |                |
| 13 8000 754 000 0 000 | TRANSFERS TO GENERAL      | 0.00           | 412,300.00   | 2,465,100.00 | 0.00        | (2,465,100.00) |
| 13 8000 754 000 8 000 | TRANSFERS TO BUILDING     | 0.00           | 0.00         | 17,800.00    | 0.00        | (17,800.00)    |
| 13 8000 754 000 9 000 | TRANSFERS TO DEPRECIATION | 0.00           | 47,500.00    | 568,280.00   | 0.00        | (568,280.00)   |
| 754                   | OTHER TRANSFERS           | 0.00           | 459,800.00   | 3,051,180.00 | 0.00        | (3,051,180.00) |
| 8000                  | TRANSFERS                 | 0.00           | 459,800.00   | 3,051,180.00 | 0.00        | (3,051,180.00) |
| 13                    | INVESTMENT FUND           | 0.00           | 459,800.00   | 3,051,180.00 | 0.00        | (3,051,180.00) |

| Account Number        | Account Description  | Revised Budget | During Month | To Date   | % of Budget | Balance at EOM |
|-----------------------|----------------------|----------------|--------------|-----------|-------------|----------------|
| 15                    | SFB SCHOLARSHIPS     |                |              |           |             |                |
| 2900                  | MAINTENANCE OF BLDGS |                |              |           |             |                |
| 15 2900 890 000 0 903 | OTHER MISC SERVICES  | 0.00           | 0.00         | 100.00    | 0.00        | (100.00)       |
| 15 2900 890 000 0 904 | OTHER MISC SERVICES  | 0.00           | 0.00         | 75.00     | 0.00        | (75.00)        |
| 15 2900 890 000 0 905 | OTHER MISC SERVICES  | 0.00           | 0.00         | 137.50    | 0.00        | (137.50)       |
| 15 2900 890 000 0 906 | OTHER MISC SERVICES  | 0.00           | 0.00         | 50.00     | 0.00        | (50.00)        |
| 15 2900 890 000 0 907 | OTHER MISC OBJECTS   | 0.00           | 0.00         | 750.00    | 0.00        | (750.00)       |
| 15 2900 890 000 0 909 | OTHER MISC SERVICES  | 0.00           | 0.00         | 375.00    | 0.00        | (375.00)       |
| 15 2900 890 000 0 910 | OTHER MISC SERVICES  | 0.00           | 0.00         | 75.00     | 0.00        | (75.00)        |
| 15 2900 890 000 0 911 | OTHER MISC SERVICES  | 0.00           | 0.00         | 100.00    | 0.00        | (100.00)       |
| 15 2900 890 000 0 912 | OTHER MISC SERVICES  | 0.00           | 0.00         | 75.00     | 0.00        | (75.00)        |
| 15 2900 890 000 0 913 | OTHER MISC SERVICES  | 0.00           | 0.00         | 50.00     | 0.00        | (50.00)        |
| 15 2900 890 000 0 914 | OTHER MISC SERVICES  | 0.00           | 0.00         | 50.00     | 0.00        | (50.00)        |
| 15 2900 890 000 0 920 | OTHER MISC SERVICES  | 0.00           | 0.00         | 13,750.00 | 0.00        | (13,750.00)    |
| 15 2900 890 000 0 925 | OTHER MISC SERVICES  | 0.00           | 0.00         | 2,400.05  | 0.00        | (2,400.05)     |
| 890                   | OTHER MISC SERVICES  | 0.00           | 0.00         | 17,987.55 | 0.00        | (17,987.55)    |
| 2900                  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 17,987.55 | 0.00        | (17,987.55)    |
| 15                    | SFB SCHOLARSHIPS     | 0.00           | 0.00         | 17,987.55 | 0.00        | (17,987.55)    |

BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|----------------------|----------------|--------------|---------|-------------|----------------|
| 20                    | SELMA JONES BARKER   |                |              |         |             |                |
| 2900                  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 20 2900 890 000 0 000 | OTHER MISC SERVICES  | 0.00           | 0.00         | 75.00   | 0.00        | (75.00)        |
| 890                   | OTHER MISC SERVICES  | 0.00           | 0.00         | 75.00   | 0.00        | (75.00)        |
| 2900                  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 75.00   | 0.00        | (75.00)        |
| 20                    | SELMA JONES BARKER   | 0.00           | 0.00         | 75.00   | 0.00        | (75.00)        |



BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        |  | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|--|----------------------|----------------|--------------|---------|-------------|----------------|
| 22                    |  | ALBERT J BORNEMANN   |                |              |         |             |                |
| 2900                  |  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 22 2900 890 000 0 000 |  | OTHER MISC SERVICES  | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 890                   |  | OTHER MISC SERVICES  | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 2900                  |  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 22                    |  | ALBERT J BORNEMANN   | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |

BUDGET VS.ACTUAL (Exp.by Function)

| Account Number        |  | Account Description  | Budget VS Actual EOM June 2026 |              |         |             |                |
|-----------------------|--|----------------------|--------------------------------|--------------|---------|-------------|----------------|
|                       |  |                      | Revised Budget                 | During Month | To Date | % of Budget | Balance at EOM |
| 23                    |  | SARAH LUCILLE BREWER |                                |              |         |             |                |
| 2900                  |  | MAINTENANCE OF BLDGS |                                |              |         |             |                |
| 23 2900 890 000 0 000 |  | OTHER MISC SERVICES  | 0.00                           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 890                   |  | OTHER MISC SERVICES  | 0.00                           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 2900                  |  | MAINTENANCE OF BLDGS | 0.00                           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 23                    |  | SARAH LUCILLE BREWER | 0.00                           | 0.00         | 100.00  | 0.00        | (100.00)       |

BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        |  | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|--|----------------------|----------------|--------------|---------|-------------|----------------|
| 24                    |  | GRISWOLD             |                |              |         |             |                |
| 2900                  |  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 24 2900 890 000 0 000 |  | OTHER MISC SERVICES  | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 890                   |  | OTHER MISC SERVICES  | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 2900                  |  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |
| 24                    |  | GRISWOLD             | 0.00           | 0.00         | 100.00  | 0.00        | (100.00)       |

BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        |  | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|--|----------------------|----------------|--------------|---------|-------------|----------------|
| 25                    |  | G/R RURAL            |                |              |         |             |                |
| 2900                  |  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 25 2900 890 000 0 000 |  | OTHER MISC SERVICES  | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |
| 890                   |  | OTHER MISC SERVICES  | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |
| 2900                  |  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |
| 25                    |  | G/R RURAL            | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |

BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|----------------------|----------------|--------------|---------|-------------|----------------|
| 26                    | HOLLSTEIN            |                |              |         |             |                |
| 2900                  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 26 2900 890 000 0 000 | OTHER MISC SERVICES  | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |
| 890                   | OTHER MISC SERVICES  | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |
| 2900                  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |
| 26                    | HOLLSTEIN            | 0.00           | 0.00         | 150.00  | 0.00        | (150.00)       |

BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|----------------------|----------------|--------------|---------|-------------|----------------|
| 27                    | HOLZBERGER           |                |              |         |             |                |
| 2900                  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 27 2900 890 000 0 000 | OTHER MISC SERVICES  | 0.00           | 0.00         | 300.00  | 0.00        | (300.00)       |
| 890                   | OTHER MISC SERVICES  | 0.00           | 0.00         | 300.00  | 0.00        | (300.00)       |
| 2900                  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 300.00  | 0.00        | (300.00)       |
| 27                    | HOLZBERGER           | 0.00           | 0.00         | 300.00  | 0.00        | (300.00)       |

BUDGET VS.ACTUAL (Exp.by Function)

Budget VS Actual EOM June 2026

User ID: 262

| Account Number        | Account Description  | Revised Budget | During Month | To Date | % of Budget | Balance at EOM |
|-----------------------|----------------------|----------------|--------------|---------|-------------|----------------|
| 28                    | W.E. SULLENS         |                |              |         |             |                |
| 2900                  | MAINTENANCE OF BLDGS |                |              |         |             |                |
| 28 2900 890 000 0 000 | OTHER MISC SERVICES  | 0.00           | 0.00         | 125.00  | 0.00        | (125.00)       |
| 890                   | OTHER MISC SERVICES  | 0.00           | 0.00         | 125.00  | 0.00        | (125.00)       |
| 2900                  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 125.00  | 0.00        | (125.00)       |
| 28                    | W.E. SULLENS         | 0.00           | 0.00         | 125.00  | 0.00        | (125.00)       |

| Account Number        |  | Account Description  | Revised Budget | During Month | To Date  | % of Budget | Balance at EOM |
|-----------------------|--|----------------------|----------------|--------------|----------|-------------|----------------|
| 33                    |  | TURNER FOUNDATION    |                |              |          |             |                |
| 2900                  |  | MAINTENANCE OF BLDGS |                |              |          |             |                |
| 33 2900 610 000 0 000 |  | SUPPLIES             | 0.00           | 0.00         | 3,725.00 | 0.00        | (3,725.00)     |
| 610                   |  | SUPPLIES             | 0.00           | 0.00         | 3,725.00 | 0.00        | (3,725.00)     |
| 2900                  |  | MAINTENANCE OF BLDGS | 0.00           | 0.00         | 3,725.00 | 0.00        | (3,725.00)     |
| 33                    |  | TURNER FOUNDATION    | 0.00           | 0.00         | 3,725.00 | 0.00        | (3,725.00)     |



| Account Number        | Account Description          | Revised Budget | During Month | To Date  | % of Budget | Balance at EOM |
|-----------------------|------------------------------|----------------|--------------|----------|-------------|----------------|
| 70                    | PETTY CASH FUND              |                |              |          |             |                |
| 2130                  | HEALTH SERVICES              |                |              |          |             |                |
| 70 2130 330 000 0 000 | REGISTRATIONS/TRAINING FEES  | 0.00           | 425.00       | 425.00   | 0.00        | (425.00)       |
| 330                   | REGISTRATIONS/TRAINING FEES  | 0.00           | 425.00       | 425.00   | 0.00        | (425.00)       |
| 2130                  | HEALTH SERVICES              | 0.00           | 425.00       | 425.00   | 0.00        | (425.00)       |
| 2310                  | BOARD OF EDUCATION           |                |              |          |             |                |
| 70 2310 890 000 0 000 | OTHER MISC SERVICES          | 0.00           | 0.00         | 17.09    | 0.00        | (17.09)        |
| 890                   | OTHER MISC SERVICES          | 0.00           | 0.00         | 17.09    | 0.00        | (17.09)        |
| 2310                  | BOARD OF EDUCATION           | 0.00           | 0.00         | 17.09    | 0.00        | (17.09)        |
| 2320                  | EXECUTIVE ADMINISTRATION     |                |              |          |             |                |
| 70 2320 580 000 0 000 | TRAVEL                       | 0.00           | 0.00         | 735.15   | 0.00        | (735.15)       |
| 580                   | TRAVEL                       | 0.00           | 0.00         | 735.15   | 0.00        | (735.15)       |
| 70 2320 810 000 0 000 | DUES AND FEES                | 0.00           | 0.00         | 300.00   | 0.00        | (300.00)       |
| 810                   | DUES AND FEES                | 0.00           | 0.00         | 300.00   | 0.00        | (300.00)       |
| 2320                  | EXECUTIVE ADMINISTRATION     | 0.00           | 0.00         | 1,035.15 | 0.00        | (1,035.15)     |
| 2610                  | OPERATION OF PLANT           |                |              |          |             |                |
| 70 2610 610 000 0 000 | SUPPLIES                     | 0.00           | 0.00         | 30.00    | 0.00        | (30.00)        |
| 610                   | SUPPLIES                     | 0.00           | 0.00         | 30.00    | 0.00        | (30.00)        |
| 2610                  | OPERATION OF PLANT           | 0.00           | 0.00         | 30.00    | 0.00        | (30.00)        |
| 2710                  | REGULAR PUPIL TRANSPORTATION |                |              |          |             |                |
| 70 2710 890 000 0 000 | OTHER MISC OBJECTS           | 0.00           | 0.00         | 191.45   | 0.00        | (191.45)       |
| 890                   | OTHER MISC SERVICES          | 0.00           | 0.00         | 191.45   | 0.00        | (191.45)       |
| 2710                  | REGULAR PUPIL TRANSPORTATION | 0.00           | 0.00         | 191.45   | 0.00        | (191.45)       |
| 2730                  | VEHICLE MAINTENANCE          |                |              |          |             |                |
| 70 2730 626 000 0 000 | GAS AND OIL                  | 0.00           | 0.00         | 150.01   | 0.00        | (150.01)       |
| 626                   | GAS AND OIL                  | 0.00           | 0.00         | 150.01   | 0.00        | (150.01)       |
| 2730                  | VEHICLE MAINTENANCE          | 0.00           | 0.00         | 150.01   | 0.00        | (150.01)       |
| 70                    | PETTY CASH FUND              | 0.00           | 425.00       | 1,848.70 | 0.00        | (1,848.70)     |

| Account Number | Account Description | Revised Budget | During Month | To Date       | % of Budget | Balance at EOM |
|----------------|---------------------|----------------|--------------|---------------|-------------|----------------|
| Grand Total:   |                     | 22,364,203.00  | 1,531,927.92 | 13,741,510.82 | 63.30       | 8,622,692.18   |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 01 DISTRICT 10**

| <u>Account Number</u> | <u>Description</u>                 | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|------------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 01 1100               | TAX REVENUE                        | 8,091,150.00          | 265,639.38          | 8,464,587.59   | 104.62             | (373,437.59)          |
| 01 1120               | PUBLIC POWER DIST SALES TAX        | 70,000.00             | 0.00                | 0.00           | 0.00               | 70,000.00             |
| 01 1125               | MOTOR VEHICLE TAX                  | 300,000.00            | 0.00                | 0.00           | 0.00               | 300,000.00            |
| 01 1510               | INTEREST ON INVESTMENT             | 4,500.00              | 1,621.87            | 12,360.11      | 274.67             | (7,860.11)            |
| 01 1910               | RENTAL OF SCHOOL FACILITIES        | 0.00                  | 600.00              | 6,020.00       | 0.00               | (6,020.00)            |
| 01 1911               | LOCAL LICENSE FEES                 | 0.00                  | 0.00                | 3,840.00       | 0.00               | (3,840.00)            |
| 01 1990               | OTHER LOCAL RECEIPTS               | 0.00                  | 529.40              | 21,545.34      | 0.00               | (21,545.34)           |
|                       | Subtotal: 1000                     | 8,465,650.00          | 268,390.65          | 8,508,353.04   | 100.50             | (42,703.04)           |
| 01 2110               | COUNTY FINES AND LICENSE FEES      | 45,000.00             | 0.00                | 0.00           | 0.00               | 45,000.00             |
|                       | Subtotal: COUNTY AND ESU RECEIPTS  | 45,000.00             | 0.00                | 0.00           | 0.00               | 45,000.00             |
| 01 3110               | STATE AID                          | 795,495.00            | 79,545.00           | 795,896.79     | 100.05             | (401.79)              |
| 01 3120               | SPECIAL ED SCHOOL AGE              | 700,000.00            | 114,164.00          | 823,952.00     | 117.71             | (123,952.00)          |
| 01 3180               | PRO-RATE MOTOR VEHICLE             | 16,000.00             | 0.00                | 0.00           | 0.00               | 16,000.00             |
| 01 3400               | STATE APPORTIONMENT                | 88,000.00             | 0.00                | 109,061.00     | 123.93             | (21,061.00)           |
| 01 3501               | MINI GRANTS                        | 0.00                  | 0.00                | 3,800.00       | 0.00               | (3,800.00)            |
| 01 3510               | HI-ABILITY LEARNER                 | 7,000.00              | 0.00                | 0.00           | 0.00               | 7,000.00              |
| 01 3535               | HI-ABILITY LEARNER                 | 0.00                  | 0.00                | 5,820.00       | 0.00               | (5,820.00)            |
| 01 3551               | EDUCATION QUEST                    | 0.00                  | 0.00                | 8,187.60       | 0.00               | (8,187.60)            |
|                       | Subtotal: STATE RECEIPTS           | 1,606,495.00          | 193,709.00          | 1,746,717.39   | 108.73             | (140,222.39)          |
| 01 4211               | CHILD/ADULT CARE FOOD PROGRAM      | 0.00                  | 0.00                | 862.82         | 0.00               | (862.82)              |
| 01 4307               | TITLE VI                           | 32,000.00             | 17,683.00           | 35,366.00      | 110.52             | (3,366.00)            |
| 01 4310               | REAP GRANT                         | 0.00                  | 17,942.00           | 17,942.00      | 0.00               | (17,942.00)           |
| 01 4418               | PEAK GRANT                         | 0.00                  | 0.00                | 1,170.00       | 0.00               | (1,170.00)            |
| 01 4505               | TITLE I, CURRENT FY                | 95,000.00             | 0.00                | 6,126.00       | 6.45               | 88,874.00             |
| 01 4511               | TITLE V RLIS                       | 0.00                  | 0.00                | 4,053.00       | 0.00               | (4,053.00)            |
| 01 4518               | IDEA-BASE                          | 220,000.00            | 0.00                | 175,222.00     | 79.65              | 44,778.00             |
| 01 4521               | IDEA/NON-PUBLIC                    | 0.00                  | 0.00                | 26,865.00      | 0.00               | (26,865.00)           |
| 01 4525               | FED VOC ED (CARL PERKINS)          | 5,000.00              | 0.00                | 3,000.00       | 60.00              | 2,000.00              |
| 01 4531               | 21ST CENTURY GRANT                 | 0.00                  | 0.00                | 40,525.00      | 0.00               | (40,525.00)           |
| 01 4708               | SPED MEDICAID                      | 0.00                  | 401.79              | 6,558.38       | 0.00               | (6,558.38)            |
| 01 4709               | MEDICAID ADMINISTRATIVE ACTIVITIES | 0.00                  | 0.00                | 2,522.17       | 0.00               | (2,522.17)            |
|                       | Subtotal: FEDERAL RECEIPTS         | 352,000.00            | 36,026.79           | 320,212.37     | 90.97              | 31,787.63             |
| 01 5301               | INSURANCE ADJUSTMENTS              | 0.00                  | 30,165.57           | 30,165.57      | 0.00               | (30,165.57)           |
| 01 5690               | OTHER NON-REVENUE RECEIPTS         | 0.00                  | 22,701.65           | 237,360.74     | 0.00               | (237,360.74)          |
|                       | Subtotal: NON-REVENUE RECEIPTS     | 0.00                  | 52,867.22           | 267,526.31     | 0.00               | (267,526.31)          |
|                       | Fund Total:                        | 10,469,145.00         | 550,993.66          | 10,842,809.11  | 103.57             | (373,664.11)          |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 02      DEPRECIATION FUND**

| <u>Account Number</u>          | <u>Description</u>         | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|--------------------------------|----------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 02 1510                        | INTEREST ON INVESTMENT     | 0.00                  | 82.32               | 2,105.90       | 0.00               | (2,105.90)            |
| Subtotal: 1000                 |                            | 0.00                  | 82.32               | 2,105.90       | 0.00               | (2,105.90)            |
| 02 5200                        | TRANSFERS FROM OTHER FUNDS | 1,500,000.00          | 0.00                | 0.00           | 0.00               | 1,500,000.00          |
| 02 5301                        | INSURANCE ADJUSTMENTS      | 0.00                  | 0.00                | 95,694.18      | 0.00               | (95,694.18)           |
| Subtotal: NON-REVENUE RECEIPTS |                            | 1,500,000.00          | 0.00                | 95,694.18      | 6.38               | 1,404,305.82          |
| Fund Total:                    |                            | 1,500,000.00          | 82.32               | 97,800.08      | 6.52               | 1,402,199.92          |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 05      ACTIVITIES FUND**

| <u>Account Number</u> | <u>Description</u>                           | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|----------------------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 05 1790               | OTHER ACTIVITY REC                           | 250,000.00            | 0.00                | 0.00           | 0.00               | 250,000.00            |
| 05 1790 0001          | OTHER LOCAL REC/ANNUAL                       | 0.00                  | 0.00                | 4,607.50       | 0.00               | (4,607.50)            |
| 05 1790 0002          | OTHER LOCAL REC/EQUIPMENT FUND               | 0.00                  | 1,250.00            | 1,250.00       | 0.00               | (1,250.00)            |
| 05 1790 0003          | OTHER LOCAL REC/ATHLETICS                    | 0.00                  | 3,299.00            | 37,302.51      | 0.00               | (37,302.51)           |
| 05 1790 0004          | OTHER LOCAL REC/CONCESSIONS                  | 0.00                  | 0.00                | 23,307.60      | 0.00               | (23,307.60)           |
| 05 1790 0005          | OTHER LOCAL REC/CLASS OF 26                  | 0.00                  | 0.00                | 90.00          | 0.00               | (90.00)               |
| 05 1790 0006          | OTHER LOCAL REC/CLASS OF 29                  | 0.00                  | 0.00                | 1,142.72       | 0.00               | (1,142.72)            |
| 05 1790 0007          | OTHER LOCAL REC/CLASS OF 28                  | 0.00                  | 0.00                | 1,813.60       | 0.00               | (1,813.60)            |
| 05 1790 0008          | OTHER LOCAL REC/CLASS OF 27                  | 0.00                  | 0.00                | 14,945.57      | 0.00               | (14,945.57)           |
| 05 1790 0011          | OTHER LOCAL REC/COURTESY FUND                | 0.00                  | 420.00              | 2,065.00       | 0.00               | (2,065.00)            |
| 05 1790 0012          | OTHER LOCAL REC/SPEECH                       | 0.00                  | 0.00                | 939.10         | 0.00               | (939.10)              |
| 05 1790 0014          | OTHER LOCAL REC/FFA                          | 0.00                  | 0.00                | 26,061.63      | 0.00               | (26,061.63)           |
| 05 1790 0015          | OTHER LOCAL REC/ CLUB CONCESSIONS            | 0.00                  | 0.00                | 2,735.03       | 0.00               | (2,735.03)            |
| 05 1790 0016          | OTHER LOCAL REC/ENTREPRENEURS                | 0.00                  | 0.00                | 109.00         | 0.00               | (109.00)              |
| 05 1790 0017          | OTHER LOCAL REC/CHEERLEADING                 | 0.00                  | 0.00                | 339.00         | 0.00               | (339.00)              |
| 05 1790 0018          | OTHER LOCAL REC/"GR" CLUB                    | 0.00                  | 120.00              | 1,848.00       | 0.00               | (1,848.00)            |
| 05 1790 0024          | OTHER LOCAL REC/GORDON LIBRARY               | 0.00                  | 0.00                | 3,575.18       | 0.00               | (3,575.18)            |
| 05 1790 0025          | OTHER LOCAL REC/RUSHVILLE LIBRARY            | 0.00                  | 0.00                | 1,405.34       | 0.00               | (1,405.34)            |
| 05 1790 0026          | OTHER LOCAL REC/GNRL ACTIVITIES              | 0.00                  | 386.00              | 2,026.00       | 0.00               | (2,026.00)            |
| 05 1790 0027          | OTHER LOCAL REC/RES PRESCHOOL<br>PLAYGND FND | 0.00                  | 0.00                | 13,716.00      | 0.00               | (13,716.00)           |
| 05 1790 0028          | OTHER LOCAL REC/PRO START - KRUGER           | 0.00                  | 0.00                | 2,520.73       | 0.00               | (2,520.73)            |
| 05 1790 0030          | OTHER LOCAL REC/MUSICAL/SPRING PLAY          | 0.00                  | 0.00                | 2,172.00       | 0.00               | (2,172.00)            |
| 05 1790 0031          | OTHER LOCAL REC/NATIONAL HONOR               | 0.00                  | 0.00                | 150.00         | 0.00               | (150.00)              |
| 05 1790 0034          | OTHER LOCAL REC/STUDENT COUNCI               | 0.00                  | 0.00                | 1,638.43       | 0.00               | (1,638.43)            |
| 05 1790 0038          | OTHER LOCAL REC/VO-AG CLEARING               | 0.00                  | 0.00                | 10,053.88      | 0.00               | (10,053.88)           |
| 05 1790 0041          | OTHER LOCAL REC/RMS ST.COUNCIL               | 0.00                  | 0.00                | 1,540.48       | 0.00               | (1,540.48)            |
| 05 1790 0044          | OTHER LOCAL REC/GES ST.COUNCIL               | 0.00                  | 20.00               | 2,821.04       | 0.00               | (2,821.04)            |
| 05 1790 0045          | OTHER LOCAL REC/GES PARENT ACCT              | 0.00                  | 0.00                | 2,742.25       | 0.00               | (2,742.25)            |
| 05 1790 0047          | OTHER LOCAL REC/GES INCENTIVES               | 0.00                  | 75.00               | 27,989.75      | 0.00               | (27,989.75)           |
| 05 1790 0049          | OTHER LOCAL REC/WEIGHT LIFTING               | 0.00                  | 0.00                | 9,463.20       | 0.00               | (9,463.20)            |
| 05 1790 0051          | OTHER LOCAL REC/RES PARENT FUND              | 0.00                  | 0.00                | 9,901.00       | 0.00               | (9,901.00)            |
| 05 1790 0052          | OTHER LOCAL REC/GES 4TH GRADE ACCT           | 0.00                  | 0.00                | 701.64         | 0.00               | (701.64)              |
| 05 1790 0053          | OTHER LOCAL REC/MS HOPE SQUAD                | 0.00                  | 0.00                | 1,016.20       | 0.00               | (1,016.20)            |
| 05 1790 0054          | OTHER LOCAL REC/ONE ACT                      | 0.00                  | 0.00                | 3,185.40       | 0.00               | (3,185.40)            |
| 05 1790 0055          | OTHER LOCAL REC/BAND FND RAISR               | 0.00                  | 0.00                | 10,366.60      | 0.00               | (10,366.60)           |
| 05 1790 0057          | OTHER LOCAL REC/QUIZ BOWL                    | 0.00                  | 0.00                | 431.30         | 0.00               | (431.30)              |
| 05 1790 0061          | OTHER LOCAL REC/RES STUDENT<br>INCENTIVES    | 0.00                  | 0.00                | 571.10         | 0.00               | (571.10)              |
| 05 1790 0066          | OTHER LOCAL REC GRHS SPED COFFEE<br>SHOP     | 0.00                  | 0.00                | 358.76         | 0.00               | (358.76)              |
| 05 1790 0069          | GES LIBRARY UPDATE                           | 0.00                  | 0.00                | 90.00          | 0.00               | (90.00)               |
| 05 1790 0071          | OTHER LOCAL REC/IN KIND LUNCH                | 0.00                  | 0.00                | 250.00         | 0.00               | (250.00)              |
| 05 1790 0072          | OTHER ACTIVITY REC/BOWLING                   | 0.00                  | 0.00                | 1,888.00       | 0.00               | (1,888.00)            |
| 05 1790 0100          | OTHER LOCAL REC/FB FNDRSR                    | 0.00                  | 1,077.00            | 2,489.00       | 0.00               | (2,489.00)            |
| 05 1790 0108          | PIPER BOOK FUND                              | 0.00                  | 0.00                | 348.04         | 0.00               | (348.04)              |
| 05 1790 0200          | OTHER LOCAL REC/VB FNDRSR                    | 0.00                  | 0.00                | 8,570.20       | 0.00               | (8,570.20)            |
| 05 1790 0300          | OTHER LOCAL REC/BBB FNDRSR                   | 0.00                  | 0.00                | 3,131.83       | 0.00               | (3,131.83)            |
| 05 1790 0400          | OTHER LOCAL REC/GBB FNDRSR                   | 0.00                  | 0.00                | 3,155.03       | 0.00               | (3,155.03)            |
| 05 1790 0500          | OTHER LOCAL REC/WRSTLNG FNDRSR               | 0.00                  | 0.00                | 8,990.75       | 0.00               | (8,990.75)            |
| 05 1790 0501          | HS GWR                                       | 0.00                  | 2,460.00            | 3,110.00       | 0.00               | (3,110.00)            |
| 05 1790 0600          | OTHER LOCAL REC/CC FUNDRAISER                | 0.00                  | 0.00                | 2,447.50       | 0.00               | (2,447.50)            |
| 05 1790 0602          | OTHER LOCAL REC/TRACK FNDRSR                 | 0.00                  | 0.00                | 5,288.90       | 0.00               | (5,288.90)            |
| Subtotal: 1000        |                                              | 250,000.00            | 9,107.00            | 266,661.79     | 106.66             | (16,661.79)           |
| Fund Total:           |                                              | 250,000.00            | 9,107.00            | 266,661.79     | 106.66             | (16,661.79)           |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 06 LUNCH FUND**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 06 1611               | SALE OF STUDENT LUNCHES        | 30,000.00             | 28,399.08           | 361,936.66     | 1,206.46           | (331,936.66)          |
| 06 1613               | SALE OF MILK                   | 0.00                  | 82.10               | 317.29         | 0.00               | (317.29)              |
| 06 1620               | SALE OF ADULT LUNCHES          | 0.00                  | 161.90              | 25,547.11      | 0.00               | (25,547.11)           |
| 06 1990               | OTHER LOCAL RECEIPTS           | 0.00                  | 180.70              | 3,189.05       | 0.00               | (3,189.05)            |
|                       | Subtotal: 1000                 | 30,000.00             | 28,823.78           | 390,990.11     | 1,303.30           | (360,990.11)          |
| 06 3150               | STATE REIMBURSEMENT            | 5,000.00              | 0.00                | 0.00           | 0.00               | 5,000.00              |
|                       | Subtotal: STATE RECEIPTS       | 5,000.00              | 0.00                | 0.00           | 0.00               | 5,000.00              |
| 06 4210               | FRESH FRUIT & VEG. PROGRAM     | 714,718.00            | 1,296.10            | 34,764.91      | 4.86               | 679,953.09            |
|                       | Subtotal: FEDERAL RECEIPTS     | 714,718.00            | 1,296.10            | 34,764.91      | 4.86               | 679,953.09            |
| 06 5200               | TRANSFERS FROM OTHER FUNDS     | 50,000.00             | 0.00                | 80,000.00      | 160.00             | (30,000.00)           |
|                       | Subtotal: NON-REVENUE RECEIPTS | 50,000.00             | 0.00                | 80,000.00      | 160.00             | (30,000.00)           |
|                       | Fund Total:                    | 799,718.00            | 30,119.88           | 505,755.02     | 63.24              | 293,962.98            |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 08      SPECIAL BUILDING FUND**

| <u>Account Number</u> | <u>Description</u>     | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 08 1100               | LOCAL PROPERTY TAXES   | 241,000.00            | 7,097.91            | 244,387.72     | 101.41             | (3,387.72)            |
| 08 1510               | INTEREST ON INVESTMENT | 0.00                  | 175.15              | 1,670.17       | 0.00               | (1,670.17)            |
| Subtotal: 1000        |                        | 241,000.00            | 7,273.06            | 246,057.89     | 102.10             | (5,057.89)            |
| Fund Total:           |                        | 241,000.00            | 7,273.06            | 246,057.89     | 102.10             | (5,057.89)            |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 09      QUALIFIED CAPITAL FUND**

| <u>Account Number</u> | <u>Description</u>   | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|----------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 09 1100               | LOCAL PROPERTY TAXES | 235,030.00            | 6,836.30            | 220,685.59     | 93.90              | 14,344.41             |
|                       | Subtotal: 1000       | 235,030.00            | 6,836.30            | 220,685.59     | 93.90              | 14,344.41             |
|                       | Fund Total:          | 235,030.00            | 6,836.30            | 220,685.59     | 93.90              | 14,344.41             |



**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 13      INVESTMENT FUND**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 13 5200               | TRANSFERS FROM OTHER FUNDS     | 0.00                  | 7,200.00            | 4,270,800.00   | 0.00               | (4,270,800.00)        |
|                       | Subtotal: NON-REVENUE RECEIPTS | 0.00                  | 7,200.00            | 4,270,800.00   | 0.00               | (4,270,800.00)        |
|                       | Fund Total:                    | 0.00                  | 7,200.00            | 4,270,800.00   | 0.00               | (4,270,800.00)        |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 15      SFB SCHOLARSHIPS**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 15 1510 0903          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 88.17          | 0.00               | (88.17)               |
| 15 1510 0904          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 21.33          | 0.00               | (21.33)               |
| 15 1510 0905          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 264.42         | 0.00               | (264.42)              |
| 15 1510 0906          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 21.52          | 0.00               | (21.52)               |
| 15 1510 0907          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 994.08         | 0.00               | (994.08)              |
| 15 1510 0908          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 9.80           | 0.00               | (9.80)                |
| 15 1510 0909          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 460.37         | 0.00               | (460.37)              |
| 15 1510 0910          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 54.93          | 0.00               | (54.93)               |
| 15 1510 0911          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 175.74         | 0.00               | (175.74)              |
| 15 1510 0912          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 17.49          | 0.00               | (17.49)               |
| 15 1510 0913          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 10.55          | 0.00               | (10.55)               |
| 15 1510 0914          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 52.13          | 0.00               | (52.13)               |
| 15 1510 0920          | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 11,025.00      | 0.00               | (11,025.00)           |
| 15 1920 0925          | CONTRIBUTIONS & DONATIONS      | 0.00                  | 0.00                | 5,000.00       | 0.00               | (5,000.00)            |
| Subtotal: 1000        |                                | 0.00                  | 0.00                | 18,195.53      | 0.00               | (18,195.53)           |
| Fund Total:           |                                | 0.00                  | 0.00                | 18,195.53      | 0.00               | (18,195.53)           |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 20 SELMA JONES BARKER**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 20 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 148.95         | 0.00               | (148.95)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 148.95         | 0.00               | (148.95)              |
| 20 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 148.95         | 0.00               | (148.95)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 21      FRED & VALLIE BERNDT**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 21 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 203.68         | 0.00               | (203.68)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 203.68         | 0.00               | (203.68)              |
|                       | Fund Total:                    | 0.00                  | 0.00                | 203.68         | 0.00               | (203.68)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 22      ALBERT J BORNEMANN**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 22 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 202.47         | 0.00               | (202.47)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 202.47         | 0.00               | (202.47)              |
| 22 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 202.47         | 0.00               | (202.47)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 23 SARAH LUCILLE BREWER**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 23 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 148.46         | 0.00               | (148.46)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 148.46         | 0.00               | (148.46)              |
| 23 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 148.46         | 0.00               | (148.46)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 24      GRISWOLD**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 24 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 150.48         | 0.00               | (150.48)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 150.48         | 0.00               | (150.48)              |
| 24 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 150.48         | 0.00               | (150.48)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 25**

**G/R RURAL**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 25 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 407.36         | 0.00               | (407.36)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 407.36         | 0.00               | (407.36)              |
| 25 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 407.36         | 0.00               | (407.36)              |



**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 26      HOLLSTEIN**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 26 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 468.55         | 0.00               | (468.55)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 468.55         | 0.00               | (468.55)              |
| 26 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 468.55         | 0.00               | (468.55)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 27      HOLZBERGER**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 27 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 754.50         | 0.00               | (754.50)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 754.50         | 0.00               | (754.50)              |
| 27 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 754.50         | 0.00               | (754.50)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 28      W.E. SULLENS**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 28 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 509.20         | 0.00               | (509.20)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 509.20         | 0.00               | (509.20)              |
| 28 9000               | NON-PROGRAM RECEIPTS           | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Subtotal: NON-PROGRAM RECEIPTS | 0.00                  | 0.00                | 0.00           | 0.00               | 0.00                  |
|                       | Fund Total:                    | 0.00                  | 0.00                | 509.20         | 0.00               | (509.20)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 30 WATERMAN**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 30 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 56.57          | 0.00               | (56.57)               |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 56.57          | 0.00               | (56.57)               |
|                       | Fund Total:                    | 0.00                  | 0.00                | 56.57          | 0.00               | (56.57)               |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 31      JOHNSON FUND**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 31 1510               | INTEREST ON LOCAL REV RECEIPTS | 0.00                  | 0.00                | 712.08         | 0.00               | (712.08)              |
|                       | Subtotal: 1000                 | 0.00                  | 0.00                | 712.08         | 0.00               | (712.08)              |
|                       | Fund Total:                    | 0.00                  | 0.00                | 712.08         | 0.00               | (712.08)              |

**Revenue Summary Report**  
Processing Month: 06/2026  
Revenue Summary Report EOM June 2026

**Fund: 70      PETTY CASH FUND**

| <u>Account Number</u> | <u>Description</u>             | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|-----------------------|--------------------------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| 70 5200               | TRANSFERS FROM OTHER FUNDS     | 0.00                  | 17.09               | 1,423.70       | 0.00               | (1,423.70)            |
|                       | Subtotal: NON-REVENUE RECEIPTS | 0.00                  | 17.09               | 1,423.70       | 0.00               | (1,423.70)            |
|                       | Fund Total:                    | 0.00                  | 17.09               | 1,423.70       | 0.00               | (1,423.70)            |

**Revenue Summary Report**

Processing Month: 06/2026

Revenue Summary Report EOM June 2026

|              | <u>Revised Budget</u> | <u>During Month</u> | <u>To Date</u> | <u>% of Budget</u> | <u>Budget Balance</u> |
|--------------|-----------------------|---------------------|----------------|--------------------|-----------------------|
| Grand Total: | 13,494,893.00         | 611,629.31          | 16,473,951.01  | 122.08             | (2,979,058.01)        |

# District 10 Expenditures Comparison Report

|                | 2021 - 22                     | 2022-23      | 2023-24                 | 2024-25                   | 2025-26                                   |
|----------------|-------------------------------|--------------|-------------------------|---------------------------|-------------------------------------------|
| September      | \$921,724.17                  | \$795,539.68 | \$860,651.02            | \$ 839,528.43             | \$ 1,154,241.96                           |
| LUNCH FUND     |                               |              |                         |                           | *(80,000.00 to lunch)<br>***PD ALL Alicap |
| October        | \$836,219.03                  | \$821,763.06 | \$876,813.04            | \$ 901,371.95             | \$ 849,135.26                             |
| November       | \$818,784.81                  | \$810,239.29 | \$831,404.43            | \$ 945,248.78             | \$ 860,852.30                             |
| Lunch Fund     |                               |              |                         | *(80,000 to lunch)        |                                           |
| December       | \$792,707.10                  | \$775,829.63 | \$879,268.86            | \$ 876,914.88             | \$ 846,143.20                             |
| January        | \$797,784.01                  | \$780,998.91 | \$824,518.62            | \$ 908,790.59             | \$ 897,538.15                             |
| February       | \$778,977.94                  | \$760,484.02 | \$772,787.07            | \$ 870,136.71             | \$ 880,749.81                             |
| March          | \$797,725.74                  | \$798,151.45 | \$873,630.69            | \$ 820,584.42             | \$ 847,855.71                             |
| April          | \$798,306.39                  | \$929,996.28 | \$801,596.01            | \$ 918,117.84             | \$ 856,630.73                             |
| GF to Activity |                               |              |                         | (20,000.00 to Annual)     |                                           |
| May            | \$794,559.89                  | \$761,017.10 | \$791,905.12            | \$ 848,790.92             | \$ 969,266.21                             |
| June           | \$1,046,947.80                | \$863,961.72 | \$891,182.36            | \$ 910,362.91             | \$ 914,072.40                             |
| July           | \$781,464.19                  | \$783,162.83 | \$771,750.40            | \$ 833,183.97             | \$ 825,175.42                             |
| Investment     | *(600,000.00 trnsfr to derec) |              | *(600,000.00 to deprec) | (11,607.27 cooperative to | (700,00.00)                               |
| August         | \$723,222.31                  | \$813,908.82 | \$704,022.95            | \$ 756,546.27             |                                           |



| <u>Vendor ID</u>               | <u>Vendor Name</u>         | <u>Invoice</u>                    | <u>Amount</u>    |
|--------------------------------|----------------------------|-----------------------------------|------------------|
| <u>Account Number</u>          | <u>Description</u>         |                                   |                  |
| <b>Checking</b>                | <b>12</b>                  | <b>Fund: 02 DEPRECIATION FUND</b> |                  |
| ALLISO                         | ALLISON CONSTRUCTION       | 06/29/2026                        | 5,900.00         |
| 02 2900 450 000 0 000          | STEEL ROOF ON MS WR ROOM   |                                   |                  |
| <b>Vendor Total:</b>           |                            |                                   | <b>5,900.00</b>  |
| COMPUH                         | COMPUTER HARDWARE, INC.    | 20260709                          | 50,020.00        |
| 02 2900 734 000 0 000          | NEWLINE TT-7526QELT        |                                   |                  |
| 02 2900 734 000 0 000          | NEWLINE MIC-MODCAM4K       |                                   |                  |
| <b>Vendor Total:</b>           |                            |                                   | <b>50,020.00</b> |
| MPCHEAT                        | M P C HEATING & COOLING    | Q1035                             | 6,788.50         |
| 02 2900 733 000 0 000          | MS ICE MACHINE REPLACEMENT |                                   |                  |
| <b>Vendor Total:</b>           |                            |                                   | <b>6,788.50</b>  |
| <b>Fund Total:</b>             |                            |                                   | <b>62,708.50</b> |
| <b>Checking Account Total:</b> |                            |                                   | <b>62,708.50</b> |



## **Gordon-Rushville High School**

### **STUDENT HANDBOOK**

**20265-276 Edition**

810 North Oak Street  
PO Box 530  
Gordon, NE 69343

Phone: (308) 282-0894  
Fax: (308) 282-2207

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## **WELCOME**

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year.

**Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.**

**There are several forms at the end of this handbook that you must read, sign, and return no later than SEPTEMBER 1.**

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office.

Sincerely,

Nathan Livingston  
Superintendent

## **Intent of Handbook**

This handbook is intended to be used by students, parents, and staff as a guide to the rules, procedures, and general information about this school district. Students and their parents must become familiar with the handbook, and parents should use it as a resource and assist their children in following the rules contained in it. The use of the word “parents” refers to any adult who has the responsibility for making education-related decisions about a child, including, but not limited to biological parents, adoptive parents, legal guardians, and adults acting in loco parentis.

Although the information in this handbook is detailed and specific on many topics, it is not intended to be all-encompassing or to cover every situation and circumstance that may arise during a school day or school year. This handbook does not create a “contract” with parents, students, or staff, and the administration may make decisions and rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based on applicable school district policies, and state and federal statutes and regulations.

## **Notice of Nondiscrimination**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The school district prohibits sex discrimination in any education program or activity in any education program or activity that it operates.

Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability, or that have other related concerns or questions, should contact the following Section 504 Coordinator: Brooke Simmons at 308-282-0894, [brook.simmons@grmustangs.org](mailto:brook.simmons@grmustangs.org), or in person at school.

Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex, or that have other related concerns or questions, should contact the following Title IX Coordinator: Nathan Livingston at 309-282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org), or in person at school. The School District’s specific Notice of Nondiscrimination on

the Basis of Sex may be accessed at the following link:  
<https://www.grmustangs.org/page/non-discrimination-notice>

Students who believe that they have been the subject of unlawful discrimination or harassment due to their race, color, or national origin, or that have other related concerns or questions, should contact the following Title VI Coordinator: Nathan Livingston at 309-282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org), or in person at school.

Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the Nathan Livingston (the superintendent) at 308-282-0894, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Policy 3053 – Nondiscrimination.

## **SECTION ONE**

### **BASIC SCHOOL RULES AND GENERAL PRACTICES**

#### **Attendance**

##### **Required Attendance**

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

##### **Mandatory Attendance Age**

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

##### **Exceptions**

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



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

### **Discontinuing Enrollment – 16 and 17 Year Old Students**

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request that demonstrates that the student meets the district's legal criteria allowing for disenrollment to the superintendent using the applicable district form. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

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

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

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

### **Attendance Officer**

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

### **Excused Absences and Expectations for Regular Attendance**

- 1) Students are expected to attend every class, every day.
- 2) The only excused absences shall be:
  - a. absences when a licensed health care provider has confirmed in writing that, in his/her professional medical opinion and within

- his/her scope of practice, the student or a child whom the student is parenting is so physically or mentally ill that attendance of the student is impracticable or impossible;
- b. absences when severe weather conditions have made the roads impassable so that the student's attendance is impracticable or impossible;
  - c. student attendance at a school-sponsored activity;
  - d. student has been suspended or expelled from school by the school district; and
  - e. absences required by law enforcement, child protective services or a court of competent jurisdiction, confirmed in writing to the school district.

### **Excessive Absenteeism**

When a student receives 10 unexcused absences or the hourly equivalent in any semester, the Attendance Officer will follow the district's policy to address barriers to the student's attendance.

When a student is absent more than 20 days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer shall file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 20 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

When a student is absent 20 or more days per semester in any given period, the student will not earn credit for that period regardless of the grade in the class. Exceptions may be made by the building principal for extenuating circumstances.

### **Absences due to illness**

The school district will contact parents if a student becomes ill at school. A student who is absent due to illness has two days for every day of absence up to a total of 10 days to complete missed assignments.

### **Planned absences**

Parents who know in advance that a student will be absent must call the school or send a written note at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence. Parents should make every attempt to schedule medical and other appointments after school hours when possible.

### **School Activity Related Absences**

Students are responsible for making up all school work missed due to an activity. The procedures for an activity absence are:

- 1) A student involved in any school activity will be responsible for communicating with their teachers at least three days prior to the activity so advanced assignments may be given and completed by the student.
- 2) The student will make up work assigned by the teacher before the activity absence unless other arrangements were made with the teacher.
- 3) The activity sponsor will send a list of students participating in a specific activity to all teachers, administrative assistants, and administration three days prior to an activity.
- 4) A student may be prohibited from attending an activity if prior arrangements were not made with all of their teachers.
- 5) Students who are scheduled to attend an activity and miss school may be counted truant.

**Students are obligated to:**

- 1) Complete all class work in advance for any absence that can be anticipated.
- 2) Attend school a full day before attending practice or participating in a scheduled student activity except in cases of family emergencies or prearranged absences.
- 3) Check out of school at the office if leaving school during the school day.
- 4) Make up any and all work that is assigned by teachers as make-up work for the instructional time that has been missed. Any assignment assigned before a student absence and due during the time of the absence must be turned into the teacher upon the student's return to class.

**Parents are obligated to:**

- 1) Call the appropriate building office to inform the school of the reason for each absence.
- 2) Submit a doctor's statement, if requested, for each period of absence due to illness that exceeds five days.

**Pregnant and Parenting Students**

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

principal as early as possible to discuss their educational programming in collaboration with the Title IX Coordinator.

### **Band**

Students may participate in the elementary band and begin taking band lessons in the 5th grade. Students in grades 7-8 may participate in the middle school band; grades 9-12 may participate in the high school band. Instruments will be provided by students or the school as provided by school policy. Fees may be charged as allowed or provided in the Public Elementary and Secondary Student Fee Authorization Act and the school's student fee policy or other applicable policy.

### **Bills**

Students should pay bills for supplies, fines, shop materials, clothing orders, etc. in the building or district office. Any check for these payments should be made out to Gordon-Rushville Public Schools unless otherwise instructed. Pursuant to board policy, the district will assess an additional penalty of \$30 for any check returned from the bank for insufficient funds.

When students purchase items of significant value, such as class rings and letter jackets, they must make payment at the time of purchase or when the order is placed.

### **Books and Supplies**

Students must take care of books and other supplies provided by the district. The school will assess fines for damage to books and school property.

Students must supply their own consumable items such as pens, pencils, tablets, notebooks, erasers, and crayons. Each classroom teacher may prepare a supply list for students at the beginning of the school year.

### **Breastfeeding and Lactation**

In order to accommodate lactating and breastfeeding students, the district will provide reasonable opportunities to express breast milk or breastfeed in a place, other than a bathroom, which is shielded from view and free from intrusion from district students, employees, and the public. The district will also provide a location for students to store expressed breast milk in or near the location designated for students to express milk to create the least amount of disruption to the student's participation in class or activities.

Students who wish or need to express breast milk on a regular schedule must work with school administrators to create a schedule that accommodates the student's needs while facilitating education to the maximum extent possible.

In order to prevent interference with the educational process, no student shall express breast milk within school classrooms or buses. Nothing in this policy limits the authority of the administration to impose consequences consistent with the Student Discipline Act and other state and federal law.

### **Bulletin Boards**

Bulletin boards are maintained throughout the building to communicate general information, material, and school announcements. Students should check the bulletin boards carefully each school day. A written copy of daily announcements will be posted on the main bulletin board by the office.

Bulletin board or electronic publishing space may be provided for the use of students and student organizations for notices relating to matters of general interest to students. The following general limitations apply to all posting or publishing:

1. All postings must be approved by the appropriate building principal or designee. Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
2. All postings must identify the student or the student organization posting or publishing the notice.
3. Material shall be removed after a reasonable time to assure full access to the bulletin boards or electronic publishing media.

### **Bullying**

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up

to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal.

### **Reporting Bullying**

Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

### **Bullying Investigations**

School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

### **Cafeteria Rules**

1. All food must be consumed in the areas designated by the school.
2. After students have eaten, they must return trays to the kitchen. All straws, papers, milk cartons should be deposited in the trash cans. All leftover food should be scraped off the tray on to the correct container. Forks and spoons should be placed in the pan with water, NOT THROWN AWAY!
3. Students are to use proper manners including eating quietly.
4. Students may not throw food or other items.
5. Second servings are available to those who have made an effort to clean their trays and have requisite funds as required by board policy.
6. Students should remain at their tables until they are dismissed.
7. Gordon- Rushville High School has a closed campus for lunch. Parents who wish their child to eat lunch away from school must provide a written authorization to the student's building principal. Only students going daily to their residence or a relative's residence will be permitted to leave campus for lunch. There is a contract in the high school office for students wishing to go home for lunch.
8. Students must treat lunch personnel with respect.
9. Students who violate the above rules will be disciplined.
- 9.10. Gum must be disposed of properly before entering the lunch line.

### **Candy, Gum, and Energy/ Nutritional Supplements**

Students may not bring candy or gum to school unless they have prior permission from their classroom teacher or the administration. Energy/nutritional supplement powders, drinks, or substances of any description including but not limited to coffee drinks, Red Bull, Amp, creatine, etc. are not allowed during the school day or at school activities.

## **Cell Phones and Other Electronic Devices**

Students may not use cell phones or other electronic devices, including but not limited to smart watches , smart glasses, calculators with internet connections, etc., while at school, except as permitted in this handbook.

Students may use cell phones or other electronic devices on the school sidewalks and in the common areas of the school before and after school, so long as they do not create a distraction or a disruption. Students may not use cell phones or other electronic devices while they are in locker rooms or restrooms. Cell phone or other personal electronic use is not allowed in the classroom unless the teacher has planned the use with the office.

Students may not use cell phones or other electronic devices while riding in a school vehicle unless they have express permission to do so from the vehicle's driver.

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The school district is not responsible for theft, loss, or damage of a cell phone or any calls made on a cell phone.

Students who violate this policy will have their cell phones or other electronic devices confiscated immediately. The administration will return confiscated devices to the offending student based on the penalty guidelines below. Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion, and/or be required to check their phone into the office at the start of every day.

To start the day, students must make sure their cell phones are either locked in the school locking cabinets, locked in the student's car, or left at home. The phones will remain locked up until 9th period, when they will be unlocked for students not on the down list.

### **PENALTY GUIDELINES FOR INAPPROPRIATE USE OF ELECTRONIC DEVICES:**

1st Offense- Cell phone or electronic device will be kept in the office until the end of the school day, and a 30 minute after school detention will be assigned.

2nd Offense- Cell phone or electronic device will be kept until the end of the school day, and a 30 minute after school detention will be assigned.

3rd Offense- Cell phone or electronic device will be kept until the end of the school day, in school suspension, and parent(s) may be required to pick up the device in the Principal's Office

4th Offense- Because of the disruption to the educational process, two in school suspension days, the student will be required to turn their phone into the office every day for a one-month period of time.

5th Offense- Because of the disruption to the educational process, two in school suspension days, potential out of school suspension, the student will be required to turn their phone into the office every day for the remainder of the school year.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct. Any student found to be in possession of obscene, pornographic, lewd, or otherwise illegal images or photographs will be promptly referred to law enforcement and/or other state or federal agencies, which may result in arrest, criminal prosecution, and possible inclusion on sex offender registries.

### **Cheating, Plagiarism, and Academic Dishonesty**

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- Lying.
- Copying another person's work or answers.
- Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- Taking or receiving copies of a test without the permission of the teacher.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Submitting work or any portion of work completed by another person.
- Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.
- Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.



### **Child Abuse and Neglect**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

### **Class Dismissal**

Classes are in session from the ringing of the tardy bell until the teacher dismisses the class. The bell at the end of the period is not a dismissal bell, and students may not leave their classrooms until they have been excused by their classroom teacher.

### **Classroom Behavior**

Student behavior and attitude in the classroom must be cooperative and serious. All students must:

- arrive to class on time;
- prepare for class with all necessary materials;
- be considerate of others;
- respond promptly to all directions of the teacher; and
- take care of school property and the property of others.

Teachers will establish classroom conduct rules that students must obey.

### **Closed Campus**

Students may not to leave the building without permission from the administration. High school students may leave campus to go home for lunch if they have secured a completed contract and submitted it to the office.

### **Communicable Diseases**

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a "best practice" guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child's health condition or if you know your child has contracted a contagious or communicable disease or

condition not otherwise specified in board policy or this handbook, please call the school nurse.

### **Communicating with Parents**

Parents shall be kept informed of student progress, grades, and attendance through report cards, progress reports, and parent/teacher conferences. The school district will notify parents if their students are failing or close to failing. The school district will endeavor to notify parents of failing students prior to entry of the failing grade on the student's report card. Parents will also be notified of their student's possible failure to meet graduation requirements. Other pertinent information will be communicated to parents by mail or by personal contact. Official transcripts of student progress, grades, and attendance will be sent to other school systems upon the student's transfer when the district receives a written request signed by the student's parent or guardian or upon being notified that the student has enrolled in another school.

### **Complaint Procedure**

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to complaints unless the complaint is subject to a different procedure required by law, policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems at the lowest level of the chain of command. When those efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below in any specific policy addressing those areas or the procedures set forth below. Allegations of sex discrimination covered by Title IX will be addressed through the board's Title IX policy.

References to "coordinator" in this policy refer to the board-designated coordinator for the applicable area, such as the Section 504 Coordinator for allegations of disability-based discrimination.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

### **Complaint and Appeal Process.**

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter

with the teacher. However, the complainant should skip the first step if complainant reasonably believes speaking directly to the person would subject complainant or complainant's student to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, coordinator, superintendent of schools, or president of the board of education, as set forth below. Anyone with questions about the appropriate person to speak with may request clarification from the superintendent.
  - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
  - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
  - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
  - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or coordinator, the administrator or coordinator shall first determine whether another applicable procedure is required by policy or law and if so, direct the complaint to the appropriate person to follow that procedure. If not, the administrator or coordinator will promptly and thoroughly investigate the complaint, and shall:
  - a) Determine whether the complainant has discussed the matter with the staff member involved.
    - 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with the respondent.

- 2) If the complainant refuses to discuss the matter with the respondent, the administrator or coordinator shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Interview the complainant and, if necessary, the respondent against whom the complaint is filed, to determine:
    - 1) All relevant details of the complaint;
    - 2) All witnesses and documents which the complainant believes support the complaint;
    - 3) The action or solution which the complainant seeks.
  - d) Respond to the complainant. If the complaint involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or coordinator receives the complaint.
4. If either the complainant or the respondent is not satisfied with the decision, he or she may appeal the decision to the superintendent. The superintendent may assign a qualified designee to hear any appeal. This provision applies to appeals under the board's policies governing complaints of discrimination or harassment, including Title IX and any other policy with a separate grievance or complaint procedure, unless that other procedure includes its own appeal process. All requirements for appeals within any other policy apply, and in addition to those requirements, the following also apply.-
  - a) The appeal must be in writing.
  - b) This appeal must be received by the superintendent no later than three calendar days from the date of the decision.
  - c) For complaints addressed through other applicable procedures that do not include a separate investigatory process, the superintendent will investigate as he or she deems appropriate.

- d) The superintendent will prepare a written decision and provide it to the complainant and any other person entitled by law to receive the appeal decision. For complaints involving discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal. Appeals to the superintendent from complaints involving discrimination or harassment are final once the superintendent delivers the written decision, as are all other appeals/complaints to the superintendent unless the complaint can be appealed on the limited grounds to appeal to the board below.
5. The board's role is to set policy, establish and implement a budget, and evaluate the superintendent. The board does not manage the daily operations of the school district entrusted to its administration unless required by law or policy. Because of the board's statutory roles, it does not hear complaints or appeals that may involve oversight or discipline of students, staff, or others, unless those involve the superintendent as discussed below. The board does not hear complaints or appeals based on allegations of discrimination or harassment unless otherwise required by law. The board will hear appeals only in the following circumstances:
- a. When the complaint is about a board policy, not implementation of the policy;
  - b. When the complaint involves the budget or school expenditures that have been or must be approved by the board; or
  - c. When the board is required by law, policy, or contract to hear a complaint or appeal.
6. If a complaint involves those limited grounds and a party is not satisfied with the superintendent's decision regarding the complaint or appeal, he or she may appeal the decision to the board.
- d. This appeal must be in writing.
  - e. This appeal must be received by the board president no later than ten(10) calendar days from the date the superintendent communicated his/her decision to the complainant.
  - f. This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment allegations against the superintendent shall be promptly and thoroughly investigated by the board president or a designee.
  - h. There is no appeal from any decision of the board unless authorized by law.

6.7. Formal complaints about the superintendent shall be filed with the president of the board. However, complaints about the superintendent do

not include disagreement with the superintendent's decision on appeal based on a complaint of discrimination, or action of any other employee who is not the superintendent. Upon receipt of a complaint, the board president or his or her designee shall promptly and thoroughly investigate the complaint, and shall:

- a) Coordinate with school district staff, other than the superintendent to determine if another procedure in policy or law requires the complaint against the superintendent will coordinate handling the complaint through that procedure. If another procedure applies, such as in the case of allegations of sex discrimination against the superintendent, the board president or, at his or her discretion, the full board will serve only to hear any appeal by the complaint.
- b) Determine whether the complainant has discussed the matter with the superintendent.
  - 1) If the complainant has not, the board president or designee will urge or require the complainant to discuss the matter directly with the superintendent, if appropriate or required.
  - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
- c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting by the full board.
- d) Respond to the complainant or appeal. If the complaint or appeal involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.
- e) Appoint or contract with other individuals qualified to assist the board through this process or any other applicable procedure used to address allegations against the superintendent.

### **No Retaliation.**

The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

## **Special Rules Regarding Educational Services and Related Services to Students with Disabilities.**

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

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

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

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

For more information regarding educational services and related services to students with disabilities see the documents *Special Education Procedures* and *Section 504 and Title II Procedures* in the Gordon-Rushville Board Policy 6000s Section.

## **Bad Faith or Serial Filings.**

The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Complaints filed (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume

unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

### **Computer Network Use by Students**

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

#### **I. Student Expectations in the Use of the Internet**

##### **A. Acceptable Use**

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.
3. Students may use the Internet to gain access to information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for appropriate educational purposes.

##### **B. Unacceptable Use**

1. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
3. Students shall not use e-mail, chat rooms, instant messaging, or other forms of direct electronic communications on school computers for any unauthorized or unlawful purpose or in violation of any school policy or directive.
4. Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
5. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
6. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.



7. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
8. Students shall not erase, rename, or make unusable anyone else's computer files, programs or disks.
9. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
10. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
11. Students shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
12. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
13. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
14. Students shall not falsify electronic mail messages or web pages.

## **II. Enforcement**

### **A. Methods of Enforcement**

1. The district monitors all Internet communications, Internet usage, and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.
2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology

protection measure for the student to access a site with legitimate educational value that is wrongly blocked.

4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

**B. Consequences for Violation of this Policy**

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
  - a. Loss of computer privileges;
  - b. Short-term suspension;
  - c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
  - d. Other discipline as school administration and the school board deems appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

**III. Protection of Students**

**A. Children's Online Privacy Protection Act (COPPA)**

1. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
2. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

**B. Education About Appropriate On-Line Behavior**

1. School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
2. Staff will specifically educate students on
  - a. Appropriate interactions with other individuals on social networking websites and in chat rooms.
  - b. Cyberbullying awareness and response.
3. The School District's technology coordinator shall inform staff of this educational obligation and shall keep records of the instruction which occurs in compliance with this policy

**Conferences**

Students' academic success has been closely linked to parental involvement in school. The school district has formal parent-teacher conferences at the end of the first quarter and during the third quarter.

In addition to formal conferences, classroom teachers will communicate with parents as necessary. Parents are encouraged to communicate with their student's teacher or the building principal to discuss parental concerns, student needs or any other issue.

### **Copyright and Fair Use**

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

### **Damage to School Property**

Students who damage school property either intentionally or unintentionally may be required to pay to replace or restore the property, at the discretion of the administration.

### **Dating Violence**

Dating violence, as that term is defined by Nebraska law, will not be tolerated by the school district. Students who engage in dating violence on school grounds, in a school vehicle or at a school activity or that otherwise violates the Nebraska Student Discipline Act will receive consequences consistent with the Act and the district's student discipline policies.

The school district shall provide dating violence training to staff deemed appropriate by the administration and in accordance with Nebraska law.

## **Discrimination and Harassment**

The school district prohibits discrimination and harassment based upon or related to race, color, national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Section 504 Coordinator: Brook Simmons at 308-282-0894 (phone number), [brooke.simmons@grmustangs.org](mailto:brooke.simmons@grmustangs.org) (e-mail address) or in person at school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Mr. Nathan Livingston at 308-282-1322 (phone number), [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) (e-mail address), PO Box 530, Gordon, NE, 69343 (mailing address) or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the superintendent at 308-282-1322 (phone number), [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) (e-mail address) or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

## **Dress Code**

The District prohibits student attire or appearance that:

- Causes or is likely to cause a material and substantial disruption to the District's programs and activities.
- Promotes, depicts, or refers to violence, drugs, alcohol, vulgarity, obscenity, illegal activity, hate speech, bullying speech, or harassing speech.
- Includes words, gestures, or images that contain or imply sexual content or innuendo.
- Otherwise undermines the District's mission to inculcate the habits, manners, and values fundamental to civility, community, and the educational environment.

The District reserves the right to request immediate attire changes from students. The District will require students to adhere to uniform standards and/or wear district approved or issued uniforms in order to participate in activities.

Altering a student's appearance or removing or altering a student's attire without consent from their parent/guardian/caregiver is not allowed. Additionally, students' hair should not be permanently or temporarily altered by school personnel.

**Cultural and Religious Attire.** Students are allowed to wear religious attire, adornments, and other attire associated with race, national origin or religion, or tribal regalia. Additionally, students are permitted to wear natural and protective hairstyles including but are not limited to braids, locks, twists, tight coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.

Any person who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any public or private location where the person is otherwise authorized to be on school grounds or at any school function.

**Health and Safety Considerations.** Students may be required to wear protective clothing or equipment or otherwise modify their attire or secure their hair to ensure the safety of themselves and others. In such cases, a good faith effort to reasonably accommodate students will be made to ensure safety without compromising religious beliefs, grooming practices, or requiring students to permanently alter their appearance. The least restrictive means appropriate to address the identified health or safety concern shall be used.

**Health and Safety Accommodation Process.** If a health and safety standard accommodation is necessary, the District will:

1. Engage in a good-faith effort to reasonably accommodate the student and
2. Notify the student's parent or guardian of such an attempt to accommodate the student's appearance or any attire, tribal regalia, hairstyles, adornment, or other characteristic associated with race, national origin, or religion
3. Attempt to obtain consent from a student's parent or guardian prior to altering a student's appearance or removing or altering a student's attire, tribal regalia, hairstyle, adornment, or other characteristic associated with race, national origin, or religion.

**Recordkeeping.** The District will record efforts made to accommodate a student's appearance, attire, hairstyle, adornment, or other characteristics associated with race, religion, sex, disability, or national origin. Each record must include: the student's name; federally identified demographic characteristics; date of the occurrence; the health and safety standard relating to the accommodation; the nature of the accommodation requested; staff involved; communication with parents/guardians/caregivers, and; the outcome of the effort.

**Enforcement.** Violations of this policy shall be addressed in a manner consistent with the board's policies regarding student discipline.

### **Driving and Parking Personal Vehicles**

Students who drive privately owned motor vehicles to school must obey the following rules:

1. Students may not move their vehicles during the school day without the permission of the building principal or superintendent. Students will not be allowed to sit in or be around their vehicles during the school day, without administrative permission.
2. Students must drive with care to ensure the safety of the pedestrians. Students may not drive carelessly or with excessive speed.
3. By driving personal vehicles to school and parking on school grounds, students consent to having that vehicle searched by school officials when they have reasonable suspicion that such a search will reveal a violation of school rules.

School officials will not be held responsible for students who drive a motorized vehicle during school hours or to and from any school activity. Motor-driven vehicles should be parked carefully so as not to obstruct sidewalks or street crossings. All cars are to be parked on the appropriate side of the street. Students may park their cars in the south, east, or north parking area. The area directly south of the elevator is reserved for staff parking. Failure to follow appropriate procedures will result in the parking privileges being restricted or other disciplinary action.

### **Drug Free Schools**

The board of education has adopted policies to comply with the Federal Drug-Free Schools and Communities Act. Students are prohibited from using, possessing, or selling any drug, alcohol, or tobacco while on school grounds, at a school activity or in a school vehicle. In addition, students who participate in the school's activities program should refer to the Activities Handbook which prohibits the use or possession of alcohol, controlled substances and tobacco at all times.

Any student who violates any school policy regarding drug, alcohol, and tobacco use will be disciplined, up to and including short-term suspension, long-term suspension, or expulsion from school and/or referral to appropriate authorities for criminal prosecution.

### **Emergency Contact Information**

Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency

instructions. Parents must promptly inform the school if this contact information changes during the school year.

## **Evacuations**

The school district will hold routine evacuation drills throughout the school year. Classroom teachers will provide students with detailed instructions on building evacuations.

### **Standard Response Protocol:**

**Secure (formally called "Lockout"):** Secure will be announced over the intercom and is followed by the Directive: "Secure the Perimeter." This is the protocol used to safeguard students and staff within the building. Secure is used when there is a potential threat outside of the building and students and staff need to safely remain in the building. Classes in the building will go on as usual, but no one will be allowed to enter or leave the building until the Secure is lifted.

**Lockdown:** When Lockdown is announced, it is followed by "Locks, Lights, Out of Sight" and is the protocol used to secure individual rooms and keep students quiet and in place. Teachers will lock doors, turn out lights, and keep students away from windows. Teachers will not unlock doors. Only law enforcement or administration with keys will unlock doors as classrooms are "cleared".

**Evacuate:** Students and staff may be asked to Evacuate over the intercom. This notification is always followed by a location to where evacuated individuals will report to. Evacuation is used to move students and staff from one location to a different location in or out of the building if there is ever a safety concern that would necessitate the evacuation of any location.

**Shelter:** When Shelter is announced, students and staff will be asked to take shelter of a specific type and using a specific method depending on the safety concern that may be present. This is the protocol for group and self protection. Shelter will most often be used in the event of severe weather concerns.

**Hold:** A Hold may be activated at any time. During a Hold, students are to return to their classrooms directly, or stay in the classroom. Classroom teachers are to continue teaching, but not excuse anyone from the classroom until the all clear is announced. This is not the same as a lockdown or a lockout; this is for routine procedures like locker checks.

## **Eye Exams**

All students enrolling in kindergarten or transferring into the school district from out of state must undergo a visual examination by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, which consists of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity, except that no such physical examination or visual evaluation shall be required of any child whose parent or guardian objects in writing. They must provide evidence of the vision examination within six months prior to entrance. The cost of such physical examination and visual evaluation shall be borne by the parent or guardian of each child who is examined.

### **Food Service Program**

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

#### **Breakfast**

The school will serve breakfast daily from 7:30 a.m. until 7:50 a.m. Students who qualify for free or reduced-price lunch also qualify for free or reduced-price breakfast. The school district charges students \$0 and adults \$2.50 for breakfast. Students will be charged \$0.90 for an extra breakfast entrée.

#### **Lunch**

Lunch prices depend on the federal funding that the program receives. Lunch for K-6 is \$0. Lunch for 7-12 lunch is \$0 for students and \$4.50 for adults. Students will be charged \$1.70 for an extra lunch entrée and \$1.75 for adults. An extra milk will cost \$0.60.

#### **Payment for Meals**

Students are encouraged to pay for meals several weeks in advance. Payment should be made to the bookkeeper in the office.

The district qualifies for the CEP program, where each child may receive one free breakfast and one free lunch daily. A la carte or extra items, are not part of the CEP program and may be purchased at the cost per item set annually by the district. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.

#### **Collection of Delinquent Meal Charge Debt**



The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law. Collection efforts may continue into a new school year.

### **Notice of Non-discrimination**

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), 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](mailto:program.intake@usda.gov)

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the school district. 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.

### **Field Trips**

Classes occasionally take field trips off school property for educational enrichment. A student's parent, or "caregiver" as that term is defined in the Nebraska Strengthening Families Act, must authorize a student to participate in a field trip by signing a permission slip and providing it to the school before the field trip. Students who have not completed classroom work on time may not be allowed to attend field trips. Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

### **First-Aid**

First-aid items may only be used by school staff. Students who need first aid should ask for assistance from their classroom teacher or the nearest staff member.

### **Guidance Services**

Gordon-Rushville High School guidance and counseling services are dedicated to the idea that high school years should be satisfying, productive, and rewarding. Counseling services are designed to help high school students gain in self-understanding so they may use their assets effectively and plan attainable goals for the future.

The guidance services offered to students:

Counseling interviews - vocational counseling, educational planning, personal-social adjustment, interpersonal relationships, evaluation of long term goals, pre-college counseling for graduates.

Individual and group testing services - abilities, attitudes, interests, personal traits, educational backgrounds.

Occupational, educational facts - job qualifications, vocational trends, training courses, functions of general education, military obligations and opportunities.

Study skills and reading courses - efficient learning technique, planning time effectively, practical study methods, improvement of reading skills.

All counseling is on a voluntary basis. Appointments may be made at the convenience of the student. The office is open during the school day, but other arrangements may be made. Sometimes tests may be indicated for students. This decision is made when students visit with the counselor. Many pieces of literature are available and they deal with vocational and educational planning as well as social adjustment. The counselor aids students in planning schedules to meet all graduation requirements.

Students may visit with the counselor at any time. They do not have to have a problem to profit from the counselor's services. Students do not need to be referred by teachers or parents. The office is not a disciplinary or rule-enforcing agency. The counselor does not provide placement in jobs. The counselor is, however, available to help students with any type of concern.

### **Head Lice**

Students found to have live head lice or louse eggs will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice or louse eggs the student's parent(s) or guardian(s) will be notified,

and if appropriate will be asked to pick up the student from school immediately.

Students will not be permitted to return to school until the district finds that no live lice or eggs can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.

### **Health Problems Limiting Activities**

Parents who do not want their children to play outdoors or participate in physical education for health reasons must send a written request to school. If a student persistently requests to be excused from these activities, the building principal or classroom teacher may require a doctor's verification.

Parents should notify principal or superintendent if their student has any special health problems such as diabetes, asthma, or the like.

### **Homebound Instruction**

The school district may provide a student with instruction in his or her home and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular classes for an extended period of time. Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. If you believe that homebound instruction is appropriate for your child, please contact the building principal to initiate the appropriate process to determine eligibility.

### **Homeless Children and Youth**

Homeless students generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable state and federal law.

It is the school's policy not to stigmatize or segregate homeless students on the basis of their status of being homeless. Transportation for homeless students who enroll in the district shall be furnished by the district under the same guidelines applying to other students or if such transportation is necessary for compliance with federal law.

Each homeless child shall be provided services for which the child is eligible comparable to services provided to other students in the school selected regardless of residency. Homeless children shall be provided access to

education and other services that such children need to ensure that they have an opportunity to meet the same student performance standards to which all students are held.

If a homeless child registered to attend school in the district is receiving family reconciliation services pursuant to state law, the district will work in cooperation with any county or department of social services in the district to jointly develop an educational program for the child. The district's homeless coordinator is Mr. Nathan Livingston, who may be contacted at 308-282-1322.

### **Illness or Injury at School**

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member. The school will contact parents to pick students up from school whenever necessary. When school officials determine that a student needs immediate medical attention but the parents cannot be reached by phone, emergency services will be summoned or the student will be taken directly to the doctor and/or hospital. Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions.

### **Immunizations**

All students must furnish one of the following to school officials:

- proof of adequate immunizations for mumps, measles, rubella; diphtheria, pertussis, tetanus; polio; and hepatitis B series; or
- a signed parental statement of refusal to provide the immunization history. Homeless students who are in need of immunizations will be referred to the homeless coordinator, who shall assist in obtaining necessary immunizations or medical records.

**Provisional Enrollment.** Students who meet the statutory requirements for provisional enrollment shall be allowed to attend school for sixty days without the necessary immunizations.

Students who are excepted from the immunization requirement may be excluded from school in the event of an outbreak of any contagious disease in the school population.

### **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.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

### **Lockers and Other School Property**

The school district owns and exercises exclusive control over student lockers, desks, computer equipment, and other such property. Students should not expect privacy regarding usage of or items placed in or on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

### **Lost and Found**

All lost and found articles are to be taken to the high school office. Students may claim lost articles there. If items accumulate and are not claimed after a week, items may be placed on a table in the cafeteria. Unclaimed articles will be donated to a local charity or otherwise disposed of at the conclusion of each semester.

### **Medications**

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska

Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

**Prescription medication.** (1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

**Non-prescription medication.** (1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

### **Media Center**

Students must check out materials from the librarian or paraprofessional on duty. Each borrower is responsible for all books checked out in his/her name. A fine of five cents per day per book may be charged for overdue books. Each student is responsible for any fine that accumulated on a book charged to him/her. If a book is lost and not found by the end of the semester, the student must pay for it. Students must also pay for any damage they cause to library books.

### **Memorials**

Memorials or plaques honoring deceased students are generally not allowed in or on the school grounds unless authorized by board policy. Dedications to students will not be allowed.

Scholarships in the deceased person's name will not be set up by the school. Scholarships set up by outside organizations or individuals, such as a foundation, will be allowed.

### **Multicultural Education**

Philosophy, Mission, and Program Goals. The school district respects and appreciates cultural diversity and seeks to promote the understanding of unique cultural and ethnic heritage. The district will promote the development of a culturally responsible and responsive curriculum. The school district's program will explore the attitudes, skills, and knowledge necessary to function in various cultures. Refer to Policy #6020 for more information.

### **Opting Out of Assessments**

The Board of Education has adopted a policy on approval and denial of state and federal assessment opt-out requests, which is based on requirements in law. The policy can be requested by contacting the Superintendent of Schools at 308-282-1322 or [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org).

### **Parental Involvement**

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parent and family engagement in the Title I program. Parent and family engagement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards, type and extent of participation, parental input in educational decisions, coordination, and integration with other Federal, State, and district programs, and evaluations of progress.
3. Opportunities for participation in parent involvement activities, such as training to help parents work with their children to improve achievement. A goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.

4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, parents with limited literacy, are economically disadvantaged, are of a racial or minority background or parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.
5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.
7. The district will educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

### **Personal Items**

The school provides the necessary equipment for classroom and school day activities. **Students should not bring items such as athletic equipment, electronic devices, toys, or other similar personal items to school unless they have the prior permission of their classroom teacher or a school administrator. The school is not responsible for damaged or lost personal items or equipment.**

### **Physical Education**

The school district requires students to receive physical education to assist them in developing gross and fine motor skills. Students are not required to wear P.E. uniforms, but should wear tennis shoes and athletic clothing for P.E.

### **Physical Exam**

Students entering kindergarten and the seventh grade, and those entering school from another state, are statutorily required to show evidence that they have had a physical examination within six months prior to the date of entering school. Students wishing to participate in athletics at the high school are also required to get a physical examination.



## **Pictures**

The school district arranges for a photographer to be present at school in the fall to take class pictures. Parents will be notified of the date. Included in the individual packet is a class composite. Parents who want pictures of their students or of their student's class composite may purchase them directly from the photographer.

## **Police Questioning and Apprehension**

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

## **Protection of Student Rights**

The Board of Education respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA). The policy is available on the district's website or upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. The approximate dates during the school year when a survey requesting personal information as defined in the Protection of Pupil Rights policy is scheduled are as follows: \_1) Risk and Protective Survey in the fall biannually (<https://bosr.unl.edu/nebraska-risk-and-protective-factor-student-survey-nrpfss>), 2) Survey in 9<sup>th</sup> Grade Health regarding alcohol and drug knowledge, 3) Survey in High School for the College Access Grant, 4) Other surveys may periodically be administered where guardians will receive at least 30 days prior notice. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

## **ACT Exam**

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

## **Public Displays of Affection**

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others. Prohibited conduct includes

hugging, kissing, touching or any other display of affection that a staff member determines to be inappropriate.

### **Rights of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term “custodial parent” refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students’ records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent’s request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents’ behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

### **Secret Organizations**

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

### **School Day**

The school day typically begins at 7:58 a.m. and ends at 3:56 p.m. Students are to leave the school grounds after dismissal. School staff will provide supervision for students on school grounds 30 minutes before the school day begins and 20 minutes after the school day ends. **There will be no**

**supervision provided by the school before or after these times.** Parents must arrange for their children to leave school promptly at the end of the day.

### **Self Management of Diabetes or Asthma/Anaphylaxis**

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact the school nurse.

### **Smoking and Tobacco**

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

### **Sniffer (Drug) Dogs**

The administration is authorized to use sniffer dogs to minimize the presence of illicit items on school grounds. Students and staff are specifically notified of the following:

1. Lockers may be sniffed by sniffer dogs at any time.
2. Vehicles parked on school property may be sniffed by sniffer dogs at any time.
3. Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
4. If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action.

### **Standardized Testing/Testing Programs**

Testing Services - The purpose of the testing program is to help each student gain the highest possible level of development in scholastic, mental, emotional and social levels.

Tests are administered at different levels of academic achievement. Results are recorded in student permanent files. Guidance and administrative personnel carefully review all test results. The following tests may be administered through Gordon-Rushville High School:

Grade Ten Accuplacer - Students with a qualifying GPA will take the Accuplacer in grade 10. The Accuplacer is a college entrance exam that allows students who meet minimum score requirements to take college level courses through some of our community college partners.

Grade Eleven American College Testing Program (ACT) -The results of the ACT go to the college of the student's choice for entrance, placement, and scholarship purposes. The ACT is also now a state required assessment for all juniors in Nebraska. Many colleges and universities also require the test.

PSAT - The Preliminary Scholastic Aptitude Test is designed to help juniors and seniors estimate their ability to do college level work, to guide them in making their college plans, and to familiarize themselves with timed multiple-choice items. The PSAT is a shorter version of the SAT required for admission at more than 600 colleges. The National Merit Scholarship Qualifying Test is used primarily to provide scholarship information. The results are often used for college entrance and counseling. Students receiving extremely high scores may become semi-finalists and finalists in the program.

ASVAB - The Armed Services Vocational Aptitude Battery is a multiple aptitude battery with students in Grades 11 and 12. The ASVAB measures developed abilities and predicts what a person could accomplish with training and further education. Unless requested in writing by the parent or guardian, a student's ASVAB scores will be released to the appropriate military personnel. In addition, the Accuplacer is given to students in grades 11 and 12. The Accuplacer is used to determine student placement in dual credit and college credit courses.

Grade Twelve American College Testing Program (ACT) -The results of the ACT go to the college of the student's choice for entrance, placement, and scholarship purposes. Many colleges and universities now require the test.

Scholastic Aptitude Test - The SAT is part of the College Entrance Examination Board Program. Results are sent to the college of the student's choice for entrance and placement purposes. Many colleges and universities require this test. Achievement tests, as well as a writing sample may be taken with the SAT. Seniors may have the option of taking the ACT test one time during their senior year, at the school's expense.

Grades 9-11 Standardized Testing administered yearly. State required yearly testing is also administered.

#### GRHS Testing Schedule:

|                                   |                                 |
|-----------------------------------|---------------------------------|
| NWEA Measure of Academic Progress | September/October and April/May |
| PSAT or Pre-ACT                   | October/November                |
| ASVAB                             | October/November                |
| Accuplacer                        | Fall/Spring                     |
| ACT                               | Nebraska State Test in April    |

\*For more information regarding testing requirements and procedures, please contact the building principal.

### **Student Assistance**

Parents who believe their students have any learning, behavior, or emotional needs that they believe are not being addressed by the school district should contact the student's teacher. If appropriate, the teacher may convene the Student Assistance Team (SAT). The SAT can explore possibilities and strategies that will best meet the educational needs of the student.

### **Student Fee Policy**

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

#### **Definitions.**

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

#### **Listing of Fees Charged by this District.**

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

- 2. Safety Equipment and Attire.** The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.
- 3. Personal or Consumable Items.** The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers, and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials, and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.
- 4. Materials Required for Course Projects.** The school district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will either furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.
- 5. Technological Devices.** The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the device off district property. The maximum dollar amount of this convenience fee charged by the district will be \$200.

As with all school property, students may be charged for damage to such devices. The charge for damages will be the cost to repair or replace the item. The district may also charge a damage deposit which will be returned or may be rolled to cover the damage deposit for the next year if it is not needed to cover the costs of any damage to the device. The maximum dollar amount of this damage deposit will be \$400.

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

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

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

- Student Activity Card: \$75
  - Covers admission to all extracurricular events
- Cheerleading, Drill Team, Flag Corps:
  - Students must purchase uniforms and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the school district for these items will be: \$500
- Football:
  - Students must provide their own football shoes, undergarments, and mouthguards
- Golf:
  - Students must provide their own golf shoes, undergarments, and clubs
- Track, Volleyball, Basketball, and Wrestling:
  - Students must provide their own shoes and undergarments
- Future Farmers of America:
  - Students must purchase their own jackets and pay dues

- 7. Post-Secondary Education Costs.** Some students enroll in post-secondary courses while still enrolled in high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for

tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

- 8. Transportation Costs.** The district will charge students reasonable fees for district-provided transportation services to the extent permitted by federal and state statutes and regulations. The maximum dollar amount of the transportation fee charged by this district shall be \$50 per activity trip.
- 9. Copies of Student Files or Records.** The school district will charge a fee for making copies of a student's files or records for the student's parents or guardians. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Students' parents have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records. The district will charge a fee of 25 cents per page for reproduction of student records.
- 10. Participation in Before-School, After-School or Pre-Kindergarten Services.** The district may charge reasonable fees for participation in before-school, after-school or pre-kindergarten services offered by the district pursuant to statute.
- 11. Participation in Summer School or Night School.** The district may charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses. The maximum dollar amount for summer and night school shall be \$300.
- 12. Charges for Food Consumed by Students.** The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

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

- Breakfast Program – Grades K-6
  - Regular Price    \$0
  - Reduced Price    \$0
- Breakfast Program – Grades 7-12



- Regular Price    \$0
- Reduced Price    \$0
- Lunch Program – Grades K-6
  - Regular Price    \$0
  - Reduced Price    \$0
- Lunch Program – Grades 7-12
  - Regular Price    \$0
  - Reduced Price    \$0
- Second milk       \$0.55
- Second breakfast entrée (each) \$0.~~98~~0
- Second lunch entrée (each) \$ 1.~~70~~55

**13. Charges for Musical Extracurricular Activities.** Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- Band            students must provide their own instruments.
- Swing choir students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$200.

**14. Contributions for Class Extracurricular Activities.** Students are eligible to participate in a number of extracurricular activities during their years in Junior/ Senior High school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class's fund beginning in 9th grade. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$10 to \$40 per year.

### **Waiver Policy.**

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Students are not required to participate in the free or reduced-price lunch program to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee

waiver application to their building principal. Application forms are available in each school building office.

### **Voluntary Contributions to Defray Costs.**

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

### **Fund-Raising Activities**

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

### **Student Illness**

Students who suffer from a significant illness which has an actual or expected duration of six months or more may be eligible for accommodations and supports under Section 504 of the Rehabilitation Act or under the Individuals with Disabilities in Education Act. The school will provide accommodations to students who are returning to school after a prolonged absence due to illness, including pediatric cancer, through a 504 plan or an IEP, as appropriate. The student's plan will include informal or formal accommodations, modifications of curriculum and monitoring by medical or academic staff as determined by the student's IEP team or 504 committee. Parents and staff will engage in ongoing communication about the needs of a student who is facing these circumstances.

Students who become ill at school will be sent to the building office where the school nurse or other school employee will determine the appropriate response. When a child is too ill to remain at school, a school employee will contact the child's parent(s) and arrange for the child to be picked up or sent home. If an illness or injury requires immediate medical attention, school officials shall attempt to contact the child's parent(s) regarding treatment for the child. If the parents cannot be contacted, school officials may have the child treated by an available physician. Students who show symptoms of a contagious disease may be sent home, and the district may require a physician's statement before allowing such students to return to school.

### **Student Government**

Students are encouraged to formulate and participate in elective and representative student government activities. The organization, operation, and scope of the student government shall be administered by the superintendent or designee.

### **Student Records**

The Family Education Rights and Privacy Act ("FERPA") provides parents certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the date the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If parents believe one of their student's records is inaccurate, they should write to the school principal, clearly identify the part of the record they want changed, and specify why they believe it is inaccurate. If the school decides not to amend the record as requested, it will notify the parents of the decision and advise them of their right to a hearing regarding the request for amendment.

**Directory Information.** FERPA and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children. The school district has designated the following as directory information:

name and grade, name of parent and/or guardian, address, telephone number, including the student's cell phone number, e-mail address, date and place of birth, dates of attendance, the image or likeness of students in pictures, videotape, film or other medium, major field of study, participation in activities and sports, degrees and awards received, social media usernames and handles, weight and height of members of athletic teams, most recent previous school attended, certain class work which may be published onto the Internet, classroom assignment and/or home room teacher, student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems (but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user). Directory information does not include a student's social security number.

Directory information about students may be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that market or manufacture class rings, sell student photographs or publish student yearbooks.

Federal law requires school districts to provide military recruiters and institutions of higher education with the names, addresses, and telephone listings of high school students unless parents have notified the school district in writing that they do not want this information disclosed without prior written parental consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Parents who **OBJECT** to the disclosure of any directory information about their student should write a letter to the principal. This letter should specify the particular categories of directory information that the parents do not wish to have released about their child or the particular types of outside organizations to which they do not wish directory information to be released. This letter must be received by the school district no later than September 1<sup>st</sup> of the current school year.

### **Non-Directory Information**

All of the other personally identifiable information about students that is maintained in the school district's education records will generally not be disclosed to anyone outside the school system except under one of two circumstances: (1) in accordance with the provisions of the FERPA statutes and related administrative regulations, or (2) in accordance with the parent's written instructions.

One FERPA exception permits disclosure to school officials with legitimate educational interests without consent. A school official includes, but is not necessarily limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent,

student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a “legitimate educational interest” if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

The district will share information with the Department of Education necessary to comply with the requirement of state law that all third- year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

### **Transfer of Records Upon Student Enrollment**

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform parents when it makes a disclosure under this provision.

### **Complaints**

Individuals who wish to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA may contact the Office that administers FERPA:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

### **Student Schedule Changes**

Student schedule changes may be made without penalty during the first three days of each semester. Drop and Add slips are to be obtained from the office of the Guidance Counselor and must be signed by the guidance counselor and building principal before they are presented to the teacher of the class that is to be added or dropped.

After the first week of the semester, students who insist on dropping a class, except for instances of an extended illness, will receive a “0” on their permanent records, and that grade will be averaged into the student’s cumulative grade point average. If an extended illness makes it impossible or impracticable for a student to successfully complete a class or classes, the student may be allowed to withdraw from a class or classes as (WP)-Withdraw Passing or (WF)-Withdraw Failing. If permission to withdraw as WP or WF is given by the building principal and guidance counselor, the grade(s) will not be averaged into the cumulative grade point average of the student.

Before students are allowed to withdraw from a class as WP or WF, the student, the parents of the student, the guidance counselor, and the building principal must meet and review the circumstances of the situation. All available means that could be utilized to allow the student to successfully complete the course(s) must be reviewed before permission to withdraw as WP or WF is given by the building principal and guidance counselor.

### **Student Use of AI Tools**

As used in this section, artificial intelligence tools ("AI Tools") mean machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Gemini, Claude and similar programs.

AI Tools may be useful to student learning. However, students and staff must ensure that student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Individual staff members will decide for each individual assignment the extent to which students may use AI Tools.
2. If a student uses any AI Tools in connection with a school assignment, the student must:
  - a. Give proper attribution to the specific AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.
  - b. Never copy and paste the output from the AI Tool into the student's work as if the student wrote such section himself or herself.
3. Students may never use AI Tools to:
  - a. Cheat on any assignment, test, or quiz;
  - b. Help answer questions on a test or quiz without staff member permission;

- c. Make or share deepfakes or fake images, audio, or video of any real person;
  - d. Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;
  - e. Bully, harass, threaten, intimidate or impersonate any person;
  - f. Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;
  - g. Use AI Tools to bypass accommodations, content filters, or school security.
4. A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.
5. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
6. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

## **Tardiness**

Punctuality is required on a daily basis. Students are to be in their assigned classroom and seated before the bell rings to start the class period.

Students who are tardy or late arriving to school will have a detention until 4:00 PM on the day in which they were late or tardy.

Tardiness to class is to be handled by the individual classroom teacher. Parents/Guardians will be notified of student tardiness by the classroom teacher via phone calls, e-mail, or regular mail. Classroom teachers will assign appropriate corrective measures for tardiness to their class, prior to an office referral.

Excessive tardiness is considered to be three times a student is tardy to a class. Being tardy to a class three times is equivalent to one absence, and may count toward the total count of absences. Being tardy to a class five times

will subject the student to an office referral and the potential for additional consequences from the Principal.

### **Telephone Calls**

The school's telephone may be used only with permission of staff.

### **Threat Assessment and Response**

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

#### **1. Definitions**

- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
  - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
  - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
  - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.
  - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.



- ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

## **2. Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

## **3. Threat Assessment Team**

The threat assessment team (team) shall consist of the superintendent, principal(s), guidance counselor, and law enforcement. Not every team member need participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

## **4. Threat Assessment Investigation and Response**

When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the

administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

## **5. Communication with the Public about Reported Threats**

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

## **6. Coordination with the Crisis Team After Resolution of Threat**

The threat assessment team will confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School Safety Plan.

## **Transportation Services**

The district operates school buses as a convenience for students and parents. They represent a substantial investment, and students are expected to care for and respect them.

### **Transportation to School**

Students who ride the bus to school will arrive in time for them to eat breakfast at school. Parents must contact their bus driver if a student will not ride the bus on a given day. Bus drivers endeavor to adhere to their schedule, and will wait for riders only a short period of time so as not to jeopardize the time remaining for the rest of their schedule.

Non-resident or option enrollment students may ride the buses, but they will be charged a fee to be established by the board of education. The Superintendent will schedule bus routes, and questions concerning them should be directed to that office.

### **Bus Regulations**

Riding school vehicles is a privilege, not a right. The bus drivers have the same authority as teachers while transporting students. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles. If misconduct is recurring, the student will not be allowed to ride the bus.

#### **a) Rules of Conduct on School Vehicles:**

- 1) Students must obey the driver promptly.
- 2) Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- 3) Students are prohibited from fighting, engaging in bullying, harassment, or horseplay.
- 4) Students must enter the bus without crowding or disturbing others and go directly to their assigned seats.
- 5) Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- 6) Students are prohibited from throwing or passing objects on, from, or into vehicles.
- 7) Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.
- 8) Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
- 9) Students may carry on conversations in ordinary tones, but may not be loud or boisterous and should avoid talking to the driver while the vehicle is in motion. Students must be

- absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
- 10) Students may not open windows without permission from the driver. Students may not dangle any item (e.g. legs, arms, backpacks) out of the windows.
  - 11) Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle if the vehicle were involved in an accident
  - 12) Student must respect the rights and safety of others at all times.
  - 13) Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.
  - 14) Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.
  - 15) Video cameras may be placed on buses, at random, to monitor student behavior on the bus.

b) **Consequences**

Drivers must promptly report all student misconduct to the administration. These reports may be oral or written. Students who violate the Rules for Conduct will be referred to their building principal for discipline. Disciplinary consequences may include a note home to parents, suspension of bus riding privileges, exclusion from extracurricular activities, in-school suspension, short term or long-term suspension from school, and/or expulsion.

These consequences are not progressive, and school officials have discretion to impose any listed punishment they deem appropriate, in accordance with state and federal law and board policy.

c) **Records**

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be forwarded to law enforcement.

Requests to be dropped off at a point **not** on the regular route will not be accommodated, unless extenuating circumstances arise and the request is approved by the transportation director or administration.

Students who are not regular route riders may not ride the bus home with a friend, unless the parent of the non-route student presents written permission to the bus driver ahead of time. The written permission should include the date, the non-route rider's name, the signature of the non-rider's parent, and the place approved for drop off. Such requests may not be granted if they cause overcrowding of the vans or buses (Vans-10 riders only, plus driver).

### **Transportation to Activities**

The school district provides transportation to students who are participating in school-sponsored events and they must ride to those events in a school vehicle. Students who wish to take private transportation home from a school event must submit a release form to the sponsor that has been signed by that student's parent.

### **Video Surveillance and Photographs**

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

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

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

**Recordings Made by Parents/Guardians and Patrons.** Parents/guardians and patrons may make recordings of school activities in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student's IEP or 504 plan. Violation of this policy will result in immediate

termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

**Recordings Made by Staff.** Staff members may make recordings of classroom instruction, student behavior or performance, and school activities Page 2 of 2 without prior administrative approval only for legitimate educational purposes. Staff members may not make secret recordings while on duty, even if those recordings do not violate state or federal criminal or privacy laws. Staff members who violate this provision may be subject to consequences up to termination for classified staff and cancellation of contract for certificated staff.

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

### **Weather-Related School Closing**

The Superintendent will occasionally announce an emergency early school dismissal, late start, or cancellation of school due to extreme heat, snow, or ice. School closings will be announced on the district website [www.grmustangs.org](http://www.grmustangs.org) and district/school social media pages. Parents should assume that school is open and a regular schedule is being followed if there is no announcement concerning the school district. Please do not call the school or individual staff members to find out whether school is being canceled. Parents who do not believe it is safe to transport their students to school may keep their students home after contacting the district office.

If schools are closed due to severe weather conditions, all after-school activities will be canceled.

### **Withdrawal From School**

Students who are moving from the district must notify the school office.

### **Work Permits**

The building principal or other authorized school official shall be responsible for the issuance of work permits for children in accordance with state law.

## SECTION TWO

### ACADEMIC INFORMATION

#### **Certificate of Attendance**

To qualify for a Certificate of Attendance, which will be awarded at a time other than the commencement exercises, a student must: 1) attend four complete years of high school; and 2) accumulate the number of credit hours required as determined by their individualized educational plan team. Students may not participate in commencement exercises to receive a Certificate of Attendance except as provided by law.

#### **Class Rank**

Student class rank shall be determined by using a numeric grade point average derived from all classes graded on a numeric basis. To be included in the class ranking, a student must have received a numeric grade for each core curriculum class in which he/she was enrolled. For the purposes of this policy, core curriculum shall include all courses in the areas of language arts, mathematics, science, and social studies.

Students who transfer into the school district will be eligible to be included in class ranking after two semesters of attendance.

Students who transfer into the school district in middle of their senior year will be eligible to be included in class ranking, although a mid-year transfer will not displace the ranking of a student who has not transferred mid-year. In those circumstances there will be two students holding the relevant class ranking. Mid-year transfer students will not be eligible to receive senior awards such as valedictorian and salutatorian unless the student has been enrolled in the district's high school for the last two semesters.

The school district will recognize the outstanding academic achievement of its graduating seniors in the following manner: ~~For students graduating in 2022, 2023, 2024 and 2025 senior recognition will be: Any eligible student with a class rank of 1 will receive Valedictorian honors. Students in the top 10% of the senior class will be recognized at the graduation ceremony.~~

~~Beginning with the graduating class of 2026 the following criteria will be used for senior recognition.~~ Summa Cum Laude - A graduating senior with a cumulative GPA of 4.0 or greater and a minimum of 20 credits advanced core coursework. Magna Cum Laude - A graduating senior with a cumulative GPA between 3.833 - 3.999 and a minimum of 15 credits advanced core coursework. Cum Laude - A graduating senior with a cumulative GPA between 3.667 - 3.832 and a minimum of 10 credits advanced core coursework.



Advanced core coursework is defined as any course beyond graduation requirements in one of the four core areas: English, Math, Science and Social Science or any Dual Credit course taken through an accredited college or university.

### **Credit for Non-Academic Work**

Credit is not awarded for participation in extracurricular activities such as sports, speech, drama, etc. However, all such activities in which the student participates, as well as honors earned, are noted on the student's permanent record.

### **Correspondence and Online Courses**

Under certain circumstances, the school district will reimburse students for the cost of tuition, textbooks, and other mandatory class materials for high school correspondence or online courses that are not part of the school district's regular curriculum. To receive reimbursement, the student must: 1) pay all initial course costs when he/she registers for the course; 2) select a course that is not available in the school curriculum, nor is any comparable course available; 3) register for the course during a specific school period; 4) have a faculty member designated as course monitor; and 5) complete the course during the regular school semester(s).

The district will not be liable for the costs of such courses until the student has successfully completed the course according to the established timelines. After the student has completed the course and the district has reimbursed the student for these costs, the textbooks and class materials shall become the property of the district.

### **Grades**

Students will receive letter grades for their academic core classes.

*The high school grading system is as follows:*

|   |                              |       |     |
|---|------------------------------|-------|-----|
| A | Superior                     | 100%- | 94% |
| B | Above Average                | 93% - | 86% |
| C | Average                      | 85% - | 78% |
| D | Unsatisfactory/Below Average | 77% - | 70% |
| F | Failing ( no credit)         | 69% - | 0%  |
| I | Incomplete                   |       |     |

### **WEIGHTED GRADE POINT AVERAGE**

To raise academic standards and implement a more rigorous curriculum, students should be encouraged and rewarded for taking classes with a higher level of difficulty. The classes to be weighed are those taken for dual credit. There is an option to add advanced classes in the future, if deemed appropriate.

Dual credit and advanced classes will be graded on the following grading scale to provide a weighted grade point average for students taking these classes. Instead of the normal grading scale, the following scale will be used for dual credit and advanced classes:

- A - 90-100%
- B - 80-89%
- C - 70-79%
- D - 60-69%
- F - 59% and below
- I - Incomplete

A student may earn an incomplete when he or she fails to complete classroom assignments. Any student in grades 9-11 who receives an incomplete will have this grade recorded on his/her permanent record until the required work is completed to the teacher's satisfaction. If a student does not remove an incomplete by completing the minimum classroom assignments, the incomplete will be calculated as a failing grade in determining the student's grade point average.

If a student does not remove an incomplete by completing the necessary work within two weeks of the end of the grading period, the incomplete will become a failing grade that the student may make up only by taking the entire course again. The two-week period may be extended by mutual agreement of the teacher, principal, and student.

A student who receives an incomplete during his/her senior year must satisfactorily complete the classroom assignments to participate in the graduation ceremony. Seniors with incompletes will not be dismissed from school attendance until the classroom assignments are completed to the teacher's satisfaction.

#### ACADEMIC ACTIVITIES ELIGIBILITY

High School eligibility is determined on a weekly basis. High school students failing ONE (1) class will be declared ineligible for any and all extra-curricular competitions/performances/etc. for the week which will run Tuesday through the following Monday.

Teachers will post grades by 8:00 am on Monday mornings. A tentative ineligibility list will be posted. Students will be given the opportunity to get the grade up to a passing grade in the class they are failing in by Tuesday morning when the final ineligibility list will be posted for the week. This gives

students the opportunity to make up any assignment, project, test, etc. that they are allowed to in order to get their grade up by the following morning.

In the event that a student is declared ineligible for the week, the student becomes eligible the following Tuesday morning by raising grades so that they are not failing any classes. Students declared ineligible are to practice during their week of ineligibility, but may not compete/perform/etc. at any level. Ineligibility for Homecoming and Prom due to low grades may be waived by the administration. However, students who are chronically on the ineligible list may not be allowed to participate in those activities as well.

Ineligibility for Homecoming and Prom due to low grades may be waived by the administration.

### **Graduation Awards**

The school district will recognize the outstanding academic achievement of its graduating seniors in the following manner: For students graduating in 2022, 2023, 2024 and 2025 senior recognition will be: Any eligible student with a class rank of 1 will receive Valedictorian honors. Students in the top 10% of the senior class will be recognized at the graduation ceremony.

Beginning with the graduating class of 2026 the following criteria will be used for senior recognition. Summa Cum Laude - A graduating senior with a cumulative GPA of 4.0 or greater and a minimum of 20 credits advanced core coursework. Magna Cum Laude - A graduating senior with a cumulative GPA between 3.833 - 3.999 and a minimum of 15 credits advanced core coursework. Cum Laude - A graduating senior with a cumulative GPA between 3.667 - 3.832 and a minimum of 10 credits advanced core coursework.

Advanced core coursework is defined as any course beyond graduation requirements in one of the four core areas: English, Math, Science and Social Science or any Dual Credit course taken through an accredited college or university.

### **Graduation Requirements**

Students are required to earn a minimum of 250 credits for high school graduation, and must have completed and passed courses in the following categories:

|                |                                                                                                  |
|----------------|--------------------------------------------------------------------------------------------------|
| English        | 40 credits - must include English 1, English 2, English 3, and English 4 or English Composition. |
| Mathematics    | 30 credits - must include Algebra                                                                |
| Science        | 30 credits - must include Biology and Physical Science                                           |
| Social Studies | 40 credits - must include American Government and                                                |

|                              |                                |
|------------------------------|--------------------------------|
|                              | American History               |
| Physical Educ/Health         | 20 credits must include Health |
| Financial Literacy           | 5 credits                      |
| Fine Arts                    |                                |
| Career/Technical Exploration |                                |

In addition adequate attendance is required to graduate from Gordon-Rushville High School.

\* (The graduation ceremony is a formal school sponsored event and is subject to teacher/sponsor and administrative guidelines)

Transfer students must meet the minimum hour requirement for graduation both in terms of total number and specific subject areas. Substitutions may be made for deficiencies in required courses, provided that it was not possible to include the courses on the student's schedule while enrolled at this school district.

Students who receive special education services are mainstreamed into the regular education curriculum when appropriate. The curriculum content of regular education classes may be modified to accommodate the individual needs and abilities of verified special education students. Each curriculum modification will be included on the student's Individual Education Plan by the Multi-Disciplinary Team and/or school staffing teams composed of special and regular education staff. Hours in special education will be counted toward a high school diploma.

Parents of students who may not qualify for their high school diploma because of academic deficiencies will be notified of this possibility by the beginning of the second semester of the student's senior year.

### **Homework**

Classroom teachers will often assign homework. Parents who have questions about homework or concerns about class work should contact the teacher. Questions not resolved by the teacher should be referred to the administration.

Each student is expected to spend some time preparing for studies outside of school hours. The amount of time that is needed will depend upon each student. Normally, at least an hour a day should be spent in preparing for an average assignment.

Students who struggle to complete assignments or who must spend an inordinate amount of time completing an assignment should seek the help and

advice of their teachers and consult with the principal and/or the guidance counselor.

### **Honor Roll**

At the end of each quarter, an Honor Roll is compiled and published by the guidance office. The Honor Roll recognizes students who have made outstanding achievement in the classroom. A student must earn a grade of "A" in all classes to achieve the "A" Honor Roll. A student must earn two "A's" and no grade lower than a "B" in all classes enrolled to achieve the "A-B" Honor Roll. Students in grades 9-11 must be enrolled in 8 class periods per day to be eligible for the Honor Roll, and students in grade 12 must be enrolled in 7 class periods per day to be eligible for the Honor Roll.

### **National Honor Society**

Gordon-Rushville High School is privileged to have a chapter of the National Honor Society. Membership in the National Honor Society is granted on the basis of faculty selection and such membership is conferred upon those students who have distinguished themselves in Scholarship, Service, Leadership, and Character.

The selection procedure for National Honor Society (NHS) is described as follows:

- 1) To be eligible students must be in grades 11 or 12 and have a true 3.5 or better cumulative grade point average. No rounding of decimals is allowed at any step.
- 2) Students who are eligible are asked to fill out and return a Student Activity Information Form. This is the student's opportunity to provide information on his/her school and out-of-school activities.
- 3) The faculty is asked to fill out and return rating sheets on candidates in the areas of Leadership, Character and Service (these numbers are averaged separately and faculty are asked to rate only those students they feel they know well).
- 4) Each NHS Faculty Council Member receives a copy of the results of the faculty rating and student activity information form. After reviewing these, each faculty council member gives each candidate a point of 1-5 in the areas of Leadership, Character and Service (with 1 low and 5 high).
- 5) An average in each area of Leadership, Character and Service is obtained from the scores of the faculty council for each candidate.
- 6) Scholarship points are assigned as follows:

|     |          |
|-----|----------|
| 3.5 | 1 point  |
| 3.6 | 2 points |
| 3.7 | 3 points |

- |  |     |          |
|--|-----|----------|
|  | 3.8 | 4 points |
|  | 3.9 | 5 points |
|  | 4.0 | 5 points |
- 7) The averaged scores in Leadership, Character and Service are added to the Scholarship points and are then averaged once more. The number obtained is a number between 1-5, with 1 low and 5 high (each area - Leadership, Character, Service, and Scholarship accounts for 1/4 of the final score).

Those candidates with an average of 3.0 or better are accepted for membership by majority vote of the faculty council. No rounding up of decimals is allowed at any step. Candidates must be inducted into the NHS in order to become a member.

A National Honor Society member who fails to uphold the Gordon -Rushville High School chapter's standards of Scholarship, Leadership, Character and Service upon which his or her membership is based will be subject to discipline and possible dismissal from the National Honor Society. Procedures for dismissal are based upon the guidelines set forth by the national and local constitutions and the official Handbook of the National Honor Society and are available to interested persons by contacting the Principal's office (282-0894).

### **Mid-Term Graduation**

Students are generally required to attend four years of high school (minimum of seven semesters) to be eligible to receive a diploma from the school district.

The Board of Education, upon receiving administrative recommendation, may grant mid-term exit from high school to students who have completed the requirements for graduation. To be considered for mid-term exit from high school, the student and his/her parents or guardian should apply during the first quarter of the student's senior year. The Board of Education will act on all requests. Any student who is granted mid-term exit from high school forfeits all privileges of high school enrollment, except the right to participate in commencement exercises.

### **Report Cards**

Report cards are generally sent home the week following the end of the nine-week reporting period. Mid-quarter reports are also sent to parents of students who are having difficulty in an academic subject, but may also be sent to all parents.

## **SECTION THREE**

### **STUDENT DISCIPLINE**

#### **General Discipline Philosophy**

The school district has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

The school district's discipline is guided by the following principles:

1. The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
2. Behavior expectations and the consequences for failing to meet those expectations will be clearly communicated to all students and their parents.
3. The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.
4. Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
5. Behavior expectations apply to all students; consequences are enforced consistently without regard to a student's academic record or achievement.

Extracurricular activities including athletics, cheerleading, band, chorus, and club activities, are governed by the Student Activity Handbook. Students who are involved in extracurricular activities may face consequences related to the activity in addition to the consequences discussed in this handbook.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

#### **Forms of School Discipline**

Administrative and teaching personnel may take actions regarding student behavior that are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation,

or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions during the day or mandatory attendance at Saturday school. When in-school suspensions, after-school assignments, Saturday School, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. District administrators may develop building-specific protocols for the imposition of student discipline.

In this section, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

For purposes of this section, "Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person designated or ordered by a court to make educational decisions on behalf of a child.

Any statement, notice, recommendation, determination, or similar action specified in this section shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

### **Recommended Consequences:**

The following categories will be used as a guideline to determine consequences for student misconduct, however, not all behavior can be predicted and/or categorized; therefore, the administration reserves the right to handle situations on an individual basis.

#### **1. CONSEQUENCES:**

##### **a. Category 0**

- Teacher disciplines for minor offenses – Teacher may issue detentions for the first two offenses
- 1st Offense – Teacher/Student private conference
- 2nd Offense – Teacher will contact parent or guardian
- 3rd Offense – Referred to Principal



- 4th Offense – Referred to Principal
- b. Category N (Nuisance Items)
- Nuisance items include, but are not limited to: personal stereos, beepers, and laser pointers.
  - 1st Offense – Parents notified and item confiscated until end of school day, 30-minute detention
  - 2nd Offense – Item confiscated and parent/guardian must meet with the principal before the item will be returned, 30-minute detention
  - 3rd Offense – Same as 2nd offense and the student will be assigned ISS.
  - 4th Offense – Same as 2nd offense and the student will be assigned OSS
- c. Category I
- Category I Offenses Include:
    - Public display of affection
    - Failure to keep locker clean
    - Littering
    - Dress Code Violation
    - Profanity/Vulgarity
    - Inappropriate dress
    - Excessive Tardies (Groups of five)
    - Being in unauthorized area without permission
    - Unauthorized occupancy of school facilities by student
    - Wearing hats or caps in building during class or pass time
    - Disruptive behavior
    - General Rudeness
    - Computer Usage Violation 1st offense
    - Throwing snowballs on school grounds
    - Other
  - 1st Offense – Conference with the Principal
  - 2nd Offense – Detention
  - 3rd Offense – 1-day in-school suspension
  - 4th Offense – 1-day out-of-school suspension
- d. Category II
- Category II Offenses Include:
    - Skipping class\*
    - Academic dishonesty
    - \*Inappropriate cell phone usage (in addition to previously stated consequences)
    - Disorderly conduct
    - Bus violations 1st and 2nd offenses
    - Inappropriate cafeteria behavior

- Indecent material
- Dress Code Violation 2nd offense
- Leaving school grounds without permission
- Lunch Truancy 1st and 2nd offense
- Lying
- Misuse of school material and equipment
- Disorderly conduct on school bus
- Skipping closed campus
- Computer Usage violation 2nd offense \* plus three-day Internet suspension
- Unauthorized energy/nutritional substances
- Other
- 1st Offense – Detention
- 1st Offense skipping – Detention or ISS for each class skipped
- 2nd Offense – 1-day in-school suspension
- 3rd Offense – 1-day out-of-school suspension
- 4th Offense – 2-day out-of-school suspension
- 5th Offense – 3-day out-of-school suspension

e. Category III

- Category III Offenses Include:
  - Disruption of school/class
  - Disruption of assemblies or programs
  - Inappropriate behavioral gestures
  - Bus violations 3rd offense
  - Skipping 9th period 1st offense
  - Lunch truancy 3rd offense
  - Attendance Truancy \* one day of ISS per day of Truancy
  - Computer Usage Violation 3rd Offense \* plus Internet suspension until further notice
  - Disruptive objects
  - Excessive Profanity/Vulgarity
  - Minor Physical Altercation
  - Use of Culturally Insensitive, Demeaning, and/or Derogatory Language
  - Refusal to serve detention and/or skipping detention
  - Other
- 1st Offense – 1-day in-school suspension
- 2nd Offense – 2-day in-school suspension
- 3rd Offense – 2-day out-of-school suspension
- 4th Offense – 3-day out-of-school suspension
- 5th Offense – 5-day out-of-school suspension

f. Category IV

- Category IV Offenses Include:

- Careless driving/endangerment, parking violations
- False Calls
- Forgery of notes
- Skipping 9th period 2nd offense
- Minor vandalism, including but not limited to, improper care of books or school materials, deliberate damage to books or school materials, marking or defacing other school property
- Minor Theft
- Disrespect to staff/Vulgarity to Staff
- Publishing/Sharing of Unauthorized Video/Audio Taken at School
- Physical Altercation, Other~~Other~~
- 1st Offense – 1-day out-of-school suspension
- 2nd Offense – 2-day out-of-school suspension
- 3rd Offense – 3-day out-of-school suspension
- 4th Offense – 5-day out-of-school suspension

g. Category V

- Category V Offenses Include:
  - Gross misbehavior
  - Harassment/Intimidation
  - Major Theft
  - Verbal Assault / Use of Racial Slurs
  - Insubordination / Deliberate Dishonesty to Administration
  - Skipping 9th period 3rd and additional offenses
  - Bus violations 4th offense
  - Lunch truancy 4th offense
  - Defiance
  - Misuse of elevator
  - Bullying/Cyberbullying/Hazing
  - Sexting
  - Tampering with report cards, warning cards, or other school records
  - \*Possession or use of tobacco on school grounds (in addition to previously stated consequences)
  - Other
- 1st Offense – 3-day out-of-school suspension
- 2nd Offense – 3-day out-of-school suspension
- 3rd Offense – 5-day out-of-school suspension

h. Category VI

- Category VI Offenses Include:
  - Indecent exposure
  - Intimate acts
  - Fighting

- Open and persistent defiance of authority
- Vandalism
- Threatening behavior: written, verbal, or physical to staff members
- Sexual harassment – verbal
- Any 3rd incident of an offense not previously described
- Other
- 1st Offense – 5-day out-of-school suspension
- 2nd Offense – 5-day out-of-school suspension
- 3rd Offense – 10-day out-of-school suspension

i. Category VII

- Category VII Offenses Include:
  - Extortion
  - False fire alarm
  - Possession of weapon other than firearm (police will be called)
  - Alcohol/Drug possession or use (police will be called)
  - Physical assault
  - Cheating/Dishonesty on MAPS or other standardized test
- 1st Offense – 5-day out-of-school suspension
- 2nd Offense – Recommended Expulsion

j. Category VIII

- Category VIII Offenses Include:
  - Arson
  - Bomb threat
  - Physical assault on a staff member
  - Possession and/or use of explosives
  - Use of any instrument as a weapon
  - Excessive vandalism
  - Possession of a firearm
  - Cheating/Dishonesty on ACT test
  - Alcohol/Drug selling
  - Use of violence, force, coercion, threat, substantial interference with school purpose
  - Physical sexual harassment
  - Other
- 1st Offense – Recommended Expulsion

### **After School Sessions and Detentions**

Teachers and administrators may require students to stay after school or to serve a detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

Students who ride the bus home from school will be given a 24-hour notice of after-school time or a detention so that the parents may make plans to pick up the student the following day.

- After-school sessions will not exceed 30 minutes from the time of dismissal and are to be served in the teacher's room. A student who fails to attend an after school session may be given a detention by the teacher or may face additional disciplinary consequences up to and including long-term suspension and/or expulsion. A student who has a conflict with an after-school session is responsible for working it out with the teacher.
- Detentions are 30 minutes, served in the central office or the detention room designated by the building principal.

### **In-School Suspension**

The building administrator may require a student to serve in-school suspension. Students may be required to attend up to six hours per day of school-sponsored suspension a day at a designated location where they will study and participate in campus clean up. There will be zero tolerance for behavior problems from students placed in in-school suspension. Students not completing their In-School Suspension will face further disciplinary action.

### **Emergency Exclusion**

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

### **Short-Term Suspension**

The Principal or the Principal's designee may exclude a student from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or
2. Other violations of rules and standards of behavior adopted by the board of education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to

further school purposes, or to prevent an interference with school purposes.

2.

~~After the principal has determined that a short-term suspension is necessary, but p~~Prior to commencement of the short-term suspension, the student and the Parent will be given oral and~~or~~written notice of the charges against the student. They ~~student~~will be advised of what ~~he/she~~the student is accused of having done, an explanation of the evidence the authorities have, and an opportunity to ~~explain his/her~~present evidence of the student's version of the facts.

3. ~~Within 24 hours or such additional time as is reasonably necessary following the suspension (not to exceed an additional 48 hours), the Principal will send a written statement to the student and the student's~~ parent or guardian~~Parent, describing: the student's conduct, misconduct, or violation of the rule or standard; and the reasons for the action taken; the actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension; resources the school is able to provide or recommend to assist the student; and how the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school.~~

~~An opportunity will be given to the student, and the student's Parent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the Parent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.~~An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

~~Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he/she is accused of having done, an explanation of the evidence the authorities have, and an opportunity to explain his/her version of the facts.~~

3. ~~Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student and the student's parent or guardian, describing the student's conduct, misconduct, or violation of the rule or standard and the reasons~~

~~for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.~~

- ~~4. Students who are short-term suspended will be given the opportunity to complete classwork, including but not limited to examinations, under the following conditions: school work that is given to the student while suspended must be completed upon the student's return to school.~~

### **Weapons and/or Firearms**

No student may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy.

**Definition of Firearm.** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

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

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

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

### **Long-Term Suspension**

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

### **~~Pre-Kindergarten through Second Grade Students~~**

~~An elementary school shall not suspend a student in pre-kindergarten through second grade unless the student brings a deadly weapon as defined in section 28-109 on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event. As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.~~

## **Expulsion**

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise, the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action,



the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall provide either an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

**Grounds for Long-Term Suspension, Expulsion, or Mandatory Reassignment:**

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes. The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct";
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal 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. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);

7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults that occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. 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; or
11. A repeated violation of any of the following rules, or a single violation if the conduct amounts to a criminal act, if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, sex, national origin, or religion;
  - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
  - c. Violating school bus rules as set by the school district or district staff;
  - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation, or electronic cigarettes, vapor pens, etc.;
  - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;

e.f. \_\_\_\_\_ Possession of pornography, including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;

f.g. \_\_\_\_\_ Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically), including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;

g.h. \_\_\_\_\_ Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent;

h.i. \_\_\_\_\_ Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault;

i.j. \_\_\_\_\_ Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or

text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;

j-k. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;

k-l. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;

l-m. Using any object to simulate possession of a weapon;

m-n. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation; and

n-o. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

## **Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed by discipline from the school district;

4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students; or
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes.

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

The following procedures shall be followed regarding any long-term suspension, expulsion, or mandatory reassignment:

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
  - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
  - c. Resources the school is able to provide or recommend to assist the student;
  - d. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;
  - e. A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;

- ~~d.f.~~\_\_\_\_\_A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
  - ~~e.g.~~\_\_\_\_\_A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
  - ~~f.h.~~\_\_\_\_\_A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.
- 3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.
- 4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.
- 5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's parent or guardian may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's parent or guardian must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in

writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.

6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent or guardian of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent or guardian, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, and the student's parent, guardian, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.
10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

## SECTION FOUR

### STAFF DIRECTORY

#### Members of the Board of Education:

Carrie Childre .....  
President  
Bobbi Archibald..... Vice-President  
~~Ward~~ ~~Wacker~~ ~~Gary~~  
~~Hoagland~~..... Secretary  
Ryan Alcorn..... Treasurer  
Nick Sasse..... Member  
Seth Tausan..... Member

#### Administrative Staff:

Nathan Livingston..... Superintendent  
Dennis Dolezal..... High School Principal  
Jill Simmons..... Special Education Director  
Darren Probst..... High School Activities Director  
Brooke Simmons..... High School Guidance Counselor

#### Teaching Staff:

Maurita Runkel.....English Language Learners  
Melanie Black Calf..... Special Education  
Jose Benetiz..... Spanish  
David Browder.....Industrial Technology  
Kim Turnbull-Campbell..... Business and Technology  
Nate Haag..... Science  
~~Beradette~~ ~~Layosa~~ ~~Tessa~~ ~~Hurlburt.~~  
.....English Language Arts  
Michelle Hardin..... Librarian  
Kacy Heiser..... Math  
~~Kay~~ ~~Kruger~~ ~~Danea~~ ~~Hanson~~.....Family  
Consumer Science  
Danielle Woods..... Math / Science  
George Meng..... Vocal and Instrumental Music  
Chris Jones.....Physical Education  
~~Shawn~~ ~~McKimme~~ ~~Colter~~ ~~Julian~~  
.....Agriculture/FFA  
David Morris..... Science  
Brock Belugum..... Social Science  
Melissa Rosfeld.....English Language Arts  
Connor Bila.....Social Science  
Esther Wilson.....Visual Art

#### Support Staff:



~~Brianna Fresquez..... Special Education Aide~~  
Erica Perez..... Special Education Aide  
Jim Dykes..... Special Education Aide

**Office Staff**

~~Jakoby Daneen~~ Anderson..... Principal's  
Secretary

**Child Nutrition Program**

Jessica Olsen..... Cafeteria Manager  
Rhonda Roberts..... Assistant Cook

**Maintenance Staff**

Chad Allison..... Head of Maintenance  
Barb Haller..... Custodian  
~~Chloe~~..... ~~MengJose~~  
~~Lima~~..... Custodian  
~~Leontre Johnson~~..... Custodian

**Nurse**

Ashlei Tausan..... School Nurse

# SCHOOL CALENDAR

## Gordon-Rushville Public Schools 2025-2026 Calendar (approved -)

| August 2025 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | Mo | Tu | We | Th | Fr | 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          |    |    |    |    |    |    |

Aug Prof Dev - 8, 11-13  
District Meeting - 11  
Aug 14 1st Day of Classes/noon dismiss  
Aug 15 noon dismiss  
12 student/15 staff days

| September 2025 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

Sept 1 No School Labor Day  
Sept 19 No School  
Sept 22 PD No Students  
19 student/20 staff days

| October 2025 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | 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 |    |    |

Oct 13 PD No Students  
Oct 17 End 1st Qtr 42 days  
Oct 3 and 31 No School  
20 student/21 staff days

| November 2025 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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            |    |    |    |    |    |    |

Nov 11 Annual Veterans' Day Program  
Nov 14 No School  
Nov 26-28 Thanksgiving Break No Sch  
16 student/16 staff days

| December 2025 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

Dec 12 Staff PD  
Dec 19 End 1st sem 39 qtr/ 81 sem  
Dec 22 - 31 Christmas Break No School  
14 student/15 staff days

| January 2026 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa |
|              |    |    |    |    |    | 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 |

Jan 1-2 Winter Break No School  
Jan 5 PD No Students  
Jan 6 1st Day 2nd Sem  
Jan 23 No School  
18 student/19 staff days

| February 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Feb 6 and 27 No School  
Feb 16 PD No Students  
17 student/18 staff days

| March 2026 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

March 10 End 3rd Qtr 42 days  
March 11-13 No School Spring Break  
19 student/19 staff days

| April 2026 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |    |

April 3 & 6 Easter Break No School  
April 24 No School  
19 student/19 staff days

| May 2026 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | 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       |    |    |    |    |    |    |

May 9 Graduation  
May 21 last day students  
May 22 PD and teacher last day  
4th Qtr 46 days/2nd Sem 88 days  
15 student/16 staff days

| June 2025 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

| July 2025 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |    |

169 student days  
178 teacher days

\*\*\*May 26-29 tentative snow make-up days

Additional inservice days may be added or adjusted as needed to accommodate new curriculum trainings.

Current No school days may be subject to change to regular school days in the event of closings due to extreme weather.

| Days Per Quarter |         |         |         |  |
|------------------|---------|---------|---------|--|
| S-1 St.          | S-1 Toh | S-2 St. | S-2 Toh |  |
| A-12             | A-15    | J-18    | J-19    |  |
| S-19             | S-20    | F-17    | F-18    |  |
| O-20             | O-21    | M-19    | M-19    |  |
| N-18             | N-18    | A-19    | A-19    |  |
| D-14             | D-15    | M-15    | M-16    |  |
| 81               | 87      | 88      | 91      |  |

### Federal Holidays

|                                           |                            |                               |
|-------------------------------------------|----------------------------|-------------------------------|
| Sept 1 Labor Day                          | Nov 27 Thanksgiving        | Jan 20 Martin Luther King Day |
| Oct 13 Columbus and Indigenous People Day | Nov 29 Native American Day | Feb 16 Presidents' Day        |
| Nov 11 Veterans Day                       | Dec 25 Christmas           | May 25 Memorial Day           |
|                                           | Jan 1 New Years            | July 4 Independence Day       |

# Gordon-Rushville Public Schools 2026-2027 Calendar (approved - 3/9/2026)

| August 2026 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Aug Prof Dev - 7, 10-12

District Meeting - 10

Aug 13 1st Day of Classes/noon dismissal

Aug 14 noon dismissal

13 student/16 staff days

| December 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |

Dec 11 Staff PD

Dec 18 End 1st sem 39 qtr/ 81 sem

Dec 21 - 31 Christmas Break No School

13 student/14 staff days

| April 2027 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |

April 18 No School

21 student/21 staff days

| September 2026 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | Mo | Tu | We | Th | Fr | 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 |    |    |    |

Sept 7 No School Labor Day

Sept 18 No School

Sept 21 PD No Students

19 student/20 staff days

| January 2027 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Jan 1 Winter Break No School

Jan 4 PD No Students

Jan 5 1st Day 2nd Sem

Jan 22 No School

18 student/19 staff days

| May 2027 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

May 8 Graduation

May 20 last day students

May 21 PD and teacher last day

4th Qtr 48 days/2nd Sem 88 days

14 student/15 staff days

| October 2026 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | 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 |

Oct 12 PD No Students

Oct 9 No School

Oct 18 End 1st Qtr 42 days - Noon dis.

Oct 23 - No School - Fall Break

19 student/20 staff days

| February 2027 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

Feb 5 and 26 No School

Feb 15 PD No Students

17 student/18 staff days

| November 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Nov 11 Annual Veterans' Day Program

Nov 6 No School

Nov 25-27 Thanksgiving Break No Sch

17 student/17 staff days

| March 2027 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |    |    |

March 9 End 3rd Qtr 42 days - Noon dis.

March 10-12 No School Spring Break

18 student/18 staff days

| June 2027 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |    |    |    |

| July 2027 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |

169 student days

178 teacher days

\*\*\*May 24-27 tentative snow make-up days

Additional inservice days may be added or adjusted as needed to accommodate new curriculum trainings.

Current No school days may be subject to change to regular school days in the event of closings due to extreme weather.

| Days Per Quarter |          |         |          |
|------------------|----------|---------|----------|
| Q-1 St.          | Q-1 Tch. | Q-2 St. | Q-2 Tch. |
| A-13             | A-16     | J-18    | J-19     |
| S-19             | S-20     | F-17    | F-18     |
| O-19             | O-20     | M-18    | M-19     |
| N-17             | N-17     | A-21    | A-21     |
| D-13             | D-14     | M-16    | M-15     |
| 81               | 87       | 88      | 91       |

## Federal Holidays

Sept 1 Labor Day

Oct 13 Columbus and Indigenous People Day

Nov 11 Veterans Day

Nov 28 Thanksgiving

Nov 27 Native American Day

Dec 25 Christmas

Jan 1 New Years

Jan 18 Martin Luther King Day

Feb 15 Presidents' Day

May 31 Memorial Day

July 4 Independence Day

## **SECTION FIVE**

As required by Title IX of the Education Amendments of 1972, it is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report must be made by any means to the district's Title IX Coordinator whose contact information can be found on the district's website and in the district's student and staff handbooks. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

### **EMERGENCY RESPONSE TO LIFE-THREATENING ASTHMA OR SYSTEMIC ALLERGIC REACTIONS (ANAPHYLAXIS)**

**DEFINITION:** Life-threatening asthma consists of an acute episode of worsening airflow obstruction. Immediate action and monitoring are necessary.

A systemic allergic reaction (anaphylaxis) is a severe response resulting in cardiovascular collapse (shock) after the injection of an antigen (e.g. bee or other insect sting), ingestion of a food or medication, or exposure to other allergens, such as animal fur, chemical irritants, pollens or molds, among others. The blood pressure falls, the pulse becomes weak, **AND DEATH CAN OCCUR.** Immediate allergic reactions may require emergency treatment and medications.

**LIFE-THREATENING ASTHMA SYMPTOMS:** Any of these symptoms may occur:

- Chest tightness
- Wheezing
- Severe shortness of breath
- Retractions (chest or neck "sucked in")
- Cyanosis (lips and nail beds exhibit a grayish or bluish color)
- Change in mental status, such as agitation, anxiety, or lethargy
- A hunched-over position
- Breathlessness causing speech in one-to-two word phrases or complete inability to speak

**ANAPHYLACTIC SYMPTOMS OF BODY SYSTEM: Any of the symptoms may occur within seconds. The more immediate the reaction, the more severe the reaction may become. Any of the symptoms present require several hours of monitoring.**

- **Skin:** warmth, itching, and/or tingling of underarms/groin, flushing, hives
- **Abdominal:** pain, nausea and vomiting, diarrhea

- **Oral/Respiratory:** sneezing, swelling of face (lips, mouth, tongue, throat), lump or tightness in the throat, hoarseness, difficulty inhaling, shortness of breath, decrease in peak flow meter reading, wheezing reaction
- **Cardiovascular:** headache, low blood pressure (shock), lightheadedness, fainting, loss of consciousness, rapid heart rate, ventricular fibrillation (no pulse)
- **Mental status:** apprehension, anxiety, restlessness, irritability

#### **EMERGENCY PROTOCOL:**

1. CALL 911.
2. Summon school nurse if available. If not, summon designated trained, non-medical staff to implement an emergency protocol.
3. Check airway patency, breathing, respiratory rate, and pulse.
4. Administer medications (epinephrine auto injector and nebulized albuterol) per standing order.
5. Determine cause as quickly as possible.
6. Monitor vital signs (pulse, respiration, etc.).
7. Contact parents immediately and prescribing health care practitioner as soon as possible.
8. Any individual treated for symptoms with epinephrine at a school will be transferred to a medical facility.

#### **STANDING ORDERS FOR RESPONSE TO LIFE-THREATENING ASTHMA OR ANAPHYLAXIS:**

- Administer epinephrine auto injector junior for any child less than 60 pounds or adult epinephrine auto injector for any individual over 60 pounds into the muscle towards the front and outer side of the thigh.
- Follow with nebulized albuterol while awaiting EMS.
- If symptoms persist, repeat epinephrine auto injector followed by nebulized albuterol every fifteen minutes while awaiting EMS arrival.
- Administer CPR, if indicated.

### **FORMS**

This section contains forms that students and their parents must complete and return to the school office **NO LATER THAN SEPTEMBER 1.**

# RECEIPT

This Student Handbook is distributed in accordance with Nebraska State Law, Section 79-262, paragraph three which states in part: “Rules and Standards which form the basis for discipline shall be distributed to students and parents at the beginning of each school year or at the time of enrollment...” The handbook is available online at [grmustangs.org](http://grmustangs.org). If you would like to request a paper copy, please fill out the form included in the GRHS paperwork packet and one will be distributed to you.

## PARENT/STUDENT AGREEMENT

I have received and read the Student Handbook that describes the Gordon-Rushville School District’s discipline policies, regulations, rules, and expectations to be followed by students enrolled in the Gordon-Rushville Public Schools, including the Drug Free School Policy. My child and I have discussed these policies and understand that we must comply with them.

## Random Drug Testing

All students participating in any extra-curricular activities must participate in the random drug testing pool. Information regarding the random drug testing procedures at GRHS is included in board policy and the activities handbook. All students are automatically enrolled in the random drug testing pool at GRHS and will be subject to potential random tests. If you would like your student to opt out of the random drug testing pool at GRHS, please contact the office for a form to request that the student not be included in the pool.

## RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS

In light of the unique challenges and circumstances posed by the outbreak of the novel coronavirus and the recent promulgation of expansive federal regulations, the rules and information provided in this handbook may be supplemented or amended by the School District’s administration at any time, consistent with applicable law and board policy. All parents shall be provided notice of any such changes by the district’s regular means of contact. By signing below, you agree that you will read any such information and communications, discuss them with your child, and recognize that you must comply with all rules, procedures, and requirements as they apply at that time.

\_\_\_\_\_  
Student’s Signature                      Date

\_\_\_\_\_  
Parent/Guardian’s Signature Date

\_\_\_\_\_  
Cell Phone Number (Optional)

\_\_\_\_\_  
Cell Phone Number (Optional)

\_\_\_\_\_  
Parent’s Email Address (Optional)

\_\_\_\_\_  
Parent’s Email Address (Optional)

# GORDON-RUSHVILLE PUBLIC SCHOOLS ENROLLMENT & EMERGENCY CONTACT FORM

**\*(Returning students need only to fill out name, grade, and any information that has changed since last school year)**

Grade Level: PreK K 1 2 3 4 5 6 7 8 9 10 11 12

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

**Student Name:** \_\_\_\_\_

Gender: M / F Student Age: \_\_\_\_\_

LAST

FIRST

MIDDLE

Student Date of Birth: \_\_\_\_\_ Student Social Security #: \_\_\_\_\_

Mailing

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Mother/Guardian Name:** \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work  
Phone: \_\_\_\_\_

**Father/Guardian Name:** \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work  
Phone: \_\_\_\_\_

**Family Situation:**

Parents Married \_\_\_\_\_ Parent Separated \_\_\_\_\_ Parents Divorced \_\_\_\_\_ Single Parent \_\_\_\_\_ Father  
Deceased \_\_\_\_\_ Mother Deceased \_\_\_\_\_

**\*\*If parents are separated or divorced, please provide address and contact info for both parents, if available.\*\***

## PLEASE FILL OUT OTHER SIDE

Mother's Maiden Name: \_\_\_\_\_  
Live at home? \_\_\_\_\_ Gender \_\_\_\_\_

Siblings: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
YES / NO M / F

\_\_\_\_\_ Birth Date: \_\_\_\_\_  
YES / NO M / F

\_\_\_\_\_ Birth Date: \_\_\_\_\_  
YES / NO M / F

\_\_\_\_\_ Birth Date: \_\_\_\_\_  
YES / NO M / F

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

\_\_\_\_\_  
(Person who will take responsibility for your child in an emergency when the parent/guardian cannot be reached.)

Home Phone: \_\_\_\_\_ Cell \_\_\_\_\_  
Phone: \_\_\_\_\_

Previous Schools  
attended: \_\_\_\_\_

\_\_\_\_\_  
School Name and Address

Has your child ever been expelled? YES NO Date: \_\_\_\_\_ From Where? \_\_\_\_\_  
\_\_\_\_\_

Reason: \_\_\_\_\_  
\_\_\_\_\_

Does the student have any medical conditions or limitations that we should be aware of? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**PARENTAL AUTHORIZATION AND RELEASE FORM  
ADMINISTRATION OF NON- PRESCRIPTION DRUGS TO STUDENTS**

While the administration of medications to students should be scheduled outside of school hours whenever possible, occasionally it may be necessary for school personnel to administer nonprescription drugs to a student as authorized by the student's parents, guardians, or medical professionals and state law. School personnel will only dispense those nonprescription drugs which have been approved by state and federal law for use as a drug and meet the definition of nonprescription drugs in Nebraska's Medication Aide law which states:

Nonprescription drugs means nonnarcotic medicines or drugs which may be sold without a medical order and which are prepackaged for use by the consumer and labeled in accordance with the requirements of the laws and regulations of this state and the federal government.

In order for students to be administered nonprescription medication by school personnel, a parent or guardian must:

- Complete and return this authorization form.
- Indicate the medications that your student is permitted to receive from authorized school personnel.

School personnel will not administer nonprescription drugs in a manner inconsistent with the manufacturer instructions or state law. School personnel will not administer non-prescription drugs that is expired.

**My student may take the following:** Tums\_\_\_\_, cough drops\_\_\_\_, Tylenol\_\_\_\_ and/or Ibuprofen\_\_\_\_ as needed. Please check all that apply.

The undersigned are the parent(s), guardian(s), or person(s) in charge of

\_\_\_\_\_  
(name of the student)

I authorize and request school personnel to administer nonprescription drugs to my student. I release the school district, its officials, and employees from any and all liability concerning the administration of nonprescription drugs to my student.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Parent/Guardian

**PARENTAL AUTHORIZATION AND RELEASE FORM  
ADMINISTRATION OF PRESCRIPTION DRUGS TO STUDENTS**

The undersigned are the parent(s), guardian(s), or person(s) in charge of

\_\_\_\_\_.  
(name of the student)

It is necessary that the student receive (name of drug) \_\_\_\_\_, a physician-prescribed drug, during school intervals beginning on (date) \_\_\_\_\_ and continuing through \_\_\_\_\_. (date)

I hereby request that the School District, or its authorized representative, administer the drug named above to my child named above, in accordance with the prescribing physician's instructions, and agree to:

1. Submit this request to the GRHS Office.
2. Make certain the Physician's Request for the Administration of Prescription Medication by School Personnel is submitted to the GRHS Office.
3. Make sure personally that the drug is received by GRHS Office staff and/or county nursing service administering it, in the container in which it was dispensed by the prescribing physician or licensed pharmacist.
4. Make sure personally that the container in which the drug is dispensed is marked with the drug name, dosage, interval dosage, and date after which no administration should be given.
5. Submit a REVISED STATEMENT signed by the physician prescribing the drug to the teacher IF ANY OF THE INFORMATION PROVIDED BY THE PHYSICIAN CHANGES.
6. Release the School District and the Board of Education of the School District and all employees, agents, and the representatives of the School District from any liability concerning the giving or non-giving of the drug to the student.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Parent/Guardian

**ADMINISTRATION OF MEDICATION TO STUDENTS  
PHYSICIAN'S REQUEST FOR ADMINISTRATION OF PRESCRIPTION  
MEDICATIONS BY SCHOOL PERSONNEL**

DATE \_\_\_\_\_

CHILD'S FULL NAME \_\_\_\_\_ is under my care and must take medication which I have prescribed during the school day.

Name of medication (as it appears on container in which the drug is stored) \_\_\_\_\_

Dosage and time \_\_\_\_\_  
Date \_\_\_\_\_ administration \_\_\_\_\_ of \_\_\_\_\_ drug \_\_\_\_\_ is \_\_\_\_\_ to \_\_\_\_\_ begin \_\_\_\_\_

Possible adverse reactions to be reported to physician \_\_\_\_\_

Special instructions for the administration and storage of the drug \_\_\_\_\_

I or my designee(s) have trained school personnel or approved alternative training as adequate to administer the medication, have evaluated the situation, the general administration plan and if applicable, the self administration plan or emergency care plan, and deemed each to be safe and appropriate, and if applicable authorize the use of hypodermic syringes and needles or similar medical terms.

Name of Physician and Designee \_\_\_\_\_

\_\_\_\_\_  
Print or Type

\_\_\_\_\_  
Primary Phone Number

\_\_\_\_\_  
Secondary Phone Number

\_\_\_\_\_  
Signature of Physician

## RECORD OF SELF-ADMINISTRATED MEDICINE

Parent's Phone \_\_\_\_\_  
Student Name \_\_\_\_\_ Grade \_\_\_\_\_  
Date to Begin \_\_\_\_\_ Date to End \_\_\_\_\_  
Name of Medication \_\_\_\_\_  
Dosage of Medication \_\_\_\_\_ Time \_\_\_\_\_  
Doctor \_\_\_\_\_ Phone #1 \_\_\_\_\_  
Phone # \_\_\_\_\_  
Possible Adverse Reaction: \_\_\_\_\_

\_\_\_\_\_ gives permission for \_\_\_\_\_ our son/daughter to self-administer specific medications at school. This medication cannot be taken at any other non-school time.

DATED this \_\_\_\_\_ day of \_\_\_\_\_. 20\_\_\_\_.

Students who are able to self-administer specific medication may do so provided:

1. The physician provides written authorization allowing self-administration of said medication.
2. The parent provides written authorization allowing self-administration of said medication.
3. Such medication is transported to the school and maintained under the student's control in the original, properly labeled package and (a) is not opened except when self-administering the medication, (b) is not self-administered during instructional time or in the presence of other students unless medically necessary, and (c) is not shown or exhibited to other students.
4. The student's physician or physicians' designee has (1) evaluated the situation and deemed it to be safe and appropriate; (2) documented this on the physician's authorization for the student's cumulative health record, and (3) approved the general administration plan.
5. The student and the student's physician or physician's designee have developed a plan for reporting and supervising self-administration.
6. The principal and appropriate teacher are informed that the student is self-administering prescribed medication.

Doctor's Signature \_\_\_\_\_

# Gordon-Rushville PUBLIC SCHOOLS



## Gordon Rushville Middle School

### STUDENT-PARENT HANDBOOK

20265-20276

310 E. 4TH St.  
P.O. Box 590  
Rushville, NE 69360  
Phone: (308) 327-2491  
Fax: (308) 327-2279  
[www.grmustangs.org](http://www.grmustangs.org)

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## Welcome Letter

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year.

**Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.**

**There are several forms at the end of this handbook that you must read, sign, and return no later than September 1, 2026<sup>5</sup>.**

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office.

Sincerely,

Nathan Livingston  
Superintendent

## **Intent of Handbook**

This handbook is intended to be used by students, parents, and staff as a guide to the rules, procedures, and general information about this school district. Students and their parents must become familiar with the handbook, and parents should use it as a resource and assist their children in following the rules contained in it. The use of the word “parents” refers to any adult who has the responsibility for making education-related decisions about a child, including, but not limited to biological parents, adoptive parents, legal guardians, and adults acting in loco parentis.

Although the information in this handbook is detailed and specific on many topics, it is not intended to be all-encompassing or to cover every situation and circumstance that may arise during a school day or school year. This handbook does not create a “contract” with parents, students, or staff, and the administration may make decisions and rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based on applicable school district policies, and state and federal statutes and regulations.

## **Notice of Nondiscrimination**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The school district prohibits sex discrimination or harassment due to their disability, or that have other related concerns or questions, should contact the following Section 504 Coordinator: Shelby Coomes at 308-327-2301, shelby.coomes@grmustangs.org or in person at school.

Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex, or that have other related concerns or questions, should contact the following Title IX Coordinator: Nathan Livingston at 308-282-1322, nathan.livingston@grmustangs.org or in person at school. The School District’s specific Notice of Nondiscrimination on the Basis of Sex may be accessed at the following link: <https://www.grmustangs.org/page/non-discrimination-notice>

Students who believe that they have been the subject of unlawful discrimination or harassment due to their race, color, or national origin, or that have other related concerns or questions, should contact the following Title VI Coordinator: Nathan Livingston at 308-282-1322, nathan.living@grmustangs.org or in person at school.

Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the superintendent at 308-282-1322, nathan.livingston@grmustangs.org or in person at school. Students may report

discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

For additional prohibited discrimination and related information, please review school district Policy 5053– Nondiscrimination.

# GORDON RUSHVILLE PUBLIC SCHOOLS

## *Dedicated Life Long Learning*

### Mission Statement

Gordon-Rushville Public Schools is committed to developing well-rounded leaders and lifelong learners. We share a vision of creating a system that enables every student in our diverse community to meet or exceed rigorous standards for academic performance.

### Belief Statement

At Gordon-Rushville Schools we strive to provide a safe environment where every student can be a lifelong, productive, and successful learner.

### Purpose Statement

Gordon-Rushville Public Schools is committed to developing well-rounded leaders and lifelong learners. We share a vision of creating a system that enables every student in our diverse community to meet or exceed rigorous standards for academic performance.

### Direction Statement

At Gordon-Rushville Schools we strive to provide a safe environment where every student can be a lifelong, productive, and successful learner.

### Gordon-Rushville Middle School Continuous Improvement Goals

Reading: To improve student reading comprehension.

Math: To improve student mathematical computation skills.

Writing: To improve student writing based on the 6+1 writing traits with an emphasis on conventions.

## **SECTION ONE: BASIC SCHOOL RULES AND GENERAL PRACTICES**

### **Attendance**

#### **Required Attendance**

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

#### **Mandatory Attendance Age**

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

#### **Exceptions**

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

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

#### **Discontinuing Enrollment – 5 Year Old Students**

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

#### **Discontinuing Enrollment – 16 and 17 Year Old Students**

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request that demonstrates that the student meets the district's legal criteria allowing for disenrollment to the superintendent using the applicable district form. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

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

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

### **Attendance Officer**

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

### Excused Absences – Physical or Mental Illness

Absences shall be excused by a parent, guardian, or educational decision maker, as defined in section 79-530, of the child for physical or mental illness and as documented by a credentialed health professional, provided the documentation supports such absence. In the instance of chronic illness, documentation shall be reviewed each semester.

### **Expectations for Regular Attendance:**

Students are expected to attend every class, every day.

- 1) The only "excused" absences shall be:
  - a.) absences when a licensed health care provider has confirmed in writing that, in his/her professional medical opinion and within his/her scope of practice, the student or a child whom the student is parenting is so physically or mentally ill that attendance of the student is impracticable or impossible;
  - b.) absences when severe weather conditions have made the roads impassable so that the student's attendance impracticable or impossible;
  - c.) student attendance at a school-sponsored activity;
  - d.) student has been suspended or expelled from school by the school district; and
  - e.) absences required by law enforcement, child protective services

or a court of competent jurisdiction confirmed in writing to the school district.

- 2) All other absences, including absences for minor illnesses, family events, routine medical appointments are simply "absences."
- 3) Students must not be absent from any course more than 20 days in any given quarter in order to earn academic credit for that course for that quarter.
- 4) Students who lose credit in any given course due to absences may appeal that loss of credit to his/her building principal.

### **Excessive Absenteeism**

When a student receives 10 unexcused absences or the hourly equivalent in any semester, the Attendance Officer will follow the district's policy to address barriers to the student's attendance.

When a student is absent more than 20 days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 20 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

### **Absences Due to Illness**

The school district will contact parents if a student becomes ill at school. A student who is absent due to illness has two days for every day of absence to complete missed assignments.

### **Planned Absences**

Parents who know in advance that a student will be absent must call the school or send a written note at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence. Parents should make every attempt to schedule medical and other appointments after school hours when possible.

### **Students are obligated to:**

- 1) Complete all class work in advance for any absence that can be anticipated.
- 2) Attend school a full day before attending practice or participating in a scheduled student activity except in cases of family emergencies or pre arranged absences.
- 3) Check out of school at the office if leaving school during the school day.
- 4) Make up any and all work that is assigned by teachers as make-up work for the instructional time that has been missed. Any assignment assigned before a student's absence and due during the time of the absence must be turned into the teacher upon the student's return to class.



**Parents are obligated to:**

- 1) Call the appropriate building office to inform the school of the reason for each absence.
- 2) Submit a doctor's statement, if requested, for each period of absence due to illness that exceeds five days.

**School Activity Related Absences**

Students are responsible for making up all school work missed due to an activity. The procedures for an activity absence are:

- 1) A student involved in any school activity will be responsible for communicating with their teachers at least three days prior to the activity so advanced assignments may be given and completed by the student.
- 2) The student will make up work assigned by the teacher before the activity absence unless other arrangements were made with the teacher.
- 3) The activity sponsor will send a list of students participating in a specific activity to all teachers, administrative assistants, and administration three days prior to an activity.
- 4) A student may be prohibited from attending an activity if prior arrangements were not made with all of their teachers.
- 5) Students who are scheduled to attend an activity and miss school may be counted truant.

**Pregnant and Parenting Students**

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

**Band**

Students may participate in band and begin taking band lessons in the 6th grade. Students in grades 7-8 may participate in the middle school band; grades 9-12 may participate in the high school band. Instruments will be provided by students or the school as provided by school policy. Fees may be charged as allowed or provided in the Public Elementary and Secondary Student Fee Authorization Act and the school's student fee policy or other applicable policy.

## **Bills**

Students should pay bills for supplies, fines, shop materials, clothing orders, etc. in the school bookkeeper's office. Any check for these payments should be made out to Gordon Rushville Public Schools unless otherwise instructed. Pursuant to board policy, the district will assess an additional penalty of \$30 for any check returned from the bank for insufficient funds.

When students purchase items of significant value, such as class rings and letter jackets, they must make payment at the time of purchase or when the order is placed.

## **Books and Supplies**

Students must take care of books and other supplies provided by the district. The school will assess fines for damage to books and school property.

Students must supply their own consumable items such as pens, pencils, tablets, notebooks, erasers, and crayons. Each classroom teacher will prepare a supply list for students at the beginning of the school year.

## **Breastfeeding and Lactation**

In order to accommodate lactating and breastfeeding students, the district will provide reasonable opportunities to express breast milk or breastfeed in a place, other than a bathroom, which is shielded from view and free from intrusion from district students, employees, and the public. The district will also provide a location for students to store expressed breast milk in or near the location designated for students to express milk to create the least amount of disruption to the student's participation in class or activities.

Students who wish or need to express breast milk on a regular schedule must work with school administrators to create a schedule that accommodates the student's needs while facilitating education to the maximum extent possible.

In order to prevent interference with the educational process, no student shall express breast milk within school classrooms or buses. Nothing in this policy limits the authority of the administration to impose consequences consistent with the Student Discipline Act and other state and federal law.

## **Bulletin Boards**

Bulletin boards are maintained throughout the building to communicate general information, material, and school announcements. Students should check the bulletin boards carefully each school day. A written copy of daily announcements will be posted on the main bulletin board by the offices.

Bulletin board or electronic publishing space may be provided for the use of students and student organizations for notices relating to matters of general interest to students. The following general limitations apply to all posting or publishing:

- 1) All postings must be approved by the appropriate building principal or designee. Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
- 2) All postings must identify the student or the student organization posting or publishing the notice.
- 3) Material shall be removed after a reasonable time to assure full access to the bulletin boards or electronic publishing media.

## **Bullying**

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal.

## **Reporting Bullying**

Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

## **Bullying Investigations**

School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

## **Cafeteria Rules**

- 1) All food must be consumed in the areas designated by the school.

- 2) After students have eaten, they must return trays to the kitchen. All straws, papers, milk cartons should be deposited in the trash cans. All leftover food should be scraped off the tray onto the correct container. Forks and spoons should be placed in the pan with water, NOT THROWN AWAY!
- 3) Students are to use proper manners including eating quietly.
- 4) Students may not throw food or other items.
- 5) Gum must be disposed of properly before entering the lunch line.
- 6) Second servings are available to those who have made an effort to clean their trays and have requisite funds as required by board policy.
- 7) Students should remain at their tables until they are dismissed.
- 8) Parents who wish their child to eat lunch away from school must provide a written authorization to the student's building principal.
- 9) Students must treat lunch personnel with respect.
- 10) Students who violate the above rules will be disciplined.

### **Candy and Gum**

Students are not to have or consume candy/gum/food in the halls and classrooms. It is discouraged for students to have candy in individual quantities in their lunch container to be consumed during lunch, or at any other time during school hours. Any teacher or staff member has the right to confiscate food products from students. Students who chew gum are expected to follow these guidelines:

- Students must dispose of all wrappers in used gum properly by wrapping in paper and/or placing in a lined trash can.
- Students will be allowed to chew gum in classes or at activities only if the teacher or instructor approves. If a teacher or instructor does not allow gum chewing, the student will dispose of it properly upon entering the location of the class or activity.
- Students will dispose of gum immediately without comment upon the request of any adult.

### **Cell Phones and Other Electronic Devices**

Students may not use cell phones or other electronic devices, including but not limited to smartwatches, smartglasses, calculators with internet connection, etc., while at school, except as permitted in this handbook.

Students may use cell phones or other electronic devices on the school sidewalks and in the common areas of the school before and after school, so long as they do not create a distraction or a disruption. Students may not use cell phones or other electronic devices while they are in locker rooms or restrooms. Cell phone or other personal electronic use is not allowed in the classroom unless the teacher has planned the use with the office.

Students may not use cell phones or other electronic devices while riding in a school vehicle unless they have express permission to do so from the vehicle's driver.

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The school district is not responsible for theft, loss, or damage of a cell phone or any calls made on a cell phone.

Students who violate this policy will have their cell phones or other electronic devices confiscated immediately. The administration will return confiscated devices to the offending student based on the penalty guidelines below. Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

To start the day, students must make sure their cell phones are either locked in the school locking cabinets, locked in the student's car, or left at home. The phones will remain locked up until 9th period, when they will be unlocked for students not on the down list.

#### **PENALTY GUIDELINES FOR INAPPROPRIATE USE OF ELECTRONIC DEVICES:**

- 1st Offense- Cell phone or electronic device will be kept in the office until the end of the school day, and a 30 minute after school detention will be assigned.
- 2nd Offense- Cell phone or electronic device will be kept until the end of the school day, and a 30 minute after school detention will be assigned.
- 3rd Offense- Cell phone or electronic device will be kept until the end of the school day, in school suspension, and parent(s) may be required to pick up the device in the Principal's Office
- 4th Offense- Because of the disruption to the educational process, two in school suspension days, the student will be required to turn their phone into the office every day for a one month period of time.
- 5th Offense- Because of the disruption to the educational process, two in school suspension days, potential out of school suspension, the student will be required to turn their phone into the office every day for the remainder of the school year.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct. Any student found to be in possession of obscene, pornographic, lewd, or otherwise illegal images or photographs will be promptly referred to law enforcement and/or other state or federal agencies, which may result in arrest, criminal prosecution, and possible inclusion on sex offender registries.

Protocol: The student will leave their cell phone at the front office upon arrival at school and may pick up the cell phone prior to leaving for the day.

#### **Cheating, Plagiarism, and Academic Dishonesty**

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- Lying.
- Copying another person's work or answers.

- ❑ Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- ❑ Taking or receiving copies of a test without the permission of the teacher.
- ❑ Using or displaying notes, “cheat sheets,” or other sources of unauthorized information.
- ❑ Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- ❑ Submitting work or any portion of work completed by another person.
- ❑ Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.
- ❑ Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.

### **Child Abuse and Neglect**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

### **Class Dismissal**

Classes are in session from the ringing of the tardy bell until the teacher dismisses the class. The bell at the end of the period is not a dismissal bell, and students may not leave their classrooms until they have been excused by their classroom teacher.

### **Classroom Behavior**

Student behavior and attitude in the classroom must be cooperative and serious. All students must:

- arrive to class on time;
- prepare for class with all necessary materials;
- be considerate of others;
- respond promptly to all directions of the teacher; and



- take care of school property and the property of others.

Teachers will establish classroom respect agreements that students must obey.

### **Closed Campus**

Students may not leave the building without permission from the administration.

### **Communicable Diseases**

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a “best practice” guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child’s health condition or if you know your child has contracted a contagious or communicable disease or condition not otherwise specified in board policy or this handbook, please call the school nurse.

### **Communicating with Parents**

Parents shall be kept informed of student progress, grades, and attendance through report cards, progress reports, and parent/teacher conferences. The school district will notify parents if their students are failing or close to failing. The school district will endeavor to notify parents of failing students prior to entry of the failing grade on the student’s report card. Parents will also be notified of their student’s possible failure to meet graduation requirements. Other pertinent information will be communicated to parents by mail or by personal contact. Official transcripts of student progress, grades, and attendance will be sent to other school systems upon the student’s transfer when the district receives a written request signed by the student’s parent or guardian or upon being notified that the student has enrolled in another school.

### **Chain of Command**

Chain of Command Process

Level 1 -- the teacher/sponsor

Level 2 -- the building principal

Level 3 -- the superintendent of schools

Level 4 -- the Board of Education

All problems are to be solved at the lowest possible level. Complaints will be accepted at any level only if remedies at lower levels have been exhausted. Refer to Policy # 3035 for the full list of chain of command recommendations.

## **Complaint Procedure**

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to complaints unless the complaint is subject to a different procedure required by law, policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems at the lowest level of the chain of command. When those efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth in any specific policy addressing those areas or the procedures set forth below. Allegations of sex discrimination covered by Title IX will be addressed through the board's Title IX policy.

References to “coordinator” in this policy refer to the board-designated coordinator for the applicable area, such as the Section 504 Coordinator for allegations of disability-based discrimination.

Under this policy, factual conclusions will be based on a preponderance of the evidence.

## **Complaint and Appeal Process**

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant reasonably believes speaking directly to the person would subject complainant or complainant's student to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, coordinator, superintendent of schools, or president of the board of education, as set forth below. Anyone with questions about the appropriate person to speak with may request clarification from the superintendent.
  - a. Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
  - b. Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
  - c. Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
  - d. Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted at any time during the complaint procedure to the applicable coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or coordinator, the administrator or coordinator shall first determine whether another applicable procedure is required by policy or law and if so, direct the complaint to the appropriate person to follow that procedure. If not, the administrator or coordinator will promptly and thoroughly investigate the complaint, and shall:
  - a. Determine whether the complainant has discussed the matter with the respondent.
    - i. If the complainant has not, urge the complainant to discuss the matter directly with the respondent, if appropriate.



- ii. If the complainant refuses to discuss the matter with the respondent, the administrator or coordinator shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
  - b. Strongly encourage the complainant to reduce his or her concerns to writing.
  - c. Interview the complainant and, if necessary, the respondent against whom the complaint is filed, to determine:
    - i. All relevant details of the complaint;
    - ii. All witnesses and documents which the complainant believes support the complaint;
    - iii. The action or solution which the complainant seeks.
  - d. Respond to the complainant. If the complaint involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the administrator or coordinator receives the complaint.
4. If either the complainant or the respondent is not satisfied with the decision he or she may appeal the decision to the superintendent. The superintendent may assign a qualified designee to hear any appeal.
- a. The appeal must be in writing.
  - b. This appeal must be received by the superintendent no later than three (3) calendar days from the date of the decision.
  - c. For complaints addressed through other applicable procedures that do not include a separate investigatory process, the superintendent will investigate as he or she deems appropriate.
  - d. The superintendent will prepare a written decision and provide it to the complainant and any other person entitled by law to receive the appeal decision. For complaints involving discrimination or harassment, the superintendent shall submit the decision within 180 calendar days after the superintendent received complainant's written appeal. Appeals to the superintendent from complaints involving discrimination or harassment are final once the superintendent delivers the written decision, as are all other appeals/complaints to the superintendent unless the complaint can be appealed on the limited grounds to appeal to the board below.
5. The board's role is to set policy, establish and implement a budget, and evaluate the superintendent. The board does not manage the daily operations of the school district entrusted to its administration unless required by law or policy. Because of the board's statutory roles, it does not hear complaints or appeals that may involve oversight or discipline of students, staff, or others, unless those involve the superintendent as discussed below. The board does not hear complaints or appeals based on allegations of discrimination or harassment unless otherwise required by law. The board will hear appeals only in the following circumstances:
- a. When the complaint is about a board policy, not implementation of the policy;
  - b. When the complaint involves the budget or school expenditures that have been or must be approved by the board; or
  - c. When the board is required by law, policy, or contract to hear a complaint or appeal.
6. If a complaint involves those limited grounds and a party is not satisfied with the superintendent's decision regarding the complaint or appeal, he or she may appeal the decision to the board.
- a. This appeal must be in writing.

- b. This appeal must be received by the board president no later than ten (10) calendar days from the date the superintendent communicated his/her decision to the complainant.
  - c. This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment allegations against the superintendent shall be promptly and thoroughly investigated by the board president or a designee.
  - d. The board president will notify the complainant and any other person legally required to receive the decision in writing of its decision. If the complaint involves discrimination or harassment allegations against the Superintendent, the board president shall submit the decision within 180 calendar days after receiving the written appeal.
  - e. There is no appeal from any decision of the board unless authorized by law.
7. Formal complaints about the superintendent shall be filed with the president of the board. However, complaints about the superintendent do not include disagreement with the superintendent's decision on appeal based on a complaint of discrimination, harassment, or action of any other employee who is not the superintendent. Upon receipt of a complaint, the board president or his or her designee shall promptly and thoroughly investigate the complaint, and shall:
- a. Coordinate with school district staff, other than the superintendent, to determine if another procedure in policy or law requires the complaint against the superintendent to follow another procedure. If so, the board president will coordinate handling the complaint through that procedure. If another procedure applies, such as in the case of allegations of sex discrimination against the superintendent, the board president or, at his or her discretion, the full board will serve only to hear any appeal by a party to the complaint.
  - b. Determine whether the complainant has discussed the matter with the superintendent.
    - i. If the complainant has not, the board president or designee will urge or require the complainant to discuss the matter directly with the superintendent, if appropriate or required.
    - ii. If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
  - c. Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting by the full board.
  - d. Respond to the complainant or appeal. If the complaint or appeal involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.
  - e. Appoint or contract with other individuals qualified to assist the board through this process or any other applicable procedure used to address allegations against the superintendent.

**No Retaliation.** The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

### **Special Rules Regarding Educational Services and Related Services to Students with Disabilities.**

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

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

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

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

**Bad Faith or Serial Filings.** The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

### **Computer Network Use by Students**

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

#### **Student Expectations in the Use of the Internet**

##### **1) Acceptable Use**

- a) Students may use the Internet to conduct research assigned by teachers.
- b) Students may use the Internet to conduct research for classroom projects.
- c) Students may use the Internet to gain access to information about current events.
- d) Students may use the Internet to conduct research for school-related activities.
- e) Students may use the Internet for appropriate educational purposes.

## **2) Unacceptable Use**

- a) Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
- b) Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
- c) Students shall not use email, chat rooms, instant messaging, or other forms of direct electronic communications on school computers for any unauthorized or unlawful purpose or in violation of any school policy or directive.
- d) Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
- e) Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
- f) Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
- g) Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
- h) Students shall not erase, rename, or make unusable anyone else's computer files, programs or disks.
- i) Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
- j) Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
- k) Students shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
- l) Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
- m) Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
- n) Students shall not falsify electronic mail messages or web pages.

## **3) Enforcement**

### **a) Methods of Enforcement**

- i) The district monitors all Internet communications, Internet usage, and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.
- ii) The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
- iii) Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
- iv) The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

#### **4) Consequences for Violation of this Policy**

- a) Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
  - i) Loss of computer privileges;
  - ii) Short-term suspension;
  - iii) Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
  - iv) Other discipline as school administration and the school board deem appropriate.
  - v) Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

#### **5) Protection of Students**

##### **a) Children's Online Privacy Protection Act (COPPA)**

- i) The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
- ii) This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

#### **6) Education About Appropriate On-Line Behavior**

- a) School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general

- curriculum.
- b) Staff will specifically educate students on
    - i) Appropriate interactions with other individuals on social networking websites and in chat rooms.
    - ii) Cyberbullying awareness and response.
  - c) The School District's technology coordinator shall inform staff of this educational obligation and shall keep records of the instruction which occurs in compliance with this policy.

### **Conferences**

Students' academic success has been closely linked to parental involvement in school. The school district has formal parent-teacher conferences at the end of the first quarter and during the third quarter.

In addition to formal conferences, classroom teachers will communicate with parents as necessary. Parents are encouraged to communicate with their student's teacher or the building principal to discuss parental concerns, student needs or any other issue.

### **Copyright and Fair Use**

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

### **Damage to School Property**

Students who damage school property either intentionally or unintentionally may be required to pay to replace or restore the property, at the discretion of the administration.

### **Dating Violence**

Dating violence, as that term is defined by Nebraska law, will not be tolerated by the school district. Students who engage in dating violence



on school grounds, in a school vehicle or at a school activity or that otherwise violates the Nebraska Student Discipline Act will receive consequences consistent with the Act and the district's student discipline policies. The school district shall provide dating violence training to staff deemed appropriate by the administration and in accordance with Nebraska law.

### **Discrimination and Harassment**

Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Section 504 Coordinator: ~~Emilee Wells~~~~Shelby Coomes~~ at (308) 327-2491, ~~emilee.wells~~~~shelby.coomes~~@grmustangs.org or in person at school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Nathan Livingston at (308) 282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org), P.O. Box 530, Gordon, NE 69343 or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the Superintendent: Nathan Livingston at (308) 282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

### **Dress Code**

The District prohibits student attire or appearance that:

- Causes or is likely to cause a material and substantial disruption to the District's programs and activities.
- Promotes, depicts, or refers to violence, drugs, alcohol, vulgarity, obscenity, illegal activity, hate speech, bullying speech, or harassing speech.
- Includes words, gestures, or images that contain or imply sexual content or innuendo.
- Otherwise undermines the District's mission to inculcate the habits, manners, and values fundamental to civility, community, and the educational environment.

Violations of the dress code shall be addressed in a manner consistent with the Student Code of Conduct. The District reserves the right to request immediate attire changes from students. The District will require students to adhere to uniform standards and/or wear district approved or issued uniforms in order to participate in activities.

Students may be required to wear protective clothing or equipment or otherwise modify their attire or secure their hair to ensure the safety of themselves and others. In such cases, a good faith effort to reasonably accommodate students will be made to ensure safety without compromising religious beliefs, grooming practices, or

~~requiring students to permanently alter their appearance. The least restrictive means appropriate to address the identified health or safety concern shall be used. The board directs the Administration to develop and maintain a dress code that governs student appearance and that shall be included within the student handbook(s). The Administration may elect to adopt different versions of the dress code for different schools, buildings, or grades (e.g., elementary dress code, high school dress code, etc.).~~

~~General Regulations. Dress codes adopted in conformance with this policy may prohibit student attire or appearance that:~~

- ~~• Causes or is reasonably likely to cause a material and substantial disruption to the District's programs and activities.~~
- ~~• Invades the rights of others.~~
- ~~• Promotes, depicts, or refers to violence, drugs, alcohol, vulgarity, obscenity, illegal activity, hate speech, bullying speech, lewd speech, indecent speech, or harassing speech.~~
- ~~• Includes words, gestures, or images that contain or imply sexual content or innuendo.~~
- ~~• Otherwise undermines the District's mission to inculcate the habits, manners, and values fundamental to civility, community, and the educational environment.~~

~~Students may be required to adhere to uniform standards and/or wear district-approved or issued uniforms in order to participate in activities.~~

~~Specific Limitations on Dress Codes. Except as provided in the Health and Safety Standard below, the specific dress codes enacted pursuant to this policy may not:~~

- ~~• Target, disproportionately impact, discriminate, or be applied in a discriminatory manner against any students on the basis of race, religion, sex, disability, or national origin;~~
- ~~• Prohibit a student from wearing attire associated with race, national origin, or religion (including religious attire, natural and protective hairstyles, adornments or other such characteristics); or~~
- ~~• Require a student's hair be permanently or temporarily altered.~~

~~Health and Safety Standard. Notwithstanding these Specific Limitations on Dress Codes, this policy allows for dress codes to regulate characteristics associated with race, national origin, or religion under the following circumstances:~~

~~In the absence of regulating the student's appearance or attire, it is reasonably certain that the health and safety of the student or another individual will be impaired;  
Regulating the student's appearance or attire is for nondiscriminatory reasons;  
Regulation of the student appearance or attire is applied equally;~~



~~The administrator (or his or her designee) engages in a good-faith effort to reasonably accommodate the student and notifies the student's parent or guardian, in a language that such parent or guardian understands, of the school district's attempt to accommodate the student's appearance or attire; and~~

~~The school district uses a process to obtain written or oral consent from a student's parent or guardian prior to altering a student's appearance or removing or altering a student's attire.~~

~~Record Retention. When the Health and Safety Standard is used, the school must keep records on each effort to reasonably accommodate a student's appearance or attire, hairstyle, adornment, or other characteristics associated with race, national origin, or religion occurring at school, on school grounds, or at a school-sponsored event and ensure that such records allow for analysis of related data and delineate:~~

~~The reason for such student's referral relating to the dress code; and  
Federally identified demographic characteristics of such student.~~

~~Dress Code Enforcement. School personnel are authorized to request immediate changes in the appearance or attire of student so as to remedy any dress code violations. Enforcement of dress code violations must be done in a manner that is consistent with a school's overall discipline plan and in a consistent manner. A student's violation of the dress code shall not subject the student to long-term suspension, expulsion, or mandatory reassignment as provided in Neb. Rev. Stat. § 79-267. A violation of the dress code may not require the student to miss substantial classroom time, instruction time, or school activities.~~

~~Under no circumstances is any administrator, teacher, other member of the school district's staff, or any school district contractor allowed to permanently or temporarily alter or cut a student's hair.~~

~~No student shall be disproportionately affected by dress code enforcement because of the student's gender, race, color, religion, disability, or national origin.~~

### **Driving and Parking Personal Vehicles**

Students who drive privately owned motor vehicles to school must obey the following rules:

- 1) Students may not move their vehicles during the school day without the permission of the building principal or superintendent. Students will not be allowed to sit in or be around their vehicles during the school day, without administrative permission.
- 2) Students must drive with care to ensure the safety of the pedestrians. Students may not drive carelessly or with excessive speed.

- 3) By driving personal vehicles to school and parking on school grounds, students consent to having that vehicle searched by school officials when they have reasonable suspicion that such a search will reveal a violation of school rules.

### **Drug Free Schools**

The board of education has adopted policies to comply with the Federal Drug-Free Schools and Communities Act. Students are prohibited from using, possessing, or selling any drug, alcohol, or tobacco while on school grounds, at a school activity or in a school vehicle. In addition, students who participate in the school's activities program should refer to the Activities Handbook which prohibits the use or possession of alcohol, controlled substances and tobacco at all times.

Any student who violates any school policy regarding drug, alcohol, and tobacco use will be disciplined, up to and including short-term suspension, long-term suspension, or expulsion from school and/or referral to appropriate authorities for criminal prosecution.

### **Elevator**

Only people who have permission from the GRMS administration may use the elevator. The primary purpose of the elevator is to aid those with special needs.

### **Emergency Contact Information**

Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions. Parents must promptly inform the school if this contact information changes during the school year.

### **Evacuations**

The school district will hold routine evacuation drills throughout the school year. Classroom teachers will provide students with detailed instructions on building evacuations.

#### **Standard Response Protocol:**

**Secure (formally called "Lockout"):** Secure will be announced over the intercom and is followed by the Directive: "Secure the Perimeter." This is the protocol used to safeguard students and staff within the building. Secure is used when there is a potential threat outside of the building and students and staff need to safely remain in the building. Classes in the building will go on as usual, but no one will be allowed to enter or leave the building until the Secure is lifted.

**Lockdown:** When Lockdown is announced, it is followed by "Locks, Lights, Out of Sight" and is the protocol used to secure individual rooms and keep students quiet

and in place. Teachers will lock doors, turn out lights, and keep students away from windows. Teachers will not unlock doors. Only law enforcement or administration with keys will unlock doors as classrooms are “cleared”.

**Evacuate:** Students and staff may be asked to Evacuate over the intercom. This notification is always followed by a location to where evacuated individuals will report to. Evacuation is used to move students and staff from one location to a different location in or out of the building if there is ever a safety concern that would necessitate the evacuation of any location.

**Shelter:** When Shelter is announced, students and staff will be asked to take shelter of a specific type and using a specific method depending on the safety concern that may be present. This is the protocol for group and self protection. Shelter will most often be used in the event of severe weather concerns.

**Hold:** A Hold may be activated at any time. During a Hold, students are to return to their classrooms directly, or stay in the classroom. Classroom teachers are to continue teaching, but not excuse anyone from the classroom until the all clear is announced. This is not the same as a lockdown or a lockout; this is for routine procedures like locker checks.

### **Eye Exams**

All students enrolling in kindergarten or transferring into the school district from out of state must undergo a visual examination by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, which consists of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity, except that no such physical examination or visual evaluation shall be required of any child whose parent or guardian objects in writing. They must provide evidence of the vision examination within six months prior to entrance. The cost of such physical examination and visual evaluation shall be borne by the parent or guardian of each child who is examined.

### **Food Service Program**

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

- (1) School breakfast and lunch is available to all students free of charge. Breakfast is served in the cafeteria beginning at 7:30 a.m. Please encourage your student to participate in the school breakfast. Research studies show that eating breakfast can help students perform better in the classroom. School lunch offers a variety of choices for students. All meals include an entrée choice plus “all you can eat” salad bar.
- (2) All students may have extra servings from the salad bar, fresh fruit, canned fruit; vegetables, and salad. All extra servings of these items are free.

- (3) All students at an extra cost may purchase an additional entrée offered as part of the school lunch program. Students can also purchase additional entrees and charge them to their account, provided there is a positive balance in the account.
- (4) Families are encouraged to visit with their students about their school lunch account and set any limits necessary. To assist parents with monitoring their student's lunch account activity, please call the office at (308) 327-2491.
- (5) Families are responsible for notifying the School Nurse if their child requires a diet modification because of a certified disability. A licensed physician must provide specific written medical documentation indicating the need for the dietary change. Please contact the School Nurse for more information.

### **Payment for Meals**

The district qualifies for the CEP program, where each child may receive one free breakfast and one free lunch daily. A la carte or extra items, are not part of the CEP program and may be purchased at the cost per item set annually by the district. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance. Students are encouraged to pay for al la carte items several weeks in advance. Payment should be made to the bookkeeper in the office.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. if they do not have cash in hand or their account has a negative balance. If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

### **Collection of Delinquent Meal Charge Debt**

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law. Collection efforts may continue into a new school year.

### **Notice of Non-discrimination**

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-

3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), 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](mailto:program.intake@usda.gov)

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the school district. 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.

### **Field Trips**

Classes occasionally take field trips off school property for educational enrichment. A student's parent, or "caregiver" as that term is defined in the Nebraska Strengthening Families Act, must authorize a student to participate in a field trip by signing a permission slip and providing it to the school before the field trip. Students who have not completed classroom work on time may not be allowed to attend field trips. Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

### **First-Aid**

First-aid items may only be used by school staff. Students who need first aid should ask for assistance from their classroom teacher or the nearest staff member.

### **Head Lice**

Students found to have live head lice or louse eggs will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice or louse eggs the student's parent(s) or guardian(s) will be notified, and if appropriate will be asked to pick up the student from school immediately.

Students will not be permitted to return to school until the district finds that no live lice or eggs can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.



### **Health Problems Limiting Activities**

Parents who do not want their children to play outdoors or participate in physical education for health reasons must send a written request to school. If a student persistently requests to be excused from these activities, the building principal or classroom teacher may require a doctor's verification.

Parents should notify the principal or superintendent if their student has any special health problems such as diabetes, asthma, or the like.

### **Homebound Instruction**

The school district may provide a student with instruction in his or her home and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular classes for an extended period of time. Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. If you believe that homebound instruction is appropriate for your child, please contact the building principal to initiate the appropriate process to determine eligibility.

### **Homeless Children and Youth**

Homeless students generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable state and federal law.

It is the school's policy not to stigmatize or segregate homeless students on the basis of their status of being homeless. Transportation for homeless students who enroll in the district shall be furnished by the district under the same guidelines applying to other students or if such transportation is necessary for compliance with federal law.

Each homeless child shall be provided services for which the child is eligible comparable to services provided to other students in the school selected regardless of residency. Homeless children shall be provided access to education and other services that such children need to ensure that they have an opportunity to meet the same student performance standards to which all students are held.

If a homeless child registered to attend school in the district is receiving family reconciliation services pursuant to state law, the district will work in cooperation with any county or department of social services in the district to jointly develop an educational program for the child. The district's homeless coordinator is Nathan Livingston, who may be contacted at (308) 282-1322.

### **Illness or Injury at School**

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member. The school will contact

parents to pick students up from school whenever necessary. When school officials determine that a student needs immediate medical attention but the parents cannot be reached by phone, emergency services will be summoned or the student will be taken directly to the doctor and/or hospital. Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions.

### **Immunizations**

All students must furnish one of the following to school officials:

- proof of adequate immunizations for mumps, measles, rubella; diphtheria, pertussis, tetanus; polio; and hepatitis B series; or
- a signed parental statement of refusal to provide the immunization history. Homeless students who are in need of immunizations will be referred to the homeless coordinator, who shall assist in obtaining necessary immunizations or medical records.

**Provisional Enrollment.** Students who meet the statutory requirements for provisional enrollment shall be allowed to attend school for sixty days without the necessary immunizations.

Students who are excepted from the immunization requirement may be excluded from school in the event of an outbreak of any contagious disease in the school population.

### **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.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of “hazing” as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of

the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

### **Lockers and Other School Property**

The school district owns and exercises exclusive control over student lockers, desks, computer equipment, and other such property. Students should not expect privacy regarding usage of or items placed in or on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

### **Lost and Found**

All lost and found articles are to be taken to the office. Students may claim lost articles there. Unclaimed articles will be donated to a local charity or otherwise disposed of at the conclusion of each semester.

### **Medications**

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

**Prescription Medication.** (1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

**Non-Prescription Medication.** (1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication



The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

### **Media Center**

Students must check out materials from the librarian on duty. Each borrower is responsible for all books checked out in his/her name. A fine of five cents per day per book may be charged for overdue books. Each student is responsible for any fine that accumulated on a book charged to him/her. If a book is lost and not found by the end of the semester, the student must pay for it. Students must also pay for any damage they cause to library books.

### **Memorials**

Memorials or plaques honoring deceased students are generally not allowed in or on the school grounds unless authorized by board policy. Dedications to students will not be allowed.

Scholarships in the deceased person's name will not be set up by the school. Scholarships set up by outside organizations or individuals, such as a foundation, will be allowed.

### **Multicultural Education**

Philosophy, Mission, and Program Goals. The school district respects and appreciates cultural diversity and seeks to promote the understanding of unique cultural and ethnic heritage. The district will promote the development of a culturally responsible and responsive curriculum. The school district's program will explore the attitudes, skills, and knowledge necessary to function in various cultures. Refer to Policy #6020 for more information.

### **Opting Out of Assessments**

The Board of Education has adopted a policy on approval and denial of state and federal assessment opt-out requests, which is based on requirements in law. The policy can be requested by contacting the Superintendent of Schools at <https://meeting.sparqdata.com/Public/Organization/385>

### **Title I Parental Engagement**

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parent and family engagement in the Title I program. Parent and family engagement in the Title I Program shall include, but is not limited to:

- 1) An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
- 2) An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards, type and extent of participation, parental input in educational decisions, coordination, and integration with other Federal, State, and district programs, and evaluations of progress.
- 3) Opportunities for participation in parent involvement activities, such as training to help parents work with their children to improve achievement. A goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
- 4) The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, parents with limited literacy, are economically disadvantaged, are of a racial or minority background or parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.
- 5) Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
- 6) The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.
- 7) The district will educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

### **Personal Items**

The school provides the necessary equipment for classroom and school day activities. Students should not bring items such as athletic equipment, electronic devices, toys, or other similar personal items to school unless they have the prior permission of their classroom teacher or a school administrator. The school is not responsible for damaged or lost personal items or equipment.

## **Physical Education**

The school district requires students to receive physical education to assist them in developing gross and fine motor skills. Students are not required to wear P.E. uniforms, but are encouraged to wear tennis shoes for P.E.

## **Physical Exam**

Students entering kindergarten and the seventh grade, and those entering school from another state, are statutorily required to show evidence that they have had a physical examination within six months prior to the date of entering school.

## **Sports Physicals**

All students participating in school-sponsored sports in grades 7-12 must have a physical. A single physical will be sufficient to fulfill both entrance and sports requirements. The sports physical for the current year must be done on or after May 1st.

## **Pictures**

The school district arranges for a photographer to be present at school in the fall to take class pictures. Parents will be notified of the date. Included in the individual packet is a class composite. Parents who want pictures of their students or of their student's class composite may purchase them directly from the photographer.

## **Recess Rules**

Students must follow these rules to keep safe when they are using spaces used for recess as part of the school day:

1. Students must obey the supervisor at all times.
2. Students may not enter the street/highway to retrieve a ball unless given permission by the supervisor.
3. Students must play away from the school windows.
4. Touch and flag football may be permitted, but tackle football is prohibited. Students may only play football in designated areas.
5. Students are not permitted to spike balls.
6. Students are not permitted to throw or kick balls across or through crowds.
7. Students may throw balls and other authorized play equipment. They may not throw rocks, gravel, snowballs, and clothing.
8. Students must use the equipment properly and in a safe manner.
9. Students may not leave the assigned area after they have arrived at school for the day.

Students who violate these rules will be disciplined with the loss of recess or other privileges, detention, and/or other consequences.

The school's playgrounds, equipment, and surrounding areas are generally not supervised. Staff will supervise students when the students are using these areas as

part of the school day or as part of a school activity. At all other times and in all other circumstances, the school district does not provide supervision of its playgrounds, equipment, and surrounding areas.

### **Police Questioning and Apprehension**

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

### **Protection of Student Rights**

The Board of Education respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA). The policy is available on the district's website or upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. The approximate dates during the school year when a survey requesting personal information as defined in the Protection of Pupil Rights policy is scheduled are as follows: SHARPS Survey typically administered in the fall, and Health Class surveys may be administered during health class rotation. More information shall be provided prior to survey administration. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

### **ACT Exam**

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

### **Public Displays of Affection**

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others. Prohibited conduct includes hugging, kissing, touching or any other display of affection that a staff member determines to be inappropriate.

### **Reasonable Suspicion Testing**

Students may be required to submit to drug or alcohol testing if there is a reasonable suspicion that the student is under the influence of drugs or alcohol.

### **Rights of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term “custodial parent” refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students’ records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent’s request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents’ behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

### **Secret Organizations**

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

### **School Dances**

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

#### **General Rules of Student Conduct at Dances**

In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

#### **Who Can/Can’t Attend Dances:**

- Only students of Gordon-Rushville Public Schools in the grade(s) for which the dance is being held may attend.
- Students who have been suspended from school or from extracurricular



activities may not attend.

- The school reserves the right to exclude persons who may or do cause a disruption or detract from the event.
- Rules for dances may restrict students from leaving the dance until the dance ends without written parental permission on a form provided.
- Students who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.

**Prohibited Substances:** Alcoholic beverages, illegal drugs, and tobacco (including electronic nicotine delivery systems) are prohibited. Anyone using these or showing the effects of use will not be allowed admission or, if discovered after admission, be removed from the dance. Their parents may be contacted and school and legal consequences may apply.

- Students may be required to submit to a breathalyzer prior to gaining entrance.
- Those who choose not to submit to a breathalyzer will not gain entrance. Law enforcement will be contacted if there is reasonable suspicion that the student is under the influence of alcohol or drugs.

**Appropriate Attire:** Students must meet the dress code requirements established for each dance. Teachers or administrators will make the final decision as to whether or not a student's attire is appropriate. Students will be asked to change unacceptable items, which may mean that the student may have to return home to change the inappropriate clothing. It is advisable to check in advance of the dance with the Principal or staff sponsor for the event if you are uncertain about your attire.

### School Day

The school day typically begins at 8:05 a.m. and ends at 3:~~40~~<sup>16</sup> p.m. Students are to leave the school grounds after dismissal. **There will be no supervision provided by the school before 7:30 a.m. or after 4:~~12~~<sup>00</sup> p.m.** Parents must arrange for their children to leave school promptly at the end of the day.

Monday-~~Thursday~~<sup>Friday</sup> the first bell rings at 8:00 a.m. with 1st period beginning at 8:05 a.m. the school day will end at 3:~~40~~<sup>16</sup> p.m. Friday, the first bell rings at 8:00 a.m. with 1st period beginning at 8:05 a.m. The school day will end at 3:16 p.m.

~~Monday-Thursday Achievement Period will run from 3:19 p.m.- 3:50 p.m. Students may be required to stay during the Achievement period for a number of reasons including but not limited to interventions, study skills, behavior support, and extra opportunities to receive academic help. Students are responsible for communicating with their parent/guardian if they are required to stay for the Achievement period.~~

Students will be allowed in the building beginning at 7:30 a.m. and will remain in the cafeteria until the 1st bell rings at 8:00 a.m.

### **Self Management of Diabetes or Asthma/Anaphylaxis**

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact the school nurse.

### **Smoking and Tobacco**

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

### **Sniffer (Drug) Dogs**

The administration is authorized to use sniffer dogs to minimize the presence of illicit items on school grounds. Students and staff are specifically notified of the following:

1. Lockers may be sniffed by sniffer dogs at any time.
2. Vehicles parked on school property may be sniffed by sniffer dogs at any time.
3. Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
4. If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action.

### **Standardized Testing**

The school district will use a basic testing and assessment program to evaluate the outcome of the educational program and to provide information needed in working with individuals. The program will be supplemented by such individual and supplementary tests as the needs of the educational program and the district indicate. The superintendent and designees will coordinate the program from Kindergarten through twelfth grade to provide continuity. Teachers are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. Teachers should consult with relevant board policies and district protocols assessment administration and security.

### **Student Assistance**

Parents who believe their students have any learning, behavior, or emotional needs that they believe are not being addressed by the school district should contact the student's teacher. If appropriate, the teacher may convene the Student Assistance Team (SAT). The SAT can explore possibilities and strategies that will best meet the educational needs of the student.

### **Student Fee Policy**

The school district shall provide free instruction in accordance with the Nebraska State Constitution and Nebraska state law. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee

Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

### **Definitions.**

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

### **Listing of Fees Charged by this District.**

- 1. Clothing Required for Specified Courses and Activities.** Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses, or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course, or activity.
- 2. Safety Equipment and Attire.** The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.
- 3. Personal or Consumable Items.** The district may provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers, and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials, and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.



- 4. Materials Required for Course Projects.** The school district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will either furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.
- 5. Technological Devices.** The district will provide students with the technological devices necessary to complete all basic curricular projects. As with all school property, students may be charged for damage to or replacement of such devices. Additionally, the district may allow students to make repair cost or replacement cost payments by arranging for the students to utilize a single, or series of, payments.
- 6. Extracurricular Activities.** The school district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment, and/or clothing are required for the activity.

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

- Student Activity Card: \$75
  - Covers admission to all extracurricular events
- Cheerleading, Drill Team, Flag Corps:
  - Students must purchase uniforms and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the school district for these items will be: \$500
- Football:
  - Students must provide their own football shoes, undergarments, and mouthguards
- Golf:
  - Students must provide their own golf shoes, undergarments, and clubs

□ Softball and Baseball:

- Students must provide their own shoes, gloves, and undergarments

□ Track, Volleyball, and Wrestling:

- Students must provide their own shoes and undergarments

□ Future Farmers of America:

- Students must purchase their own jackets and pay dues.

- 7. Post-Secondary Education Costs.** Some students enroll in post-secondary courses while still enrolled in high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.
- 8. Transportation Costs.** The district will charge students reasonable fees for district-provided transportation services to the extent permitted by federal and state statutes and regulations. The maximum dollar amount of the transportation fee charged by this district shall be \$50 per activity trip.
- 9. Copies of Student Files or Records.** The school district will charge a fee for making copies of a student's files or records for the student's parents or guardians. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Students' parents have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records. The district will charge a fee of \$.25 cents per page for reproduction of student records.
- 10. Participation in Summer School or Night School.** The district will charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses. The maximum dollar amount for summer and night school shall be \$N/A.
- 11. Charges for Food Consumed by Students.** The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

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

- ☐ Breakfast Program – Grades K-6  
Regular Price \$ N/A  
Reduced Price \$ N/A
- ☐ Breakfast Program – Grades 7-12  
Regular Price \$ N/A  
Reduced Price \$ N/A
- ☐ Lunch Program – Grades K-6  
Regular Price \$ N/A  
Reduced Price \$ N/A
- ☐ Lunch Program – Grades 7-12  
Regular Price \$ N/A  
Reduced Price \$ N/A
- ☐ Extra Milk \$.55
- ☐ Extra Breakfast Entrée \$.~~90~~80
- ☐ Extra Lunch Entrée \$1.~~70~~55
- ☐ Adult Breakfast Entrée \$2.~~50~~30
- ☐ Adult Lunch Entrée \$4.~~50~~25
- ☐ Adult Milk \$.60

**12. Charges for Musical Extracurricular Activities.** Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- ☐ Band students must provide their own instruments.
- ☐ Swing choir students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$200.

**13. Contributions for Class Extracurricular Activities.** Students are eligible to participate in a number of extracurricular activities during their years in Junior/Senior High school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class's fund beginning in seventh grade. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$40 per year.

**Waiver Policy.**

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Students are not required to participate in the free or reduced-price lunch program to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal. Application forms are available in each school building office.

**Voluntary Contributions to Defray Costs.**

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

**Fund-Raising Activities**

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

**Student Illness**

Students who suffer from a significant illness which has an actual or expected duration of six months or more may be eligible for accommodations and support under Section 504 of the Rehabilitation Act or under the Individuals with Disabilities in Education Act. The school will provide accommodations to students who are returning to school after a prolonged absence due to illness, including pediatric cancer, through a 504 plan or an IEP, as appropriate. The student's plan will include informal or formal accommodations, modifications of curriculum and monitoring by medical or academic staff as determined by the student's IEP team or 504 committee. Parents and staff will engage in ongoing communication about the needs of a student who is facing these circumstances.

Students who become ill at school will be sent to the building office where the school nurse or other school employee will determine the appropriate response. When a child is too ill to remain at school, a school employee will contact the child's parent(s) and arrange for the child to be picked up or sent home. If an illness or injury requires immediate medical attention, school officials shall attempt to contact the child's

parent(s) regarding treatment for the child. If the parents cannot be contacted, school officials may have the child treated by an available physician. Students who show symptoms of a contagious disease may be sent home, and the district may require a physician's statement before allowing such students to return to school.

### **Student Government**

Students are encouraged to formulate and participate in elective and representative student government activities. The organization, operation, and scope of the student government shall be administered by the superintendent or designee.

### **Student Records**

The Family Education Rights and Privacy Act ("FERPA") provides parents certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the date the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If parents believe one of their student's records is inaccurate, they should write to the school principal, clearly identify the part of the record they want changed, and specify why they believe it is inaccurate. If the school decides not to amend the record as requested, it will notify the parents of the decision and advise them of their right to a hearing regarding the request for amendment.

**Directory Information.** FERPA and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children. The school district has designated the following as directory information:

name and grade, name of parent and/or guardian, address, telephone number, including the student's cell phone number, e-mail address, date and place of birth, dates of attendance, the image or likeness of students in pictures, videotape, film or other medium, major field of study, participation in activities and sports, degrees and awards received, social media usernames and handles, weight and height of members of athletic teams, most recent previous school attended, certain class work which may be published onto the Internet, classroom assignment and/or home room teacher, student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems (but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed



only the authorized user). Directory information does not include a student's social security number.

Directory information about students may be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that market or manufacture class rings, sell student photographs or publish student yearbooks.

Federal law requires school districts to provide military recruiters and institutions of higher education with the names, addresses, and telephone listings of high school students unless parents have notified the school district in writing that they do not want this information disclosed without prior written parental consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Parents who **OBJECT** to the disclosure of any directory information about their student should write a letter to the principal. This letter should specify the particular categories of directory information that the parents do not wish to have released about their child or the particular types of outside organizations to which they do not wish directory information to be released. This letter must be received by the school district no later than September 1st.

### **Non-Directory Information**

All of the other personally identifiable information about students that is maintained in the school district's education records will generally not be disclosed to anyone outside the school system except under one of two circumstances: (1) in accordance with the provisions of the FERPA statutes and related administrative regulations, or (2) in accordance with the parent's written instructions.

One FERPA exception permits disclosure to school officials with legitimate educational interests without consent. A school official includes, but is not necessarily limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a

“legitimate educational interest” if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

The district will share information with the Department of Education necessary to comply with the requirement of state law that all third- year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

### **Transfer of Records Upon Student Enrollment**

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform parents when it makes a disclosure under this provision.

### **Complaints**

Individuals who wish to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA may contact the Office that administers FERPA:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

### **Student Schedule Changes**

Student schedule changes may be made without penalty during the first three days of each semester. Drop and Add slips are to be obtained from the office of the Guidance Counselor and must be signed by the guidance counselor and building principal before they are presented to the teacher of the class that is to be added or dropped.

After the first week of the semester, students who insist on dropping a class, except for instances of an extended illness, will receive a “0” on their permanent records, and that grade will be averaged into the student’s cumulative grade point average. If an extended illness makes it impossible or impracticable for a student to successfully complete a class or classes, the student may be allowed to withdraw from a class or classes as (WP)-Withdraw Passing or (WF)-Withdraw Failing. If permission to withdraw as WP or WF is given by the building principal and guidance counselor, the grade(s) will not be averaged into the cumulative grade point average of the student.

Before students are allowed to withdraw from a class as WP or WF, the student, the parents of the student, the guidance counselor, and the building principal must meet and review the circumstances of the situation. All available means that could be utilized to allow the student to successfully complete the course(s) must be reviewed

before permission to withdraw as WP or WF is given by the building principal and guidance counselor.

### Student Use of AI Tools

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

AI Tools may be useful to student learning. However, students and staff must ensure that student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Individual staff members will decide for each individual assignment the extent to which students may use AI Tools.

If a student uses any AI Tools in connection with a school assignment, the student must:

Give proper attribution to the specific AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

Never copy and paste the output from the AI Tool into the student’s work as if the student wrote such section himself or herself.

Students may never use AI Tools to:

Cheat on any assignment, test, or quiz;

Help answer questions on a test or quiz without staff member permission;

Make or share deepfakes or fake images, audio, or video of any real person;

Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;

Bully, harass, threaten, intimidate or impersonate any person;

Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;

Use AI Tools to bypass accommodations, content filters, or school security.



A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.

A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.

The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

### **Tardiness**

1. Punctuality is required on a daily basis. Tardies are administered when a student is up to 24 minutes late for a class thereafter will be considered absent.
2. A student who does not have a valid excuse for being tardy to any class may be required to stay during ~~detention~~**Achievement** with the teacher to make up for lost learning time/work missed during the class.
3. In cases of excessive tardiness (every five tardies) to classes, the student may be referred to the Principal's Office for ~~detention~~**Achievement period** or lunch detention.
4. After five tardies to school, the student and parents may be required to meet with the principal to discuss the situation.
5. If a student is tardy to class because a teacher or administrator detained him or her, the student should get a note from that teacher or administrator and present it to the teacher of the class to which he or she is late so that a tardy will not be charged.
6. The school does not issue excused tardies to students unless a bus arrives late in the morning prior to school or during activity periods that exceed the allowed time. Parents may excuse their students with a written note or phone call at the time the student comes to school.

### **Telephone Calls**

The school's telephone may be used only with permission of staff.

### **Threat Assessment and Response**

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

#### **1. Definitions**

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- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
  - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
  - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
  - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.
  - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.
  - ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

## 2. Obligation to Report Threatening Statements or Behaviors.

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such a report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

### **3. Threat Assessment Team**

The threat assessment team (team) shall consist of the superintendent of schools, building principal(s), guidance counselor and local law enforcement. It also could include information technology staff, the school nurse, members of the mental health profession who would be willing to work with the school. Members of the school crisis team may also serve on the threat assessment team. Not every team member needs to participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

### **4. Threat Assessment Investigation and Response**

When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for

consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

## **5. Communication with the Public about Reported Threats**

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

## **6. Coordination with the Crisis Team After Resolution of Threat**

The threat assessment team will confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School Safety Plan.

## **Transportation Services**

The district operates school buses as a convenience for students and parents. They represent a substantial investment, and students are expected to care for and respect them.

### **Transportation to School**

Students who ride the bus to school will arrive in time for them to eat breakfast at school. Parents must contact their bus driver if a student will not ride the bus on a given day. Bus drivers endeavor to adhere to their schedule, and will wait for riders only a short period of time so as not to jeopardize the time remaining for the rest of their schedule.

Non-resident or option enrollment students may ride the buses, but they will be charged a fee to be established by the board of education. The Superintendent will schedule bus routes, and questions concerning them should be directed to that office.

### **Bus Regulations**

Riding school vehicles is a privilege, not a right. The bus drivers have the same authority as teachers while transporting students. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles. If misconduct is recurring, the student will not be allowed to ride the bus.

#### **a) Rules of Conduct on School Vehicles:**

- 1) Students must obey the driver promptly.
- 2) Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- 3) Students are prohibited from fighting, engaging in bullying, harassment, or horseplay.
- 4) Students must enter the bus without crowding or disturbing others and go directly to their assigned seats.
- 5) Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- 6) Students are prohibited from throwing or passing objects on, from, or into vehicles.
- 7) Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.
- 8) Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
- 9) Students may carry on conversations in ordinary tones, but may not be loud or boisterous and should avoid talking to the driver while the vehicle is in motion. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
- 10) Students may not open windows without permission from the driver. Students may not dangle any item (e.g. legs, arms, backpacks) out of the windows.
- 11) Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle if the vehicle were involved in an accident
- 12) Students must respect the rights and safety of others at all times.
- 13) Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.
- 14) Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.
- 15) Video cameras may be placed on buses, at random, to monitor student behavior on the bus.

b) **Consequences**

Drivers must promptly report all student misconduct to the administration. These reports may be oral or written. Students who violate the Rules for Conduct will be referred to their building principal for discipline. Disciplinary consequences may include a note home to parents, suspension of bus riding privileges, exclusion from extracurricular activities, in-school suspension, short term or long term suspension from school, and/or expulsion.



These consequences are not progressive, and school officials have discretion to impose any listed punishment they deem appropriate, in accordance with state and federal law and board policy.

**c) Records**

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be forwarded to law enforcement.

Requests to be dropped off at a point **not** on the regular route will not be accommodated, unless extenuating circumstances arise and the request is approved by the transportation director or administration.

Students who are not regular route riders may not ride the bus home with a friend, unless the parent of the non-route student presents written permission to the bus driver ahead of time. The written permission should include the date, the non-route rider's name, the signature of the non-rider's parent, and the place approved for drop off. Such requests may not be granted if they cause overcrowding of the vans or buses (Vans-10 riders only, plus driver).

**Transportation to Activities**

The school district provides transportation to students who are participating in school-sponsored events and they must ride to those events in a school vehicle. Students who wish to take private transportation home from a school event must submit a release form to the sponsor that has been signed by that student's parent.

**Video Surveillance, Recordings, and Photographs**

The Board of Education has authorized the use of video cameras on school district property to ensure the health, welfare, and safety of all staff, students and visitors, and to safeguard District facilities and equipment. Video cameras may be used in locations deemed appropriate by the Superintendent. If a video surveillance recording captures a student or other building user violating school policies or rules or local, state, or federal laws, it may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

**Recordings Made by Parents/Guardians and Patrons.**

Parents/guardians and patrons may make recordings of school activities intended to be public in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student's IEP or 504 Plan.

Violation of this policy will result in immediate termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

### **Recordings Made by Students.**

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

### **Weather-Related School Closing**

The Superintendent will occasionally announce an emergency early school dismissal, late start, or cancellation of school due to extreme heat, snow, or ice. School closings will be announced on GRPS social media platforms and [www.grmustangs.org](http://www.grmustangs.org). Parents should assume that school is open and a regular schedule is being followed if there is no announcement concerning the school district. Please do not call the school or individual staff members to find out whether school is being canceled. Parents who do not believe it is safe to transport their students to school may keep their students home after contacting the district office.

If schools are closed due to severe weather conditions, all after-school activities will be canceled.

### **Weight Room**

The weight room is for the use of all middle school students in the Gordon-Rushville School System. A certified employee of the school district must supervise all students using the weight room. The physical education department is encouraged to use the weight room along with the athletic department.

- During the sports practice time, the athletes participating in the season sports have the first right to use the weight room.
- Whoever opens the weight room for the students is responsible for the people they open it for. It is the sponsor's responsibility to turn out the lights and lock the doors. Do not leave any students unsupervised.

- Keys should not be given to students for them to open and use the weight room. A certified employee of the school district must open the weight room and be responsible for those using the facility by being in the weight room.

### **Withdrawal From School**

Students who are moving from the district must notify the school office.

### **Work Permits**

The building principal or other authorized school official shall be responsible for the issuance of work permits for children in accordance with state law.



## **SECTION TWO: ACADEMIC INFORMATION**

### **Activities Eligibility**

Middle School eligibility is determined on a weekly basis. Teachers will post their grades by the beginning of the first period on Wednesday. Middle school students with a 69% or below in ANY class will be declared ineligible for all competitions, performances, etc. for Wednesday through the Tuesday of the following week. Students are ineligible for one week and then become eligible the following Wednesday by raising grades to a 70% or above. Students declared ineligible are able to practice during the week of ineligibility, but may not compete/perform/etcetera at any level. Students will report to study skills class (if available) and Achievement period for the week during their ineligible period to complete missing assignments, study for quizzes and tests, and complete daily assignments.

### **Grades**

Students will receive letter grades for their academic core classes.

The middle and high school grading system is as follows:

|   |                              |            |
|---|------------------------------|------------|
| A | Superior                     | 100% - 94% |
| B | Above Average                | 93% - 86%  |
| C | Average                      | 85% - 78%  |
| D | Unsatisfactory/Below Average | 77% - 70%  |
| F | Failing ( no credit)         | 69% - 0%   |
| I | Incomplete                   |            |

A student may earn an incomplete when he or she fails to complete classroom assignments. Any student in grades 7-11 who receives an incomplete will have this grade recorded on his/her permanent record until the required work is completed to the teacher's satisfaction. If a student does not remove an incomplete by completing the minimum classroom assignments, the incomplete will be calculated as a failing grade in determining the student's grade point average.

If a student does not remove an incomplete by completing the necessary work within two weeks of the end of the grading period, the incomplete will become a failing grade that the student may make up only by taking the entire course again. The two-week period may be extended by mutual agreement of the teacher, principal, and student.

A student who receives an incomplete during his/her senior year must satisfactorily complete the classroom assignments to participate in the graduation ceremony. Seniors with incompletes will not be dismissed from school attendance until the classroom assignments are completed to the teacher's satisfaction.

## **Homework**

Classroom teachers will often assign homework. Parents who have questions about homework or concerns about class work should contact the teacher. Questions not resolved by the teacher should be referred to the administration.

Each student is expected to spend some time preparing for studies outside of school hours. The amount of time that is needed will depend upon each student. Normally, at least an hour a day should be spent in preparing for an average assignment.

Students who struggle to complete assignments or who must spend an inordinate amount of time completing an assignment should seek the help and advice of their teachers and consult with the principal and/or the guidance counselor.

Achievement Period from 3:10 p.m. - 3:40 p.m. is available and/or required for students with missing assignments and/or failing work.

## **Honor Roll**

To qualify for the honor roll, students must be enrolled in a minimum of seven (7) classes, four of which must be from the core curriculum of English, mathematics, science, social studies, business education, foreign language, and computer science. Students who earn a quarter or semester academic average of 94% or better with no grade in any class lower than 90% will qualify for the honor roll.

## **Report Cards**

Report cards are sent home the week following the end of the nine-week reporting period. Mid-quarter reports are also sent to parents of students who are having difficulty in an academic subject.

## **Retention Procedure**

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

## **Sexual Health Curriculum- "Rights, Respect and Responsibility"**

Sexual Health Units may be presented during Health class to students as time allows. If you do not wish for your child to participate in any portion of the sexual health units, please sign the waiver form found on the GRMS tab under the grmustangs.org

website. A waiver form will also be sent home with students prior to the start of the units.

### **Summer School**

Students who fail any core class, (reading, math, science, social studies, and language arts) MAY be required to attend summer school. Failure of a class is a percentage at or below 69%.

## **SECTION THREE: STUDENT DISCIPLINE**

### **General Discipline Philosophy**

The school district has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

The school district's discipline is guided by the following principles:

1. The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
2. Behavior expectations and the consequences for failing to meet those expectations will be clearly communicated to all students and their parents.
3. The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.
4. Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
5. Behavior expectations apply to all students; consequences are enforced consistently without regard to a student's academic record or achievement.

Extracurricular activities including athletics, cheerleading, band, chorus, and club activities, are governed by the Student Activity Handbook. Students who are involved in extracurricular activities may face consequences related to the activity in addition to the consequences discussed in this handbook.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

### **Forms of School Discipline**

Administrative and teaching personnel may take actions regarding student behavior that are reasonably necessary to aid the student, further school purposes, or prevent

interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, behavior plans, alternate schedules, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions during the day or mandatory attendance at Saturday school. When in-school suspensions, after-school assignments, Saturday School, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. District administrators may develop building-specific protocols for the imposition of student discipline.

In this section, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

For purposes of this section, "Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person designated or ordered by a court to make educational decisions on behalf of a child.

Any statement, notice, recommendation, determination, or similar action specified in this section shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent ~~or guardian~~.

Any student who is suspended or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

### **After School Sessions and Detentions**

Monday-Thursday Achievement Period will run from 3:10 p.m.- 3:40 p.m. An Achievement bus will be provided if students are required to attend.

Students may be required to stay during the Achievement period for a number of reasons including but not limited to interventions, study skills, behavior support, and extra opportunities to receive academic help. Students are responsible for communicating with their parent/guardian if they are required to stay for the Achievement period.

Teachers and administrators may require students to stay after school or to serve detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

If bussing will not be provided, students who ride the bus home from school will be given a 24-hour notice of after-school time or a detention so that the parents may make plans to pick up the student the following day.

- After-school sessions will not exceed 30 minutes from the time of dismissal and are to be served in the teacher's room. A student who fails to attend an after school session may be given detention by the teacher or may face additional disciplinary consequences up to and including long-term suspension and/or expulsion. A student who has a conflict with an after-school session is responsible for working it out with the teacher.
- Detentions are 30 minutes, served in the central office or the detention room designated by the building principal.

### **Saturday School**

The building administrator may require a student to attend Saturday School for four hours on Saturday morning. Saturday School is held from 8:30 AM to 12:30 PM in a classroom staffed by teachers. Students follow strict rules and must work on assignments the entire time, except for short breaks. Students who do not follow Saturday School rules will be removed from the classroom and will face further disciplinary action.

### **In-School Suspension**

The building administrator may require a student to serve in-school suspension. Students may be required to attend up to six hours per day of school-sponsored suspension a day at a designated location where they will study and participate in campus clean up. There will be zero tolerance for behavior problems from students placed in in-school suspension. Students not completing their In-School Suspension will face further disciplinary action.

### **Emergency Exclusion**

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

### **Short-Term Suspension**

The Principal or the Principal's designee may exclude a student from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Any of the conduct described in the subsections under “Grounds for Long-Term Suspension, Expulsion, or Mandatory Reassignment” below irrespective of the location at which such misconduct; or
2. Other violations of rules and standards of behavior adopted by the board of education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. After the principal has determined that a short-term suspension is necessary, but  
~~p~~Prior to commencement of the short-term suspension, the student and the Parent will be given oral ~~and/or~~ written notice of the charges against the student. They ~~student~~ will be advised of what ~~the student~~he/she is accused of having done, an explanation of the evidence the authorities have, and an opportunity present evidence of the student's to explain his/her version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student and the student's parent ~~or guardian~~, describing the student's conduct, misconduct, or violation of the rule or standard; ~~and the reasons for the action taken; the actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension; resources the school is able to provide or recommend to assist the student; and how the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school..~~ An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

An opportunity will be given to the student, and the student's Parent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the Parent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.



4. Students who are short-term suspended will be given the opportunity to complete classwork, including but not limited to examinations, in accordance with the process outlined in this handbook.

### **Weapons and/or Firearms**

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

**Definition of Firearm.** The term “firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

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

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

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

### **Long-Term Suspension**

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

### **Expulsion**

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall

remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise, the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall provide either an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

**Grounds for Long-Term Suspension, Expulsion, or Mandatory Reassignment:**

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes. The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct";
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;



3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal 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. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults that occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. 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; or
11. A repeated violation of any of the following rules, or a single violation if the conduct amounts to a criminal act, if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, sex, national origin, or religion;

- b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
- c. Violating school bus rules as set by the school district or district staff;
- d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation, or electronic cigarettes, vapor pens, etc.;
- e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
- f. Possession of pornography, including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
- g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically), including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
- h. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent;
- i. Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile

- substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault;
- j. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
  - k. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
  - l. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
  - m. Using any object to simulate possession of a weapon;
  - n. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation; and
  - o. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

### **Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

- 1. The violation includes possession of a firearm;
- 2. The violation results in child abuse;
- 3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed by discipline from the school district;
- 4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students; or
- 5. It is a violation of the Nebraska Criminal Code that interferes with school purposes.

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

The following procedures shall be followed regarding any long-term suspension, expulsion, or mandatory reassignment:

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's parents ~~or guardian~~ with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
  - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
  - c. Resources the school is able to provide or recommend to assist the student;
  - ~~b-d.~~ How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;
  - ~~c-e.~~ A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
  - ~~d-f.~~ A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
  - ~~e-g.~~ A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative ~~or guardian~~ has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
  - ~~f-h.~~ A form on which the student, the student's parent ~~tt, or the student's guardian~~ may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.
3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be

suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, ~~guardian~~ or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.
5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's parent ~~or guardian~~ may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's parent ~~or guardian~~ must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.
6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent ~~or guardian~~ of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent ~~or guardian~~, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, and the student's parent, ~~guardian~~, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.



10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

### **Recommended Consequences:**

The following categories will be used as a guideline to determine consequences for student misconduct, however, not all behavior can be predicted and/or categorized; therefore, the administration reserves the right to handle situations on an individual basis.

#### **1. CONSEQUENCES:**

##### **a. Category 0**

- Teacher disciplines for minor offenses – Teacher may issue detentions for the first two offenses
- 1st Offense – Teacher/Student private conference
- 2nd Offense – Teacher will contact parent or guardian
- 3rd Offense – Referred to Principal
- 4th Offense – Referred to Principal

##### **b. Category N (Nuisance Items)**

- Nuisance items include, but are not limited to: personal stereos, beepers, fidgets, needohs, and laser pointers.

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- 1st Offense – Parents notified and item confiscated until end of school day, 30 minute detention
- 2nd Offense – Item confiscated and parent/guardian must meet with the principal before the item will be returned, 30 minute detention
- 3rd Offense – Same as 2nd offense and the student will be assigned ISS.
- 4th Offense – Same as 2nd offense and the student will be assigned OSS

##### **c. Category I**

- Category I Offenses Include:
  - o Public display of affection
  - o Failure to keep locker clean
  - o Dress Code Violation
  - o Littering
  - o Profanity/Vulgarity
  - o Inappropriate dress
  - o Excessive Tardies (Groups of five)
  - o Being in unauthorized area without permission
  - o Unauthorized occupancy of school facilities by student

- o Disruptive behavior
- o General Rudeness
- o Computer Usage Violation 1st offense
- o Throwing snowballs on school grounds
- o Other
- 1st Offense – Conference with the Principal
- 2nd Offense – Detention
- 3rd Offense – 1-day in-school suspension
- 4th Offense – 1-day out-of-school suspension

d. Category II

- Category II Offenses Include:
  - o Skipping class\*
  - o Academic dishonesty
  - o \*Inappropriate cell phone usage (in addition to previously stated consequences)
  - o Disorderly conduct
  - o Bus violations 1st and 2nd offenses
  - o Inappropriate cafeteria behavior
  - o Indecent material
  - o Leaving school grounds without permission
  - o Lunch Truancy 1st and 2nd offense
  - o Lying
  - o Misuse of school material and equipment
  - o Disorderly conduct on school bus
  - o Skipping closed campus
  - o Computer Usage violation 2nd offense \* plus three day Internet suspension
  - o Unauthorized energy/nutritional substances
  - o Other
- 1st Offense – Detention
- 1st Offense skipping – Detention or ISS for each class skipped
- 2nd Offense – 1-day in-school suspension
- 3rd Offense – 1-day out-of-school suspension
- 4th Offense – 2-day out-of-school suspension
- 5th Offense – 3-day out-of-school suspension

e. Category III

- Category III Offenses Include:
  - o Disruption of school/class
  - o Disruption of assemblies or programs
  - o Inappropriate behavioral gestures
  - o Bus violations 3rd offense
  - o Skipping 9th period 1st offense
  - o Lunch truancy 3rd offense
  - o Attendance Truancy \* one day of ISS per day of Truancy
  - o Computer Usage Violation 3rd Offense \* plus Internet suspension until further notice
  - o Disruptive objects
  - o Excessive Profanity/Vulgarity
  - o Minor Physical Altercation

- o Use of Culturally Insensitive, Demeaning, and/or Derogatory Language
- o Refusal to serve detention and/or skipping detention
- o Other
- 1st Offense – 1-day in-school suspension
- 2nd Offense – 2-day in-school suspension
- 3rd Offense – 2-day out-of-school suspension
- 4th Offense – 3-day out-of-school suspension
- 5th Offense – 5-day out-of-school suspension

f. Category IV

- Category IV Offenses Include:
  - o Careless driving/endangerment, parking violations
  - o False Calls
  - o Forgery of notes
  - o Physical Altercation
  - o Minor vandalism, including but not limited to, improper care of books or school materials, deliberate damage to books or school materials, marking or defacing other school property
  - o Minor Theft
  - o Disrespect to staff
  - o Publishing/Sharing of Unauthorized Video Taken at School
  - o Other
- 1st Offense – 1-day out-of-school suspension
- 2nd Offense – 2-day out-of-school suspension
- 3rd Offense – 3-day out-of-school suspension
- 4th Offense – 5-day out-of-school suspension

g. Category V

- Category V Offenses Include:
  - o Gross misbehavior
  - o Harassment/Intimidation
  - o Major Theft
  - o Verbal Assault / Use of Racial Slurs
  - o Insubordination / Deliberate Dishonesty to Administration
  - o Skipping 9th period 3rd and additional offenses
  - o Bus violations 4th offense
  - o Lunch truancy 4th offense
  - o Defiance
  - o Misuse of elevator
  - o Bullying/Cyberbullying/Hazing
  - o Sexting
  - o Tampering with report cards, warning cards, or other school records
  - o \*Possession or use of tobacco on school grounds (in addition to previously stated consequences)
  - o Other
- 1st Offense – 3-day out-of-school suspension
- 2nd Offense – 3-day out-of-school suspension
- 3rd Offense – 5-day out-of-school suspension

h. Category VI

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- Category VI Offenses Include:
  - o Indecent exposure
  - o Intimate acts
  - o Fighting
  - o Open and persistent defiance of authority
  - o Vandalism
  - o Threatening behavior: written, verbal, or physical to staff members
  - o Sexual harassment – verbal
  - o Any 3rd incident of an offense not previously described
  - o Other
- 1st Offense – 5-day out-of-school suspension
- 2nd Offense – 5-day out-of-school suspension
- 3rd Offense – 10-day out-of-school suspension

i. Category VII

- Category VII Offenses Include:
  - o Extortion
  - o False fire alarm
  - o Possession of weapon other than firearm (police will be called)
  - o Alcohol/Drug possession or use (police will be called)
  - o Physical assault
  - o Cheating or Dishonesty on MAPS or other standardized tests.
- 1st Offense – 5-day out-of-school suspension
- 2nd Offense – Recommended Expulsion

j. Category VIII

- Category VIII Offenses Include:
  - o Arson
  - o Bomb threat
  - o Physical assault on a staff member
  - o Possession and/or use of explosives
  - o Use of any instrument as a weapon
  - o Excessive vandalism
  - o Possession of a firearm
  - o Alcohol/Drug selling
  - o Use of violence, force, coercion, threat, substantial interference with school purpose
  - o Physical sexual harassment
  - o Other
- 1st Offense – Recommended Expulsion

## **SECTION FOUR: WELLNESS POLICY**

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School Wellness Policy

A mission of Gordon-Rushville Public Schools is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following School Wellness Policy.

1. District Wellness Committee  
Committee Role and Membership

The District will convene a representative District Wellness Committee (DWC) that meets at least one time per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review of this policy.

The DWC membership will represent all school levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program; physical education teachers; health education teachers; school health professionals or staff; mental health and social services staff; school administrators; school board members; and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators. To the extent possible, the DWC will include representatives from each school building and reflect the diversity of the community.

Leadership

The Superintendent or designee(s) will convene the DWC and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy. Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.

2. Wellness Policy Implementation, Monitoring, Accountability and Community  
Engagement

Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness. It is recommended that the school

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use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention's School Health Index, create an action plan that fosters implementation and generate an annual progress report.

This wellness policy and the progress reports can be found at the District's website.

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at the Superintendent's Office and/or on the District's computer network. Documentation maintained in this location will include, but not be limited to:

1. The written wellness policy;
2. Documentation demonstrating that the policy has been made available to the public;
3. Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
4. Documentation to demonstrate compliance with the annual public notification requirements;

5. The most recent assessment on the implementation of the local school wellness policy

6. Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.

#### Annual Notification of Policy

The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.

#### Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which the District's schools are in compliance with the wellness policy;
- The extent to which the District's wellness policy compares to [a] the Alliance for a Healthier Generation's model wellness policy; and
- A description of the progress made in attaining the goals of the District's wellness policy.

The position/person responsible for managing the triennial assessment and contact information is the Superintendent or the Superintendent's designee.

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The DWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy.

The District will notify households/families of the availability of the triennial progress report.

#### Revisions and Updating the Policy

The DWC will update or modify the wellness policy based on the results of the annual School Health Index and triennial assessments and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

#### Community Involvement, Outreach and Communications

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the District's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District and individual schools are communicating important school information with parents.

The District will notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

### 3. Goals to Promote Student Wellness

The District has established the following student wellness goals that are designed to promote student wellness in a manner that the District determines to be appropriate:

a. Nutrition Education. To implement a curriculum that meets or exceeds the health and nutrition education objectives established by the Nebraska Department of Education.

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b. Physical Activity. To implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education.

c. Health Education. To implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education.

d. Other School Activities. To offer other suitable opportunities for students to engage in health-promoting activities.

The Superintendent or designee shall establish such further goals as are determined appropriate to meet the stated mission.

### 4. Nutrition

All schools within the District that participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs will meet the nutrition requirements of such programs.

Gordon-Rushville Public Schools will take steps necessary to ensure the privacy of all students and their families is protected in regards to information gathered to determine eligibility for free/reduced priced meals. Record of student names including family income will only be available to those individuals directly involved in reporting this information to the NDE.

No student attending Gordon-Rushville Public Schools will be denied access to school meals or snacks. Only the Head of Food Service or designee, Superintendent, or designee, appropriate Business Office staff, the student and parent/guardian will have access to a student's meal fee balance. Students who accumulate unpaid school meal balances excess of \$0 may be subject to:

1. Written notification to the parent/guardian requesting payment or to set up a payment schedule with the district's Business Office

2. Required to provide a cash payment at the time of purchase for any second serving or additional meal items other than what is included in the meal's original offered serving.

The district will annually develop and send to each child's parent or guardian a letter as outlined by the State Department of Education including an application form for free or reduced price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.

The following information will be available in the office of the Superintendent.

1. Eligibility criteria for free and reduced meals

2. Parent letter and application

3. Public release

4. Collection procedure

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Water will be made available to all students and staff throughout the day. Cups and coolers are

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available in all cafeterias during breakfast and lunch as well as water fountains in all buildings including water bottle fillers. All water sources and containers will be maintained on a regular basis to ensure good hygiene standards. Students may bring personal water bottles from home to use that meet building requirements.

All nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA Professional Standards for School Nutrition Standards website to search for training to meet their learning needs. These individuals will also be in communication with the NDE Office of Nutrition Services on a regular basis.

The district is continually researching and seeking opportunities to include locally grown or produced food in the school meal program.

#### Closed Campus and Lunch Schedules

As stated in the district's student handbooks, Gordon-Rushville Public Schools follows a closed campus practice at all grade levels.

Students may not leave the building without permission from the administration. High school students may leave campus to go home for lunch if they have secured a completed contract and submitted it to the office.

Specific schedules for lunch may be found in the student handbook, all students have a minimum of 30 minutes for lunch, not including recess. All morning bus routes are scheduled to arrive at school in time to eat breakfast. If clubs or meetings are held during the breakfast or lunch period, students will be allowed to purchase and consume their breakfast or lunch during that time.

All snacks served in the aftercare of the school, such as the 21st Century's After School Program, will meet the federal guidelines and are served with the USDA Smart Snack guidelines.

#### Assurance for Reimbursable School Meals

The District gives the assurance that the District's guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to subsections (a) and (b) of section 10 of the Child Nutrition Act (42 U.S.C. 1779) and sections 9(f)(1) and 17(a) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1758(f)(1), 1766(a)), as those regulations and guidance apply to the District.

Students who choose to bring lunches from home are asked to bring meals which would be considered part of a balanced and nutritious diet.

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Parents of students with food allergies and or food tolerances are required to complete a food allergy form available from the respective building principal office.

#### Nutrition Guidelines Foods Provided/Sold Foods

Nutrition guidelines have been selected by the District for all foods available in each school building during the school day with the objective of promoting student health and reducing childhood obesity. The guidelines are as follows: (1) school breakfast and lunch programs will be offered which meet or exceed the requirements of federal and state law and regulatory authorities and (2) no foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of one-half hour prior to the serving period for breakfast and lunch and lasting until one-half hour after the serving of breakfast and lunch. The Superintendent or designee shall establish such further nutrition guidelines as are determined appropriate to meet the stated mission.

A summary of the standards and information are available at:

<https://www.fns.usda.gov/tn/guide-smart-snacks-school>

The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at [www.healthiergeneration.org/smartsnacks](http://www.healthiergeneration.org/smartsnacks)  
Vending machines available in the district contain beverages that align with the standards outlined in [www.healthiergeneration.org/smartsnacks](http://www.healthiergeneration.org/smartsnacks)  
Competitive Foods (Includes Food and Beverages Sold in Vending Machines, School Stores, and Fundraisers)

a. Definitions. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966 available for sale to students on the school campus during the school day. For the purpose of competitive food standards implementation, “school day” means the period from the midnight before to 30 minutes after the end of the official school day.

b. Applicability. Except as otherwise allowed by the Nebraska Department of Education (NDE) or applicable law, all competitive food sold during the school day must meet the USDA Smart Snacks Standards and the nutrition standards found in 7 CFR § 210.11. The competitive food restrictions do not apply to food sold during non-school day hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)

c. Fundraiser Exemptions. A special exemption is allowed for the sale of food and/or beverages that do not meet the competitive food standards as required in this section for the purpose of conducting an infrequent school-sponsored fundraiser. The specially exempted fundraisers must not take place more than the

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frequency specified by NDE during such periods that schools are in session. No specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service.

d. Other Exemptions. The only other nutrition exemptions from the competitive food requirements are those found in 7 CFR § 210.11.

e. Other Limitations. No competitive food can be sold to children anywhere on school premises beginning one half hour before breakfast and/or lunch service until one half hour after meal service unless all proceeds earned during these time periods go to the school nutrition program.

#### Celebrations and Rewards

All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:

1. Celebrations and parties. The District will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. The District will provide or make available to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or



behavior.

Suggestions for classroom celebrations include but are not limited to:

- Classroom teachers will provide a list of opportunities for parents to sign-up for snacks which comply with the Smart Snacks nutrition guidelines.
- If applicable, the classroom teacher will include in the list any food allergies or food tolerances in the classroom that year.
- Holding a once-a-month birthday celebration instead of individual celebrations
- Use of non-food items for birthday celebrations such as pencils, stickers, etc.

#### Nutrition Promotion

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through:

- Implementing at least five or more evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques.

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#### Nutrition Education

The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also could be integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services;
- Teaches media literacy with an emphasis on food and beverage marketing; and
- Includes nutrition education training for teachers and other staff.

#### Food and Beverage Marketing in Schools

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller  
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or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

1. Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
2. Displays, such as on vending machine exteriors
3. Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially possible over time so that items are in compliance with the marketing policy.)
4. Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.
5. Advertisements in school publications or school mailings.
6. Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the District/school nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

#### 5. Physical Activity and Health Education

Children and adolescents should participate in physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement; and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All schools in the District will be encouraged to participate

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in Nebraska Healthy School programs, or comparable programs, in order to successfully address all CSPAP areas.

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment. The District will provide teachers and other school staff with a list of ideas or resources for alternative ways to discipline students.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections



and repairs.

Health Education will be provided to all students grades K-9. Students will be provided instruction in a wide variety of topics which encourage and promote healthy lifestyles, safety and well-being.

District elementary students in each grade will receive physical education for at least 60-90 minutes per week throughout the school year.

All District middle school students are required to take three years of physical education classes

All District secondary students are required to take two years of physical education, with additional elective opportunities available.

All Gordon-Rushville physical education teachers hold the appropriate certification to teach through the Nebraska Department of Education. The GRPS comprehensive, standards based

Physical Education and Health curriculums are posted on the GRPS website, [www.grmustangs.org](http://www.grmustangs.org). Revisions for all district K-12 curriculums are completed through a cycle consistent with the state's curriculum update schedule.

Gordon-Rushville physical education teachers are provided with opportunities to participate in appropriate professional development for their subject area. Including attendance at the annual SHAPE conference.

Exemptions for physical education classes are not granted unless directly prescribed by a certified medical provider.

The District continues to work with other local entities and organizations to develop and provide opportunities for physical activities in the communities. Including but not limited to Girls on the Run, Kiwanis Basketball, youth volleyball league, access to middle school and high school tracks, 9 Ft Tournament, and adult COED volleyball. The District will develop, enhance or  
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continue relationships with community partners (i.e. hospital, post secondary institutes, Educational Service Unit, local law enforcement and businesses) in support of this wellness policy's implementation. Evaluation of existing partnerships will be conducted to ensure that they are consistent with the wellness policy and its goals.

The District will promote to parents/guardians/caregivers/families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

The District provides after school activities for students grades 7-12 in compliance with NSAA regulations and requirements including, Cross Country, Volleyball, Football, Golf, Boys and Girls Basketball, Wrestling, Track and Field. Additionally the District provides an afterschool program from students grades K-6 which includes physical activities as well as academic enrichments and social development.

All elementary schools will offer at least 30 minutes of recess on all or most days of the school year. This practice may be waived on early dismissal or late start days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand sanitizing mechanisms available before students eat.

Outdoor recess will be offered when weather is feasible for outdoor play. Outside recesses are required throughout the year for all elementary students. They are expected to wear adequate clothing and boots for cold and wet weather. Please mark all outdoor clothing for identification. Building administrators make the final decision as to whether students remain outside or in the building due to a variety of playground and weather conditions including:

When weather is raining or snowing heavily

When the temperature or wind chill is below 15 degrees Fahrenheit

When lightening or approaching storms are in the immediate area  
In the event the building must conduct indoor recess, teachers and staff will follow indoor recess  
guidelines as outlined in the student handbook. Recess will complement not substitute for  
physical education classes.

The District recognizes that students are more attentive and ready to learn if provided with  
periodic breaks where they can be physically active or stretch. Students will be offered periodic  
opportunities to be active or stretch throughout the school day, based on teacher discretion.  
Opportunities include those modeled by Go Noodle and Mindful Movement for example. The  
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District recommends that students be allowed 3-5 minutes between classroom times as a physical  
activity break, this would include passing time at the middle and high school levels.

The District follows a consecutive developmentally appropriate curriculum guide for all subject  
areas, including physical education. Skills are taught, reinforced and advanced as appropriate  
through grades PK-12. The District will integrate wellness activities across the entire school  
setting, not just the cafeteria, other food and beverage venues and physical education facilities.  
The District will coordinate and integrate other initiatives related to physical activity, physical  
education, nutrition, and other wellness components so all efforts are complementary, not  
duplicative, and work toward the same set of goals and objectives of promoting student  
well-being, optimal development, and strong educational outcomes.

The District supports active transport to and from school such as walking and biking. GRPS has  
and will continue to work with both communities, Gordon and Rushville to establish and  
designate safe or preferred routes to school. The District supports and promotes such activities  
as

- National Walk to School Day, Walk at Lunch Day, National Bike and Walk to School  
Day. The district will provide secure storage for bicycles and helmets as appropriate for  
each building.
- Cross guards are used at both elementary buildings and students are instructed in proper  
crosswalk procedures.
- Crosswalks are established and advertised.
- Speed monitoring and lower speed limits have been established near buildings where  
appropriate (15 mph)
- Bus loading and unloading areas have been established

#### 6. Other Activities that Promote Student Wellness

The District will integrate wellness activities across the entire school setting, not just in the  
cafeteria, other food and beverage venues and physical activity facilities. The District will  
coordinate and integrate other initiatives related to physical activity, physical education, nutrition  
and other wellness components so all efforts are complementary, not duplicative, and work  
towards the same set of goals and objectives promoting student well-being, optimal development  
and strong educational outcomes.

Schools in the District are encouraged to coordinate content across curricular areas that promote  
student health, such as teaching nutrition concepts in mathematics, with consultation provided by  
either the school or the District's curriculum experts.

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The District Wellness Committee will have a staff wellness subcommittee that focuses on staff  
wellness issues, identifies and disseminates wellness resources, and performs other functions that  
support staff wellness in coordination with human resources staff. The subcommittee will be led  
by the school nurse.

Schools in the district will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. Examples of strategies that may be used include EHA Wellness, blood pressure checks, staff immunizations, team building fitness and nutrition challenges, mental health care, etc.

The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low cost.

The District will include members from each building on the District Wellness Committee, these committee members will report directly to their specific building information regarding health and wellness practices, promotions and concerns of the District. Likewise these members will bring to the DWC as a group concerns, suggestions or ideas from the building they represent.

#### Community and Family Partnership

The District will develop, enhance, or continue relationships with community partners (e.g. hospitals, colleges, local business, health providers, etc.) and families in support of this wellness policy's implementation in support of their partnership in the areas such as:

- Scheduled open gym access in both towns for families to stay active
- A required joint-use agreement (GRPS Facility Use Agreements) to provide expanded physical activity opportunities for all students, community members and clubs/sport teams.
- Community access to buildings for use of a walking path
- District member and representative on the Activate Gordon Team, which promotes health and wellness opportunities across the community

New and existing partnerships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

#### Glossary

School Campus: areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers,

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cups, and water bottles), or parking lots.

School Day: the time between midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Legal Reference: Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. section 1758b; 7 CFR sections 210.11 and 210.30; National School Lunch Program, 42 U.S.C sections 1751-1760, 1770; Regulations and Procedures for Accreditation of Schools, NDE Rule 10

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#### School Wellness Policy

~~A mission of Gordon-Rushville Public Schools is to provide curriculum, instruction, and experiences in a health promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following School Wellness Policy.~~

## ~~1. District Wellness Committee~~

### ~~Committee Role and Membership~~

~~The District will convene a representative District Wellness Committee (DWC) that meets at least one time per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review of this policy.~~

~~The DWC membership will represent all school levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program; physical education teachers; health education teachers; school health professionals or staff; mental health and social services staff; school administrators; school board members; and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators. To the extent possible, the DWC will include representatives from each school building and reflect the diversity of the community.~~

### ~~Leadership~~

~~The Superintendent or designee(s) will convene the DWC and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy.~~

~~Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.~~

## ~~2. Wellness Policy Implementation, Monitoring, Accountability and Community~~

### ~~Engagement~~

#### ~~Implementation Plan~~

~~The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness. It is recommended that the school use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention's School Health Index, create an action plan that fosters implementation and generate an annual progress report.~~

~~This wellness policy and the progress reports can be found at the District's website.~~

### ~~Recordkeeping~~

~~The District will retain records to document compliance with the requirements of the wellness policy at the Superintendent's Office and/or on the District's computer network. Documentation maintained in this location will include, but not be limited to:~~

- ~~1. The written wellness policy;~~
- ~~2. Documentation demonstrating that the policy has been made available to the public;~~
- ~~3. Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;~~
- ~~4. Documentation to demonstrate compliance with the annual public notification requirements;~~
- ~~5. The most recent assessment on the implementation of the local school wellness policy~~

6. Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.

### ~~Annual Notification of Policy~~

~~The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.~~

### ~~Triennial Progress Assessments~~

~~At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:~~

- ~~● The extent to which the District's schools are in compliance with the wellness policy;~~
- ~~● The extent to which the District's wellness policy compares to [a] the Alliance for a Healthier Generation's model wellness policy; and~~
- ~~● A description of the progress made in attaining the goals of the District's wellness policy.~~

~~The position/person responsible for managing the triennial assessment and contact information is the Superintendent or the Superintendent's designee.~~

~~The DWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy.~~

~~The District will notify households/families of the availability of the triennial progress report.~~

### ~~Revisions and Updating the Policy~~

~~The DWC will update or modify the wellness policy based on the results of the annual School Health Index and triennial assessments and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.~~

### ~~Community Involvement, Outreach and Communications~~

~~The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the District's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District and individual schools are communicating important school information with parents.~~



~~The District will notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.~~

### ~~3. Goals to Promote Student Wellness~~

~~The District has established the following student wellness goals that are designed to promote student wellness in a manner that the District determines to be appropriate:~~

- ~~a. Nutrition Education. To implement a curriculum that meets or exceeds the health and nutrition education objectives established by the Nebraska Department of Education.~~
- ~~b. Physical Activity. To implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education.~~
- ~~c. Health Education. To implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education.~~
- ~~d. Other School Activities. To offer other suitable opportunities for students to engage in health-promoting activities.~~

~~The Superintendent or designee shall establish such further goals as are determined appropriate to meet the stated mission.~~

### ~~4. Nutrition~~

~~All schools within the District that participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs will meet the nutrition requirements of such programs.~~

~~Gordon-Rushville Public Schools will take steps necessary to ensure the privacy of all students and their families is protected in regards to information gathered to determine eligibility for free/reduced priced meals. Record of student names including family income will only be available to those individuals directly involved in reporting this information to the NDE.~~

~~No student attending Gordon-Rushville Public Schools will be denied access to school meals or snacks. Only the Head of Food Service or designee, Superintendent, or designee, appropriate Business Office staff, the student and parent/guardian will have access to a student's meal fee balance. Students who accumulate unpaid school meal balances excess of \$0 may be subject to:~~

- ~~1. Written notification to the parent/guardian requesting payment or to set up a payment schedule with the district's Business Office~~
- ~~2. Required to provide a cash payment at the time of purchase for any second serving or additional meal items other than what is included in the meal's original offered serving.~~

~~The district will annually develop and send to each child's parent or guardian a letter as outlined by the State Department of Education including an application form for free or reduced price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.~~

~~The following information will be available in the office of the Superintendent.~~

- ~~1. Eligibility criteria for free and reduced meals~~
- ~~2. Parent letter and application~~

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3. ~~Public release~~
4. ~~Collection procedure~~

~~Water will be made available to all students and staff throughout the day. Cups and coolers are available in all cafeterias as well as water fountains in all buildings including water bottle fillers. All water sources and containers will be maintained on a regular basis to ensure good hygiene standards. Students may bring personal water bottles from home to use that meet building requirements.~~

~~All nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA Professional Standards for School Nutrition Standards website to search for training to meet their learning needs. These individuals will also be in communication with the NDE Office of Nutrition Services on a regular basis.~~

~~The district is continually researching and seeking opportunities to include locally grown or produced food in the school meal program.~~

#### ~~Closed Campus and Lunch Schedules~~

~~As stated in the district's student handbooks, Gordon-Rushville Public Schools follows a closed-campus practice at all grade levels.~~

~~Students may not to leave the building without permission from the administration. High school students may leave campus to go home for lunch if they have secured a completed contract and submitted it to the office.~~

~~Specific schedules for lunch may be found in the student handbook, all students have a minimum of 30 minutes for lunch, not including recess.~~

#### ~~Assurance for Reimbursable School Meals~~

~~The District gives the assurance that the District's guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to subsections (a) and (b) of section 10 of the Child Nutrition Act (42 U.S.C. 1779) and sections 9(f)(1) and 17(a) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1758(f)(1), 1766(a)), as those regulations and guidance apply to the District.~~

~~Students who choose to bring lunches from home are asked to bring meals which would be considered part of a balanced and nutritious diet.~~

~~Parents of students with food allergies and or food tolerances are required to complete a food allergy form available from the respective building principal office.~~

#### ~~Nutrition Guidelines Foods Provided/Sold Foods~~

~~Nutrition guidelines have been selected by the District for all foods available in each school building during the school day with the objective of promoting student health and reducing childhood obesity. The guidelines are as follows: (1) school breakfast and lunch programs will be offered which meet or exceed the requirements of federal and state law and regulatory authorities and (2) no foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of one-half hour prior to the serving period for breakfast and lunch and lasting until one-half hour~~

~~after the serving of breakfast and lunch. The Superintendent or designee shall establish such further nutrition guidelines as are determined appropriate to meet the stated mission.~~

~~A summary of the standards and information are available at: <https://www.fns.usda.gov/tn/guide-smart-snacks-school>~~

~~The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at [www.healthiergeneration.org/smartsnacks](http://www.healthiergeneration.org/smartsnacks)~~

~~Vending machines available in the district contain beverages that align with the standards outlined in [www.healthiergeneration.org/smartsnacks](http://www.healthiergeneration.org/smartsnacks)~~

#### ~~Competitive Foods (Includes Food and Beverages Sold in Vending Machines, School Stores, and Fundraisers)~~

- ~~a. Definitions. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966 available for sale to students on the school campus during the school day. For the purpose of competitive food standards implementation, “school day” means the period from the midnight before to 30 minutes after the end of the official school day.~~
- ~~b. Applicability. Except as otherwise allowed by the Nebraska Department of Education (NDE) or applicable law, all competitive food sold during the school day must meet the USDA Smart Snacks Standards and the nutrition standards found in 7 CFR § 210.11. The competitive food restrictions do not apply to food sold during non-school day hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)~~
- ~~c. Fundraiser Exemptions. A special exemption is allowed for the sale of food and/or beverages that do not meet the competitive food standards as required in this section for the purpose of conducting an infrequent school-sponsored fundraiser. The specially exempted fundraisers must not take place more than the frequency specified by NDE during such periods that schools are in session. No specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service.~~
- ~~d. Other Exemptions. The only other nutrition exemptions from the competitive food requirements are those found in 7 CFR § 210.11.~~
- ~~e. Other Limitations. No competitive food can be sold to children anywhere on school premises beginning one half hour before breakfast and/or lunch service until one half hour after meal service unless all proceeds earned during these time periods go to the school nutrition program.~~

#### ~~Competitive Foods and Beverages~~

~~The foods and beverages sold and served outside of the school meal programs (e.g., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.~~

#### ~~Celebrations and Rewards~~

~~All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:~~

- ~~1. Celebrations and parties. The District will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.~~



~~2. Classroom snacks brought by parents. The District will provide or make available to parents a list of foods and beverages that meet Smart Snacks nutrition standards.~~

~~3. Rewards and incentives. The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.~~

~~———— Suggestions for classroom celebrations include but are not limited to:~~

- ~~● Classroom teachers will provide a list of opportunities for parents to sign up for snacks which comply with the Smart Snacks nutrition guidelines.~~
- ~~● If applicable, the classroom teacher will include in the list any food allergies or food tolerances in the classroom that year.~~
- ~~● Holding a once-a-month birthday celebration instead of individual celebrations~~
- ~~● Use of non-food items for birthday celebrations such as pencils, stickers, etc.~~

### Fundraising

~~Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day. The District will make available to parents and teachers a list of healthy fundraising ideas or comparable resources. In addition a list of which fundraisers fall under this compliance will be made available.~~

### Nutrition Promotion

~~The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through:~~

- ~~● Implementing at least five or more evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques.~~

### Nutrition Education

~~The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:~~

- ~~● Is designed to provide students with the knowledge and skills necessary to promote and protect their health;~~
- ~~● Is part of not only health education classes, but also could be integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;~~
- ~~● Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;~~
- ~~● Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);~~
- ~~● Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services;~~
- ~~● Teaches media literacy with an emphasis on food and beverage marketing; and~~
- ~~● Includes nutrition education training for teachers and other staff.~~

### Food and Beverage Marketing in Schools

~~The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy.~~

~~Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.~~

~~Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:~~

- ~~1. Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.~~
- ~~2. Displays, such as on vending machine exteriors~~
- ~~3. Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially possible over time so that items are in compliance with the marketing policy.)~~
- ~~4. Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.~~
- ~~5. Advertisements in school publications or school mailings.~~
- ~~6. Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.~~

~~As the District/school nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.~~

## ~~5. — Physical Activity and Health Education~~

~~Children and adolescents should participate in physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the~~

~~foundation; physical activity before, during and after school; staff involvement and family and community engagement; and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in “Physical Education” subsection). All schools in the District will be encouraged to participate in Nebraska Healthy School programs, or comparable programs, in order to successfully address all CSPAP areas.~~

~~Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment. The District will provide teachers and other school staff with a list of ideas or resources for alternative ways to discipline students.~~

~~All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students.~~

~~To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.~~

~~Health Education will be provided to all students grades K-9. Students will be provided instruction in a wide variety of topics which encourage and promote healthy lifestyles, safety and well-being.~~

~~District elementary students in each grade will receive physical education for at least 60-90 minutes per week throughout the school year.~~

~~All District middle school students are required to take three years of physical education classes~~

~~All District secondary students are required to take two years of physical education, with additional elective opportunities available.~~

~~All Gordon-Rushville physical education teachers hold the appropriate certification to teach through the Nebraska Department of Education.~~

~~Gordon-Rushville physical education teachers are provided with opportunities to participate in appropriate professional development for their subject area. Including attendance at the annual SHAPE conference.~~

~~Exemptions for physical education classes are not granted unless directly prescribed by a certified medical provider.~~

~~The District continues to work with other local entities and organizations to develop and provide opportunities for physical activities in the communities. Including but not limited to Girls on the Run, Kiwanis Basketball, youth volleyball league, access to middle school and high school tracks, 9 Ft Tournament, and adult COED volleyball. The District will develop, enhance or continue relationships with community partners (i.e. hospital, post secondary institutes, Educational Service Unit, local law enforcement and businesses) in support of this wellness policy’s implementation. Evaluation of existing partnerships will be conducted to ensure that they are consistent with the wellness policy and its goals.~~

~~The District will promote to parents/guardians/caregivers/families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school sponsored activities and will receive information about health promotion efforts.~~

The District provides after school activities for students grades 7-12 in compliance with NSAA regulations and requirements including, Cross Country, Volleyball, Football, Golf, Boys and Girls Basketball, Wrestling, Track and Field. Additionally the District provides an afterschool program from students grades K-6 which includes physical activities as well as academic enrichments and social development.

All elementary schools will offer at least 30 minutes of recess on all or most days of the school year. This practice may be waived on early dismissal or late start days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms available before students eat.

Outdoor recess will be offered when weather is feasible for outdoor play. Outside recesses are required throughout the year for all elementary students. They are expected to wear adequate clothing and boots for cold and wet weather. Please mark all outdoor clothing for identification. Building administrators make the final decision as to whether students remain outside or in the building due to a variety of playground and weather conditions including:

- \_\_\_\_\_When weather is raining or snowing heavily
- \_\_\_\_\_When the temperature or wind chill is below 15 degrees Fahrenheit
- \_\_\_\_\_When lightening or approaching storms are in the immediate area

In the event the building must conduct indoor recess, teachers and staff will follow indoor recess guidelines as outlined in the student handbook. Recess will complement not substitute for physical education classes.

The District recognizes that students are more attentive and ready to learn if provided with periodic breaks where they can be physically active or stretch. Students will be offered periodic opportunities to be active or stretch throughout the school day, based on teacher discretion. Opportunities include those modeled by Go Noodle and Mindful Movement for example. The District recommends that students be allowed 3-5 minutes between classroom times as a physical activity break, this would include passing time at the middle and high school levels.

The District follows a consecutive developmentally appropriate curriculum guide for all subject areas, including physical education. Skills are taught, reinforced and advanced as appropriate through grades PK-12. The District will integrate wellness activities across the entire school setting, not just the cafeteria, other food and beverage venues and physical education facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work toward the same set of goals and objectives of promoting student well-being, optimal development, and strong educational outcomes.

The District supports active transport to and from school such as walking and biking. GRPS has and will continue to work with both communities, Gordon and Rushville to establish and designate safe or preferred routes to school. The District supports and promotes such activities as-

- National Walk to School Day, Walk at Lunch Day, National Bike and Walk to School Day. The district will provide secure storage for bicycles and helmets as appropriate for each building.
- Cross guards are used at both elementary buildings and students are instructed in proper crosswalk procedures.

- ~~☐ Crosswalks are established and advertised.~~
- ~~☐ Speed monitoring and lower speed limits have been established near buildings where appropriate (15 mph)~~
- ~~☐ Bus loading and unloading areas have been established~~

## ~~6. Other Activities that Promote Student Wellness~~

~~The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.~~

~~Schools in the District are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District's curriculum experts.~~

~~The District Wellness Committee will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources, and performs other functions that support staff wellness in coordination with human resources staff. The subcommittee will be led by the school nurse.~~

~~Schools in the district will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. Examples of strategies that may be used include EHA Wellness, blood pressure checks, staff immunizations, team building fitness and nutrition challenges, mental health care, etc.~~

~~The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low cost.~~

~~The District will include members from each building on the District Wellness Committee, these committee members will report directly to their specific building information regarding health and wellness practices, promotions and concerns of the District. Likewise these members will bring to the DWC as a group concerns, suggestions or ideas from the building they represent.~~

### ~~Community Partnership~~

~~The District will develop, enhance, or continue relationships with community partners (e.g. hospitals, colleges, local business, health providers, etc.) in support of this wellness policy's implementation. New and existing community partnerships will be evaluated to ensure that they are consistent with the wellness policy and its goals.~~

### ~~Glossary~~

~~School Campus: areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.~~

~~School Day: the time between midnight the night before to 30 minutes after the end of the instructional day.~~

~~Triennial—recurring every three years.~~

## **SECTION FIVE: TITLE IX POLICY**

As required by Title IX of the Education Amendments of 1972, it is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report must be made by any means to the district's Title IX Coordinator whose contact information can be found on the district's website and in the district's student and staff handbooks. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

## **SECTION SIX: EMERGENCY RESPONSE TO LIFE THREATENING ASTHMA OR SYSTEMIC ALLERGIC REACTIONS (ANAPHYLAXIS)**

**DEFINITION:** Life-threatening asthma consists of an acute episode of worsening airflow obstruction. Immediate action and monitoring are necessary.

A systemic allergic reaction (anaphylaxis) is a severe response resulting in cardiovascular collapse (shock) after the injection of an antigen (e.g. bee or other insect sting), ingestion of a food or medication, or exposure to other allergens, such as animal fur, chemical irritants, pollens or molds, among others. The blood pressure falls, the pulse becomes weak, **AND DEATH CAN OCCUR.** Immediate allergic reactions may require emergency treatment and medications.

**LIFE-THREATENING ASTHMA SYMPTOMS:** Any of these symptoms may occur:

- ☐ Chest tightness
- ☐ Wheezing
- ☐ Severe shortness of breath
- ☐ Retractions (chest or neck "sucked in")
- ☐ Cyanosis (lips and nail beds exhibit a grayish or bluish color)
- ☐ Change in mental status, such as agitation, anxiety, or lethargy
- ☐ A hunched-over position
- ☐ Breathlessness causing speech in one-to-two word phrases or complete inability to speak

**ANAPHYLACTIC SYMPTOMS OF BODY SYSTEM:** Any of the symptoms may occur within seconds. The more immediate the reaction, the more severe the reaction may become. Any of the symptoms present require several hours of monitoring.

- ☐ **Skin:** warmth, itching, and/or tingling of underarms/groin, flushing, hives
- ☐ **Abdominal:** pain, nausea and vomiting, diarrhea



- ☐ **Oral/Respiratory:** sneezing, swelling of face (lips, mouth, tongue, throat), lump or tightness in the throat, hoarseness, difficulty inhaling, shortness of breath, decrease in peak flow meter reading, wheezing reaction
- ☐ **Cardiovascular:** headache, low blood pressure (shock), lightheadedness, fainting, loss of consciousness, rapid heart rate, ventricular fibrillation (no pulse)
- ☐ **Mental status:** apprehension, anxiety, restlessness, irritability

### **EMERGENCY PROTOCOL:**

- CALL 911.
- Summon school nurse if available. If not, summon designated trained, non-medical staff to implement an emergency protocol.
- Check airway patency, breathing, respiratory rate, and pulse.
- Administer medications (epinephrine auto injector and nebulized albuterol) per standing order.
- Determine cause as quickly as possible.
- Monitor vital signs (pulse, respiration, etc.).
- Contact parents immediately and prescribing health care practitioner as soon as possible.
- Any individual treated for symptoms with epinephrine at a school will be transferred to a medical facility.

### **STANDING ORDERS FOR RESPONSE TO LIFE-THREATENING ASTHMA OR ANAPHYLAXIS:**

- ☐ Administer epinephrine auto injector junior for any child less than 60 pounds or adult epinephrine auto injector for any individual over 60 pounds into the muscle towards the front and outer side of the thigh.
- ☐ Follow with nebulized albuterol while awaiting EMS.
- ☐ If symptoms persist, repeat epinephrine auto injector followed by nebulized albuterol every fifteen minutes while awaiting EMS arrival.
- ☐ Administer CPR, if indicated.

## SECTION ~~Seven~~SIX: STAFF DIRECTORY

### Members of the Board of Education

Carrie Child.....President  
Bobbi Archibald.....Vice-President  
~~Ward Wacker~~Gary  
~~Hoagland~~.....Secretary  
Ryan Alcorn.....Treasurer  
Seth Tausan.....Member  
Nick Sasse.....Member

### Administrative Staff

Nathan Livingston.....Superintendent  
Dennis Dolezal.....High School Principal  
Zachery Deleski-Taylor.....Middle School Principal  
Keith Mills.....Rushville Elementary Principal  
Robin Johnson.....Gordon Elementary Principal  
Jill Simmons.....Director of Special Education

### 2025-2026 Teaching Staff and Support Staff

|                 |                            |                                                |                                          |
|-----------------|----------------------------|------------------------------------------------|------------------------------------------|
| Maurita Runkel  | ELL                        | Riley Hall                                     | Title I                                  |
| Niki Waugh      | 7-8 Language Arts          | <del>Bernadette Layosa</del> Abigail<br>Goosey | 6 <sup>th</sup> Grade ELA/Social Studies |
| Macy Sun        | 7-8 Reading                | Riley Hall                                     | 6 <sup>th</sup> Grade Math/Science       |
| Stacie Lefler   | 7-8 Mathematics            | Randy Hurlburt                                 | 7-8 Social Studies                       |
| David Browder   | 7-8 Industrial Technology  | Esther Wilson                                  | 7-8 Art                                  |
| Lauren Stephens | 6-8 Music                  |                                                |                                          |
| Dallas Wik      | 6-8 P.E                    | <del>Morgen Reed</del> TBD                     | Paraprofessional                         |
| Amy Schmidt     | 7-8 Science                | Melinda Smith                                  | Paraprofessional                         |
| Janet Victory   | Resource/Special Education | <del>Cole O'Neill</del> TBD                    | Paraprofessional                         |

### Central Office Staff

Tory Sasse.....Bookkeeper/Superintendent's Secretary  
Stacey Meeks.....Business Manager  
Alton Archibald.....Technology Coordinator

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Darren Probst.....GRPS Activities Director

**GRMS Office Staff**

| ~~Emilee Wells~~~~Shelby Coomes~~.....GRMS  
Counselor  
Jordan Andrews.....GRMS Administrative Assistant  
Ashlei Tausan..... School Nurse

**Support Staff**

| Jessica Olson.....Food Service Director  
~~Marika Halverson~~~~Gian Aguas~~.....~~RES/GRMS~~  
~~Head Cook~~  
~~Dan Sasse~~~~Joel Burbach~~.....RES/GRMS Head  
Custodian  
Holly Lechleitner..... RES Custodian  
Chad Allison.....Head of Transportation  
Shelly Hardin.....Librarian  
Brandy Hoos.....Speech Language-Pathologist  
| Lisa Janssen.....After School Program Director



## Gordon-Rushville Public Schools 2026-2027 Calendar (approved - 3/9/2026)

| August 2026 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Aug Prof Dev - 7, 10-12

District Meeting - 10

Aug 13 1st Day of Classes/noon dismiss

Aug 14 noon dismiss

13 student/16 staff days

| September 2026 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | Mo | Tu | We | Th | Fr | 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 |    |    |    |

Sept 7 No School Labor Day

Sept 18 No School

Sept 21 PD No Students

19 student/20 staff days

| October 2026 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | 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           |    |    |    |    |    |    |

Oct 12 PD No Students

Oct 9 No School

Oct 16 End 1st Qtr 42 days - Noon dis.

Oct 23 - No School - Fall Break

19 student/20 staff days

| November 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Nov 11 Annual Veterans' Day Program

Nov 6 No School

Nov 25-27 Thanksgiving Break No Sch

17 student/17 staff days

| December 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |

Dec 11 Staff PD

Dec 18 End 1st sem 39 qtr/ 81 sem

Dec 21 - 31 Christmas Break No School

13 student/14 staff days

| January 2027 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Jan 1 Winter Break No School

Jan 4 PD No Students

Jan 5 1st Day 2nd Sem

Jan 22 No School

18 student/19 staff days

| February 2027 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

Feb 5 and 26 No School

Feb 15 PD No Students

17 student/18 staff days

| March 2027 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |    |    |

March 9 End 3rd Qtr 42 days - Noon dis.

March 10-12 No School Spring Break

18 student/18 staff days

| April 2027 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |

April 16 No School

21 student/21 staff days

| May 2027 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

May 8 Graduation

May 20 last day students

May 21 PD and teacher last day

4th Qtr 46 days/2nd Sem 88 days

14 student/15 staff days

| June 2027 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |    |    |    |

| July 2027 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |

169 student days

178 teacher days

\*\*\*May 24-27 tentative snow make-up days

\* \* Additional inservice days may be added or adjusted as needed to accommodate new curriculum trainings.

Current No school days may be subject to change to regular school days in the event of closings due to extreme weather.

| Days Per Quarter |         |        |         |  |
|------------------|---------|--------|---------|--|
| S-1 St           | S-1 Tch | S-2 St | S-2 Tch |  |
| A-13             | A-16    | J-18   | J-19    |  |
| S-19             | S-20    | F-17   | F-18    |  |
| O-19             | O-20    | M-18   | M-18    |  |
| N-17             | N-17    | A-21   | A-21    |  |
| D-13             | D-14    | M-14   | M-15    |  |
| 81               | 87      | 88     | 91      |  |

### Federal Holidays

Sept 1 Labor Day

Oct 13 Columbus and Indigenous People Day

Nov 11 Veterans Day

Nov 26 Thanksgiving

Nov 27 Native American Day

Dec 25 Christmas

Jan 1 New Years

Jan 18 Martin Luther King Day

Feb 15 Presidents' Day

May 31 Memorial Day

July 4 Independence Day

## Gordon-Rushville Public Schools 2025-2026 Calendar (approved - )

| August 2025 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | Mo | Tu | We | Th | Fr | 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          |    |    |    |    |    |    |

Aug Prof Dev - 8, 11-13

District Meeting - 11

Aug 14 1st Day of Classes/noon dismiss

Aug 15 noon dismiss

12 student/15 staff days

| September 2025 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | Mo | Tu | We | Th | Fr | Sa |
|                |    | 2  | 3  | 4  | 5  | 6  |
| 7              | 8  | 9  | 10 | 11 | 12 | 13 |
| 14             | 15 | 16 | 17 | 18 |    | 20 |
| 21             | 22 | 23 | 24 | 25 | 26 | 27 |
| 28             | 29 | 30 |    |    |    |    |

Sept 1 No School Labor Day

Sept 19 No School

Sept 22 PD No Students

19 student/20 staff days

| October 2025 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa |
|              |    |    | 1  | 2  |    | 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 |    |    |

Oct 13 PD No Students

Oct 17 End 1st Qtr 42 days

Oct 3 and 31 No School

20 student/21 staff days

| November 2025 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | Sa |
|               |    |    |    |    |    | 1  |
| 2             | 3  | 4  | 5  | 6  | 7  | 8  |
| 9             | 10 | 11 | 12 | 13 |    | 15 |
| 16            | 17 | 18 | 19 | 20 | 21 | 22 |
| 23            | 24 | 25 |    |    |    | 29 |
| 30            |    |    |    |    |    |    |

Nov 11 Annual Veterans' Day Program

Nov 14 No School

Nov 27-28 Thanksgiving Break No Sch

16 student/16 staff days

| December 2025 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | Sa |
|               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            |    |    |    |    |    | 27 |
| 28            |    |    |    |    |    |    |

Dec 12 Staff PD

Dec 19 End 1st sem 39 qtr/ 81 sem

Dec 22 - 31 Christmas Break No School

14 student/15 staff days

| January 2026 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa |
|              |    |    |    |    |    | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 |    | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 |

Jan 1-2 Winter Break No School

Jan 5 PD No Students

Jan 6 1st Day 2nd Sem

Jan 23 No School

18 student/19 staff days

| February 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | Sa |
| 1             | 2  | 3  | 4  | 5  |    | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 |    | 28 |

Feb 6 and 27 No School

Feb 16 PD No Students

17 student/18 staff days

| March 2026 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | Sa |
| 1          | 2  | 3  | 4  | 5  | 6  | 7  |
| 8          | 9  | 10 |    |    |    | 14 |
| 15         | 16 | 17 | 18 | 19 | 20 | 21 |
| 22         | 23 | 24 | 25 | 26 | 27 | 28 |
| 29         | 30 | 31 |    |    |    |    |

March 10 End 3rd Qtr 42 days

March 11-13 No School Spring Break

19 student/19 staff days

| April 2026 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | Sa |
|            |    |    | 1  | 2  |    | 4  |
| 5          |    | 7  | 8  | 9  | 10 | 11 |
| 12         | 13 | 14 | 15 | 16 | 17 | 18 |
| 19         | 20 | 21 | 22 | 23 |    | 25 |
| 26         | 27 | 28 | 29 | 30 |    |    |

April 3 & 6 Easter Break No School

April 24 No School

19 student/19 staff days

| May 2026 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | 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       |    |    |    |    |    |    |

May 9 Graduation

May 21 last day students

May 22 PD and teacher last day

4th Qtr 46 days/2nd Sem 88 days

15 student/16 staff days

| June 2025 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

| July 2025 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | 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 |    |

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178 teacher days

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|------------------|---------|--------|---------|--|
| S-1 St.          | S-1 Tch | S-2 St | S-2 Tch |  |
| A-12             | A-15    | J-18   | J-19    |  |
| S-19             | S-20    | F-17   | F-18    |  |
| O-20             | O-21    | M-19   | M-19    |  |
| N-16             | N-16    | A-19   | A-19    |  |
| D-14             | D-15    | M-15   | M-16    |  |
| 81               | 87      | 88     | 91      |  |

### Federal Holidays

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Nov 11 Veterans Day

Nov 28 Thanksgiving

Nov 29 Native American Day

Dec 25 Christmas

Jan 1 New Years

Jan 20 Martin Luther King Day

Feb 16 Presidents' Day

May 25 Memorial Day

July 4 Independence Day

## **SECTION EIGHTEEN: FORMS**

This section contains forms that students and their parents must complete and return to the school office **NO LATER THAN: September 1, 2026**.

### **Parent/Guardian Forms to be Returned to the Office**

- ☐ Student Information Form/Emergency Form
- ☐ Permission/Request for Administration of Medication
- ☐ Ethnicity Identification Form
- ☐ 506 Form (for new Native American students to the district)
- ☐ 7th Grade Physicals (required by state law)
- ☐ Updated Immunizations (all 7th grade students/new students required by state law)
- ☐ Acceptable Use of Computers and Network Student and Parent Agreements
- ☐ Certification of Understanding/Handbook Receipt
- ☐ Free and Reduced Lunch Form
- ☐ Johnson O'Malley Program Form- If applicable
- ☐ Health History Form
- ☐ Nebraska School Activities Association Form- Grades 7 and 8
- ☐ Activity/Athletic Policy Certification of Understanding
- ☐ Student Accident Insurance Brochure (signed and returned indicating yes or no)
- ☐ Asthma/Allergy Action Plan – if applicable
- ☐ Athletic Physicals (for 7th-8th graders who will play sports)
- ☐ Attendance Acknowledgement
- ☐ Parent-Student Compact Form for Title I

*Please return the above-mentioned forms to*

[CLICK to go Back to the Table of Contents](#)

GRMS Student-Parent Handbook Page 105 of 113

*Gordon-Rushville Middle School by September 1, 2022*

# GRMS HANDBOOK RECEIPT

This Student Handbook is distributed in accordance with Nebraska State Law, Section 79-262, paragraph three which states in part: “Rules and Standards which form the basis for discipline shall be distributed to students and parents at the beginning of each school year or at the time of enrollment...”

*Please return to Gordon-Rushville Middle School by September 1, 2025*

## PARENT/STUDENT AGREEMENT

I have received and read the Student Handbook that describes the Gordon Rushville Public School District’s discipline policies, regulations, rules, and expectations to be followed by students enrolled at Gordon Rushville Middle School, including the Drug Free School Policy. My child and I have discussed these policies and understand that we must comply with them.

## RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS

In light of the unique challenges and circumstances posed by the outbreak of the novel coronavirus and the recent promulgation of expansive federal regulations, the rules and information provided in this handbook may be supplemented or amended by the School District’s administration at any time, consistent with applicable law and board policy. All parents shall be provided notice of any such changes by the district’s regular means of contact. By signing below, you agree that you will read any such information and communications, discuss them with your child, and recognize that you must comply with all rules, procedures, and requirements as they apply at that time.

Student’s Signature

Date

Parent/Guardian’s Signature Date

Cell Phone Number (Optional)

Cell Phone Number (Optional)

-----  
Parent’s Email Address (Optional)

-----  
Parent’s Email Address (Optional)

## GRMS EMERGENCY INFORMATION:

Student's Name

Parent/Guardian's Name(s)

Mailing Address

Home Phone

Father's Employer

Business Phone

Mother's Employer

Business Phone

Other Person Who May Be Contacted in Case of Emergency      Phone

Choice of Doctor

Phone



**PARENTAL AUTHORIZATION AND RELEASE FORM  
ADMINISTRATION OF NON- PRESCRIPTION DRUGS TO STUDENTS**

While the administration of medications to students should be scheduled outside of school hours whenever possible, occasionally it may be necessary for school personnel to administer nonprescription drugs to a student as authorized by the student's parents, guardians, or medical professionals and state law. School personnel will only dispense those nonprescription drugs which have been approved by state and federal law for use as a drug and meet the definition of nonprescription drugs in Nebraska's Medication Aide law which states:

Nonprescription drugs means nonnarcotic medicines or drugs which may be sold without a medical order and which are prepackaged for use by the consumer and labeled in accordance with the requirements of the laws and regulations of this state and the federal government.

In order for students to be administered nonprescription medication by school personnel, a parent or guardian must:

- ☐ Complete and return this authorization form.
- ☐ Provide the district with any nonprescription drugs you wish to be administered in its original container from the manufacturer, which must include legible, unadulterated manufacturer instructions. The container must be labeled with the student's name.
- ☐ Provide the district with specific written instructions regarding the requested nonprescription drug's administration, including the date(s) the student is to be administered the drug, the dosage to be administered, the frequency of administration, and any other details or conditions relevant to administration.

School personnel will not administer nonprescription drugs in a manner inconsistent with the manufacturer instructions or state law. School personnel will not administer non-prescription drugs that have expired.

The undersigned are the parent(s), guardian(s), or person(s) in charge of

\_\_\_\_\_  
(name of the student)

I authorize and request school personnel to administer nonprescription drugs to my student. I release the school district, its officials, and employees from any and all liability concerning the administration of nonprescription drugs to my student.

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Parent/Guardian

**PARENTAL AUTHORIZATION AND RELEASE FORM  
ADMINISTRATION OF PRESCRIPTION DRUGS TO STUDENTS**

The undersigned are the parent(s), guardian(s), or person(s) in charge of

\_\_\_\_\_  
(name of the student)

It is necessary that the student receive (name of drug)

\_\_\_\_\_, a physician-prescribed drug, during school intervals

beginning on (date) \_\_\_\_\_ and continuing through

\_\_\_\_\_. (date)

I hereby request that the School District, or its authorized representative, administer the drug named above to my child named above, in accordance with the prescribing physician's instructions, and agree to:

1. Submit this request to the teacher.
2. Make certain the Physician's Request for the Administration of Prescription Medication by School Personnel is submitted to the teacher.
3. Make sure personally that the drug is received by the teacher and/or county nursing service administering it, in the container in which it was dispensed by the prescribing physician or licensed pharmacist.
4. Make sure personally that the container in which the drug is dispensed is marked with the drug name, dosage, interval dosage, and date after which no administration should be given.
5. Submit a REVISED STATEMENT signed by the physician prescribing the drug to the teacher IF ANY OF THE INFORMATION PROVIDED BY THE PHYSICIAN CHANGES.
6. Release the School District and the Board of Education of the School District and all employees, agents, and the representatives of the School District from any liability concerning the giving or non-giving of the drug to the student.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Parent/Guardian

**ADMINISTRATION OF MEDICATION TO STUDENTS  
PHYSICIAN'S REQUEST FOR ADMINISTRATION OF PRESCRIPTION  
MEDICATIONS BY SCHOOL PERSONNEL**

DATE \_\_\_\_\_

CHILD'S FULL NAME \_\_\_\_\_ is under my care and must take medication which I have prescribed during the school day.

Name of medication (as it appears on container in which the drug is stored)

\_\_\_\_\_

Dosage and time \_\_\_\_\_

Date administration of drug is to begin \_\_\_\_\_

Possible adverse reactions to be reported to physician \_\_\_\_\_

\_\_\_\_\_

Special instructions for the administration and storage of the drug

\_\_\_\_\_

I or my designee(s) have trained school personnel or approved alternative training as adequate to administer the medication, have evaluated the situation, the general administration plan and if applicable, the self administration plan or emergency care plan, and deemed each to be safe and appropriate, and if applicable authorize the use of hypodermic syringes and needles or similar medical terms.

Name of Physician and Designee

\_\_\_\_\_

Print or Type

\_\_\_\_\_

Primary Phone Number

\_\_\_\_\_ Secondary

Phone Number

\_\_\_\_\_

Signature of Physician

## RECORD OF SELF-ADMINISTERED MEDICINE

Parent's Phone \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Date to Begin \_\_\_\_\_ Date to End \_\_\_\_\_

Name of Medication \_\_\_\_\_

Dosage of Medication \_\_\_\_\_ Time \_\_\_\_\_

Doctor \_\_\_\_\_ Phone #1 \_\_\_\_\_

Phone # \_\_\_\_\_

Possible Adverse Reaction: \_\_\_\_\_

\_\_\_\_\_ gives permission for \_\_\_\_\_ our son/daughter to self-administer specific medications at school. This medication cannot be taken at any other non-school time.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Students who are able to self-administer specific medication may do so provided:

1. The physician provides written authorization allowing self-administration of said medication.
2. The parent provides written authorization allowing self-administration of said medication.
3. Such medication is transported to the school and maintained under the student's control in the original, properly labeled package and (a) is not opened except when self-administering the medication, (b) is not self-administered during instructional time or in the presence of other students unless medically necessary, and (c) is not shown or exhibited to other students.
4. The student's physician or physicians' designee has (1) evaluated the situation and deemed it to be safe and appropriate; (2) documented this on the physician's authorization for the student's cumulative health record, and (3) approved the general administration plan.
5. The student and the student's physician or physician's designee have developed a plan for reporting and supervising self-administration.
6. The principal and appropriate teacher are informed that the student is self-administering prescribed medication.

\_\_\_\_\_  
Doctor's Signature

## Summary of Every Student Succeeds Act (ESSA)

1. **Parents Right to Know.** At the beginning of each school year, if the District receives Title I funding, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request, and the District will provide the parents on request ( and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following:

- A. Whether the student's teacher-
  - (i) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
  - (ii) is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
  - (iii) is teaching in the field of discipline of the certification of the teacher.
- B. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

2. **Testing.** For more information on testing requirements and procedures, contact the building principal. The administrator or his/her designee may make the following information available for each State or District assessment, including:

- A. the subject matter assessed;
- B. the purpose for which the assessment is designed and used;
- C. the source of the requirement for the assessment;
- D. the amount of time students will spend taking the assessment, and the schedule for the assessment; and
- E. the time and format for disseminating results.

3. **Language Instruction Programs.** At the beginning of each school year, if the District receives Title I funding, the District will implement an effective means of outreach to parents of English

learners to inform the parents regarding how the parents can-

- A. be involved in the education of their children; and

- B. be active participants in assisting their children to-
  - (i) attain English proficiency;
  - (ii) achieve at high levels within a well-rounded education; and
  - (iii) meet the challenging State academic standards expected of all students.

The District will also inform parents of an English learner identified student of opportunities to participate in various school programs, as set forth in ESSA.

**Gordon-Rushville Public  
Schools Activities Department  
Student/Parent/Sponsor  
Handbook 20265-20276**

**Sports**

**Basketball (Boys and Girls)  
Cross Country (Boys and  
Girls) Football  
Golf (Boys and Girls)  
Track (Boys and Girls)  
Unified Bowling (Boys and  
Girls) Volleyball  
Wrestling (Boys and Girls)**

**Activities**

**Journalism  
Play Production  
Speech  
FFA  
Vocal/Instrumental Music  
School Dances**



## **Welcome**

On behalf of the Activities Department of the Gordon-Rushville Public Schools, we welcome everyone to the new activities season. We are very proud of our students and are excited to have your child as part of our programs.

Activities are one of the most important elements in the overall education of our students. Activities provide an opportunity to extend the learning process. The intention of this manual is to provide students/parents with a guide for understanding the philosophy, programs, procedures, organization, and expectations of the Gordon-Rushville Public Schools Activities Department. We hope this manual will be used by students/parents to make the direction we are going clearly understood.

## **Why Activities?**

The answer to this question is simple: it gives the participant the opportunity to further develop the skills needed for success as an adult. Some of the important skills introduced, developed and fostered by the students include: loyalty, honesty, hard work, leadership, organization, perseverance, socialization, cooperation, and discipline. In short, activities are an excellent laboratory for life skills.

Research also tells us that one of the key characteristics of successful adults is their previous association in activities. Students who are active in the workings of their school tend to be the most successful academically and socially. In addition, they are able to develop and maintain more positive and lasting interpersonal relationships.

## **Philosophy**

Activities are an extension of the educational experience offered to our students in the classroom atmosphere. We are not a separate entity therefore our philosophy is the same as the district.

## **Goal/Motto**

The Gordon-Rushville Public Schools Activities Department exists to provide motivated students with the opportunity to develop skills and interests in competitive sports and activities. Our goal is to provide as many students as possible with the opportunity to be involved in activities that will assist the

overall development of skills, knowledge, attitude, and interests at a level they are capable of and willing to work to achieve. Our approach to achieving this goal is simple- ***Do your best each and every time you have the opportunity.***

## **Objectives**

The Objectives we are striving to meet within the Gordon-Rushville Public Schools Activities Department are:

1. Develop the key skills which participation cultivates: leadership, cooperation, dependability, organization, sociability, self-control, respect for the rules and regulations, role acceptance, prioritization and agenda development, good health habits, and teamwork.
2. Develop the fundamental physical and mental skills needed for participation in activities.
3. Develop lifelong vocational and recreational interests.



Student participation in extracurricular activities has been linked to improved attendance, higher academic achievement, and greater student self confidence and self-esteem. Gordon-Rushville Public Schools provides students with the opportunity to participate in a comprehensive activities program that includes athletics, fine arts, and select clubs or organizations associated with academic areas.

Although the school district believes strongly in the value of student activities, participation in the activities program is a privilege, not a right. Students must obey the rules set out in this handbook and any additional rules created by their coach or activity sponsor. This handbook is advisory and does not create a “contract” with parents, students, or staff. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

**Please read this handbook carefully. Students and their parents are responsible for complying with all of the rules and procedures detailed in this booklet.**

**Parents must sign the acknowledgement and permission to participate form at the end of this handbook before their student will be permitted to participate in the activity programs of the district.**

The provisions in this handbook are subject to change at the sole discretion of the Board of Education. From time to time, you may receive updated information concerning changes in the handbook. These updates should be kept within the handbook so that it is up to date. If you have any questions regarding this handbook, please contact the Superintendent for assistance.

## **Notice of Nondiscrimination**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The school district prohibits sex discrimination in any education program or activity in any education program or activity that it operates.

Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability, or that have other related concerns or questions, should contact the Section 504 Coordinator: Jill Simmons at 308-282-0894 (phone number), [jill.simmons@grmustangs.org](mailto:jill.simmons@grmustangs.org) (e-mail address) or in person at school.

Students who believe that they have been the subject of unlawful discrimination or harassment on the basis of sex, or that have other related concerns or questions, should contact the following Title IX Coordinator: Nathan Livingston at 308-282-1323 (phone number), [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) (e-mail address), PO Box 530, Gordon, NE 69343 (mailing address) or in person at school. The School District's specific Notice of Nondiscrimination on the Basis of Sex may be accessed at the following link: [https://www.grmustangs.org/o/grps/page/non-discrimination notice](https://www.grmustangs.org/o/grps/page/non-discrimination-notice)

Students who believe that they have been the subject of unlawful discrimination or harassment due to their race, color, or national origin, or that have other related concerns or questions, should contact the following Title VI Coordinator: Nathan Livingston at 308-282-1323 (phone number), [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) (e-mail address), PO Box 530, Gordon, NE 69343 (mailing address) or in person at school.

Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the High School Principal, Dr. Dennis Dolezal at 308-282-0894 (phone number), [dennis.dolezal@grmustangs.org](mailto:dennis.dolezal@grmustangs.org) (e-mail address) or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

For additional prohibited discrimination and related information, please review school district Policy 3053 – Nondiscrimination.

**SECTION ONE:**  
**GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM**

**Academic Eligibility**

To be eligible to participate in the school's activity programs, each student must (1) meet Nebraska State Activities Association (NSAA) requirements concerning scholastic eligibility (see Section Three of this Handbook), (2) be registered for 5 credit hours per semester and be in regular attendance, and (3) have not less than a 70% grade in one or more classes for a period of one week to remain eligible to participate in any portion of the activities program. Participants must attend practices and participate in all conditioning during any period of ineligibility.

The school district will notify a participant and his or her parents whenever the participant is declared academically ineligible.

Students may not participate in any activity, performance or practice while serving a short-term suspension, long-term suspension, or expulsion from school.

**Attendance at Practices and Contests**

Participants in the activities program are expected to attend and be on time at all practices and meetings scheduled by the coach or sponsor. Participants may be excused for absences resulting from a participant's illness, a death in the family, a doctor's appointment, a court appearance, or other absences that are arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. A participant who is unable to attend a scheduled practice, meeting, or game must contact the coach or sponsor in advance. Students who are absent from school due to illness are not required to provide the coach or sponsor with additional notification of the student's absence from practice.

Students who are absent from school for half of the school day will not be permitted to practice or participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

**Closings**

Unless the administration determines that it is permissible for the activity to continue as scheduled, all activities will be canceled or postponed in the event that school has been called off for inclement weather or any other reason as

determined by the administration. Unless the administration determines that it is permissible for the activity to continue as scheduled.

### **Colors**

The Gordon-Rushville School colors are Blue and Orange.

### **Complaint Procedure**

To reduce conflicts in the school's activities program, students and/or their parents should use district's formal complaint procedure to manage conflicts about the program. The complaint procedure is printed in the school's student handbook and may be found on the district's web site: <https://www.grmustangs.org/page/parent-patron-student-guide-to-solving-a-problem-at-school>

### **Concussion Awareness**

The Nebraska Unicameral has found that concussions are one of the "most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed."

The School District will:

- a. Require all coaches and trainers to complete a training course approved by the Chief Medical Officer on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury.
- b. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
  - 1 The signs and symptoms of a concussion;
  - 2 The risks posed by sustaining a concussion; and
  - 3 The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

- a. has been evaluated by a licensed health care professional;

- b. has received written and signed clearance to resume participation in athletic activities from the licensed health care professional; and
- c. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the parent or guardian of the student will be notified by the school of:

- a. the date and approximate time of the injury suffered by the student,
- b. the signs and symptoms of a concussion or brain injury that were observed, and
- c. any actions taken to treat the student.

The school district will not provide for the presence of a licensed health care professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed health care professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed health care professional. The school will not take any additional or independent steps to verify the individual's qualifications.

## **Dances**

School dances are part of the district's extracurricular activity program. Students who wish to participate in school dances must comply with the activity code. Students may be prohibited from participating in school dances as a consequence for violating school or activity rules, or not meeting the school's eligibility requirements.

### **Junior High/Middle School Dances**

Junior high/middle school (6-8) dances are restricted to students currently enrolled in the junior high school and will be sponsored by junior high teachers and parents. Any organization wishing to sponsor a junior high dance must obtain permission from the principal regarding date and times. Each dance must be sponsored by at least two faculty members and one additional adult couple. Once admitted to the dance, students must remain until the close of

the dance. Students who leave the dance will not be readmitted. Students who are academically ineligible will not be allowed to attend school dances.

### **High School Dances**

All high school dances are restricted to Gordon-Rushville High School students and their guests. Any organization wishing to sponsor a dance must obtain permission from the principal regarding date and times. Each dance must be sponsored by at least two faculty members and one additional adult couple. Once admitted to the dance, students must remain until the close of the dance. Students who leave the dance will not be readmitted. Students who are academically ineligible may not be allowed to attend school dances.

### **School Dance Regulations**

1. All school dances will be held in the school building or in a place sanctioned in writing by the school administration.
2. Permission for any dance must be obtained from the principal. Dances must be scheduled and arranged for at least one week prior to the event.
3. Dances may start between 7:30 and 10:00 P.M. Dances will officially close as follows: prior to a school day - 10:00 P.M.; Friday or Saturday nights or a night preceding a school holiday - 12:00 midnight; Homecoming and Prom may last until 1:00 A.M. (or as determined by Administrative Approval).
4. Parents are to be admitted as guests. Each group sponsoring a dance shall have three sets of parents present at the dance. The parents' names shall be turned into the office at least three days in advance of the dance.
5. Each organization must have a committee responsible for preparing the dance area and to serve as a clean-up committee after the dance both inside the building and the immediate area outside. The organization sponsoring the dance is responsible for any damages done to the school property, borrowed property and the returning of the same. The dance area must be cleaned up immediately following the dance with the exception of the Homecoming Dance and Junior-Senior Prom.
6. Lewd or sexually explicit dancing such as grinding or front-to-back dancing is prohibited and may result in the student being removed from the event and parents notified
7. All names of outside dates to Gordon-Rushville High School dances must be submitted to the principal for approval. Student/s who are currently attending another Nebraska high school, who has not been restricted from attending extracurricular activities at their own school, may be approved as an invited guest. Persons older than 19 years of age and/or

not attending high school, a GED program, or equivalent program will not be approved as an invited guest.

**8.** Students below 9th grade are prohibited from high school dances. **9.** Adequate attendance at school is required to be eligible to attend school dances and activities.

**10.** School officials reserve the right to utilize a Breathalyzer to screen individuals prior to entering the dance site. Once a student leaves the dance, he/she may not return.

### **Homecoming and Prom**

The Homecoming dance is open to students and guests of Gordon-Rushville High School.

Prom is open to students and guests of the Gordon-Rushville High School. Junior-Senior Banquet is open only to Junior/Seniors and their guests. Guests must follow all rules the students must follow. Each student is responsible for his/her guest's conduct. Appropriate attire is required for these dances. No blue jeans, shorts, or T-shirts will be allowed at the banquet or dance for Prom. Black dress jeans will be acceptable.

### **Electronic Communication**

The school board supports the use of technology by coaches, extracurricular sponsors, and other staff members to communicate with students for legitimate educational, extracurricular, and other school-related purposes. However, electronic communication between students and teachers, sponsors, and coaches shall be appropriate at all times and shall not violate any law, district policies, or the Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education ("Rule 27"). Please see the Social Media Policy For School District Employees for further explanation.

### **Equipment**

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment that has been checked out. Students should secure their athletic lockers with combination locks.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been check out to him/her and is lost or stolen.

### **Fundraising**

All school-sponsored fundraising activities must be approved by a member of the school district administration. Fundraising for any activity must comply with the district's policies, including applicable provisions specifically pertaining to Booster Clubs and PTOs for non-school-sponsored fundraising.

### **Individual Training Rules and Rules of Conduct**

Head coaches or sponsors may develop additional training rules or rules of conduct for their activity. Students are responsible for knowing these rules and complying with them.

### **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.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

### **Injuries**

Participants who suffer any type of injury while involved in extracurricular activities must notify the coach or sponsor immediately. The coach or sponsor will then evaluate the injury and, if necessary, notify the participant's parents or seek immediate medical treatment.

If at any time during participation a doctor removes an athlete from participation because of an illness or injury, the athlete must have a written



release from a doctor before participating again. The written release must be given to the coach or sponsor of the activity. Coaches/sponsors are expected to complete the "accident report" form immediately following the conclusion of a game or practice.

Note: The release requirement will be satisfied if the initial doctor's order specifies the duration of the student's restriction from participation and/or competition. Also see Concussion Awareness above.

### **Insurance**

**The school district does not provide medical or other insurance coverage for students who participate in athletic contests or other activities. It is the parents' responsibility to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or other activities.**

**The school district makes an accident insurance plan available for purchase by participants and their families through an authorized insurance agent. Information about policies which families may purchase will be available prior to each sports season and at fall registration.**

### **Lettering Requirements**

The following guidelines will be used in determining students' eligibility for lettering:

**Football:** The athlete must participate in 50% of varsity play, if a player has a shortened season due to injury, they may still qualify for a letter if they have participated in 50% of the varsity quarters they were healthy to compete in injured players are expected to attend all practices and games in order to letter, complete the season, and/or have the recommendation of the head coach.

**Volleyball:** The athlete must participate in 33% of the total games, complete the season, players may also letter if they are listed on the varsity roster of a Sub-District or District Championship team, and/or have the recommendation of the head coach.

**Basketball:** The athlete must participate in 60% of the varsity quarters, if a player has a shortened season due to injury, they may still qualify for a letter if they have participated in 60% of the varsity quarters they were healthy to compete in, injured players are expected to attend all practices and games in order to letter, complete the season, and/or have the recommendation of the head coach.

**Golf:** The athlete must accumulate 5 pts **or** place as an individual (top 10 in a tournament, top 3 in a dual/tri) **or** be on a tournament team that qualifies for state complete the season, golfers earn points through the following: 3 pts for participating in 60% of all contests, 1 pt for every PR, 1 pt can be awarded at the coach's discretion (perfect attendance, never down, continual improvement in practice games, etc), if a golfer has a shortened season due to injury, they may still qualify for a letter at the coach's discretion. Injured golfers are expected to attend all practices., finish the season in good standing, and/or have the recommendation of the head coach.

**Track:** The athlete must place as an individual in any meet of 6 or more teams. (This is usually the first six places in all events.), An accumulation of ten (10) points: Placing as a relay team member = (Points scored divided by the 4 relay members) Perfect Attendance at practice and meets = 2 points. (Perfect means PERFECT- only excuse is being gone for another school activity), improvement of personal best throughout the season = 1 point per meet maximum. (Excludes 4 x 100 relay), points earned through duals, triangulars, and quad meets, having good grades not being on the downs list= 2pts, breaking an existing school record and/or have the head coach's recommendation.

**Wrestling:** The athlete must accumulate 15 varsity team points, or place in a major varsity tournament (eight teams or more), or wrestle in at least five varsity competitions, complete the season and/or have the recommendation of the head coach.

**XC:** 15 points are needed to letter. 1 point/week for perfect attendance at practice, 1 point for each Varsity meet of participation, Athletes will receive the following points based upon their meet times: Females: 31min=1 pt, 28min=2 pts, 25min=3 pts, 22min=4 pts Males: 28min=1 pt, 25min=2pt, 22min=3pt, 19min=4pt, 5 points for each school record, 1 point for a top 25 finish, 2 points for a top 10 finish, 5 points for all district selection, 10 points for a state qualifier, and/or have the recommendation of the head coach.

**Student Managers:** The student manager must complete the season and have the recommendation of the head coach of the sport involved.

**Speech:** The criteria for receiving a letter for Speech Competition will be based on the participant's commitment to preparation and participation. In

order to letter, a participant must earn a minimum of 200 points. Points can be earned in the following ways:

1. Practice / Rehearsal with Speech Coach - up to 10 points per practice session; extemporaneous speakers must verify prep time equivalent to 10 practice sessions.
2. Performance - 20 points for performing at each speech meet, including invitationals, conference, district, and state.
3. If a participant attends a meet but scratches for any reason, no points will be earned and 10 points will be deducted from his/her point total.
4. If a participant does not show up for a meet for which he/she has been entered, 50 points will be deducted from his/her point total unless a parent or guardian has notified the Speech Coach with a valid excuse for the reason that the participant missed the meet.
5. If one person of an OID or Duet Acting group does not attend a meet for which he/she has been entered, he or she will lose 10 points. The remaining members of the group will be awarded 10 points for attendance even though they cannot perform.
6. Novice speech team members will earn 10 points for attending speech meets with the team, even though they are not competing, providing they support and encourage team members by watching their events.
7. Any participant who is reprimanded by a contest director for improper behavior at a speech meet will be penalized 50 points. If this happens more than once during any part of the season, the participant will be removed from the team. Parents of removed team members will be notified of the removal and the reasons for the removal.

### **Mascot**

The official emblem for boys' and girls' athletic teams is the Mustangs. The mascot cannot be used for non-school-sponsored purposes unless approved by the Superintendent.

### **Practices**

The individual head coach or sponsor, in cooperation with the high school principal, will schedule all starting times of practices. All participants are expected to be ready at the time set by the coach or sponsor.

To be eligible to practice, a participant must satisfy the following requirements:

1. Submit to the coach or sponsor a signed physical form and Activities Code that verifies that a physical examination has been completed (anytime after May 1 each year) and that the student and parent(s) understand the school's position regarding the use or possession of alcohol, tobacco, and other related drugs.
2. Furnish the high school principal with proof of insurance.

### **Secret Organizations**

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

### **Student Manager, Helpers, or Activity Aids**

Students wishing to serve as student volunteers for extracurricular activities must gain the permission of the activity coach or sponsor. Student volunteers must comply with all of the rules and procedures contained in this handbook.

### **Sunday and Wednesday Night Activities**

In order to provide students sufficient time away from school for family related activities, the school will endeavor not to schedule activities on Wednesday evenings or on Sundays. Practices will be organized so that all participants are showered, dressed, and/or leave the facilities by 6:00 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night.

The school does not allow Sunday practice sessions, except when a varsity team, group of students, or individual is scheduled to compete or perform on a Monday. Practices scheduled for a Sunday must have the prior approval of the Principal or Superintendent.

### **Transportation**

All participants are expected to ride to and from away activities by means of approved school transportation.

A participant may ride home with his or her parent/guardian only if the parent/guardian personally contacts the coach/sponsor and signs the release form required by the district. A participant may ride home with an adult if the participant's parent/guardian has personally contacted the principal prior to the activity and the adult personally contacts the coach/sponsor at the activity prior to leaving with the student. Parents are discouraged from requesting to take their children home after an away contest or performance. Travel to and from an event provides time for the students to further develop a strong team

concept.

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### **Weight Room**

The weight room has been developed to help each athlete, student, or adult in the community maintain a level of physical fitness. No one may use the weight room or equipment without proper supervision. The school will develop a schedule for use of the weight room by athletes during the school year and during the summer months. Students will be required to sign a wavier in order to use the school's weight rooms or gym facilities, during the summer months.

The weight room is a high demand area within the school facilities. The following guidelines will help determine the priorities in reference to use if more than one group desires to use the facility at the same time:

1. Physical education instruction
2. By the team sports, which are in season
3. Conditioning programs for athletes not currently out for a sport
4. Summer conditioning programs
5. Adult education

Students under the age of 18 may not use the weight room without the supervision of school personnel at any time. Adults from the community are welcome to use the weight room if it is being supervised by a school employee and have signed a wavier release form. Exceptions will be given to Community Service Providers (law enforcement and fireman).

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**SECTION TWO:**  
**AVAILABLE ACTIVITIES**

**Athletic Teams**

Basketball (boys and girls)  
Cross County (boys and girls)  
Football  
Golf (boys and girls)  
Track (boys and girls)  
Volleyball  
Wrestling (boys and girls)

**Art Club**

Membership is open to those students who wish to work on out of class projects such as painting windows in classrooms and painting pictures and designs on the art room walls.

**Band/Choir**

The school district sponsors pep band, and jazz band in addition to concert band. Participants must be enrolled in band class in order to be eligible to participate in these groups. Participants must also be enrolled in choir in order to be eligible to participate in school concerts.

**Cheer Squad**

Participants are selected by the sponsor(s) or judges appointed by the sponsor. Members of the cheer squad will attend all home and selected away athletic contests. **Drama**

Drama is open to all students interested in any aspect of theater and offers varying levels of involvement..."One Act" in the fall and the Spring Play in April.

**Future Farmers of America (FFA)**

FFA is an integral part of the agricultural education department and all students of that department are urged to belong. The activities include training in leadership, opportunities for travel and recreation, and safety and community service activities. Students may participate in field trips, conventions, judging contests, and hands-on experience.

**GR Club**

Any student who has lettered in any sport is eligible for membership. The purpose of the Club is to stimulate and encourage sportsmanship and to assist in bringing about a closer bond between students in all sports.

### **National Honor Society**

The National Honor Society is a national organization that recognizes student character, scholarship, leadership, and service to the school.

Student members shall be selected from the junior and senior classes by the high school faculty. Ten percent of the Junior and Senior classes will be selected each year. The results of the selection will be announced at an honors convocation.

### **Student Council**

The purpose of student government is to arouse the spirit of loyalty toward the school, to promote good citizenship, to sponsor school activities, to extend the spirit of good fellowship throughout the student body, to foster a spirit of cooperation between the students and faculty, and to seek to develop a spirit of cooperation, good will, and better understanding with other schools. The organization, operation, and scope of the student council shall be administered by the school principal.

### **Speech & Debate Team**

Students compete in different categories of competition. These include debate, current events speaking, and several theater-type acting events.

### **Student Publications**

The yearbook is published by the Journalism class along with the help of its teacher. The annual is financed partially by funds raised from the sale of the books.

## **SECTION THREE: NEBRASKA STATE ACTIVITY ASSOCIATION RULES**

### **Eligibility**

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found online at <https://nsaahome.org/constitution-bylaws/>. Contact the principal, activities director or the activity sponsor or coach for an explanation of the complete rule.

### **NSAA Sportsmanship Rules**

Students must abide by the Nebraska School Activities Association Sportsmanship Rules. A complete copy of these rules can be found at <http://www.nsaahome.org/nsaaforms/pdf/manualsp.pdf>. Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official, or spectator, or any acts that may endanger the personal safety of individuals involved, or acts which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school acts in a manner constituting unsportsmanlike behavior during competition the member school and/or individuals shall be subject to penalties. A student, participant, patron, and/or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

## **SECTION FOUR:**



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**CODE OF CONDUCT**

All students associated with Gordon-Rushville Public Schools and participating in extracurricular or school sponsored activities (including all NSAA activities) are required to avoid conduct that is detrimental to the integrity of, and public confidence in, the school. Rules promoting lawful, ethical, and responsible conduct serve the interests of all people associated with the school. Illegal and irresponsible conduct puts people at risk, tarnishes the reputation of the offender and everyone else associated with the school, and undermines the public support and respect of the school district.

**Standard of Conduct.** Participation in school-sponsored or extracurricular activities is a privilege and not a right. Participants must follow board policy, this code, and all the training rules and rules of conduct of the coaches and/or activity sponsors. Students participating in school-sponsored or extracurricular activities are held to a high standard. Students are expected to conduct themselves in a way that is lawful, responsible, promotes the values upon which the school is based, and that brings credit to themselves and the school. Students who fail to live up to the required standard of conduct are guilty of detrimental conduct and subject to discipline under all school policies, the general student code of conduct, and these Activity Participation Rules.

**Coaches/Sponsors Code of Conduct.** We understand that the Activities Director, Coaches, and Sponsors are leaders, and dedicated to more than the strategies and preparation for competition and public performance. As a professional educator, leader, and role model for students, the Coach, Sponsor, or Activities Director will:

1. Exemplify the highest moral character as a role model for young people.
2. Profanity by coaches or players will not be tolerated.
3. Coach hard without berating. Verbally berating in front of teammates is not acceptable. Praise in Public, Criticize in Private.
4. Recognize the individual worth and reinforce the self-image of each team member.
5. Establish a realistic team goal of vision for each season and communicate that to students and parents.
6. Create a set of training rules for students that reflect the positive values of abstaining from the use of alcohol, tobacco, and other drugs (including performance degrading substances and restricted performance enhancing substances).

7. Strive to develop the qualities of competence, character, civility, and citizenship in each team member or participant.
8. Provide a safe, challenging and encouraging environment for practice and public performance or competition.
9. Gain an awareness of the importance of prevention, care and treatment of injuries.
10. Respect the integrity and judgment of the game officials.
11. Teach and abide by the rules in letter and in spirit.
12. Build and maintain ethical relationships with coaches, sponsors, and administrators.
13. Strive for excellence in teaching/coaching skills and techniques through professional improvement.
14. Personally promote healthy living including fitness and nutrition.
15. Be modest in victory and gracious in defeat.
16. Reinforce our chemical health policies.

**These elements are included in the year-end evaluation completed by the Activities Director and/or Administration.**

**Parent Code of Conduct.**

1. Be a positive role model through your own actions to make sure your child has the best experience possible.
2. Be a "team" fan not a "my kid" fan.
3. Weigh what your children say; they may tend to slant the truth to their advantage.
4. Show respect for the opposing players, coaches, spectators, and support groups.
5. Be respectful of all officials' decisions at all times.
6. Don't instruct your children before and after a game because it may conflict with the coach's plans and strategies.
7. Praise students in their attempt to improve themselves as students, as athletes, and as people.
8. Gain an understanding and appreciation for an outstanding play by either team.
9. Help your child learn that success is experienced in the development of their skills and that they feel good about themselves, win or lose.
10. Take time to talk with coaches and sponsors in an appropriate manner, including proper time and place, if you have a concern. Be sure to follow the designated **Chain of Command**.

- a. Contact the coach to set a time for you to meet and share your concern. If AD is contacted before a meeting with the coach has taken place, parent/parents will be directed to follow step one, talking to the coach first.
  - b. Contact the AD to set a time for sharing your concern/dissatisfaction after meeting with the coach did not meet your satisfaction.
  - c. AD and parent will set a time to meet, where parent will share his/her dissatisfaction.
  - d. AD will set a time for all parties to come together to come to a resolution after meeting with the parent if necessary.
11. Please reinforce our chemical health policy by refraining from use of any substances before and during contests or any event associated with students including post season banquets, celebrations, etc.
  12. Remember that an invitation to a school event is a privilege.

**Parents and Sportsmanship.** The following are just a few reminders of the important role parents play in modeling behaviors when involved in activities:

1. You are a fan and a spectator.
2. Please respect coaching decisions. These decisions relate to the team.
3. Please be respectful at all times to officials and job they have to do.
4. You are the host for all visiting teams. Treat them with respect.
5. Cheer for our team, not against the opponent.

**Prohibited Conduct.** Students in school-sponsored and/or extracurricular activities may not engage in the following conduct: 1. Receipt of a criminal citation by law enforcement for any reason. 2. Conviction of a crime in adult court or the adjudication of a criminal charge in juvenile court.

3. Any behavior that is illegal under the laws of Nebraska or the United States of America regardless of whether it results in a criminal charge or conviction.
4. Any conduct that substantially interferes with the educational process or disrupts the activity or event.
5. Possession, consumption, use, distribution, or being under the influence of alcohol, illicit drugs, tobacco, controlled substances, or any lookalike or imitations thereof; or being in the presence of alcohol, illicit drugs, controlled substances, or any lookalike or imitations thereof that are being possessed, consumed, used, or distributed by any person under

twenty-one (21) years of age without parental supervision. "Lookalike or imitations" means substances such as K2 and products like electronic nicotine delivery systems, vapor pens, etc. (Note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the use or abuse of any substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis, inebriation, excitement, or irrational behavior, or in any manner changing, distorting, or disturbing the auditory, visual, mental, or nervous processes).

6. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.
7. Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault.
8. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post, or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or

posting threats, sexual remarks, or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums; posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages, or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target.

9. Using any Internet or social networking websites to make statements, post pictures, or take any other actions that are indecent, vulgar, lewd, slanderous, abusive, threatening, harassing, or terrorizing.
10. Violating any school policy, handbook provision, or a coach's or activity sponsor's training rules or rules of conduct.
11. Dressing or grooming in a manner which is (A) dangerous to the student's health and safety or a danger to the health and safety of others, (B) lewd, indecent, vulgar, or plainly offensive, (C) materially and substantially disruptive to the work and discipline of the school or an extracurricular activity, (D) interpreted to advocate the use of illegal drugs or other substances by a reasonable observer.
12. Failing to report for an activity at the beginning of a season unless excused by the coach or activity sponsor.
13. Failing to attend scheduled practices and meetings unless excused by the coach or activity sponsor.

Such conduct is prohibited year-round regardless of whether it occurs on campus or off-campus. However, punishment for violations that occur during the summer break shall be administered by the coach at his or her discretion. Consequences administered by a coach/sponsor are in addition to any consequences given by an administrator. Consequences for "Extracurricular Rules and Regulations – Alcohol, Tobacco, Drugs, and Other Behaviors of Concern" for violations that occur during the school year and/or over summer break, will be administered as outlined in that section below.

**Discipline.** Students who violate any provision of these Activity Participation Rules may be subject to discipline up to and including expulsion from extracurricular activities and school sponsored events. (including but not limited to graduation ceremonies and related activities). These disciplinary consequences and this Activity Code of Conduct are in addition to and do not prejudice, diminish, impede, or reduce any discipline that is authorized by the Nebraska Student Discipline Act, NEB. REV. STAT. §§ 79-254 to 79-294, Board Policy, or the Student Handbook. Disciplinary action may include a probationary period and conditions that must be satisfied prior to or following reinstatement. Administrators and coaches will take the following into consideration when making disciplinary decisions:

1. Any prior or additional misconduct;
2. The nature and seriousness of the offense;
3. The motivation for the offense;
4. The amount of violence involved;
5. The student's demeanor and attitude regarding the violation;
6. The actual, threatened, or potential risk to the student and others due to the student's behavior;
7. Whether the student has compensated or will compensate the victim in the event of property damage or personal injury;
8. Whether the circumstances of the violation are likely to recur;
9. The student's willingness to participate in evaluations, counseling, or other programs;
10. Any mitigating factors;
11. Any other relevant factors.

If suspended, the student must continue to participate in practices and conditioning during the suspension if required by the coach or activity sponsor. The failure to comply with the practice and conditioning requirement will make the student ineligible for reinstatement to the activity.

**Evaluation, Counseling, and Treatment.** Apart from any other disciplinary procedures, students who violate any provision of these rules may be required to undergo a formal clinical evaluation at the administration's/coach's/sponsor's discretion. Based upon the results of that evaluation, the student may be encouraged or required to participate in an education program, counseling, or other treatment deemed appropriate by the evaluating professional.

**Discipline Procedures.** Prior to any disciplinary action under this activities code, the following procedures shall be followed:

As used in this "Discipline Procedures" section, "Investigator" means the coach or activity sponsor of the team or activity in which the student is participating, or any teacher, school official, or school representative whom the Principal or the Superintendent has authorized to perform the duties and responsibilities of "Investigator" as described below.

1. The Investigator shall make an investigation of alleged violation and provide an opportunity for the student to present his or her version of the facts surrounding the alleged violation.

2. The Investigator shall consider all information obtained as a result of the investigation, including information obtained from the student,

and shall render a decision regarding disciplinary action. Within a reasonable period of time of the Investigator's decision, the student and his/her parent or guardian shall be given written notice of the disciplinary action taken by the Investigator.

**Review of Investigator's Decision.** A student or the student's parents may, within five (5) school days of the notice of disciplinary action from the Investigator, notify the Superintendent in writing of their request for a review of the coach or activity sponsor's determination. The Superintendent or his or her designee shall review the situation and render a decision within three (3) school days from the date of the request for review. The superintendent's decision shall be in writing and shall be final.

**Misrepresentations.** Any misrepresentation of fact by a student regarding any alleged violation of these rules shall be considered a separate violation of these rules, and the student shall be subject to additional disciplinary action.

**Questions.** Any parent or student who has questions about board policy, this code, training rules, or rules of conduct of coaches or activity sponsors, or their interpretation or application shall consult with the activities director and/or the superintendent.

**Assistance.** Students are encouraged to consult with their coach, an administrator, a counselor, or a teacher to obtain access to educational, counseling, and other programs and resources that may be available to help avoid misconduct that may result in discipline under this policy.

**Extracurricular Rules and Regulations - Alcohol, Tobacco, Drugs, and \*\*Other Behaviors of Concern.** Athletes and students who participate in various activities, organizations, and school clubs will abstain from the use or possession of alcohol, tobacco products, drugs, and other controlled substances, and look-alikes. This includes on or some off school premises during the school year as established by the adopted school calendar and any season outside the school calendar including summer vacation.

Athletes and students participating in various activities will also abstain from engaging in any activity which constitutes a felony under state or federal law or any activity or behavior of concern which will embarrass or discredit the school, its staff, its students, or his or her teammates.

any of these violations, shall be suspended from participation in activities, for which they are otherwise eligible, under the following guidelines (Note: Consequences for Alcohol, Tobacco, Drugs, and Other Behaviors of Concern are considered to be of special significance and therefore outlined in an additional category with recommended consequences that are administered by administrative staff regardless of a coach's/sponsor's administered consequence for any violation of "Prohibited Conduct" as outlined in the previous section.):

#### Highschool Athletics:

1. First Offense: suspension for the greater of 25% or 2 contests in that sport at the student's highest level of participation and all contests in between.
2. Second Offense: suspension for the greater of 50% or 4 contests in that sport at the student's highest level of participation and all contests in between.
3. Subsequent Offenses: suspension from all extracurricular activities at GRHS for a period of one calendar year.

#### Middle School Athletics:

1. First Offense: suspension from the next contest. Student and Parent must re-sign the Activity Code of Conduct in a meeting with the Activities Director.
2. Second Offense: Suspension from the next three contests.
3. Third Offense: Suspension from all contests for the remainder of the year.

#### Additional Guidelines:

1. Students must complete the season in good standing before their suspension is lifted.
2. Any portion of a suspension not completed by season's end will carry over into the next sports season.
3. Students must attend all practices and team meetings while serving their suspensions.
4. Pre-trial diversion and/or MIP are considered a violation along with violations which do not end in arrest.

5. Drug-related offenses shall require a clean drug test administered



by a doctor, certified school official or nurse and purchased by the offender, before activity participation can resume.

6. Behaviors of Concern suspensions will be confirmed and determined by a Discipline Committee consisting of the AD, Building Principal, and two GRPS staff members designated by the AD and the Building Principal. The designated staff members shall not be a sponsor of the activity the student is currently involved in.
7. "Behaviors of concern include, but are not limited to, bullying, hazing, inappropriate use of electronic media (internet, email, social networks, cell phones, etc.)

High School NSAA Activities (Music, Speech, Play Production),  
Homecoming, Prom, FFA

1. First Offense: suspension from the next scheduled non-graded event or contest
2. Second Offense: suspension from the next 2, non-graded event or contest.
3. Subsequent Offenses: suspension from non-graded activities for a period of one calendar year.

Homecoming, Prom, and Sports Royalty and Student Council Elections: Students found in violation of the "Extracurricular Rules and Regulations" and under suspension during the voting period and/or on the date of Homecoming, Prom, and Student Council Elections shall be ineligible for such royalty and participation in those elections. Any student found to be in violation of the "Extracurricular Rules and Regulations" and administered an activity suspension will be ineligible for Sports Royalty in the Spring of the school year in which the consequence was administered.

### **Random Drug Testing Policy for Students Involved in Extracurricular Activities – Board Policy 5999.**

#### **Mission Statement**

The Board of Education for Gordon-Rushville Public Schools values students' participation in extracurricular activities. Such students, as role models for other students, are key to our goal to provide the best possible educational program for our students. To achieve our goal and to maximize the skills and talents of our students, it is important that each student understands the

dangers of drug and alcohol use. Participation in extracurricular activities is a privilege which can be taken away for failure to comply with this policy. The purpose of this policy is as follows:

1. To provide the health and safety of all students;
2. To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol;
3. To identify students who use illegal drugs and/or alcohol
4. To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs

## DEFINITIONS

DPA: A national certified Drug Program Administrator, which shall use a certified laboratory in testing of samples.

Drugs: Any substance considered illegal by NE Statute, i.e., Uniform Controlled Substances Act, section 28-401 et seq., or which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances. For purposes of this policy, drugs shall include the illegal use of alcohol.

Drug Program Coordinator: The Drug Program Coordinator shall be the Principal or the designee.

MRO: Medical Review Officer.

School Year: From the first day classes commence in the fall, unless the activities begins prior to the first day of classes, in which event it shall include from the first day of practice through and including the last day of classes in the following spring.

Activities Programs: Any activity that meets the guidelines of an extracurricular activity at GRPS, which shall include the following:

Basketball Jazz Band Student Council Journalism Cross Country  
Wrestling Musicals One Act Plays Track Choir Volleyball FFA Football Golf  
Speech/Debate

Participant: Any student who participates in any extracurricular activity as herein before set forth shall be a participant and their name shall be included in the participant pool. A participant shall enter the participant pool upon signing the attached consent form 'EXHIBIT A', along with their parent/guardian, and returning said signed consent form to the High School

Principal. A participant shall remain in the selection pool until the end of the current calendar school year. A student will be removed from the testing pool if they have voluntarily withdrawn from the testing pool.

**Sample Collection:** Samples will be collected as directed by the Drug Program Administrator on the same day that the student is selected for testing, or if the student is absent on that day, on the day the student's return to school. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.

**Drug Program Administrator:** The board will choose a nationally certified Drug Program Administrator (DPA) for the purpose of determining through random selection the student(s)/participant(s) to be tested. This will be accomplished by the use of the "student list" identifying the student by number only. The DPA, by use of a certified laboratory, shall also process sample results and maintain privacy with respect to test results and related matters.

**Medical Review Officer "MRO":** GRHS will utilize an MRO to review all laboratory-reported positive tests. The role of the MRO is critical to protecting the interests of the students, the MRO serves a critical role in determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. The MRO will report results of verified positives and/or warrant health and safety issues to the student and to the designated school representative through the DPA.

**Scope of Tests:** The drug screen tests for one or more illegal drugs and/or alcohol. The Drug Program Coordinator shall determine which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug use.

**Non-Punitive Nature of Policy:** No student shall be penalized academically for testing positive for illegal drugs or alcohol. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug test will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified as soon as possible by the district.

## DRUG SCREENING PROCEDURES

**General Policy:** Practical experience and research have proven that even small quantities of narcotics, abused prescription drugs, or alcohol can affect

judgment and reflexes which can create unsafe conditions for students, especially those involved in sports or any activity covered in this policy. Even when not readily apparent, the effect can have serious results for students engaged in activities. Drug-using students participating in extracurricular activities are a threat to co-participants, other students, and themselves, and may make injurious errors. For these reasons, the Board has adopted a policy that all students participating in extracurricular activities must remain substance-free.

**Prohibitions:** All students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having controlled substances, improperly used medications, or any mind/mood altering or intoxicating substances present in their system.

**Alcohol Use/Possession:** All students participating in extracurricular activities are prohibited from possessing or use of alcohol.

**After School Hours Conduct:** After-school-hours use of drugs, alcohol, or any other prohibited substances is illegal. All students participating in extracurricular activities should realize that these regulations prohibit all illicit drug use during and away from school activities.

**Procedure:**

**1. All Current Students Participating in Extracurricular Activities a.**

**Random Testing:** The board authorizes random announced screening of all students participating in extracurricular activities. The list of students participating in extracurricular activities contained in the random pool will be updated upon receipt of a signed consent from. Students participating in extracurricular activities who have been selected will be required to report to the designated collection site for testing b.

**Consent:** Each student wishing to participate in any extracurricular activity and the student's custodial parent or legal guardian shall give consent by signing the GRHS Handbook Rules and Policies Form. No student shall be able to participate in any extracurricular activities absent such consent. Any parent/guardian wishing to have their opt-out of the random drug testing program will need to contact the high school office and request an opt-out form. If a student opts out of the random drug testing pool, they will not be allowed to participate in any activities for the remainder of that school year.

**c. Removal From the Random Drug Testing List:** Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the

**testing list. A request form must be signed by the student and**

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**their parent/guardian to be dropped. However, students may volunteer to remain in the pool even though they are not part of the activity.**

## **2. Testing Procedures**

a. General Guidelines: The board and the DPA shall rely, when practical, on the guidance of the Federal Department of Transportation, Procedures for Transportation Workplace Drug Testing Programs, 49 C.F.R. Parts 40.1 through 40.39, and on the further guidance on the Omnibus Transportation Employee Testing Act provided in 49 C.F.R. Parts 382, 391, 392, and 395.

b. Substances: Substances that students participating in extracurricular activities may be randomly tested for: alcohol, amphetamines, cannabinoids, cocaine, opiates, synthetic opiates and PCP, and other substances, such as but not limited to steroids, barbiturates, and benzodiazepines without advance notices as part of tests authorized by the Board for safety purposes. Such tests will be coordinated with the Drug Program Coordinator.

c. Testing Procedure: The Board reserves the right to utilize hair, breath, saliva or urinalysis testing procedures. Urin, hair and oral fluid samples which screen positive will be confirmed by GC/MS. Positive saliva or breath alcohol tests will be confirmed by an Evidential Breath Tester.

## **3. Collection Sites**

a. The Drug Program Coordinator will designate a collection site(s) at GRHS where individuals may provide specimens.

## **4. Collection Procedures**

a. The Board and the DPA have developed and will maintain a documented procedure for collecting, shipping and accessing all specimens. The Board and the DPA will utilize a standard Custody and Control form for all students participating in extracurricular activities testing. A tamper-proof sealing system identifying numbers, labels, and sealed shipping containers will be used for specimen transportation. Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain proper collection procedure that is reasonable. All alcohol testing will be performed by a certified Breath Alcohol Technician. Where the Board has the employee collect the specimen, the Board will provide instruction and training to that employee.

## 5. Return of Results

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a. The DPA will transmit by a secure method the results of all tests to the DPA's MRO. The MRO will be responsible for reviewing test results of students. Prior to making a final decision, the MRO shall give the individual an opportunity to discuss the results either face to face or over the phone. The DPA shall then promptly tell the principal of the high school which student(s) tested positive.

## 6. Request for Retest

a. A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive test will be confirmed with an EBT device. Students involved in the program may, upon a non-negative test result, request that the split sample be tested (within 72 hours of being notified of the final testing result) at a second nationally certified laboratory from a list provided by the MRO. Students participating in extracurricular activities are required to pay the associated costs for an additional test in advance. However, the cost will be reimbursed if the results of the split test is negative.

Positive Results: whenever a student's test results indicate the presence of an illegal drug (positive test), the following will occur: if the sample test positive, the custodial parent or legal guardian will be notified and a meeting will be schedule with the GRHS Principal or designee (Drug Program Coordinator), the student, and the custodial parent or legal guardian.

### **First Positive Test or First Refusal to Submit to a Drug Test**

- DCP meeting with parent(s) and student;
- The student will be ineligible to publicly perform in any activity for 14 school calendar days.
- Student must complete 4 sessions of counseling before the student returns to activities.
- Follow-up drug testing, a minimum of once a month, will commence after the first parent meeting for the remainder of the school year.

### **Second Positive Test or Second Refusal to Submit a Drug Test**

- DCP meeting with parent(s) and the student
- Suspension of the privilege to publicly perform in extracurricular activities for 30 days.

- 6 additional sessions of counseling must be completed before the student may petition to return to activities.
- Follow-up drug testing, a minimum of one a month for the remainder of the school year.
- Students will return to step 2 in subsequent school years.

### **Third Positive Test or Third Refusal to Submit to a Drug Test**

- DCP meeting with parent(s) and student
- Suspension of the privilege to publicly perform extracurricular activities for the remainder of the school year.
- Written proof of alcohol/drug use assessment by a drug counselor is required, at the parent's expense.
- Follow-up drug testing, a minimum of once a month, will commence after the first parent meeting for the remainder of the school year.
- Students will return to step 2 in subsequent school years.

### **Fourth Positive Test or Fourth Refusal to Submit to a Drug Test**

- DCP meeting with the parents(s) and student
- Follow-up drug testing, a minimum of once a month, will commence after the parent meeting for the remainder of the student's time as a student at their assigned attendance center.

Refusal to Submit to Drug Use Test: a participating student who refuses to submit to a drug test authorized under the policy, shall have the same obligations, responsibilities and shall incur the same penalties as though the student tested positive for an illegal drug (positive test).

Appeal: a student participating in extracurricular activities who has been determined by the principal or DPC to be in violation of their policy shall have the right to appeal the decision to the superintendent or their designee(s). Such requests for a review must be submitted to the superintendent in writing within 5 calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The Superintendent or their designee(s) shall then

determine whether the original finding was justified. No further review of the Superintendent's decision will be provided, and their decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion which shall be final and not subject to appeal.

Record Keeping and Confidentiality: all records pertaining to participants shall be kept separate from the students records. The record keeping and results of all testing will be held in the strictest confidence. These records will be accessible only to the DPC or their designee. Records pertaining to a particular student will be destroyed upon their graduation from GRHS, or one year after their class graduation.

#### SEVERABILITY

Should any sentence, clause, provision, or paragraph of this entire policy be deemed unlawful or unconstitutional, it is intended that, insofar as may be practicable, the remaining portions of this policy remain in full force and effect.

Revision Approved \_\_\_\_\_



## **A Parent's Guide to Concussions**

### **WHAT IS A CONCUSSION?**

A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked-out") to suffer a concussion.

### **CONCUSSION FACTS**

- It is estimated that more than 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System).
- Concussions occur most frequently in football, but girl's lacrosse, girls' soccer, boy's lacrosse, wrestling, and girls' basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months. • Concussions can cause symptoms that interfere with school, work, and social life.
- Athletes who have symptoms from a concussion should not return to sports because they are still at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.

### **WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION? •**

#### Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or

- Can't recall events prior to hit or fall opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly) ▪ Shows behavior or personality changes
- Can't recall events after hit or fall

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right

## **WHAT SHOULD I DO IF I THINK MY CHILD HAS HAD A CONCUSSION?**

An athlete who is suspected of having a concussion must be removed from play immediately, whether it is in a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk of further injury, and even death. Parents and coaches are not expected to be able to “diagnose” a concussion, as that is the job of a medical professional. However, they must be aware of the signs and symptoms of a concussion and if they are suspicious, the child must stop playing:

### **WHEN IN DOUBT – SIT THEM OUT!**

Every athlete who sustains a concussion needs to be evaluated by a health care professional who is familiar with sports concussions. Parents should call their child’s physician, explain what has happened, and follow the physician’s instructions. A child who is vomiting, has a severe headache, or has difficulty staying awake or answering simple questions should be taken to the parent’s doctor or emergency room immediately.

## **WHEN MAY AN ATHLETE RETURN TO PLAY FOLLOWING A CONCUSSION?**

No athlete who has suffered a concussion should return to play or practice the same day. Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

Concerns about athletes who return to play too quickly have led state lawmakers in Oregon and Washington to pass laws stating that **no athlete shall return to play on the day he or she suffered a concussion and the athlete must be cleared by an appropriate health care professional before he or she are allowed to return to play in games or practices.** The laws also mandate that coaches receive education on recognizing the signs and symptoms of concussion.

Once an athlete is free of symptoms of a concussion and is cleared to return to play by a health care professional knowledgeable in the care of sports concussions, he or she should proceed with activity in a step-wise fashion to allow the brain to readjust to exertion. On average, the athlete will complete a new step each day. The return-to-play schedule should proceed as below following medical clearance:

*Step 1:* Light exercise, including walking or riding an exercise bike. No weight lifting.

*Step 2:* Running in the gym or on the field. No helmet or other equipment.

*Step 3:* Non-contact training drills in full equipment. Weight training can begin.

*Step 4:* Full contact practice or training.

*Step 5:* Game play.

If symptoms occur at any step, the athlete should cease activity and be re-evaluated by a health care provider.

## **HOW CAN A CONCUSSION AFFECT SCHOOLWORK?**

Following a concussion, many athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short and long-term memory, concentration, and organization.

In many cases, it is best to reduce the athlete's class load after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days or perhaps a longer period of time if needed. Decreasing the stress on the brain soon after a concussion may reduce symptoms and shorten the recovery period.

## **WHAT CAN YOU DO?**

- Both you and your child should learn to recognize the "Signs and Symptoms" of a concussion as listed above.
- Emphasize to administrators, coaches, teachers, and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season's sports.

## **OTHER FREQUENTLY ASKED QUESTIONS:**

**Why is it so important that an athlete not return to play until they have completely recovered from a concussion?**

vulnerable to recurrent, cumulative, and even catastrophic consequences of a second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return-to-play decisions are carefully made. No athlete should return to sport or other at-risk participation when symptoms of a concussion are present and recovery is ongoing.

### **Is a “CT scan” or MRI needed to diagnose a concussion?**

Diagnostic testing which includes CT (“CAT”) and MRI scans are rarely needed following a concussion. While these are helpful in identifying life-threatening brain injuries (e.g., skull fracture, bleeding, swelling), they are not normally used, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete’s story of the injury and the health care provider’s physical examination.

### **What is the best treatment to help my child recover more quickly from a concussion?**

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television, and phones (including text messaging) may exacerbate the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms decrease, you may allow increased use of computers, phone, video games, etc., but the access must be reduced if symptoms worsen.

### **How long do the symptoms of a concussion usually last?**

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases, symptoms may last for several weeks or even months. Symptoms such as headache, memory problems, poor concentration, and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

### **How many concussions can an athlete have before he or she should stop playing sports?**

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances surrounding each individual injury, such as the way the injury happened and

considered when assessing the athlete's risk for further and potentially more serious concussions. The decision to "retire" from sports is a decision best reached following a complete evaluation by your child's primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

**I've read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?**

The issue of "chronic encephalopathy" in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time, we have very little knowledge of the long-term effects of concussions that happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or sheer force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to carefully manage each concussion.

Adapted from A Parent's Guide to Concussion in Sports, National Federation of High School Associations.

Some of this information has been adapted from the CDC's "Heads Up: Concussion in High School Sports" materials by the NFHS's Sports Medicine Advisory Committee. Please go to [www.cdc.gov/ncipc/tbi/Coaches\\_Tool\\_Kit.htm](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm) for more information.

## AUTHORIZATION AND ACKNOWLEDGEMENT

### WARNING: SERIOUS CATASTROPHIC AND PERHAPS FATAL INJURY MAY RESULT FROM ATHLETIC PARTICIPATION

Many forms of athletic competition result in violent physical contact among players, the use of equipment that may result in accidents, strenuous physical exertion, and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate in spite of those risks. No amount of instruction, precaution, or supervision will eliminate these risks. Students have suffered accidents resulting in death, paraplegia, quadriplegia, and other very serious permanent physical impairment while playing sports. By granting permission for your student to participate in athletic competition, you, the parent or guardian, acknowledge that such risk exists. Students will be instructed in proper techniques to be used in athletic competition and in the proper utilization of all equipment worn or used in practice and competition. Students must adhere to that instruction and utilization and must refrain from improper uses and techniques.

I understand the statement above and I understand that by allowing my student to participate in athletic events, I assume the risk that he/she may be injured, perhaps severely.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Name of Parent Date \_\_\_\_\_ Printed

### ACKNOWLEDGEMENT OF CONDUCT CODE

I understand that as a student representing the school district in activities, I am obligated to comply with the athletic handbook, including the code of conduct. **This means that I may not possess, use, or be at parties in the presence of alcohol, illicit drugs, or controlled substances at any time during the calendar year. I understand that this policy applies both during the school year and in the summer.** I understand that if I violate the code of conduct or other rules in this handbook, I may be suspended from participation in all co-curricular activities and/or school sponsored activities or events.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Name of Student Date \_\_\_\_\_ Printed

I understand that my student is obligated by this handbook, including the statements above.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Name of Parent Date \_\_\_\_\_ Printed





## Multicultural Report

July, 2026

Gordon-Rushville Public Schools incorporates multicultural education in all curriculum areas at all grades. Multicultural education includes, but is not limited to, studies related to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans, and European Americans with special emphasis on human relations and sensitivity toward all races.

Curriculum and instruction are designed to provide opportunities for students to expand their knowledge and understanding of diversity and the importance of multicultural humanity.

Current practices include:

1. Use of textbooks and other curricula that include multicultural perspectives and content and are appropriate at all grade levels.
2. A multicultural fair and/or guest speaker is held semi-annually at the high school celebrating diverse cultures in our communities.
3. Students in high school foreign language classes are immersed in Hispanic culture through practice, food, song and ceremony.
4. Students at the elementary level have an introduction to multicultural experiences through classroom instruction.
5. All staff are trained in culturally responsive instruction practices.

Goals:

1. Continue to find ways to prepare students to (a) value and respect their own culture and race as well as cultures and races other than their own, and (b) eliminate stereotypes and different treatment of others based on culture and race.
2. Preparing students to eliminate stereotypes and discrimination or harassment of others based on ethnicity, religion, gender, socioeconomic status, age, or disability.

## **5016**

### **Student Records**

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district. "Student records" also shall not include any records created and maintained by the district's law enforcement unit for a law enforcement purpose.

For purposes of the district's compliance with state and federal law, and subject to the limitations in the paragraph above, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is Infinite Campus.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. A school official may access, maintain, and use education records containing personally identifiable information (PII) when he or she has a legitimate educational interest in such. "School official" includes any agent, volunteer, or contractor performing an institutional service or function for which the school would otherwise use its own employees and who is under the school district's direct

control with respect to their access to, maintenance of, and use of PII from student records. For example, a school official may include, but would not be limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. This includes sharing information with the Department of Education necessary to comply with the requirement of state law that all third-year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Adopted on: 2/14/2022

Revised on: 7/14/2025

Reviewed on: \_\_\_\_\_

## **5015**

### **Protection of Pupil Rights**

The Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA).

#### **1. Surveys**

- a. Surveys Created by a Third Party
  - i. This section applies to every survey:
    - (1) that is created by a person or entity other than a district staff member or student;
    - (2) regardless of whether the student answering the questions can be identified; and
    - (3) regardless of the subject matter of the questions
  - ii. Parents have the right to inspect any survey created by a third party before that survey is distributed to their student.
- b. Surveys Requesting Particular Sensitive Information
  - i. Sensitive information shall include:
    - (1) Political affiliations or beliefs of the student or the student's parent(s);
    - (2) Mental or psychological problems of the student or the student's family;
    - (3) Sexual behavior or attitudes;
    - (4) Illegal, anti-social, self-incriminating, or demeaning behavior;
    - (5) Critical appraisals of other individuals with whom respondents have close family relationships;
    - (6) Legally recognized privileged or analogous relationships, such as those of lawyers; physicians, and ministers;
    - (7) Religious practices, affiliations, or beliefs of the student or student's parent(s); or
    - (8) Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.
  - ii. No student shall be required to submit to a survey, analysis, or evaluation that requests sensitive information.
  - iii. If a survey requesting sensitive information is funded, in whole or in part, by a program administered by the U.S. Department of Education, the school district must obtain the

- written consent of a student's parent(s) before the student participates in the survey.
- iv. School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey (created by any person or entity, including the district) containing any sensitive information.
  - v. Parents have the right to inspect any survey which requests sensitive information before that survey is distributed to their student.
- c. Survey Inspection Requests
- i. School officials shall inform parents of their right to inspect surveys requesting sensitive information before the surveys are distributed to any student.
  - ii. All survey inspection requests must be in writing to the building principal and delivered to the building principal prior to the date on which the survey is scheduled to be administered to the students.
  - iii. The principal shall respond to survey inspection requests without delay.
- d. The district will also comply with any survey requirements found in the district's policy on Parent Involvement in Education Practices.

## **2. Invasive Physical Examinations**

- a. The term "invasive physical examination" means:
- i. any medical examination that involves the exposure of private body parts; or
  - ii. any act during such examination that includes incision, insertion, or injection into the body; and
  - iii. does not include a hearing, vision, or scoliosis screening.
- b. Parents may refuse to allow their student to participate in any non-emergency, invasive physical examination or screening that is:
- i. required as a condition of attendance;
  - ii. administered by the school and scheduled by the school in advance; and
  - iii. not necessary to protect the immediate health and safety of the student, or of other students.
- c. This policy does not apply to any physical examination or screening that:
- i. is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification;

- ii. is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*)
- iii. is otherwise authorized by Board policy.

### **3. Collection of Personal Information from Students for Marketing**

- a. The term "personal information" means individually identifiable information including:
  - i. student's and parent(s)' first and last name;
  - ii. home or other physical address;
  - iii. telephone number; and/or
  - iv. social security number.
- b. No school official or staff member shall administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information.
- c. This policy does not apply to the collection, disclosure or use of personal information for the exclusive purpose of providing educational services to students, such as the following:
  - i. post-secondary education recruitment;
  - ii. military recruitment;
  - iii. tests and assessments to provide cognitive, evaluative, diagnostic or achievement information about students; and/or
  - iv. student recognition programs.

### **4. Inspection of Instructional Material**

- a. Definition
  - i. The term "instructional materials" means instructional content that is provided to a student regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet).
  - ii. The term does not include academic tests or academic assessments.
- b. Parents may inspect, upon their request, any instructional material used as part of their child's education curriculum.
- c. Curriculum inspection requests must be made to the building principal in writing.
- d. Building principals shall respond to inspection requests within a reasonable amount of time.

### **5. Notification of Rights and Procedures**

- a. The superintendent shall notify parents of:
  - i. this policy and its availability upon request from the office of the district;
  - ii. how to opt their child out of participation in activities as provided for in this policy;
  - iii. the approximate dates during the school year when a survey requesting personal information is scheduled or expected to be scheduled; and
  - iv. how to request access to any survey or other material described in this policy.
- b. This notification shall be given to parents as least annually, at the beginning of the school year and within a reasonable period after any substantive change in this policy.

Adopted on: 2/14/2022

Revised on: 7/14/2025

Reviewed on: \_\_\_\_\_



## ***NOTICE OF PARENTAL RIGHTS***

The Family Education Rights and Privacy Act (FERPA) provides parents and guardians certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the day the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If you believe one of your student's records is inaccurate, you should write the school principal, clearly identify the part of the record you want changed, and specify why it is inaccurate. If the school decides not to amend the record as requested, it will notify you of the decision and advise you of your right to a hearing regarding the request for amendment.

FERPA and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children.

Directory information is information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if it were disclosed. For example, an athletic program that lists the names of team members and their heights and/or weights and an academic program that lists the names of students receiving academic awards both contain directory information. So do other school district publications and the district's web site. Directory information includes the following information about a student:

- Name and grade
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet

- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information about your student(s) can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that market or manufacture class rings, sell student photographs or publish student yearbooks.

Federal law requires school districts to provide military recruiters and institutions of higher education with the names, addresses and telephone listings of high school students unless parents have notified the school district that they do not want this information disclosed without prior written parental consent.

**You have two options:**

**If you *DO NOT OBJECT*** to the disclosure of directory information about your student, you do not need to do anything.

**If you *OBJECT*** to the disclosure of any directory information about your student, you should write a letter to the principal at the building where your student(s) attend(s) school. This letter should specify the particular categories of directory information that you do not wish to have released about your child or the particular types of outside organizations to which you do not wish directory information to be released. This letter must be received by the school district no later than *September 1 of the current school year*.

***Non-directory Information.*** Please be aware that all of the other personally identifiable information about your student(s) that is contained in this school district's education records will generally not be disclosed to anyone outside the school system except: (1) in accordance with the provisions of FERPA and regulations, (2) in accordance with state statutes and regulations, or (3) in accordance with your written instructions.

***Internal Use of Information.*** Whatever choice you make, the school district will be able to use this directory information for internal school purposes and to share it with other education institutions in accordance with law.

***Transfer of Records Upon Student Enrollment.*** Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform you when it makes a disclosure under this provision.

***Complaints.*** You have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605**

# **Gordon-Rushville PUBLIC SCHOOLS**



## **Gordon-Rushville Elementary Schools**

### **STUDENT-PARENT HANDBOOK 2026-2027**

**Rushville Elementary School**  
401 Sprague St.  
P.O. Box 590  
Rushville, NE 69360  
Phone: (308) 327-2448  
Fax: (308) 327-2504

**Gordon Elementary School**  
500 W. 2nd St.  
Gordon, NE 69343  
Phone: (308) 282-0216  
Fax: (308) 282-1512

[www.grmustangs.org](http://www.grmustangs.org)

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## Welcome Letter

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year.

**Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.**

**There are several forms at the end of this handbook that you must read, sign, and return no later than August 31st, 2026.**

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office.

Sincerely,

Nathan Livingston  
Superintendent

## **Intent of Handbook**

This handbook is intended to be used by students, parents, and staff as a guide to the rules, procedures, and general information about this school district. Students and their parents must become familiar with the handbook, and parents should use it as a resource and assist their children in following the rules contained in it. The use of the word “parents” refers to any adult who has the responsibility for making education-related decisions about a child, including, but not limited to biological parents, adoptive parents, legal guardians, and adults acting in loco parentis.

Although the information in this handbook is detailed and specific on many topics, it is not intended to be all-encompassing or to cover every situation and circumstance that may arise during a school day or school year. This handbook does not create a “contract” with parents, students, or staff, and the administration may make decisions and rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based on applicable school district policies, and state and federal statutes and regulations.

## **Notice of Nondiscrimination**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The school district prohibits sex discrimination in any education program or activity in any education program or activity that it operates.

Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability, or that have other related concerns or questions, should contact the following Section 504 Coordinator: Nathan Livingston at 308-282-1322 , [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) or in person at school.

Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex, or that have other related concerns or questions, should contact the following Title IX Coordinator: Nathan Livingston at 308-282-1322 [nathan.livinston@grmustangs.org](mailto:nathan.livinston@grmustangs.org), PO Box 530, Gordon, Nebraska 69343 or in person at school. The School District’s specific Notice of Nondiscrimination on the Basis of Sex may be accessed at the following link: [www.grmustangs.org](http://www.grmustangs.org)

Students who believe that they have been the subject of unlawful discrimination or harassment due to their race, color, or national origin, or that have other related concerns or questions, should contact the following Title VI Coordinator: Nathan

Livingston at 308-282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org), PO Box 530, Gordon, Nebraska 69343 or in person at school.

Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the Superintendent at 308-282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

For additional prohibited discrimination and related information, please review school district Policy 5053– Nondiscrimination.

# GORDON RUSHVILLE PUBLIC SCHOOLS

## *Dedicated Life Long Learning*

### Mission Statement

Gordon-Rushville Public Schools is committed to developing well-rounded leaders and lifelong learners. We share a vision of creating a system that enables every student in our diverse community to meet or exceed rigorous standards for academic performance.

### Belief Statement

At Gordon-Rushville Schools we strive to provide a safe environment where every student can be a lifelong, productive, and successful learner.

### Purpose Statement

Gordon-Rushville Public Schools is committed to developing well-rounded leaders and lifelong learners. We share a vision of creating a system that enables every student in our diverse community to meet or exceed rigorous standards for academic performance.

### Direction Statement

At Gordon-Rushville Schools we strive to provide a safe environment where every student can be a lifelong, productive, and successful learner.

### Gordon-Rushville Elementary Schools Continuous Improvement Goals

Reading: All students will demonstrate an increase of grade-level comprehension and vocabulary in all content areas.

Math: All students will improve in algebraic concepts and mathematical number sense.

## **SECTION ONE: BASIC SCHOOL RULES AND GENERAL PRACTICES**

### **Admission of Students**

Students shall be admitted to the school district who are required by law to be enrolled or are permitted to enroll by law or board policy.

Students who have been placed in a foster home within the school district are not residents of the district and will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services that it is in the best interests of the student not to attend his or her district of residence.

Prior to enrolling any student who is a ward of the state of Nebraska or a ward of any court, the district will ask to review a completed copy of the “Education Court Report Form” promulgated by the Nebraska Supreme Court’s Commission on Children and Families in the Courts – Education Sub-Committee. If there is no such completed form, district staff will offer assistance to the appropriate responsible individual in securing the information necessary to complete the form as part of the district’s enrollment process.

Except in adult education classes or when otherwise required by law, no student who is of 21 years of age or older, or who has earned a high school diploma or its equivalent will be allowed to be enrolled in or continue to attend school in the district.

Students who seek to enroll in the district must comply with each board policy, state statute and regulation that applies to their situation. Grade level placement will be determined in accordance with district policy.

### **Admission of Part-Time Students**

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

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

1. is of appropriate age to attend school,;

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

The parent or guardian must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district by June 15th prior to the year of enrollment. For second semester courses, the application must be filed by the end of the 2nd quarter. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian must apply for enrollment each school year.

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

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

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

**Applicability of School Rules.** Students accepted for part-time enrollment are subject to all rules and standards of the board of education and administration as set forth in policy, handbooks or other communications, as well as the rules and directives of the building administration and staff. They must remain on the school campus during

scheduled classes but must leave the school campus when not engaged in a course, course-related activity, or an extracurricular activity or sport, unless the building principal approves their presence. Students who violate school policies, rules, or directives shall be subject to disciplinary procedures up to and including suspension and expulsion.

**Extracurricular Sports and Activities.** Students who are enrolled in a private, denominational, or parochial school may not participate in extracurricular sports and activities sponsored by the school district.

Exempt school students may only participate in extracurricular sports and activities if they are enrolled in at least 20 total credit hours per semester, when combining the exempt school credit hours and credit hours taken on a part-time basis at the school district. Exempt school students are not eligible to participate in extracurricular sports and activities sponsored by the school district if they participate in any sport or activity sponsored by any other public, private, denominational, or parochial school. Any such students who desire to participate in extracurricular sports and activities at the school district must enroll in the following number of credit hours from the school district:

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

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

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

## **Attendance**

### **Required Attendance**

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



**Mandatory Attendance Age**

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

**Exceptions**

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

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

**Discontinuing Enrollment – 5 Year Old Students**

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

**Discontinuing Enrollment – 16 and 17 Year Old Students**

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request that demonstrates that the student meets the district's legal criteria allowing for disenrollment to the superintendent using the applicable district form. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

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

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

Upon notice from the Department of Health and Human Services, the District shall not



facilitate the transfer or disenrollment of a student whose parent, guardian, or educational decisionmaker is subject to an active investigation by the Department for fourteen days or until further notice from the Department, whichever occurs first.

### **Attendance Officer**

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

### **Expectations for Regular Attendance:**

1. Students are expected to attend every class, every day.
2. The only "excused" absences shall be:
  - a.) absences when severe weather conditions have made the roads impassable so that the student's attendance impracticable or impossible;
  - b.) student attendance at a school-sponsored activity;
  - c.) student has been suspended or expelled from school by the school district; and
  - d.) absences required by law enforcement, child protective services or a court of competent jurisdiction confirmed in writing to the school district.
3. All other absences, including absences for minor illnesses, family events, routine medical appointments are simply "absences."
4. Students must not be absent from any course more than 20 days in any given quarter in order to earn academic credit for that course for that quarter. Students who lose credit in any given course due to absences may appeal that loss of credit to his/her building principal.

### **Excused Absences – Physical or Mental Illness**

Absences shall be excused by a parent, guardian, or educational decision maker, as defined in section 79-530, of the child for physical or mental illness and as documented by a credentialed health professional, provided the documentation supports such absence. In the instance of chronic illness, documentation shall be reviewed each semester.

### **Excessive Absenteeism**

When a student receives 5 unexcused absences or the hourly equivalent in any semester, the Attendance Officer may send written notification of the student's total absences to the student's parent or guardian. When a student receives 10 unexcused absences or the hourly equivalent in any school year, the Attendance Officer will send

written notification of the student's total absences to the student's parent or guardian and will schedule a meeting with the student's parents or guardians to discuss any barriers to the student's attendance. When a student receives 15 unexcused absences or the hourly equivalent in any school year, the Attendance Officer may send written notification of the student's total absences to the student's parent or guardian and may schedule a meeting with relevant stakeholders to discuss and address any barriers to the student's attendance, unless the Attendance Officer determines that such a meeting would not be productive in facilitating the student's regular attendance.

When a student is absent more than twenty days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 23 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

### **Absences Due to Illness**

The school district will contact parents if a student becomes ill at school. A student who is absent due to illness has two days for every day of absence to complete missed assignments.

### **Planned Absences**

Parents who know in advance that a student will be absent must call the school or send a written note at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence. Parents should make every attempt to schedule medical and other appointments after school hours when possible.

### **Students are obligated to:**

- 1) Complete all class work in advance for any absence that can be anticipated.
- 2) Attend school a full day before attending practice or participating in a scheduled student activity except in cases of family emergencies or pre arranged absences.
- 3) Check out of school at the office if leaving school during the school day.
- 4) Make up any and all work that is assigned by teachers as make-up work for the instructional time that has been missed. Any assignment assigned before a student's absence and due during the time of the absence must be turned into the teacher upon the student's return to class.

### **Parents are obligated to:**

- 1) Call the appropriate building office to inform the school of the reason for each absence.

- 2) Submit a doctor's statement, if requested, for each period of absence due to illness that exceeds five days.

### **School Activity Related Absences**

Students are responsible for making up all school work missed due to an activity. The procedures for an activity absence are:

- 1) A student involved in any school activity will be responsible for communicating with their teachers at least three days prior to the activity so advanced assignments may be given and completed by the student.
- 2) The student will make up work assigned by the teacher before the activity absence unless other arrangements were made with the teacher.
- 3) The activity sponsor will send a list of students participating in a specific activity to all teachers, administrative assistants, and administration three days prior to an activity.
- 4) A student may be prohibited from attending an activity if prior arrangements were not made with all of their teachers.
- 5) Students who are scheduled to attend an activity and miss school may be counted truant.

### **Assignment of Students**

Gordon and Rushville Elementary Schools encourage communication with parents at all times. Through this open communication hopefully we can place your student in the best educational setting possible. We feel that it is important that parents understand the process that is used by staff for placement of each student. It is our goal that each student will be assigned to the classroom where he or she will have the most educational success. Placement will be made by recommendations from: the teachers from the current grade level, Title I teachers (if applicable), resource teachers (if applicable), the guidance counselor, the principal, and the upcoming grade level teachers if deemed necessary to have their input. Factors taken into consideration by the staff would include: student's academic needs, student's learning style, teacher's teaching style, student's ability to get along with others, student's social development, student's physical/motor skill development, and the student's emotional development. Through a study of these factors, by the staff, placement for the following year is then made.

### **Bills**

Students should pay bills for supplies, fines, shop materials, clothing orders, etc. in the school bookkeeper's office. Any check for these payments should be made out to Gordon Rushville Public Schools unless otherwise instructed. Pursuant to board policy, the district will assess an additional penalty of \$30 for any check returned from the bank for insufficient funds.

## **Birth Certificate Requirements**

State law requires that a certified copy of a student's birth certificate be used when enrolling a new student in school. If your child is registering with Gordon-Rushville Elementary Schools for the first time, you may obtain this document from the Bureau of Vital Statistics in the state in which your child was born. Assistance in obtaining birth certificates may be obtained from Health Records Management, P.O. Box 95065, Lincoln, NE 68509-5065. There is a fee per certificate.

If a birth certificate is unavailable, other reliable proof of a student's identity may be used. These documents could include naturalization or immigration documents showing date of birth or official hospital birth records, a passport, or a translation of a birth certificate from another country. The documents must be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.

[Link to Nebraska Birth Certificate Information](#)

## **Books and Supplies**

Students must take care of books and other supplies provided by the district. The school will assess fines for damage to books and school property.

Students must supply their own consumable items such as pens, pencils, tablets, notebooks, erasers, and crayons. Each classroom teacher will prepare a supply list for students at the beginning of the school year.

## **Bulletin Boards**

Bulletin boards are maintained throughout the building to communicate general information, material, and school announcements. Students should check the bulletin boards carefully each school day. A written copy of daily announcements will be posted on the main bulletin board by the offices.

Bulletin board or electronic publishing space may be provided for the use of students and student organizations for notices relating to matters of general interest to students. The following general limitations apply to all posting or publishing:

- 1) All postings must be approved by the appropriate building principal or designee. Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
- 2) All postings must identify the student or the student organization posting or publishing the notice.
- 3) Material shall be removed after a reasonable time to assure full access to the bulletin boards or electronic publishing media.

## **Bullying**

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal.

## **Reporting Bullying**

Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

## **Bullying Investigations**

School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

## **Bicycles and Other Items with Wheels**

It is the responsibility of parents to determine whether students bring bicycles to school. The school may revoke this privilege if safety violations occur. The school is NOT responsible for lost or damaged bicycles. BICYCLES ARE NOT TO BE RIDDEN ON PLAYGROUNDS OR SIDEWALKS. Students should know how to use proper hand signals and rules of the road before being allowed to ride them to school. Bicycles must be parked in the racks provided, and bike locks are encouraged. Also, students are NOT allowed to ride skateboards, roller blades, scooters, or any item with wheels on school property.

## **Cafeteria Rules**

- 1) All food must be consumed in the areas designated by the school.
- 2) After students have eaten, they must return trays to the kitchen. All straws, papers, milk cartons should be deposited in the trash cans. All leftover food



should be scraped off the tray onto the correct container. Forks and spoons should be placed in the pan with water, NOT THROWN AWAY!

- 3) Students are to use proper manners including eating quietly.
- 4) Students may not throw food or other items.
- 5) Gum must be disposed of properly before entering the lunch line.
- 6) Second servings are available to those who have made an effort to clean their trays and have requisite funds as required by board policy.
- 7) Students should remain at their tables until they are dismissed.
- 8) Parents who wish their child to eat lunch away from school must provide a written authorization to the student's building principal.
- 9) Students must treat lunch personnel with respect.
- 10) Students who violate the above rules will be disciplined.

### **Candy and Gum**

Students are not to have or consume candy/gum/food in the halls and classrooms. It is discouraged for students to have candy in individual quantities in their lunch container to be consumed during lunch, or at any other time during school hours. Any teacher or staff member has the right to confiscate food products from students. Students who chew gum are expected to follow these guidelines:

- Students must dispose of all wrappers in used gum properly by wrapping in paper and/or placing in a lined trash can.
- Students will be allowed to chew gum in classes or at activities only if the teacher or instructor approves. If a teacher or instructor does not allow gum chewing, the student will dispose of it properly upon entering the location of the class or activity.
- Students will dispose of gum immediately without comment upon the request of any adult.

### **Cell Phones and Other Electronic Devices**

Students may not use cell phones or other electronic devices while at school, except as permitted in this handbook.

Students may use cell phones or other electronic devices on the school sidewalks and in the common areas of the school before and after school, so long as they do not create a distraction or a disruption. Students may not use cell phones or other electronic devices while they are in locker rooms or restrooms. Students must comply with each teacher's classroom rules regarding cell phone use in class.

Students may not use cell phones or other electronic devices while riding in a school vehicle unless they have express permission to do so from the vehicle's driver.

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The school district is not responsible for theft, loss, or damage of a cell phone or any calls made on a cell phone.

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

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct. Any student found to be in possession of obscene, pornographic, lewd, or otherwise illegal images or photographs will be promptly referred to law enforcement and/or other state or federal agencies, which may result in arrest, criminal prosecution, and possible inclusion on sex offender registries.

### **Infractions:**

During school hours students' personal cell phones and electronic devices will remain off and out of sight or will only be allowed for educational purposes. If contact needs to be made with a student during school hours please call the office.

### **Consequences for Infractions:**

- 1st Offense: One verbal warning (per class). Once a student is given a verbal warning, any future noncompliance will become the 2nd offense, whether on the same day/class or on future days.  
Protocol: A staff member will give the student a verbal reminder that their cell phone needs to be off and out of sight.
- 2nd Offense: The device is taken away for the class period (per class). If a device is taken away during a class any future non-compliance during that class will become the 3rd offense.  
Protocol: A staff member will take away the student's cell phone and keep it on their desk until the end of the class period.
- 3rd Offense: The device is taken to the office and the student must pick it up there at the end of the day.  
Protocol: A staff member will take away the student's cell phone and it will be given to the office. The student may pick up the cell phone at the end of the school day.

**Chain of Command**

Chain of Command Process

- Level 1 -- the teacher/sponsor
- Level 2 -- the building principal
- Level 3 -- the superintendent of schools
- Level 4 -- the Board of Education

All problems are to be solved at the lowest possible level. Complaints will be accepted at any level only if remedies at lower levels have been exhausted. Refer to Policy # 3035 for the full list of chain of command recommendations.

**Cheating, Plagiarism, and Academic Dishonesty**

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- ❑ Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- ❑ Lying.
- ❑ Copying another person’s work or answers.
- ❑ Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- ❑ Taking or receiving copies of a test without the permission of the teacher.
- ❑ Using or displaying notes, “cheat sheets,” or other sources of unauthorized information.
- ❑ Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- ❑ Submitting work or any portion of work completed by another person.
- ❑ Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.
- ❑ Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.

**Child Abuse and Neglect**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or



disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

### **Class Dismissal**

Classes are in session from the ringing of the tardy bell until the teacher dismisses the class. The bell at the end of the period is not a dismissal bell, and students may not leave their classrooms until they have been excused by their classroom teacher.

### **Classroom Behavior**

Student behavior and attitude in the classroom must be cooperative and serious. All students must:

- arrive to class on time;
- prepare for class with all necessary materials;
- be considerate of others;
- respond promptly to all directions of the teacher; and
- take care of school property and the property of others.

Teachers will establish classroom respect agreements that students must obey.

### **Classroom Celebrations**

Your students' class will celebrate various events throughout the year. Parents may be asked to assist the teacher if needed.

- Birthday treats may be provided for classes. Teachers will exercise judgment as to the most appropriate time to celebrate.
- Invitations to attend private parties will NOT be distributed at school unless distributed to ALL boys or ALL girls or to the entire class.

### **Closed Campus**

Students may not leave the building without permission from the administration.

### **Communicable Diseases**

The district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases. The district complies with Neb. Rev. Stat. §§ 79-217 to 79-223 and Title 173 Nebraska Administrative Code, Chapter 3. Terms used in this policy have the meanings given in 173 NAC 3-002. A “reportable communicable disease” means a disease that must be reported under 173 NAC, Chapter 1.

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

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

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

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

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

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

**Outbreaks.** In an outbreak or epidemic of a communicable disease the superintendent may exclude students, reassign students, or close one or more schools. The

superintendent will coordinate with the local health department and the Nebraska Department of Health and Human Services as needed.

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

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

### **Communicating with Parents**

Parents shall be kept informed of student progress, grades, and attendance through report cards, progress reports, and parent/teacher conferences. The school district will notify parents if their students are failing or close to failing. The school district will endeavor to notify parents of failing students prior to entry of the failing grade on the student's report card. Parents will also be notified of their student's possible failure to meet graduation requirements. Other pertinent information will be communicated to parents by mail or by personal contact. Official transcripts of student progress, grades, and attendance will be sent to other school systems upon the student's transfer when the district receives a written request signed by the student's parent or guardian or upon being notified that the student has enrolled in another school.

### **Complaint Procedure**

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to complaints unless the complaint is subject to a different procedure required by law, policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems at the lowest level of the chain of command. When those efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth in any specific policy addressing those areas or the procedures set forth below. Allegations of sex discrimination covered by Title IX will be addressed through the board's Title IX policy.

References to "coordinator" in this policy refer to the board-designated coordinator for the applicable area, such as the Section 504 Coordinator for allegations of disability-based discrimination.

Under this policy, factual conclusions will be based on a preponderance of the evidence.

### **Complaint and Appeal Process.**

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if the complainant reasonably believes speaking directly to the person would subject the complainant or the complainant's student to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, coordinator, superintendent of schools, or president of the board of education, as set forth below. Anyone with questions about the appropriate person to speak with may request clarification from the superintendent.

a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted at any time during the complaint procedure to the applicable coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or coordinator, the administrator or coordinator shall first determine whether another applicable procedure is required by policy or law and if so, direct the complaint to the appropriate person to follow that procedure. If not, the administrator or coordinator will promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the respondent.

1) If the complainant has not, urge the complainant to discuss the matter directly with the respondent, if appropriate.

- 2) If the complainant refuses to discuss the matter with the respondent, the administrator or coordinator shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
  - b) Strongly encourage the complainant to reduce his or her concerns to writing.
  - c) Interview the complainant and, if necessary, the respondent against whom the complaint is filed, to determine:
    - 1) All relevant details of the complaint;
    - 2) All witnesses and documents which the complainant believes support the complaint;
    - 3) The action or solution which the complainant seeks.
  - d) Respond to the complainant. If the complaint involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the administrator or coordinator receives the complaint.
4. If either the complainant or the respondent is not satisfied with the decision he or she may appeal the decision to the superintendent. The superintendent may assign a qualified designee to hear any appeal.
  - a) The appeal must be in writing.
  - b) This appeal must be received by the superintendent no later than three (3) calendar days from the date of the decision.
  - c) For complaints addressed through other applicable procedures that do not include a separate investigatory process, the superintendent will investigate as he or she deems appropriate.
  - d) The superintendent will prepare a written decision and provide it to the complainant and any other person entitled by law to receive the appeal decision. For complaints involving discrimination or harassment, the superintendent shall submit the decision within 180 calendar days after the superintendent receives the complainant's written appeal. Appeals to the superintendent from complaints involving discrimination or harassment are final once the superintendent delivers the written decision, as are all other appeals/complaints to the superintendent unless the complaint can be appealed on the limited grounds to appeal to the board below.
5. The board's role is to set policy, establish and implement a budget, and evaluate the superintendent. The board does not manage the daily operations of the school district entrusted to its administration unless required by law or policy. Because of the board's statutory roles, it does not hear complaints or appeals that may involve oversight or discipline of students, staff, or others, unless those involve the superintendent as discussed below. The board does not hear complaints or appeals based on allegations of discrimination or harassment unless otherwise required by law. The board will hear appeals only in the following circumstances:



- a) When the complaint is about a board policy, not implementation of the policy;
- b) When the complaint involves the budget or school expenditures that have been or must be approved by the board; or
- c) When the board is required by law, policy, or contract to hear a complaint or appeal.

If a complaint involves those limited grounds and a party is not satisfied with the superintendent's decision regarding the complaint or appeal, he or she may appeal the decision to the board.

- d) This appeal must be in writing.
- e) This appeal must be received by the board president no later than ten (10) calendar days from the date the superintendent communicated his/her decision to the complainant.
- f) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment allegations against the superintendent shall be promptly and thoroughly investigated by the board president or a designee.
- g) The board president will notify the complainant and any other person legally required to receive the decision in writing of its decision. If the complaint involves discrimination or harassment allegations against the Superintendent, the board president shall submit the decision within 180 calendar days after receiving the written appeal.
- h) There is no appeal from any decision of the board unless authorized by law.

6. Formal complaints about the superintendent shall be filed with the president of the board. However, complaints about the superintendent do not include disagreement with the superintendent's decision on appeal based on a complaint of discrimination, harassment, or action of any other employee who is not the superintendent. Upon receipt of a complaint, the board president or his or her designee shall promptly and thoroughly investigate the complaint, and shall:

- a) Coordinate with school district staff, other than the superintendent, to determine if another procedure in policy or law requires the complaint against the superintendent to follow another procedure. If so, the board president will coordinate handling the complaint through that procedure. If another procedure applies, such as in the case of allegations of sex discrimination against the superintendent, the board president or, at his or her discretion, the full board will serve only to hear any appeal by a party to the complaint.

- b) Determine whether the complainant has discussed the matter with the superintendent.
  - 1) If the complainant has not, the board president or designee will urge or require the complainant to discuss the matter directly with the superintendent, if appropriate or required.
  - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
- c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting by the full board.
- d) Respond to the complainant or appeal. If the complaint or appeal involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.
- e) Appoint or contract with other individuals qualified to assist the board through this process or any other applicable procedure used to address allegations against the superintendent.

**No Retaliation.** The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

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

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

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate

and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

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

**Bad Faith or Serial Filings.** The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

### **Computer Network Use by Students**

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

#### **Student Expectations in the Use of the Internet**

##### **1) Acceptable Use**

- a) Students may use the Internet to conduct research assigned by teachers.
- b) Students may use the Internet to conduct research for classroom projects.
- c) Students may use the Internet to gain access to information about current events.
- d) Students may use the Internet to conduct research for school-related activities.
- e) Students may use the Internet for appropriate educational purposes.

##### **2) Unacceptable Use**

- a) Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
- b) Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
- c) Students shall not use email, chat rooms, instant messaging, or other forms of direct electronic communications on school computers for any unauthorized or unlawful purpose or in violation of any school policy or



- directive.
- d) Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
  - e) Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
  - f) Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
  - g) Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
  - h) Students shall not erase, rename, or make unusable anyone else's computer files, programs or disks.
  - i) Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
  - j) Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
  - k) Students shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
  - l) Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
  - m) Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
  - n) Students shall not falsify electronic mail messages or web pages.

### **3) Enforcement**

#### **a) Methods of Enforcement**

- i) The district monitors all Internet communications, Internet usage, and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.
- ii) The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the

policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.

- iii) Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
- iv) The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

#### **4) Consequences for Violation of this Policy**

- a) Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
  - i) Loss of computer privileges;
  - ii) Short-term suspension;
  - iii) Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
  - iv) Other discipline as school administration and the school board deem appropriate.
  - v) Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

#### **5) Protection of Students**

- a) **Children's Online Privacy Protection Act (COPPA)**
  - i) The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
  - ii) This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

#### **6) Education About Appropriate On-Line Behavior**

- a) School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
- b) Staff will specifically educate students on
  - i) Appropriate interactions with other individuals on social networking websites and in chat rooms.
  - ii) Cyberbullying awareness and response.
- c) The School District's technology coordinator shall inform staff of this educational obligation and shall keep records of the instruction which occurs in compliance with this policy.

## Student Use of AI Tools

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

AI Tools may be useful to student learning. However, students and staff must ensure that student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

- Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Individual staff members will decide for each individual assignment the extent to which students may use AI Tools.
- If a student uses any AI Tools in connection with a school assignment, the student must:
  1. Give proper attribution to the specific AI Tool(s) used to the same extent that students are expected to proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.
  2. Never copy and paste the output from AI Tool into a student’s work as if the student wrote such section himself or herself.
- Students may never use AI Tools to:
  1. Cheat on any assignment, test, or quiz;
  2. Help answer questions on a test or quiz without staff member permission;
  3. Make or share deepfakes or fake images, audio, or video of any real person;
  4. Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;
  5. Bully, harass, threaten, intimidate or impersonate any person;
  6. Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;
  7. Use AI Tools to bypass accommodations, content filters, or school security.

- A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.
- A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
- The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

### **Conferences**

Students' academic success has been closely linked to parental involvement in school. The school district has formal parent-teacher conferences at the end of the first quarter and during the third quarter.

In addition to formal conferences, classroom teachers will communicate with parents as necessary. Parents are encouraged to communicate with their student's teacher or the building principal to discuss parental concerns, student needs or any other issue.

### **Copyright and Fair Use**

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

### **Damage to School Property**

Students who damage school property either intentionally or unintentionally may be required to pay to replace or restore the property, at the discretion of the administration.

## **Dating Violence**

Dating violence, as that term is defined by Nebraska law, will not be tolerated by the school district. Students who engage in dating violence on school grounds, in a school vehicle or at a school activity or that otherwise violates the Nebraska Student Discipline Act will receive consequences consistent with the Act and the district's student discipline policies. The school district shall provide dating violence training to staff deemed appropriate by the administration and in accordance with Nebraska law.

## **Discrimination and Harassment**

The school district prohibits discrimination and harassment based upon or related to race, color, national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Section 504 Coordinator: Jill Simmons, GES at (308) 282-0216, RES at (308) 327-2448. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Nathan Livingston at (308)282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org), PO Box 530, Gordon, NE 69343 or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the Superintendent at (308)282-1322, [nathan.livingston@grmustangs.org](mailto:nathan.livingston@grmustangs.org) or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

## **Dress Code**

Students must come to school dressed in clothing that is conformed to educational standards.

The district prohibits student attire or appearance that:

- Causes or is likely to cause a material and substantial disruption to the District's programs and activities.
- Promotes, depicts, or refers to violence, drugs, alcohol, vulgarity, obscenity, illegal activity, hate speech, bullying speech or harassing speech.
- Includes words, gestures or images that contain or imply sexual content or innuendo.
- Otherwise underlines the District's mission to inculcate the habits, manners, and values fundamental to civility, community and the educational environment.



- Bare feet (some type of footwear must be worn).
- Students may not wear Open-Toe shoes to school, as it is a safety factor on the playground. Crocs are allowed, but must wear tennis shoes for P.E.
- Any clothing that could cause damage to others or school property.
- Costumes only on specified days by the school.
- Pants and shorts worn below the waist so as to expose undergarments or butt crack.
- Coats during school hours unless the student has permission from a faculty member.

Students who violate dress code guidelines will be required to correct the violation by changing into something appropriate at school or returning home to change. A detention or suspension may be given to make up the time away from school. Repeated dress code violations may result in more severe consequences.

### **Drug Free Schools**

The board of education has adopted policies to comply with the Federal Drug-Free Schools and Communities Act. Students are prohibited from using, possessing, or selling any drug, alcohol, or tobacco while on school grounds, at a school activity or in a school vehicle. In addition, students who participate in the school's activities program should refer to the Activities Handbook which prohibits the use or possession of alcohol, controlled substances and tobacco at all times.

Any student who violates any school policy regarding drug, alcohol, and tobacco use will be disciplined, up to and including short-term suspension, long-term suspension, or expulsion from school and/or referral to appropriate authorities for criminal prosecution.

### **Emergency Contact Information**

Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions. Parents must promptly inform the school if this contact information changes during the school year.

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

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

employees will comply with those plans. The district shall procure and maintain the equipment and medication necessary to implement the protocol.

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

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

### **Evacuations**

The school district will hold routine evacuation drills throughout the school year. Classroom teachers will provide students with detailed instructions on building evacuations.

#### **Standard Response Protocol:**

**Secure (formally called “Lockout”):** Secure will be announced over the intercom and is followed by the Directive: "Secure the Perimeter." This is the protocol used to safeguard students and staff within the building. Secure is used when there is a potential threat outside of the building and students and staff need to safely remain in the building. Classes in the building will go on as usual, but no one will be allowed to enter or leave the building until the Secure is lifted.

**Lockdown:** When Lockdown is announced, it is followed by "Locks, Lights, Out of Sight" and is the protocol used to secure individual rooms and keep students quiet and in place. Teachers will lock doors, turn out lights, and keep students away from windows. Teachers will not unlock doors. Only law enforcement or administration with keys will unlock doors as classrooms are “cleared”.

**Evacuate:** Students and staff may be asked to Evacuate over the intercom. This notification is always followed by a location to where evacuated individuals will report to. Evacuation is used to move students and staff from one location to a different location in or out of the building if there is ever a safety concern that would necessitate the evacuation of any location.

**Shelter:** When Shelter is announced, students and staff will be asked to take shelter of a specific type and using a specific method depending on the safety concern that may be present. This is the protocol for group and self protection. Shelter will most often be used in the event of severe weather concerns.

**Hold:** A Hold may be activated at any time. During a Hold, students are to return to their classrooms directly, or stay in the classroom. Classroom teachers are to continue teaching, but not excuse anyone from the classroom until the all clear is announced. This is not the same as a lockdown or a lockout; this is for routine procedures like locker checks.

### **Eye Exams**

All students enrolling in kindergarten or transferring into the school district from out of state must undergo a visual examination by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, which consists of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity, except that no such physical examination or visual evaluation shall be required of any child whose parent or guardian objects in writing. They must provide evidence of the vision examination within six months prior to entrance. The cost of such physical examination and visual evaluation shall be borne by the parent or guardian of each child who is examined.

### **Fees for School District Records**

Requests for school district records shall be subject to applicable fees. No fee shall be charged for providing a copy of a student or public record if a specific law or regulation requires the copy to be provided without charge.

**Student Records.** Students and their parents or guardians shall not be charged any fee to inspect and review the student's files or records. Students and their parents or guardians who desire a copy of the student's files or records shall pay the reasonable cost of reproduction as follows:

- ☐ Black and white letter or legal-sized photocopies: No charge for the first copy; copies; \$.20 cents for each copied page thereafter.
- ☐ Computer data printouts: No charge for the first pages; \$.20 cents for each page thereafter.
- ☐ Other medium: Actual cost of reproduction.
- ☐ Postage fees: Actual cost

Students and their parents or guardians **shall not be charged any fee:**

- ☐ To search for or retrieve any student's files or records.
- ☐ For a copy of a student's Individualized Education Plan (IEP).
- ☐ For copy of the special education evaluation report and the documentation of determination of eligibility for special education services upon completion of the administration of assessments and other evaluation measures.



- If the fee effectively prevents the parents from exercising their right to inspect and review student records.

**Student Records – Transfer School.** A copy of the student’s files or records, including academic material and any disciplinary material relating to any suspension or expulsion shall be provided at no charge, upon request, to any public or private school to which the student transfers.

**Public Records.** Individuals requesting copies of public records shall pay the actual added cost of making the copies available.

- For photocopies, actual added costs may include a reasonably apportioned cost of the supplies, such as paper, toner, other equipment used in preparing the copies, and any additional payment obligation for the time of contractors necessarily incurred to comply with the copy request.
- For printouts of computerized data on paper, actual added cost may include computer run time and the cost of materials for making the copy.
- For electronic data, the actual added cost may include the reasonably calculated actual added cost of the computer run time, any necessary analysis and programming, and production of a report in the form furnished to the requester.
- For residents of Nebraska, the actual added cost shall not include any charge for the existing salary or pay obligation to public officer or employees for the first four eight hours of searching, identifying, physically redacting, or copying records, but fees may be charged after the first eight hours. The fee for records shall not include any charge for the services of an attorney or any other person to review the requested public records seeking a legal basis to withhold the public records from the public. No special service charge or fee shall be charged for copies of blank forms or pages that have all meaningful information redacted.
- For nonresidents of Nebraska, the actual added cost used as the basis for the calculation of a fee for records may include a charge for the proportion of the existing salary or pay obligation to the public officers or employees, including a proportional charge for the services of an attorney to review the requested public records, for the time spent searching, identifying, physically redacting, copying, or reviewing such records.
- The district shall not charge any fee for copies of public records that is prohibited by law but reserves the right to charge any other fee allowed by law.

The fee schedule for public records copies is as follows:

- ☐ Black and white letter or legal-sized photocopies: \$.25 cents for each copied page. Colored copies \$.30 cents for each copied page.
- ☐ Computer data printouts: \$.25 cents for each page.
- ☐ Other medium: Actual cost of reproduction.
- ☐ Postage fees: Actual cost

**Deposit.** The school district may require a deposit before providing copies of student or public records if the estimated cost to fulfill the request exceeds fifty dollars.

**Waiver.** Documents may be furnished without charge or at a reduced charge where the district determines that waiver or reduction is in the public interest.

### **Food Service Program**

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

- (1) School breakfast and lunch is available to all students free of charge. Breakfast is served in the cafeteria beginning at 7:30 a.m. Please encourage your student to participate in the school breakfast. Research studies show that eating breakfast can help students perform better in the classroom. School lunch offers a variety of choices for students. All meals include an entrée choice plus “all you can eat” salad bar.
- (2) All students may have extra servings from the salad bar, fresh fruit, canned fruit; vegetables, and salad. All extra servings of these items are free.
- (3) All students at an extra cost may purchase an additional entrée offered as part of the school lunch program. Students can also purchase additional entrees and charge them to their account, provided there is a positive balance in the account.
- (4) Families are encouraged to visit with their students about their school lunch account and set any limits necessary. To assist parents with monitoring their student’s lunch account activity, please call the office at RES (308) 327-2448, GES (308) 282-0216.
- (5) Families are responsible for notifying the School Nurse if their child requires a diet modification because of a certified disability. A licensed physician must provide specific written medical documentation indicating the need for the dietary change. Please contact the School Nurse for more information

### **Payment for Meals**

The district qualifies for the CEP program, where each child may receive one free breakfast and one free lunch daily. A la carte or extra items, are not part of the CEP program and may be purchased at the cost per item set annually by the district. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance. Students are encouraged to pay for al la carte items several weeks in advance. Payment should be made to the bookkeeper in the office.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. If they do not have cash in hand or their account has a negative balance. If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

### **Collection of Delinquent Meal Charge Debt**

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law. Collection efforts may continue into a new school year.

### **Notice of Non-discrimination**

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### **Field Trips**

Classes occasionally take field trips off school property for educational enrichment. A student's parent, or "caregiver" as that term is defined in the Nebraska Strengthening Families Act, must authorize a student to participate in a field trip by signing a permission slip and providing it to the school before the field trip. Students who have not completed classroom work on time may not be allowed to attend field trips. Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

### **Firearms and Weapons for Non-Students**

**Weapons.** No person may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. ***Definition of Weapon.*** The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

**Firearms.** No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. ***Definition of Firearm.*** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the

frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

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

1. The issuance of firearms to or possession by members of the armed forces of the United States, active or reserve, National Guard of this State, or Reserve Officers' Training Corps or peace officers or other duly authorized law enforcement officers when on duty or training;
2. The possession of firearms by peace officers or other duly authorized law enforcement officers

The carrying of firearms by qualified law enforcement officers or qualified retired law enforcement officers carrying pursuant to 18 U.S.C. 926B or 926C, respectively, as such sections existed on January 1, 2023

3. Firearms that may lawfully be possessed by a person who is receiving instruction at the school under the immediate supervision of an adult instructor;
4. Firearms which may lawfully be possessed by a person for the purpose of using them, with the approval of the school, in a historical reenactment, in a hunter education program, or as part of an honor guard;
5. Firearms contained within a private vehicle *operated by a nonstudent adult* that are not loaded *and* are enclosed in a case or are in a locked firearm rack that is on a motor vehicle; or
6. A handgun carried as a concealed handgun by a nonstudent other than a minor or prohibited person in a vehicle or on his or her person while riding in or on a vehicle into or onto any parking area, which is open to the public and used by the school if, prior to exiting the vehicle, the handgun is locked inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area.

**Consequences.** In the event a person violates this policy, the school may:

- Make a report to law enforcement;
- Ban any violator from school grounds, school vehicles, or school events for any time period it deems appropriate; and/or
- Take any other action allowed by law.

### **First-Aid**

First-aid items may only be used by school staff. Students who need first aid should ask for assistance from their classroom teacher or the nearest staff members.

**Grade Placement & Academic Credits of Transfer Students**

Subject to a determination on grade placement based on the criteria set forth below, a student transferring from an accredited school generally will be placed at the grade level that is comparable to the placement in the school from which the student is transferring. Temporary placement may be made until a student's records are received to verify the placement.

**Elementary Level Students**

The appropriate level of placement for elementary level students may be determined by, but not limited to, consideration of the following information:

The district will accept credits toward graduation that were awarded by an accredited school district and which, in the professional judgment of the administrative team, are sufficiently rigorous and comparable to the district's offered courses of study. A student transferring into the school district in grades 9-12 will be responsible for meeting all graduation requirements in order to be awarded a diploma from the district.

Credits from exempt schools which are not fully accredited by the Nebraska Department of Education will not be accepted as transfer credit.

The district administration, in conjunction with the building principal, will determine the appropriate grade level/credit status of a student transferring from a foreign country.

**Guidance and Counseling**

Our elementary school guidance program, provided by the school counselor, consists of classroom guidance lessons, group and individual counseling, and parent and teacher consultations.

**Head Lice**

Your child should not miss one day of school due to nits or lice. We ask that your child return to school the following school day, after treatment. Nits/head lice are not considered to be a communicable disease, but if a chronic, untreated infestation persists, your child may be sent home from school until treated. The school nurse/health clerk may check your child after treatment in order to assist you in managing head lice. Parents may pick-up their child after notification to immediately start treatment.

Students will not be permitted to return to school until the district finds that no live lice or eggs can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.

### **Health Problems Limiting Activities**

Parents who do not want their children to play outdoors or participate in physical education for health reasons must send a written request to school. If a student persistently requests to be excused from these activities, the building principal or classroom teacher may require a doctor's verification.

Parents should notify the principal or superintendent if their student has any special health problems such as diabetes, asthma, or the like.

### **Homebound Instruction**

The school district may provide a student with instruction in his or her home and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular classes for an extended period of time. Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. If you believe that homebound instruction is appropriate for your child, please contact the building principal to initiate the appropriate process to determine eligibility.

### **Homeless Children and Youth**

Homeless students generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable state and federal law.

It is the school's policy not to stigmatize or segregate homeless students on the basis of their status of being homeless. Transportation for homeless students who enroll in the district shall be furnished by the district under the same guidelines applying to other students or if such transportation is necessary for compliance with federal law. Each homeless child shall be provided services for which the child is eligible comparable to services provided to other students in the school selected regardless of residency. Homeless children shall be provided access to education and other services that such children need to ensure that they have an opportunity to meet the same student performance standards to which all students are held.

If a homeless child registered to attend school in the district is receiving family reconciliation services pursuant to state law, the district will work in cooperation with any county or department of social services in the district to jointly develop an educational program for the child. The district's homeless coordinator is Nathan Livingston, who may be contacted at (308) 282-1322.



## **Illness or Injury at School**

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member. The school will contact parents to pick students up from school whenever necessary. When school officials determine that a student needs immediate medical attention but the parents cannot be reached by phone, emergency services will be summoned or the student will be taken directly to the doctor and/or hospital. Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions.

## **Immunizations**

All students must furnish one of the following to school officials:

- proof of adequate immunizations for mumps, measles, rubella; diphtheria, pertussis, tetanus; polio; and hepatitis B series; or
- a signed parental statement of refusal to provide the immunization history. Homeless students who are in need of immunizations will be referred to the homeless coordinator, who shall assist in obtaining necessary immunizations or medical records.
- Nebraska Immunization records may be viewed at [NESIIS](#). If you have any questions, please call the school for more information.

**Provisional Enrollment.** Students who meet the statutory requirements for provisional enrollment shall be allowed to attend school for sixty days without the necessary immunizations.

Students who are excepted from the immunization requirement may be excluded from school in the event of an outbreak of any contagious disease in the school population.

## **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.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of “hazing” as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

### **Lockers and Other School Property**

The school district owns and exercises exclusive control over student lockers, desks, computer equipment, and other such property. Students should not expect privacy regarding usage of or items placed in or on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

### **Lost and Found**

All lost and found articles are to be taken to the office. Students may claim lost articles there. Unclaimed articles will be donated to a local charity or otherwise disposed of at the conclusion of each semester.

### **Medications**

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

**Prescription Medication.** (1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.



**Non-Prescription Medication.** (1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

### **Media Center**

Students must check out materials from the librarian on duty. Each borrower is responsible for all books checked out in his/her name. A fine of five cents per day per book may be charged for overdue books. Each student is responsible for any fine that accumulated on a book charged to him/her. If a book is lost and not found by the end of the semester, the student must pay for it. Students must also pay for any damage they cause to library books.

### **Memorials**

Memorials or plaques honoring deceased students are generally not allowed in or on the school grounds unless authorized by board policy. Dedications to students will not be allowed.

Scholarships in the deceased person's name will not be set up by the school. Scholarships set up by outside organizations or individuals, such as a foundation, will be allowed.

### **Multicultural Education**

Philosophy, Mission, and Program Goals. The school district respects and appreciates cultural diversity and seeks to promote the understanding of unique cultural and ethnic heritage. The district will promote the development of a culturally responsible and responsive curriculum. The school district's program will explore the attitudes, skills, and knowledge necessary to function in various cultures. Refer to Policy #6020 for more information.

### **Opting Out of Assessments**

The Board of Education has adopted a policy on approval and denial of state and federal assessment opt-out requests, which is based on requirements in law. The policy can be requested by contacting the Superintendent of Schools at <https://meeting.sparqdata.com/Public/Organization/385>

## **Title I Parental Engagement**

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parent and family engagement in the Title I program. Parent and family engagement in the Title I Program shall include, but is not limited to:

- 1) An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
- 2) An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards, type and extent of participation, parental input in educational decisions, coordination, and integration with other Federal, State, and district programs, and evaluations of progress.
- 3) Opportunities for participation in parent involvement activities, such as training to help parents work with their children to improve achievement. A goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
- 4) The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, parents with limited literacy, are economically disadvantaged, are of a racial or minority background or parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.
- 5) Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
- 6) The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.
- 7) The district will educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

### **Personal Items**

The school provides the necessary equipment for classroom and school day activities. **Students should not bring items such as athletic equipment, electronic devices, toys, or other similar personal items to school unless they have the prior permission of their classroom teacher or a school administrator. The school is not responsible for damaged or lost personal items or equipment.**

### **Physical Education**

The school district requires students to receive physical education to assist them in developing gross and fine motor skills. Students are not required to wear P.E. uniforms, but are encouraged to wear tennis shoes for P.E.

### **Physical Exam**

Students entering kindergarten and the seventh grade, and those entering school from another state, are statutorily required to show evidence that they have had a physical examination within six months prior to the date of entering school.

### **Sports Physicals**

All students participating in school-sponsored sports in grades 7-12 must have a physical. A single physical will be sufficient to fulfill both entrance and sports requirements. The sports physical for the current year must be done on or after May 1st.

### **Pictures**

The school district arranges for a photographer to be present at school in the fall to take class pictures. Parents will be notified of the date. Included in the individual packet is a class composite. Parents who want pictures of their students or of their student's class composite may purchase them directly from the photographer.

### **Recess Rules**

Students must follow these rules to keep safe when they are using spaces used for recess as part of the school day:

1. Students must obey the supervisor at all times.
2. Students may not enter the street/highway to retrieve a ball unless given permission by the supervisor.
3. Students must play away from the school windows.
4. Touch and flag football may be permitted, but tackle football is prohibited. Students may only play football in designated areas.
5. Students are not permitted to spike balls.
6. Students are not permitted to throw or kick balls across or through crowds.
7. Students may throw balls and other authorized play equipment. They may not throw rocks, gravel, snowballs, and clothing.
8. Students must use the equipment properly and in a safe manner.

9. Students may not leave the assigned area after they have arrived at school for the day.

Students who violate these rules will be disciplined with the loss of recess or other privileges, detention, and/or other consequences.

The school's playgrounds, equipment, and surrounding areas are generally not supervised. Staff will supervise students when the students are using these areas as part of the school day or as part of a school activity. At all other times and in all other circumstances, the school district does not provide supervision of its playgrounds, equipment, and surrounding areas.

### **Police Questioning and Apprehension**

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

### **Protection of Student Rights**

The Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA).

#### **1. Surveys**

##### **a. Surveys Created by a Third Party**

##### **i. This section applies to every survey:**

- (1) that is created by a person or entity other than a district staff member or student;
- (2) regardless of whether the student answering the questions can be identified; and
- (3) regardless of the subject matter of the questions

##### **ii. Parents have the right to inspect any survey created by a third party before that survey is distributed to their student.**

##### **b. Surveys Requesting Particular Sensitive Information**

##### **i. Sensitive information shall include:**

- (1) Political affiliations or beliefs of the student or the student's parent(s);
- (2) Mental or psychological problems of the student or the student's family;
- (3) Sexual behavior or attitudes;
- (4) Illegal, anti-social, self-incriminating, or demeaning behavior;

- (5) Critical appraisals of other individuals with whom respondents have close family relationships;
  - (6) Legally recognized privileged or analogous relationships, such as those of lawyers; physicians, and ministers;
  - (7) Religious practices, affiliations, or beliefs of the student or student's parent(s); or
  - (8) Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.
- ii. No student shall be required to submit to a survey, analysis, or evaluation that requests sensitive information.
- iii. If a survey requesting sensitive information is funded, in whole or in part, by a program administered by the U.S. Department of Education, the school district must obtain the written consent of a student's parent(s) before the student participates in the survey.
- iv. School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey (created by any person or entity, including the district) containing any sensitive information.
- v. Parents have the right to inspect any survey which requests sensitive information before that survey is distributed to their student.
- c. **Survey Inspection Requests**
  - i. School officials shall inform parents of their right to inspect surveys requesting sensitive information before the surveys are distributed to any student.
  - ii. All survey inspection requests must be in writing to the building principal and delivered to the building principal prior to the date on which the survey is scheduled to be administered to the students.
  - iii. The principal shall respond to survey inspection requests without delay.
- d. The district will also comply with any survey requirements found in Policy 5108 –the district's policy on Parent Involvement in Education Practices.
- 2. Invasive Physical Examinations**
- a. The term "invasive physical examination" means:
  - i. any medical examination that involves the exposure of private body parts; or
  - ii. any act during such examination that includes incision, insertion, or injection into the body; and
  - iii. does not include a hearing, vision, or scoliosis screening.
- b. Parents may refuse to allow their student to participate in any non-emergency, invasive physical examination or screening that is:
  - i. required as a condition of attendance;



- ii. administered by the school and scheduled by the school in advance; and
  - iii. not necessary to protect the immediate health and safety of the student, or of other students.
- c. This policy does not apply to any physical examination or screening that:
  - i. is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification;
  - ii. is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*)
  - iii. is otherwise authorized by Board policy.
- 3. Collection of Personal Information from Students for Marketing**
  - a. The term “personal information” means individually identifiable information including:
    - i. student’s and parent(s)’ first and last name;
    - ii. home or other physical address;
    - iii. telephone number; and/or
    - iv. social security number.
  - b. No school official or staff member shall administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information.
  - c. This policy does not apply to the collection, disclosure or use of personal information for the exclusive purpose of providing educational services to students, such as the following:
    - i. post-secondary education recruitment;
    - ii. military recruitment;
    - iii. tests and assessments to provide cognitive, evaluative, diagnostic or achievement information about students; and/or
    - iv. student recognition programs.
- 4. Inspection of Instructional Material**
  - a. Definition
    - i. The term “instructional materials” means instructional content that is provided to a student regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet).
    - ii. The term does not include academic tests or academic assessments.
  - b. Parents may inspect, upon their request, any instructional material used as part of their child’s education curriculum.
  - c. Curriculum inspection requests must be made to the building principal in writing.
  - d. Building principals shall respond to inspection requests within a reasonable amount of time.

5. **Notification of Rights and Procedures**
  - a. The superintendent shall notify parents of:
    - i. this policy and its availability upon request from the office of the district;
    - ii. how to opt their child out of participation in activities as provided for in this policy;
    - iii. the approximate dates during the school year when a survey requesting personal information is scheduled or expected to be scheduled; and
    - iv. how to request access to any survey or other material described in this policy.
  - b. This notification shall be given to parents at least annually, at the beginning of the school year and within a reasonable period after any substantive change in this policy.

### **Public Displays of Affection**

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others. Prohibited conduct includes hugging, kissing, touching or any other display of affection that a staff member determines to be inappropriate.

### **Request to Stay Indoors for Recess**

Notes from parents generally will be honored by the school to allow a student to remain inside. However, we do feel that if a child is well enough to come to school, usually the child is well enough to participate in the daily school program. Special arrangements may be made for children with chronic health problems.

### **Rights of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term “custodial parent” refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students’ records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent’s request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

### **Secret Organizations**

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

### **School Dances**

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

#### **General Rules of Student Conduct at Dances**

In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

#### **Who Can/Can't Attend Dances:**

- Only students of Gordon-Rushville Public Schools in the grade(s) for which the dance is being held may attend.
- Students who have been suspended from school or from extracurricular activities may not attend.
- The school reserves the right to exclude persons who may or do cause a disruption or detract from the event.
- Rules for dances may restrict students from leaving the dance until the dance ends without written parental permission on a form provided.
- Students who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.

**Prohibited Substances:** Alcoholic beverages, illegal drugs, and tobacco (including electronic nicotine delivery systems) are prohibited. Anyone using these or showing the effects of use will not be allowed admission or, if discovered after admission, be removed from the dance. Their parents may be contacted and school and legal consequences may apply.

- Students may be required to submit to a breathalyzer prior to gaining entrance.
- Those who choose not to submit to a breathalyzer will not gain entrance. Law enforcement will be contacted if there is reasonable suspicion that the student is under the influence of alcohol or drugs.



**Appropriate Attire:** Students must meet the dress code requirements established for each dance. Teachers or administrators will make the final decision as to whether or not a student's attire is appropriate. Students will be asked to change unacceptable items, which may mean that the student may have to return home to change the inappropriate clothing. It is advisable to check in advance of the dance with the Principal or staff sponsor for the event if you are uncertain about your attire.

### **School Day**

Monday-Thursday 8:00 a.m. – 3:45 p.m.– tardy at 8:10 a.m.

Friday's 8:00 a.m. – 3:15 p.m. – tardy at 8:10 a.m.

K – 5 students will not be allowed in the building before 7:35 a.m., unless weather conditions would warrant students to come into the building.

Students are to leave the school grounds after dismissal. **There will be no supervision provided by the school before 7:30 a.m. or after 4:15 p.m.** Parents must arrange for their children to leave school promptly at the end of the day. The After School Program is provided for all students K-5 until p.m. Please contact your child's school for more information.

Monday-Thursday student interventions will run from 3:15 p.m.- 3:45 p.m. Students may be required to stay during interventions for a number of reasons including but not limited to academic support, study skills, behavior support, and extra opportunities to receive academic help. Students are responsible for communicating with their parent/guardian if they are required to stay for interventions.

### **School Safety and Security**

In order to fulfill its obligation to provide a safe and secure learning environment, the Board of Education has adopted this School Safety and Security Policy. Although the district will take reasonable steps to protect students and staff, no entity can provide complete safety and security at all times. This policy does not make the district a guarantor of the safety of students, staff or patrons.

#### **I. General Safety and Security**

##### **a. NDE Rubric**

The District will meet at least the minimum requirement for each school safety and security standard indicator adopted by the Nebraska Department of Education.

##### **b. School Hours**

- i. During a crisis situation, the administration will maintain established school hours and proceed with all co-curricular activities as scheduled whenever possible.
- ii. If, during a crisis situation, the parent(s) or guardian of a student decide that the student needs to be absent, this absence will be excused.

**c. Access to School Facilities**

- i. The school's facilities may not be used for funeral or memorial services during the school day.
- ii. This policy does not discourage the presentation of traditional American Legion memorial services which promote patriotism.

**d. Memorials**

Memorials and Funerals Policy

The loss of a loved one is always very difficult and the desire to remember that loved one is significant. The staff and administration of Gordon-Rushville Public Schools will adhere to the following guidelines when memorializing deceased students and staff.

**Guidelines**

During the School Day

1. The school will not be routinely dismissed for funerals; exceptions will be made for enrolled students or staff member's funerals. The administration will have the sole discretion to determine whether or not to dismiss school and which grades will be dismissed to facilitate funeral attendance.
2. Students will be required to have permission from his/her parent/guardian to attend funerals if school is not dismissed for the funeral.
3. Parents need to provide for the transportation needs of their students to and from the funeral as well as the emotional support necessary before, during, and after the service. It is for those reasons that Gordon-Rushville Public Schools will not transport students to and from funerals.
4. Using school grounds or facilities for funerals of students or staff will be discouraged.

. In the event that the school is the only facility in the community that is determined to be large enough to accommodate a funeral service the following conditions will be applied.

1. A facility usage agreement will be issued between the school district and the funeral home in charge of arrangements. The usage agreement will include labor and/or other costs incurred by the school district directly associated with the funeral service being held in a school building. These costs will be reimbursed to the district by the funeral home.
2. If at all possible funeral services will be scheduled on weekends or other times which are the least disruptive to the school day or school activities.

Current Students and Staff

1. Memorials will be allowed for those students who are or were enrolled in Gordon-Rushville Public Schools or for staff who are or were serving the district at the time of their death.

2. All visible memorials will be of the same design. The design of the memorial will be a wood and or brass plaque measuring no larger than 12" x 15". The top of the plaque will be inscribed with the words, "In Memory Of" with the deceased's name appearing

below. The plaque will have no pictures or other ornations. The plaque will be offered to the parents, spouse, or relatives of the deceased when it is removed from the wall. If no one wants the plaque it will be disposed of.

3. In the unfortunate case that a death is the result of a suicide, only memorials which support mental health education and services will be accepted.

### Permissible Memorials

1. Any memorial must be of the form and content so as to memorialize the deceased student or staff member without disrupting the operation of the District.
2. Items that in the Board and Superintendent's discretion, improve the school campus (such as benches, sidewalks, playground equipment and the like) may be accepted.
3. No memorials will be acceptable that infringe on the separation of church and state.

### Money Donation

1. Anyone donating money to the school on behalf of the deceased may make suggestions on how the money is to be used, but the final determination of how the funds will be used will be made by the Superintendent with approval by the Gordon-Rushville Board of Education. Once money is donated, the donor may not receive a refund of any amount.
2. If at the time of death a student is enrolled in grades 9-12 at Gordon-Rushville High School the class of the student may choose to honor the deceased at their class's graduation ceremony, provided that the method of memorializing the student will not cause a disruption at the graduation ceremony, will not detract from the celebration of graduation and graduates and has been approved by the deceased's family, the senior class sponsors, and the principal.
3. No scholarships or awards in the deceased's name will be arranged directly by the school. Memorials may be made through the Gordon-Rushville Public Schools Foundation and include the following:
  - a. Monetary funds designated for scholarship(s).
  - b. Monetary funds designated for library books, digital media, supplies and equipment, with the approval of the school principal or department leader. Items purchased through these funds will become part of the Gordon-Rushville Public Schools and their maintenance and potential removal will be governed by the District.
  - c. Monetary funds may be designated to a particular activity or department, providing these funds do not result in an agreement to "name" the activity or department in that person's honor.
  - d. Monetary funds designated for plantings on school grounds, such as trees, shrubs, perennials and garden elements. The type and placement of these requires the additional approval of the Facilities and Maintenance Department. Items purchased through these funds will become part of the

Gordon-Rushville Public Schools and their maintenance and potential removal will be governed by the District.

15. Scholarships or awards in the deceased's name that are established by outside organizations or individuals will be allowed by approval of the Superintendent.
16. Publications in the school's newspaper, yearbook, or webpage that memorialize the deceased must be approved by the Superintendent and by the parent(s) of the deceased. Only students who are currently enrolled in grades 9-12 at the time of his/her death will be memorialized in the yearbook.
17. The Board of Education recognizes the guidelines listed above are not an all-encompassing list and respectfully reserve the right to exercise its best judgment for those instances not covered by the guidelines appearing above.
18. Any memorial display in existence at the time these regulations are initially adopted, whether in compliance with these guidelines or not, will be removed when four years have elapsed since the death of the individual and offered to the parents or guardians or family, if possible.
19. Parents or guardians or family members of deceased students and employees are encouraged to inform the school or department responsible for the location of the memorial display of any change of address so the memorial displays may be returned to them, if possible.

## **I. Superintendent's Duties Related to Safety and Security**

### **a. Appointment of Crisis Team**

The Superintendent shall appoint members to serve on the school district's crisis team. The superintendent may, but is not required, to include representatives from the following groups on the crisis team:

- ☐ Administrators
- ☐ Teachers
- ☐ Health/mental health
- ☐ Facilities staff
- ☐ Transportation staff
- ☐ Food service staff member
- ☐ Information technology staff
- ☐ Students
- ☐ Parents
- ☐ Staff member with expertise on the needs of students with disabilities
- ☐ Organizations that serve the disabled
- ☐ Organizations that serve the needs of minority populations (ELL, race, etc.)

- Representatives from local early responders (law enforcement, fire and rescue personnel, railroad, factories, etc.)

**b. Compliance with Fire and Safety Codes**

The Superintendent will ensure that the school district meets all current fire and life safety codes or is in the process of coming into compliance.

**c. Annual Safety Audits**

The Superintendent will arrange for the performance of an annual safety audit using an external consultant utilizing the standardized audit protocol adopted by the Nebraska Department of Education.

**d. Mutual Aid Agreements**

The Superintendent will enter into mutual aid agreements to address the academic, physical, operational, psychological, and emotional recovery areas when possible with appropriate local entities.

**II. Building Principals' Duties Related to Safety and Security**

**a. Positive and Safe Learning Environment**

Each building principal shall implement a school-wide behavior process to create a positive and safe learning environment.

Each building principal shall conduct training on and require enforcement of the district's anti-bullying and dating violence policies.

Each building principal shall ensure that staff complete the required suicide prevention training as required by board policy.

Each building principal shall require staff to engage in active supervision of students at all times

**b. Visitor Protocol.**

Each building principal shall adopt a protocol for visitors to his/her school building to sign in upon arrival and departure and to be identified as a visitor while they are in the building during the school day. The protocol must also address visitors in specialized areas of the school such as playgrounds, gyms, cafeterias and the like.

This protocol may be written or unwritten but must be clearly communicated to and enforced by all staff.

The building principal will report individuals who repeatedly violate the visitor protocol to the superintendent for possible exclusion from school facilities pursuant to board policy.

**c. Emergency Drills**

Each building principal must ensure that the following drills are conducted in his/her building:

- i. Fire drills (evacuation): One fire drill conducted monthly with one additional drill being conducted during the first 30 days of school.
- ii. Tornado drills (shelter): One drill during the first two weeks of school and the second drill during the month of March.
- iii. Bus evacuation drills: Two drills during the school year involving all students and appropriate staff. It is recommended that one drill occur during the first month of school.

Each building principal must also conduct any non-required drills recommended by the crisis team.

Each building principal shall conduct a performance review of each of the drills conducted pursuant to this policy. This review does not have to be in writing.

### **Self Management of Diabetes or Asthma/Anaphylaxis**

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact the school nurse.

### **Smoking and Tobacco**

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

### **Sniffer (Drug) Dogs**

The administration is authorized to use sniffer dogs to minimize the presence of illicit items on school grounds. Students and staff are specifically notified of the following:

1. Lockers may be sniffed by sniffer dogs at any time.
2. Vehicles parked on school property may be sniffed by sniffer dogs at any time.
3. Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
4. If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action.

### **Standardized Testing**

The school district will use a basic testing and assessment program to evaluate the outcome of the educational program and to provide information needed in working with individuals. The program will be supplemented by such individual and supplementary tests as the needs of the educational program and the district indicate. The superintendent and designees will coordinate the program from Kindergarten through twelfth grade to provide continuity. Teachers are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of



student achievement. Teachers should consult with relevant board policies and district protocols assessment administration and security.

### **Student Assistance**

Parents who believe their students have any learning, behavior, or emotional needs that they believe are not being addressed by the school district should contact the student's teacher. If appropriate, the teacher may convene the Student Assistance Team (SAT). The SAT can explore possibilities and strategies that will best meet the educational needs of the student.

### **Student Fee Policy**

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

#### **Definitions.**

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

#### **Listing of Fees Charged by this District.**

1. **Clothing Required for Specified Courses and Activities.** Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses, or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course, or activity.
2. **Safety Equipment and Attire.** The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such

devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

- 3. Personal or Consumable Items.** The district may provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers, and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials, and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.
- 4. Materials Required for Course Projects.** The school district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will either furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.
- 5. Technological Devices.** The district will provide students with the technological devices necessary to complete all basic curricular projects. As with all school property, students may be charged for damage to or replacement of such devices. Additionally, the district may allow students to make repair cost or replacement cost payments by arranging for the students to utilize a single, or series of, payments.
- 6. Transportation Costs.** The district will charge students reasonable fees for district-provided transportation services to the extent permitted by federal and state statutes and regulations. The maximum dollar amount of the transportation fee charged by this district shall be \$50 per activity trip.
- 7. Copies of Student Files or Records.** The school district will charge a fee for making copies of a student's files or records for the student's parents or guardians. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Students' parents have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records. The district will charge a fee of \$.25 cents per page for reproduction of student records.
- 8. Participation in Summer School or Night School.** The district will charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses. The maximum dollar amount for summer and night school shall be \$N/A.



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

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

- ☐ Breakfast Program – Grades K-6
  - Regular Price    \$ N/A
  - Reduced Price    \$ N/A
- ☐ Breakfast Program – Grades 7-12
  - Regular Price    \$ N/A
  - Reduced Price    \$ N/A
- ☐ Lunch Program – Grades K-6
  - Regular Price    \$ N/A
  - Reduced Price    \$ N/A
- ☐ Lunch Program – Grades 7-12
  - Regular Price    \$ N/A
  - Reduced Price    \$ N/A
- ☐ Extra Milk    \$.55 cents
- ☐ Extra Breakfast Entrée    \$.90
- ☐ Extra Lunch Entrée    \$1.70
- ☐ Adult Breakfast Entrée    \$ 2.50
- ☐ Adult Lunch Entrée    \$ 4.50
- ☐ Adult Extra Serving    \$1.75
- ☐ Adult Milk    \$ .55

- 10. Charges for Musical Extracurricular Activities.** Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- ☐ Band students must provide their own instruments.
- ☐ Swing choir students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$200.

**Waiver Policy.**

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Students are not required to participate in the free or reduced-price lunch program to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal. Application forms are available in each school building office.

**Voluntary Contributions to Defray Costs.**

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

**Fund-Raising Activities**

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

**Student Illness**

Students who suffer from a significant illness which has an actual or expected duration of six months or more may be eligible for accommodations and support under Section 504 of the Rehabilitation Act or under the Individuals with Disabilities in Education Act. The school will provide accommodations to students who are returning to school after a prolonged absence due to illness, including pediatric cancer, through a 504 plan or an IEP, as appropriate. The student's plan will include informal or formal accommodations, modifications of curriculum and monitoring by medical or academic staff as determined by the student's IEP team or 504 committee. Parents and staff will engage in ongoing communication about the needs of a student who is facing these circumstances.

Students who become ill at school will be sent to the building office where the school nurse or other school employee will determine the appropriate response. When a child is too ill to remain at school, a school employee will contact the child's parent(s) and arrange for the child to be picked up or sent home. If an illness or injury requires immediate medical attention, school officials shall attempt to contact the child's parent(s) regarding treatment for the child. If the parents cannot be contacted, school

officials may have the child treated by an available physician. Students who show symptoms of a contagious disease may be sent home, and the district may require a physician's statement before allowing such students to return to school.

### **Student Government**

Students are encouraged to formulate and participate in elective and representative student government activities. The organization, operation, and scope of the student government shall be administered by the superintendent or designee.

### **Student Records**

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district. "Student records" also shall not include any records created and maintained by the district's law enforcement unit for a law enforcement purpose.

For purposes of the district's compliance with state and federal law, and subject to the limitations in the paragraph above, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is Infinite Campus.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. A school official may access, maintain, and use education records containing personally identifiable information (PII) when he or she has a legitimate educational interest in such. "School official" includes any agent, volunteer, or contractor performing an

institutional service or function for which the school would otherwise use its own employees and who is under the school district's direct control with respect to their access to, maintenance of, and use of PII from student records. For example, a school official may include, but would not be limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. This includes sharing information with the Department of Education necessary to comply with the requirement of state law that all third-year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

## **Student Schedule Changes**

Student schedule changes may be made without penalty during the first three days of each semester. Drop and Add slips are to be obtained from the office of the Guidance Counselor and must be signed by the guidance counselor and building principal before they are presented to the teacher of the class that is to be added or dropped.

After the first week of the semester, students who insist on dropping a class, except for instances of an extended illness, will receive a “0” on their permanent records, and that grade will be averaged into the student’s cumulative grade point average. If an extended illness makes it impossible or impracticable for a student to successfully complete a class or classes, the student may be allowed to withdraw from a class or classes as (WP)-Withdraw Passing or (WF)-Withdraw Failing. If permission to withdraw as WP or WF is given by the building principal and guidance counselor, the grade(s) will not be averaged into the cumulative grade point average of the student.

Before students are allowed to withdraw from a class as WP or WF, the student, the parents of the student, the guidance counselor, and the building principal must meet and review the circumstances of the situation. All available means that could be utilized to allow the student to successfully complete the course(s) must be reviewed before permission to withdraw as WP or WF is given by the building principal and guidance counselor.

## **Tardiness**

1. Students are considered tardy after 8:10 a.m. Students who arrive after that must report to the office for a late pass.
2. Students who arrive after 8:10 a.m., but before 10:00 a.m. will be considered tardy.
3. Students arriving after 10:00 a.m. will be considered absent for a half-day. Students arriving after 1:00 p.m. will be considered absent for a full day.
4. Parents/guardians will be required to conference with the Principal if their student has excessive tardies.
5. A student who does not have a valid excuse for being tardy may be required to stay after school with the teacher to make up for lost learning time/work missed during the class.

## **Telephone Calls**

The school’s telephone may be used only with permission of staff.

## **Threat Assessment and Response**

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

### **1. Definitions**



- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
  - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
  - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
  - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.
  - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.
  - ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

## 2. **Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such a report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

**THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.**

### **3. Threat Assessment Team**

The threat assessment team (team) shall consist of the superintendent of schools, building principal(s), guidance counselor and local law enforcement. It also could include information technology staff, the school nurse, members of the mental health profession who would be willing to work with the school. Members of the school crisis team may also serve on the threat assessment team. Not every team member needs to participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

### **4. Threat Assessment Investigation and Response**

When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for

consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

#### **5. Communication with the Public about Reported Threats**

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

#### **6. Coordination with the Crisis Team After Resolution of Threat**

The threat assessment team will confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School Safety Plan.

### **Title IX**

As required by Title IX of the Education Amendments of 1972, it is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report must be made by any means to the district's Title IX Coordinator whose contact information can be found on the district's website and in the district's student and staff handbooks. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

### **Transportation Services**

The district operates school buses as a convenience for students and parents. They represent a substantial investment, and students are expected to care for and respect them.

#### **Transportation to School**

Students who ride the bus to school will arrive in time for them to eat breakfast at school. Parents must contact their bus driver if a student will not ride the bus on a given day. Bus drivers endeavor to adhere to their schedule, and will wait for riders only a short period of time so as not to jeopardize the time remaining for the rest of their schedule.



Non-resident or option enrollment students may ride the buses, but they will be charged a fee to be established by the board of education. The Superintendent will schedule bus routes, and questions concerning them should be directed to that office.

### **Bus Regulations**

Riding school vehicles is a privilege, not a right. The bus drivers have the same authority as teachers while transporting students. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles. If misconduct is recurring, the student will not be allowed to ride the bus.

a) **Rules of Conduct on School Vehicles:**

- 1) Students must obey the driver promptly.
- 2) Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- 3) Students are prohibited from fighting, engaging in bullying, harassment, or horseplay.
- 4) Students must enter the bus without crowding or disturbing others and go directly to their assigned seats.
- 5) Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- 6) Students are prohibited from throwing or passing objects on, from, or into vehicles.
- 7) Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.
- 8) Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
- 9) Students may carry on conversations in ordinary tones, but may not be loud or boisterous and should avoid talking to the driver while the vehicle is in motion. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
- 10) Students may not open windows without permission from the driver. Students may not dangle any item (e.g. legs, arms, backpacks) out of the windows.
- 11) Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle if the vehicle were involved in an accident
- 12) Students must respect the rights and safety of others at all times.
- 13) Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.
- 14) Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.

- 15) Video cameras may be placed on buses, at random, to monitor student behavior on the bus.

b) **Consequences**

Drivers must promptly report all student misconduct to the administration. These reports may be oral or written. Students who violate the Rules for Conduct will be referred to their building principal for discipline. Disciplinary consequences may include a note home to parents, suspension of bus riding privileges, exclusion from extracurricular activities, in-school suspension, short term or long term suspension from school, and/or expulsion.

These consequences are not progressive, and school officials have discretion to impose any listed punishment they deem appropriate, in accordance with state and federal law and board policy.

c) **Records**

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be forwarded to law enforcement.

Requests to be dropped off at a point **not** on the regular route will not be accommodated, unless extenuating circumstances arise and the request is approved by the transportation director or administration.

Students who are not regular route riders may not ride the bus home with a friend, unless the parent of the non-route student presents written permission to the bus driver ahead of time. The written permission should include the date, the non-route rider's name, the signature of the non-rider's parent, and the place approved for drop off. Such requests may not be granted if they cause overcrowding of the vans or buses (Vans-10 riders only, plus driver).

**Transportation to Activities**

The school district provides transportation to students who are participating in school-sponsored events and they must ride to those events in a school vehicle. Students who wish to take private transportation home from a school event must submit a release form to the sponsor that has been signed by that student's parent.

**Video & Audio Recordings & Surveillance and Photographs**

Students, staff, parents/guardians, and patrons should assume that any class or activity in the school may be recorded by the school district for legitimate educational purposes. There is no reasonable expectation of privacy within classrooms, common areas of the school building or on school grounds outside of the building. Recordings permitted pursuant to this policy may only be used for authorized purposes and may not be republished without additional,

written consent from a school administrator. For purposes of this policy “recording” includes still photographs, video, audio, and other similar data captured in any medium.

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

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

**Recordings Made by Parents/Guardians and Patrons.** Parents/guardians and patrons may make recordings of school activities intended to be public in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child’s classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student’s IEP or 504 Plan. Violation of this policy will result in immediate termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

**Recordings Made by Staff.** Staff members may make recordings of classroom instruction, student behavior or performance, and school activities without prior administrative approval only for legitimate educational purposes. Staff members may not make secret recordings while on duty, even if those recordings do not violate state or federal criminal or privacy laws. Staff members who violate this provision may be subject to consequences up to termination for classified staff and cancellation of contract for certificated staff.

**Recordings Made by Students.** This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day

without the express consent of a staff member or as required by the student's education plan. Student use of assistive technology that has the capacity to record and/or transmit recordings (e.g. AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Students who violate this policy may be subject to discipline up to and including expulsion.

### **Weather-Related School Closing**

The Superintendent will occasionally announce an emergency early school dismissal, late start, or cancellation of school due to extreme heat, snow, or ice. School closings will be announced on GRPS social media platforms and [www.grmustangs.org](http://www.grmustangs.org). Parents should assume that school is open and a regular schedule is being followed if there is no announcement concerning the school district. Please do not call the school or individual staff members to find out whether school is being canceled. Parents who do not believe it is safe to transport their students to school may keep their students home after contacting the district office.

If schools are closed due to severe weather conditions, all after-school activities will be canceled.

### **Withdrawal From School**

Students who are moving from the district must notify the school office.

### **Work Permits**

The building principal or other authorized school official shall be responsible for the issuance of work permits for children in accordance with state law.

## **SECTION TWO: ACADEMIC INFORMATION**

### **Grades**

Gordon and Rushville Elementary Schools (2nd-5th grades) will use the letter grading system as follows:

|   |                              |            |
|---|------------------------------|------------|
| A | Superior                     | 100% - 94% |
| B | Above Average                | 93% - 86%  |
| C | Average                      | 85% - 78%  |
| D | Unsatisfactory/Below Average | 77% - 70%  |
| F | Failing ( no credit)         | 69% - 0%   |
| I | Incomplete                   |            |

Each teacher should define for students the grading procedures to be used in their classes.

Gordon and Rushville Elementary Schools (Kindergarten – 1st grade) will use the following grading system as follows:

- 4 – Exceeds Expectations for Proficiency
  - 3 – Meets Expectations for Proficiency
  - 2 – Needs Additional Support/Practice
  - 1 – Not Addressed this Quarter
- Effort: E, S, N = Excellent, Satisfactory, Needs Improvement

### **Homework**

Classroom teachers will often assign homework. Parents who have questions about homework or concerns about class work should contact the teacher. Questions not resolved by the teacher should be referred to the administration.

Each student is expected to spend some time preparing for studies outside of school hours. The amount of time that is needed will depend upon each student. Normally, at least an hour a day should be spent in preparing for an average assignment.

Students who struggle to complete assignments or who must spend an inordinate amount of time completing an assignment should seek the help and advice of their teachers and consult with the principal and/or the guidance counselor.

Student Intervention Period from 3:15 p.m. - 3:45 p.m. is available and/or required for students needing extra academic support.

### **Honor Roll (3rd–5th Grade Only)**

The purpose of the honor roll is to recognize those students who demonstrate academic excellence. Honor rolls will be determined for 1st, 2nd, 3rd, and 4th quarters. Students will be recognized accordingly:

- Students receiving all “A’s” will be listed on the All A Honor Roll.
- Students receiving at least 2 A’s in the core classes (reading, math, science, social studies) and the rest B’s will be listed on the A/B Honor Roll.

### **Reading Instruction and Intervention Services**

The purpose of this policy is to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. It is the school district’s goal that each student be able to read at or above grade level by third grade.

**Effective Reading Teachers.** It is the intent of the school district to employ teachers for kindergarten through third grade who are effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement.

**Reading Assessment.** The school district will administer a reading assessment approved by the Nebraska Department of Education three times during the school year to all students in kindergarten through third grade. Exceptions to this requirement include:

- Any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years;
- Any student receiving special education services for whom such assessment would conflict with the individualized education plan; and
- Any student receiving services under a plan pursuant to the requirements of section 504 of the federal Rehabilitation Act of 1973, 29 U.S.C. 794, or Title II of the federal Americans with Disabilities Act of 1990, 42 U.S.C. 12131 to 12165, as such acts and sections existed on January 1, 2018, for whom such assessment would conflict with such section 504 or Title II plan.

The first assessment for kindergarten students must occur within the first 45 calendar days that school is in session of each school year. For all other grades, the first assessment must occur within the first 30 calendar days that school is in session of each school year.

Diagnostic assessments used within a supplemental reading intervention program do not require Nebraska Department of Education approval.

**Deficiency Identification.** Any student in kindergarten through third grade performing below the threshold level as determined by the Nebraska Department of Education shall be identified as having a reading deficiency for purposes of the Nebraska Reading Improvement Act and this policy. A student who is identified as



having a reading deficiency shall remain identified as having a reading deficiency until the student performs at or above the threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act or this policy shall prohibit a school district from identifying any other student as having a reading deficiency.

**Supplemental Reading Intervention Program.** The school district will provide a supplemental reading intervention program to ensure that students can read at or above grade level at the end of third grade. The school district may work collaboratively with a reading specialist at the Nebraska Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs. Each supplemental reading intervention program must be:

- Provided to any student identified as having a reading deficiency;
- Implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
- Made available as a summer reading program between each summer for any student who has been enrolled in grade one, grade two, or grade three or in a higher grade and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer reading program. The summer reading program may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or offered online.

The supplemental reading intervention program may also include:

- Reading intervention practices that are evidence-based;
- Diagnostic assessments to identify specific skill-based strengths and weaknesses a student may have;
- Frequent monitoring of student progress throughout the school year with instruction adjusted accordingly;
- Intensive intervention using strategies selected from the following list to match the weaknesses identified in the diagnostic assessment:
  - Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
  - Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
  - Daily targeted individual or small-group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;

- Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent-guided home reading; or
- Access to before-school or after-school supplemental reading intervention with a teacher or tutor who has specialized training in reading intervention.

**Parent/Guardian Notification.** The school will give notice in writing or by electronic communication to the parent(s) or guardian(s) of any student identified as having a reading deficiency within 15 working days of such identification that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

**Reading Improvement Plan.** Any student who is identified as having a reading deficiency will receive an individualized reading improvement plan, that shall include a supplemental reading intervention program, no later than 30 days after the identification of the reading deficiency. The reading improvement plan may be created by the teacher, the principal, other pertinent school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program to remedy the reading deficiency. The student must receive reading intervention services through the supplemental reading intervention program until the student is no longer identified as having a reading deficiency.

**Reading Progress.** Each student in kindergarten through third grade and his or her parent(s) or guardian(s) will be informed of the student's reading progress within a reasonable time after the school district receives the results from the student's approved reading assessment.

**NDE Professional Learning System.** The Nebraska Department of Education provides a professional learning system. The elementary school(s) and early childhood education programs approved by the State Board of Education will ensure that teachers who teach children from four years of age through third grade are aware of the professional learning system and are adequately trained regarding evidence-based reading instruction to effectively instruct students in reading.

**NDE Report.** On or before July 1 of each year, the school district will provide the required information relating to dyslexia to the Nebraska Department of Education.

### **Repeat of Grade at Parent-Guardian Request**

Parents and guardians may request that their student repeat a grade level under the following conditions:

#### **Students in Kindergarten through Fourth Grade**

Parents and guardians of students in kindergarten through fourth grade may request



that their student repeat the grade level that the student has just completed under the following conditions:

- 1) If the student is at least one year below grade level and behind the child's typically developing peers in reading, English, and language arts such that the child does not possess the necessary academic skills required to succeed in reading, English, and language arts at grade level for the next grade to which the student would otherwise advance; or
- 2) If the student was absent fifty percent or more of the days in which school was in session for students during the school year which the student has just completed; or
- 3) If the student experienced a severe mental or physical illness resulting in hospitalization of two or more weeks during the school year.

### **Students in Fifth through Twelfth Grade**

Parents and guardians of students in fifth through twelfth grade may request that their student repeat the grade level that the student has just completed if the student was absent fifty percent or more of the days in which school was in session for students during the school year which the student has just completed.

### **Procedure for Parent Requests for Student Grade Repetition**

Parents and guardians who seek to have their student repeat the grade level just completed must submit a written request to the student's building principal no earlier than the day after the last scheduled student attendance day of the school year, and no later than two weeks after that date. This deadline may be waived by the superintendent for good cause shown. The request must include written documentation that provides evidence that the parents or guardians believe substantiate that the conditions outlined above have been met.

The principal shall promptly forward the request to the superintendent or his/her designee, along with any building-level information about the student which the principal believes will be relevant to the superintendent or designee in responding to the parents' or guardian's request.

The superintendent or designee shall review the request and promptly schedule a meeting with the parents or guardians. At this meeting, the superintendent or designee shall identify any alternative educational opportunities available to the student, including remedial instruction if applicable, and verify any special education supports available to the student. If the child's parent or guardian still intends to have such child repeat a grade, the parent or guardian shall complete a form prescribed by the Nebraska Department of Education and return the form to the office of the superintendent of schools.

Upon completion of the form and if all requirements pursuant to this policy are met, the school district shall have the child repeat the child's grade for the next school year.

Nothing in this policy modifies the school district's policies on mandatory attendance and reporting excessive absenteeism to the county attorney or other members of law enforcement. Likewise, nothing in this policy shall dictate or direct the provision of special education or related services, including but not limited to any IEP team decision about the appropriate educational placement of a child with a disability under Rule 51 of the Nebraska Department of Education.

### **Report Cards**

Report cards are sent home the week following the end of the nine-week reporting period. Mid-quarter reports are also sent to parents of students who are having difficulty in an academic subject.

### **Retention Procedure**

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

### **Summer School**

Students who fail any core class, (reading, math, science, social studies, and language arts) MAY be required to attend summer school. Failure of a class is a percentage at or below 69%.

## **SECTION THREE: STUDENT DISCIPLINE**

### **General Discipline Philosophy**

The school district has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

The school district's discipline is guided by the following principles:

1. The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
2. Behavior expectations and the consequences for failing to meet those expectations will be clearly communicated to all students and their parents.
3. The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.

4. Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
5. Behavior expectations apply to all students; consequences are enforced consistently without regard to a student's academic record or achievement.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

### **Forms of School Discipline**

Administrative and teaching personnel may take actions regarding student behavior that are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, behavior plans, alternate schedules, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent to such counseling or evaluation. The actions may also include in-school suspensions during the day or mandatory attendance at Saturday school. When in-school suspensions, after-school assignments, Saturday School, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. District administrators may develop building-specific protocols for the imposition of student discipline.

Any disciplinary action taken by staff must be consistent with the requirements of other applicable laws, including but not limited to the IDEA, Section 504, and Title IX.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

"Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person designated or ordered by a court to make educational decisions on behalf of a child.

Any statement, notice, recommendation, determination, or similar action specified in this section shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent.

Any student who is suspended or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student

who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

### **Disciplinary Protocol**

Step 1 - Teacher gives verbal warning.

Step 2 - Teacher has student contact parents to share their poor choice of behavior.

Step 3 - Teacher has student contact parent regarding their behavior with the teacher. Teacher and parent schedule a time to meet and discuss behavior using restorative practices with the student. Loss of recess time could be consequence.

Step 4 - Student is sent to the Principal's Office. Parent is contacted and a meeting is scheduled with the parents. In-School/Out-of-School suspension is a possible consequence.

These numerical steps do not carry over to the next day. New day...Fresh start!

### **Behavioral Intervention**

**General Approach.** The district utilizes a tiered system of support to foster a positive school climate and culture, encourage appropriate student behavior, and provide the necessary supports for academic and behavioral success.

**Interaction with Student Discipline Policy.** This policy does not replace the Student Discipline policy or limit the District's authority under the Student Discipline Act when behaviors warrant action under that policy or Act.

**Classroom Removal.** Students may be removed from the classroom if the student poses a threat to their own safety, the safety of others, or the environment or if the student's behavior is disruptive to the learning environment. When appropriate, prior to removal staff should consider the use of de-escalation techniques, behavior redirection, or other Tier 1 or Tier 2 or comparable interventions.

When classroom removal is appropriate, the District will consider whether the student requires additional support to transition back to the classroom and continue to monitor the student's behavior to adjust interventions and supports as needed.

**Required Training.** The School District, independently or through the educational service unit, will develop and provide behavioral awareness and intervention training to employees with behavioral management responsibilities. Each employee with behavior management responsibilities must complete the behavioral awareness and

intervention training during the 2026-27 school year or during the first year of employment with the district.

The length of such training will be at least 0.5 hours.

**Behavioral Awareness Point of Contact (BAPC).** Each school building must designate one or more school employees as a BAPC. Each BAPC must have knowledge of community services providers and other resources available for students and families. Each BAPC must coordinate access to support services for students.

The BAPC will be identified on the district website and in the school directory.

### **After School Sessions and Detentions**

Monday-Thursday Student Interventions will run from 3:15 p.m.- 3:45 p.m.

Teachers and administrators may require students to stay after school or to serve detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

- After-school sessions will not exceed 30 minutes from the time of dismissal and are to be served in the teacher's room. A student who fails to attend an after school session may be given a detention by the teacher or may face additional disciplinary consequences up to and including long-term suspension and/or expulsion. A student who has a conflict with an after-school session is responsible for working it out with the teacher.
- Detentions are 30 minutes, served in the central office or the detention room designated by the building principal.

### **Saturday School**

The building administrator may require a student to attend Saturday School for four hours on Saturday morning. Saturday School is held from 8:30 AM to 12:30 PM in a classroom staffed by teachers. Students follow strict rules and must work on assignments the entire time, except for short breaks. Students who do not follow Saturday School rules will be removed from the classroom and will face further disciplinary action.

### **In-School Suspension**

The building administrator may require a student to serve in-school suspension. Students may be required to attend up to six hours per day of school-sponsored suspension a day at a designated location where they will study and participate in campus clean up. There will be zero tolerance for behavior problems from students

placed in in-school suspension. Students not completing their In-School Suspension will face further disciplinary action.

### **Emergency Exclusion**

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

**Grounds for Emergency Exclusion.** Any student may be excluded from school in the following circumstances subject to the procedural provisions governing short term suspension found elsewhere in these policies or state law:

(a) If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or

(b) If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers that prompted the exclusion.

**Extension of Exclusion.** Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for up to five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be made according to the procedures set forth below.

**Notification of Student's Parent(s) or Guardian(s).** The superintendent or the superintendent's designee shall notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing. The notice shall include notice of a recommended hearing examiner and an alternate hearing examiner for consideration by the parent(s) or guardian(s) if a hearing is requested.

**Opportunity to Request a Hearing.** The student's parent(s) or guardian(s) may submit a request for a hearing on the proposed extension of the exclusion within one school day of receiving the notice of the proposed extension.

**Failure to Request a Hearing.** If the parent(s) or guardian(s) do not request a hearing within one school day of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

**Appointment and Qualifications of a Hearing Examiner.** The parent(s) or guardian(s) shall notify the superintendent within one school day of receiving notice of



the recommended extension and proposed hearing examiner and alternate hearing examiner if the alternate hearing examiner is preferred.

**Hearing Examiner's Notice to Parent(s) or Guardian(s).** The hearing examiner shall promptly give written notice of the time, date and place of the hearing. The hearing will be held within ten school days after the initial date of exclusion; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days' notice unless otherwise agreed to by the student's parent(s) or guardian(s) and school officials.

**Continued Exclusion.** If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

**Examination of Student's Records and Affidavits.** Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits that will be used by school officials at the hearing.

**Attendance at Hearing.** The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

**Student's Witness(es).** The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to the sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

**Right to Know Issues and Nature of Testimony.** The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any administrative or expert witnesses.

**Presence of Student and Witnesses at the Hearing.** The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify. The school district shall make available to testify at the hearing any employee who is a witness to the matter upon request from the parent(s) or guardian(s).

**Sworn or Affirmed Testimony.** The principal or his or her designee shall present evidence supporting the recommended extension. Witnesses will give testimony under oath of affirmation, and may be questioned.

**Hearing Examiner's Report and Recommendations.** The hearing examiner shall prepare a report of his or her findings and recommendations, and forward the report to the superintendent.

**Superintendent's Decision.** The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He or she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

### **Makeup Work for Suspended Students**

Any student who is suspended must be given an opportunity to complete any classwork and homework missed during the period of suspension, including, but not limited to, examinations ("makeup work"). Any makeup work must be completed and turned in within 2 school days after completion of the suspension. This makeup guideline shall be provided to the student and a parent at the time of suspension. Suspended students may not be required to attend the school's alternative program for expelled students in order to complete classwork or homework.

### **Short-Term Suspension**

The Principal or the Principal's designee may exclude a student from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or
2. Other violations of rules and standards of behavior adopted by the board of education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. After the principal has determined that a short-term suspension is necessary, but prior to commencement of the short-term suspension, the student and the parent will be given oral and written notice of the charges against the student. They will be advised of what the student is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to present evidence of the student's version of the facts.



3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student and the student's parent, describing:
  - a) The student's conduct, misconduct or violation of the rule or standard and;
  - b) The reasons for the action taken;
  - c) The actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension;
  - d) Resources the school is able to provide or recommend to assist the student; and
  - e) How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school.
4. An opportunity will be given to the student, and the student's parent or guardianParent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the parent or guardianParent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.
5. Students who are short-term suspended must be given the opportunity to complete classwork and homework missed during the suspension, including but not limited to examinations, as provided herein.

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

**Definition of Firearm.** The term “firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

**Exceptions Regarding Firearms and Weapons.** The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

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

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

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

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

### **Long-Term Suspension**

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

### **Pre-Kindergarten through Second Grade Students**

An elementary school shall not suspend a student in pre-kindergarten through second grade unless the student:

1. Brings a deadly weapon as defined in section 28-109 onto school grounds, into a vehicle owned, leased, or contracted by a school being used for a school purpose or into a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event; or
2. Engages in violent behavior capable of causing physical harm to another student or school employee.

As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.

## **Expulsion**

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise, the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall provide either an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

### **Grounds for Long-Term Suspension, Expulsion, or Mandatory Reassignment:**

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a

school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes; The board has determined that the use of synthetic media such as deepfakes may constitute “similar conduct”;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal 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. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term “under the influence” for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults that occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;

10. 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; or
11. A repeated violation of any of the following rules, or a single violation if the conduct amounts to a criminal act, if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, sex, national origin, or religion;
  - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
  - c. Violating school bus rules as set by the school district or district staff;
  - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation, or electronic cigarettes, vapor pens, etc.;
  - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
  - f. Possession of pornography; including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically); including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - h. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent;
  - i. Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged



- calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/newcomers; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault;
- j. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
  - k. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
  - l. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
  - m. Using any object to simulate possession of a weapon;
  - n. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation; and
  - o. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

## **Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students; or
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes.

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

The following procedures shall be followed with regard to any long-term suspension, expulsion, or mandatory reassignment.

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
  - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
  - c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;
  - d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
  - e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
  - f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.
3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the

student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian, or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.
5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or student's parent or guardian may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such a request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's parent or guardian must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.
6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent or guardian of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent or guardian, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, and the student's parent, guardian, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to



a hearing but the consequence imposed may continue in effect pending final determination.

10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

### **Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

## **SECTION FOUR: WELLNESS POLICY & STAFF DIRECTORY**

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

### **1. Goals for Nutrition Promotion and Education**

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

### **2. Goals for Physical Activity**

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

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

- a. The district will participate in state and federal child nutrition programs as appropriate.
- b. The district will provide professional development, support, and resources for staff about student wellness.
- c. Students will be provided sufficient time in which to eat school-provided meals.
- d. The district's lunchrooms will be attractive and well-lighted.
- e. The district will allow other health-related entities to use school facilities for activities such as health clinics and screenings so long as the activities meet the district's requirements and criteria for the use of facilities.

- f. The district may partner with other individuals or entities in the community to support the implementation of this policy.
- g. The district will strive to provide physical activity breaks for all students, recess for elementary students, and before and after school activities, as well as encourage students to use active transport (walking, biking, etc.)
- h. The district will use evidence-based strategies to develop, structure, and support student wellness.

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

- a. The district will ensure that student access to foods and beverages meet federal, state and local laws and guidelines including, but not limited to:
  - i. USDA National School Lunch and School Breakfast nutrition standards
  - ii. USDA Smart Snacks in School nutrition standards.
- b. The district will offer students a variety of age-appropriate, healthy food and beverage selections with plenty of fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements in order to promote student health and reduce childhood obesity.

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

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

#### **6. Food and Beverage Marketing**

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

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

time, any products that are marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards

## **7. Public Participation**

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

## **8. Competitive Foods (Includes Food and Beverages Sold in Vending Machines School Stores, and Fundraisers)**

a. Definitions. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966 available for sale to students on the school campus during the school day. For the purpose of competitive food standards implementation, “school day” means the period from the midnight before to 30 minutes after the end of the official school day.

b. Applicability. Except as otherwise allowed by the Nebraska Department of Education (NDE) or applicable law, all competitive food sold during the school day must meet the USDA Smart Snacks Standards and the nutrition standards found in 7 CFR § 210.11. The competitive food restrictions do not apply to food sold during non-school day hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)

c. Fundraiser Exemptions. A special exemption is allowed for the sale of food and/or beverages that do not meet the competitive food standards as required in this section for the purpose of conducting an infrequent school-sponsored fundraiser. The specially exempted fundraisers must not take place more than the frequency specified by NDE during such periods that schools are in session. No specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service.

d. Other Exemptions. The only other nutrition exemptions from the competitive food requirements are those found in 7 CFR § 210.11.

e. Other Limitations. No competitive food can be sold to children anywhere on school premises beginning one half hour before breakfast and/or lunch service until one half hour after meal service unless all proceeds earned during these time periods go to the school nutrition program.

## **9. Triennial Assessment**

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

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

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

## **10. Public Notice**

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

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

## **11. Recordkeeping**

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

## **12. Operational Responsibility**

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

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

## STAFF DIRECTORY

### Members of the Board of Education

|                       |                |
|-----------------------|----------------|
| Carrie Child.....     | President      |
| Bobbie Archibald..... | Vice-President |
| Ward Wacker.....      | Secretary      |
| Ryan Alcorn.....      | Treasurer      |
| Nick Sasse.....       | Member         |
| Seth Tausan.....      | Member         |

### Administrative Staff

|                          |                                |
|--------------------------|--------------------------------|
| Nathan Livingston.....   | Superintendent                 |
| Dennis Dolezal.....      | High School Principal          |
| Zach Deleski-Taylor..... | Middle School Principal        |
| Keith Mills.....         | Rushville Elementary Principal |
| Robin Johnson.....       | Gordon Elementary Principal    |
| Jill Simmons.....        | Director of Special Education  |

## 2026-2027 Teaching Staff and Support Staff

### GRES Teaching Staff

|                         |                                       |
|-------------------------|---------------------------------------|
| Sheryl Giles.....       | GES PreK                              |
| Brittany Hoagland.....  | RES PreK                              |
| Ann August.....         | GES Kindergarten                      |
| Stormy Hunter.....      | GES Kindergarten                      |
| Leah Janssen.....       | RES Kindergarten                      |
| Shayley Kersey.....     | GES 1st Grade                         |
| Macy Homan.....         | GES 1st Grade                         |
| Megan Janssen.....      | RES 1st Grade                         |
| Sylmarie Socarras.....  | GES 2nd Grade                         |
| Anna VanderGriend.....  | GES 2nd Grade                         |
| Skyler Smyres.....      | RES 2nd Grade                         |
| Troy Dehning.....       | GES 3rd Grade                         |
| Kim Forsberg.....       | RES 3rd Grade                         |
| Diana Campbell.....     | GES 4th Grade                         |
| April Schneider.....    | RES 4th Grade                         |
| DJ Evans.....           | GES 5th Grade                         |
| Julie Wolkow.....       | GES 5th Grade                         |
| Amy Dolezal.....        | RES 5th Grade                         |
| Katie Michael.....      | GES Special Education                 |
| Patty Bracken.....      | GES Early Childhood Special Education |
| Cierra Schwarzkopf..... | RES Special Education                 |
| Sam Jesse.....          | GES Physical Education                |
| Dallas Wik.....         | RES Physical Education                |
| Maurita Runkel.....     | GES Title I                           |
| Stacey Darnell.....     | RES Title I                           |



Richa Perkins.....GES Music  
Lauren Stephens.....RES Music

### **Central Office Staff**

Tory Sasse.....Bookkeeper/Superintendent's Secretary  
Stacey Meeks..... Business Manager  
Alton Archibald.....Technology Coordinator  
Darren Probst.....GRHS Activities Director

### **RES Office Staff**

Keith Mills..... Principal  
Anna Licking..... Administrative Assistant  
Ashlei Tausan.....School Nurse  
Lynn Schott.....School Counselor

### **GES Office Staff**

Robin Johnson.....Principal  
Jackie Roth.....Administrative Assistant  
Ashlei Tausan.....School Nurse  
Lynn Schott.....School Counselor

### **Support Staff**

Jessica Olson.....Cafeteria Manager  
Gian Aguas.....RES/GRMS Head Cook  
Adena Lima.....GES Cafeteria  
Stacy Hesser.....GES Cafeteria  
Dan Sasse.....RES/GRMS Head Custodian  
Holly Lechleitner.....RES Custodian  
Chris Grover.....GES Custodian  
Jason Dane .....GES Custodian  
Chad Allison.....Head of Transportation/Maintenance  
Shelly Hardin.....Librarian  
Brandy Hoos.....Speech Language-Pathologist  
Courtney Ostrander.....Speech Language-Pathologist  
Maurita Runkel.....English Lang. Learner  
Lisa Janssen.....After School Program Director  
Jenn Fiscus.....RES Paraprofessional  
Rebecca Smith.....RES Paraprofessional  
Michelle Hotz.....RES Paraprofessional  
Melissa Jaggars.....RES Paraprofessional  
Zoe Landreth.....RES Paraprofessional  
Lesa Saxton.....GES Paraprofessional  
Lindsay Jenks.....GES Paraprofessional  
Asmae Kabriti.....GES Paraprofessional  
Shaleen Maggi.....GES Paraprofessional

|                          |                      |
|--------------------------|----------------------|
| Savannah Merryman.....   | GES Paraprofessional |
| Bobbie Daringer.....     | GES Paraprofessional |
| Joanie Burleigh.....     | GES Paraprofessional |
| Avery Merryman.....      | GES Paraprofessional |
| Marilyn Van Briggie..... | GES Para/Office      |
| Susan McCarthy.....      | GES Library Asst.    |



# DISTRICT CALENDAR 2026-2027 SCHOOL YEAR

## Gordon-Rushville Public Schools 2026-2027 Calendar (approved - 3/9/2026)

| August 2026 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Aug Prof Dev - 7, 10-12

District Meeting - 10

Aug 13 1st Day of Classes/noon dismiss

Aug 14 noon dismiss

13 student/16 staff days

| December 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |

Dec 11 Staff PD

Dec 18 End 1st sem 38 qtr/81 sem

Dec 21 - 31 Christmas Break No School

13 student/14 staff days

| April 2027 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | Sa |
|            |    |    |    |    |    |    |
| 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 |    |

April 16 No School

21 student/21 staff days

| September 2026 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | Mo | Tu | We | Th | Fr | 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 |    |    |    |

Sept 7 No School Labor Day

Sept 18 No School

Sept 21 PD No Students

19 student/20 staff days

| January 2027 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa |
|              |    |    |    |    |    |    |
| 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           |    |    |    |    |    |    |

Jan 1 Winter Break No School

Jan 4 PD No Students

Jan 5 1st Day 2nd Sem

Jan 22 No School

18 student/19 staff days

| May 2027 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | Sa |
|          |    |    |    |    |    |    |
| 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 |    |    |    |    |    |

May 8 Graduation

May 20 last day students

May 21 PD and teacher last day

4th Qtr 46 days/2nd Sem 88 days

14 student/15 staff days

| October 2026 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa |
|              |    |    |    |    |    |    |
| 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 |

Oct 12 PD No Students

Oct 9 No School

Oct 16 End 1st Qtr 42 days - Noon dis.

Oct 23 - No School - Fall Break

19 student/20 staff days

| February 2027 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Feb 5 and 26 No School

Feb 15 PD No Students

17 student/18 staff days

| June 2027 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | Sa |
|           |    |    |    |    |    |    |
| 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 |    |    |    |

| November 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |    |

Nov 11 Annual Veterans' Day Program

Nov 6 No School

Nov 25-27 Thanksgiving Break No Sch

17 student/17 staff days

| March 2027 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | 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 |    |    |    |    |

March 9 End 3rd Qtr 42 days - Noon dis.

March 10-12 No School Spring Break

18 student/18 staff days

| Days Per Quarter |         |         |         |  |  |  |
|------------------|---------|---------|---------|--|--|--|
| 9-1 St.          | 9-1 Fch | 9-2 St. | 9-2 Fch |  |  |  |
| A-13             | A-16    | J-18    | J-19    |  |  |  |
| S-19             | S-20    | F-17    | F-18    |  |  |  |
| O-19             | O-20    | M-15    | M-16    |  |  |  |
| N-17             | N-17    | A-21    | A-21    |  |  |  |
| O-13             | O-14    | M-14    | M-15    |  |  |  |
| 81               | 87      | 90      | 91      |  |  |  |

\*\*\*May 24-27 tentative snow make-up days

\* Additional inservice days may be added or adjusted as needed to accommodate new curriculum trainings.

Current No school days may be subject to change to regular school days in the event of closings due to extreme weather.

| Federal Holidays                          |                            |                               |
|-------------------------------------------|----------------------------|-------------------------------|
| Sept 1 Labor Day                          | Nov 26 Thanksgiving        | Jan 18 Martin Luther King Day |
| Oct 13 Columbus and Indigenous People Day | Nov 27 Native American Day | Feb 15 Presidents' Day        |
| Nov 11 Veterans Day                       | Dec 25 Christmas           | May 31 Memorial Day           |
|                                           | Jan 1 New Years            | July 4 Independence Day       |

169 student days

178 teacher days

## **SECTION FIVE: FORMS**

This section contains forms that students and their parents must complete and return to the school office **NO LATER THAN: August 31st 2026.**

### **Parent/Guardian Forms to be Returned to the Office**

- Student Information Form/Emergency Form
- Permission/Request for Administration of Medication
- Ethnicity Identification Form
- 506 Form (for new Native American students to the district)
- Updated Immunizations (all 7th grade students/new students required by state law)
- Acceptable Use of Computers and Network Student and Parent Agreements
- Certification of Understanding/Handbook Receipt
- Free and Reduced Lunch Form
- Johnson O'Malley Program Form- If applicable
- Health History Form
- Student Accident Insurance Brochure (signed and returned indicating yes or no)
- Asthma/Allergy Action Plan – if applicable
- Attendance Acknowledgement
- Parent-Student Compact Form for Title I

***Please return the above-mentioned forms by August 31st, 2026***

## GRES EMERGENCY INFORMATION:

---

Student's Name

---

Parent/Guardian's Name(s)

---

Mailing Address

---

Home Phone

---

Father's Employer

---

Business Phone

---

Mother's Employer

---

Business Phone

---

Other Person Who May Be Contacted in Case of Emergency

---

Phone

---

Choice of Doctor

---

Phone

**PARENTAL AUTHORIZATION AND RELEASE FORM  
ADMINISTRATION OF NON- PRESCRIPTION DRUGS TO STUDENTS**

While the administration of medications to students should be scheduled outside of school hours whenever possible, occasionally it may be necessary for school personnel to administer nonprescription drugs to a student as authorized by the student's parents, guardians, or medical professionals and state law. School personnel will only dispense those nonprescription drugs which have been approved by state and federal law for use as a drug and meet the definition of nonprescription drugs in Nebraska's Medication Aide law which states:

Nonprescription drugs means nonnarcotic medicines or drugs which may be sold without a medical order and which are prepackaged for use by the consumer and labeled in accordance with the requirements of the laws and regulations of this state and the federal government.

In order for students to be administered nonprescription medication by school personnel, a parent or guardian must:

- ☐ Complete and return this authorization form.
- ☐ Provide the district with any nonprescription drugs you wish to be administered in its original container from the manufacturer, which must include legible, unadulterated manufacturer instructions. The container must be labeled with the student's name.
- ☐ Provide the district with specific written instructions regarding the requested nonprescription drug's administration, including the date(s) the student is to be administered the drug, the dosage to be administered, the frequency of administration, and any other details or conditions relevant to administration.

School personnel will not administer nonprescription drugs in a manner inconsistent with the manufacturer instructions or state law. School personnel will not administer non-prescription drugs that have expired.

The undersigned are the parent(s), guardian(s), or person(s) in charge of

\_\_\_\_\_  
(name of the student)

I authorize and request school personnel to administer nonprescription drugs to my student. I release the school district, its officials, and employees from any and all liability concerning the administration of nonprescription drugs to my student.

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Parent/Guardian

**PARENTAL AUTHORIZATION AND RELEASE FORM  
ADMINISTRATION OF PRESCRIPTION DRUGS TO STUDENTS**

The undersigned are the parent(s), guardian(s), or person(s) in charge of

\_\_\_\_\_  
(name of the student)

It is necessary that the student receive (name of drug)

\_\_\_\_\_, a physician-prescribed drug, during school intervals

beginning on (date) \_\_\_\_\_ and continuing through

\_\_\_\_\_. (date)

I hereby request that the School District, or its authorized representative, administer the drug named above to my child named above, in accordance with the prescribing physician's instructions, and agree to:

1. Submit this request to the teacher.
2. Make certain the Physician's Request for the Administration of Prescription Medication by School Personnel is submitted to the teacher.
3. Make sure personally that the drug is received by the teacher and/or county nursing service administering it, in the container in which it was dispensed by the prescribing physician or licensed pharmacist.
4. Make sure personally that the container in which the drug is dispensed is marked with the drug name, dosage, interval dosage, and date after which no administration should be given.
5. Submit a REVISED STATEMENT signed by the physician prescribing the drug to the teacher IF ANY OF THE INFORMATION PROVIDED BY THE PHYSICIAN CHANGES.
6. Release the School District and the Board of Education of the School District and all employees, agents, and the representatives of the School District from any liability concerning the giving or non-giving of the drug to the student.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Parent/Guardian

**ADMINISTRATION OF MEDICATION TO STUDENTS  
PHYSICIAN'S REQUEST FOR ADMINISTRATION OF PRESCRIPTION  
MEDICATIONS BY SCHOOL PERSONNEL**

DATE \_\_\_\_\_

CHILD'S FULL NAME \_\_\_\_\_ is under my care and must take medication which I have prescribed during the school day.

Name of medication (as it appears on container in which the drug is stored)

\_\_\_\_\_

Dosage and time \_\_\_\_\_

Date administration of drug is to begin \_\_\_\_\_

Possible adverse reactions to be reported to physician \_\_\_\_\_

\_\_\_\_\_

Special instructions for the administration and storage of the drug

\_\_\_\_\_

I or my designee(s) have trained school personnel or approved alternative training as adequate to administer the medication, have evaluated the situation, the general administration plan and if applicable, the self administration plan or emergency care plan, and deemed each to be safe and appropriate, and if applicable authorize the use of hypodermic syringes and needles or similar medical terms.

Name of Physician and Designee

\_\_\_\_\_

Print or Type

\_\_\_\_\_

Primary Phone Number

\_\_\_\_\_ Secondary

Phone Number

\_\_\_\_\_

Signature of Physician

## RECORD OF SELF-ADMINISTERED MEDICINE

Parent's Phone \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Date to Begin \_\_\_\_\_ Date to End \_\_\_\_\_

Name of Medication \_\_\_\_\_

Dosage of Medication \_\_\_\_\_ Time \_\_\_\_\_

Doctor \_\_\_\_\_ Phone #1 \_\_\_\_\_

Phone # \_\_\_\_\_

Possible Adverse Reaction: \_\_\_\_\_

\_\_\_\_\_ gives permission for \_\_\_\_\_ our son/daughter to self-administer specific medications at school. This medication cannot be taken at any other non-school time.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Students who are able to self-administer specific medication may do so provided:

1. The physician provides written authorization allowing self-administration of said medication.
2. The parent provides written authorization allowing self-administration of said medication.
3. Such medication is transported to the school and maintained under the student's control in the original, properly labeled package and (a) is not opened except when self-administering the medication, (b) is not self-administered during instructional time or in the presence of other students unless medically necessary, and (c) is not shown or exhibited to other students.
4. The student's physician or physicians' designee has (1) evaluated the situation and deemed it to be safe and appropriate; (2) documented this on the physician's authorization for the student's cumulative health record, and (3) approved the general administration plan.
5. The student and the student's physician or physician's designee have developed a plan for reporting and supervising self-administration.
6. The principal and appropriate teacher are informed that the student is self-administering prescribed medication.

\_\_\_\_\_  
Doctor's Signature



# Receipt of Student-Parent Handbook

This signed receipt acknowledges receipt of the 2026-2027 Student-Parent Handbook of Gordon-Rushville Elementary Schools. This receipt acknowledges that it is understood that the handbook contains student conduct and discipline rules as well as Special Education and Title 1 guidelines. The undersigned, as student, agrees to follow such conduct and discipline rules. This receipt also serves to acknowledge that it is understood that the District's policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook, which should be used to respond to harassment or discrimination.

## DRUG-FREE SCHOOLS STATEMENT:

Receipt shall also serve to demonstrate that you as parent or guardian of a student attending Gordon-Rushville Elementary Schools have received notice of the standards of conduct of this district expected of students concerning the absolute prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities as described in board policy or administrative regulation. This notice is being provided to you pursuant to the safe and drug-free schools law and 34 C.F.R. Part 86, both federal legal requirements for the district to obtain federal financial assistance. Your signature on this receipt acknowledges that you and your child or children who are students attending this district fully understand the district's position absolutely prohibiting the unlawful possession, use, or distribution of illicit drugs and the possession, use, or distribution of alcohol or tobacco on school premises or as a part of the school's activities as herein above described and that compliance with these standards is mandatory. Any non-compliance with these standards can and will result in punitive measures being taken against any student failing to comply with these standards.

1. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

2. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

3. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

4. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Parent or Legal Guardian's Signature

\_\_\_\_\_  
Date



## ***ACCEPTABLE USE OF COMPUTERS AND NETWORKS***

### **STUDENT/PARENT AGREEMENT**

In order to make sure that all members of Gordon-Rushville Public Schools community understand and agree to these rules of conduct, Gordon-Rushville Public Schools asks that you as a student user sign the following statement:

I have received a copy of, and have read, the "Terms and Conditions for e-mail and Internet Access" adopted by the Gordon-Rushville School District, and I understand and will abide by those district guidelines and conditions for the use of the facilities of Gordon-Rushville Public Schools and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the Gordon-Rushville Public Schools nor any of its employees nor any of the institutions for networks providing access to Gordon-Rushville Public Schools responsible for the performance of the system or the content of any material accessed through it.

1. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

2. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

3. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

4. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_, NE

Home Phone No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work Phone No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Fax No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ This form will be retained on file by authorized faculty designee for duration of applicable computer/network/Internet use.

## ACCEPTABLE USE OF COMPUTERS AND NETWORKS

### **PARENT'S AGREEMENT**

In order to make sure that all members of Gordon-Rushville Public Schools community understand and agree to these rules of conduct, Gordon-Rushville Public Schools asks that you as a parent/guardian sign the following statement:

I have received a copy of, and have read, the "Terms and Conditions for e-mail and Internet Access" adopted by the Gordon-Rushville School District. As parent or guardian of the student named below, I grant permission for my son or daughter to access networked computer services such as electronic mail (e-mail) and the Internet. I understand that this free access is designed for educational purposes. I also understand that individuals may be held liable for violations of those Terms and Conditions. However, I also recognize that it is impossible to restrict access to all controversial materials and I will not hold Gordon-Rushville Public Schools responsible for materials acquired or sent via the network.

I agree not to hold the Gordon-Rushville Public Schools nor any of its employees nor any of the institutions for networks providing access to Gordon-Rushville Public Schools responsible for the performance of the system or the content of any material accessed through it.

1. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

2. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

3. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

4. Student's Name \_\_\_\_\_ Student's Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_, NE

Home Phone No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work Phone No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Fax No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ This form will be retained on file by authorized faculty designee for duration of applicable computer/network/Internet use.

## ***PARENTAL AUTHORIZATION AND RELEASE FORM TO DISPLAY STUDENT WORK***

The undersigned is the parent, guardian, or person ("parent") in charge of \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ ("the student(s)").

The School District has requested authorization from the parent of the student to display the product of the student's school-related academic, athletic, musical and/or art work product in public places, including, but not limited to, school buildings and functions, public places in the community, school, local, state and national publications, and on the web page produced and operated by the School District. Upon consideration of the request of the School District:

\_\_\_\_\_ I hereby authorize the School District to display the product of the student's school-related academic, athletic, musical and/or work product in public places, including, but not limited to, school buildings and functions, public places in the community, school, local, state and national publications, and on the web page produced and operated by the School District; and further I/We hereby waive any claims regarding copyright to the student's school-related academic, athletic, musical and/or art work product, and hereby release the School District and the Board of Education of the School District and all employees, agents, and representatives of the School District from any liability concerning the posting of the student's work on the School District's web page.

\_\_\_\_\_ I DO NOT authorize the School District to display the product of the student's school-related academic, athletic, musical and/or work produce in public places, including, but not limited to, school buildings and functions, public places in the community, school, local, state and national publications, and on the web page produced and operated by the School District.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Parent/Guardian

A complete copy of Gordon-Rushville Public School's Policy 6800, Article 6 is available on the District website or you may request a printed copy from the office.

# School-Parent Learning Compact

Gordon Elementary School & Rushville Elementary School  
2026 / 2027 School Year

## Teacher:

*It is important that students achieve. I agree to do the following:*

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging state academic standards.
2. Regularly communicate with parents on their child's progress.
3. Demonstrate professional behavior and positive attitude.
4. Provide a safe, positive, and healthy learning environment for your child.

Teacher: \_\_\_\_\_  
Printed Name Signature

## Parent / Caring Adult:

*I want my child to achieve; therefore I will encourage him/her by doing the following:*

1. Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
2. Support your child's learning--volunteer in their classroom; participate, as appropriate, in decisions related to their education, guide positive use of extracurricular time.
3. Make sure my child is at school every day and on time, unless he/she is ill.
4. Provide a quiet place and time to do schoolwork and encourage my child to complete schoolwork.

Parent: \_\_\_\_\_  
Printed Name Signature

## Student:

*I know my education is important to me. It is important that I work to the best of my ability. I agree to do the following:*

1. Be at school every day and on time unless I am sick.
2. Come to school each day prepared with supplies and an attitude to learn.
3. Be responsible for my own behavior.
4. Respect and cooperate with other students and adults.
5. Return completed school work on time.
6. Read at home.

Student: \_\_\_\_\_  
Printed Name Signature

## **Acknowledgment of Attendance Receipt**

I understand that consistent school attendance is required by state law. I also understand that student achievement is directly linked to excellent attendance. I have received the board of education's new policy on student attendance and have reviewed it.

Student  
Name\_\_\_\_\_

Student  
Signature\_\_\_\_\_ Date

\_\_\_\_\_

Parent/Guardian  
Name\_\_\_\_\_

Parent/Guardian  
Signature\_\_\_\_\_ Date

\_\_\_\_\_

## Appendix A

### CIVIL RIGHTS

1. School Food Authorities (SFAS) participating in the National School Lunch Program, School Breakfast Program, After School Snack Program or Special Milk Program must include the nondiscrimination statement in their student handbook in the section that addresses access to or information about the school meals program. It must also be included on the school's web site if school meal information is available.

#### Nondiscrimination 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 (including gender identity and sexual orientation), 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 (s) 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: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), 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](mailto:program.intake@usda.gov)  
This institution is an equal opportunity provider.

If the material is too small to permit the full statement to be included, the material will at a minimum include this statement, in print no smaller than the text: "This institution is an equal opportunity provider."

2. The USDA "And Justice for All" poster must be displayed at each feeding site in a location that is visible to students during meal service. 3. Provide appropriate translations of materials concerning the availability and nutritional benefits of the school meals program, as needed. This requirement can be met through the use of bilingual staff members, volunteers and/or informational materials in appropriate languages. 4. Follow this procedure for Accepting and Filing Complaints of Discrimination in the School Meals Program.

- **RIGHT TO FILE A COMPLAINT:** Any person alleging discrimination based on race, color, national origin, sex, age or disability has a right to file a complaint within 180 days of the alleged discriminatory action.
- **ACCEPTANCE:** All complaints, written or verbal, shall be accepted by the School Food Authority.

### **Summary of Every Student Succeeds Act (ESSA)**

1. **Parents Right to Know.** At the beginning of each school year, if the District receives Title I funding, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request, and the District will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following:
  - A. Whether the student's teacher—
    - (i) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
    - (ii) is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
    - (iii) is teaching in the field of discipline of the certification of the teacher.
  - B. Whether the child is provided services by paraprofessionals and, if so, their qualifications.
2. **Testing.** For more information on testing requirements and procedures, contact the building principal. The administrator or his/her designee may make the following information available for each State or District assessment, including:
  - A. the subject matter assessed;
  - B. the purpose for which the assessment is designed and used;
  - C. the source of the requirement for the assessment;
  - D. the amount of time students will spend taking the assessment, and the schedule for the assessment; and
  - E. the time and format for disseminating results.
3. **Language Instruction Programs.** At the beginning of each school year, if the District receives Title I funding, the District will implement an effective means of outreach to parents of English learners to inform the parents regarding how the parents can—
  - A. be involved in the education of their children; and
  - B. be active participants in assisting their children to—
    - (i) attain English proficiency;
    - (ii) achieve at high levels within a well-rounded education; and
    - (iii) meet the challenging State academic standards expected of all students.

The District will also inform parents of an English learner identified student of opportunities to participate in various school programs, as set forth in ESSA.

## **Notice of Nondiscrimination**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Name: Nathan Livingston  
Title: Superintendent  
Address: 810 N Oak St., PO Box 530, Gordon, NE 69343  
Telephone: 308-282-1323  
E-mail: nathan.livingston@grmustangs.org

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Policy 3053 – Nondiscrimination.



| <u>Vendor ID</u>      | <u>Vendor Name</u> |                            | <u>Invoice</u>                 | <u>Amount</u> |                  |
|-----------------------|--------------------|----------------------------|--------------------------------|---------------|------------------|
| <u>Account Number</u> |                    | <u>Description</u>         |                                |               |                  |
| <b>Checking</b>       | <b>8</b>           | <b>Fund: 06 LUNCH FUND</b> |                                |               |                  |
| DISTR3                | DISTRICT NO 10     | GENERAL FUND               | JULY 2026<br>LUNCH PYRL        | 12,398.92     |                  |
| 06 3100 890 000 0 000 |                    | JULY 2026 LUNCH PAYROLL    |                                |               |                  |
|                       |                    |                            | <b>Vendor Total:</b>           |               | <b>12,398.92</b> |
| GROCER                | GROCERY MART       |                            | JUNE 2026-<br>FS               | 313.42        |                  |
| 06 3100 630 000 0 000 |                    | FOOD                       |                                |               |                  |
|                       |                    |                            | <b>Vendor Total:</b>           |               | <b>313.42</b>    |
| HARRIS                | HARRIS SALES       |                            | 1355885                        | 283.56        |                  |
| 06 3100 630 000 0 000 |                    | FOOD                       |                                |               |                  |
|                       |                    |                            | <b>Vendor Total:</b>           |               | <b>283.56</b>    |
| HILAND                | HILAND DAIRY       |                            | JUNE 2026                      | 237.43        |                  |
| 06 3100 630 000 0 000 |                    | FOOD- WITH CREDITS         |                                |               |                  |
|                       |                    |                            | <b>Vendor Total:</b>           |               | <b>237.43</b>    |
|                       |                    |                            | <b>Fund Total:</b>             |               | <b>13,233.33</b> |
|                       |                    |                            | <b>Checking Account Total:</b> |               | <b>13,233.33</b> |

| <u>Vendor ID</u>      | <u>Vendor Name</u>            | <u>Invoice</u> | <u>Amount</u>   |
|-----------------------|-------------------------------|----------------|-----------------|
| <u>Account Number</u> | <u>Description</u>            |                |                 |
| <b>Checking</b>       | <b>1 Fund: 01 DISTRICT 10</b> |                |                 |
| ACCOBRA               | ACCO BRANDS USA LLC           | 4731857841     | 579.80          |
| 01 1100 610 014 0 000 | ESU SUPPLIES                  |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>579.80</b>   |
| ACTIVI                | ACTIVITY ACCOUNT              | JUNE 2026      | 50.00           |
| 01 2710 352 000 0 000 | DRIVE PAY DONATION TO #47-    |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>50.00</b>    |
| AMAZON                | AMAZON CAPITAL SERVICES       | 16QC-HKT6-L9R9 | 833.80          |
| 01 1100 610 013 0 000 | TEACHER SUPPLIES- A. VANDER   |                |                 |
| 01 1100 610 013 0 000 | TEACHER SUPPLIES- R.          |                |                 |
| 01 1100 610 013 0 000 | TEACHER SUPPLIES- D.          |                |                 |
| 01 1100 610 015 0 000 | TEACHER SUPPLIES- WIK         |                |                 |
| 01 1100 650 000 0 000 | IT SUPPLIES                   |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>833.80</b>   |
| APPLE2                | APPLEGARTH PLUMBING           | 06/29/2026     | 1,500.00        |
| 01 2620 340 015 0 000 | CONTACTED SERVICES- EMPTY     |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>1,500.00</b> |
| BENZELP               | BENZEL PEST CONTROL           | 207821         | 485.51          |
| 01 2620 340 015 0 000 | PEST CONTROL                  |                |                 |
| BENZELP               | BENZEL PEST CONTROL           | 207827         | 453.75          |
| 01 2620 340 001 0 000 | PEST CONTROL                  |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>939.26</b>   |
| BIOCOR                | BIO CORPORATION               | 1077862        | 423.37          |
| 01 1100 610 015 0 000 | Beef eye                      |                |                 |
| 01 1100 610 015 0 000 | Earthworm (50 pack)           |                |                 |
| 01 1100 610 015 0 000 | owl pellets                   |                |                 |
| 01 1100 610 015 0 000 | SHIPPING                      |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>423.37</b>   |
| BLACKHI               | BLACK HILLS ENERGY            | JUNE 2026      | 1,554.45        |
| 01 2610 621 000 0 000 | NATURAL GAS                   |                |                 |
| BLACKHI               | BLACK HILLS ENERGY            | MAY 2026       | 3,743.18        |
| 01 2610 621 000 0 000 | NATURAL GAS- REMAINING MAY    |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>5,297.63</b> |
| BOMGAAR               | BOMGAARS                      | JUNE 2026      | 724.54          |
| 01 2610 610 001 0 000 | SUPPLIES                      |                |                 |
| 01 2610 610 013 0 000 | SUPPLIES                      |                |                 |
| 01 2610 531 000 0 000 | POSTAGE                       |                |                 |
| <b>Vendor Total:</b>  |                               |                | <b>724.54</b>   |
| CARDMEM               | CARDMEMBER SERVICE            | JUNE 2026      | 2,895.59        |
| 01 1100 890 001 0 000 | SCHOOL OUTLET- STUDENT        |                |                 |
| 01 1100 890 001 0 000 | DELPHI GLASS-SHIPPING ON      |                |                 |

| <u>Vendor ID</u>      | <u>Vendor Name</u>               | <u>Invoice</u>    | <u>Amount</u>   |
|-----------------------|----------------------------------|-------------------|-----------------|
| <u>Account Number</u> | <u>Description</u>               |                   |                 |
| 01 2610 610 013 0 000 | PARTS FOR CARPET SHAMPOOER       |                   |                 |
| 01 1100 610 001 0 000 | STEVE WISS MUSIC- DRUM           |                   |                 |
| 01 2130 580 000 0 000 | NURSE CONF KEARNEY- A.           |                   |                 |
| 01 6700 580 000 0 000 | PERKINS- TRAVEL NCE CONF         |                   |                 |
| 01 2320 610 000 0 000 | MONTHLY- INVOICE HOME            |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>2,895.59</b> |
| CDWGOV                | CDW GOVERNMENT INC               | AJ6A96Q           | 3,214.23        |
| 01 1100 734 000 0 000 | MALWAREBYTES THREATDOWN ADV      |                   |                 |
| CDWGOV                | CDW GOVERNMENT INC               | AJ9R45Z           | 2,989.62        |
| 01 1100 739 000 0 000 | ACAD LOCKNCHARGE FUYL CLD        |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>6,203.85</b> |
| CENBUS                | CENTURY BUSINESS PRODUCTS, INC.  | 860583            | 2,870.21        |
| 01 1100 443 000 0 000 | LEASES                           |                   |                 |
| 01 1100 610 000 0 000 | COPIES                           |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>2,870.21</b> |
| CHACOM                | CHADRON COMMUNITY HOSPITAL       | JUNE 2026         | 330.37          |
| 01 2173 334 000 0 000 | MILEAGE                          |                   |                 |
| 01 2171 340 000 0 000 | PT SERVICES SCHOOL AGE           |                   |                 |
| 01 2173 340 000 0 000 | PT SERVICES BIRTH-2              |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>330.37</b>   |
| CITYOF                | CITY OF GORDON                   | JUNE 2026         | 4,044.09        |
| 01 2610 410 000 0 000 | WATER AND SEWER                  |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>4,044.09</b> |
| CITY02                | CITY OF RUSHVILLE                | JUNE 2026         | 820.83          |
| 01 2610 410 000 0 000 | WATER AND SEWER                  |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>820.83</b>   |
| COMF004               | COMFORT INN                      | 81683530/81694883 | 979.65          |
| 01 6700 580 000 0 000 | PERKINS GRANT- NCE CONF- D.      |                   |                 |
| 01 6700 580 000 0 000 | PERKINS GRANT- NCE CONF- C.      |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>979.65</b>   |
| CULLIG                | CULLIGAN WATER CONDITIONING      | JUNE 2026         | 4.00            |
| 01 2610 610 015 0 000 | DISPENSER RENTAL W/ CREDIT       |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>4.00</b>     |
| DASCENTR              | DAS STATE ACCTG- CENTRAL FINANCE | 1527249           | 635.74          |
|                       | OCIO                             |                   |                 |
| 01 2610 382 000 0 000 | TELEPHONE                        |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>635.74</b>   |
| EAGLCHE               | EAGLE CHEVROLET                  | 06/03/2026        | 279.50          |
| 01 2730 340 000 0 000 | 2013 YUKON REPAIRS               |                   |                 |
| <b>Vendor Total:</b>  |                                  |                   | <b>279.50</b>   |

| <u>Vendor ID</u>      | <u>Vendor Name</u>            | <u>Invoice</u> | <u>Amount</u>    |
|-----------------------|-------------------------------|----------------|------------------|
| <u>Account Number</u> | <u>Description</u>            |                |                  |
| EAKES                 | EAKES OFFICE SOLUTIONS        | 9356236-0      | 1,532.32         |
| 01 2610 610 015 0 000 | SUPPLIES                      |                |                  |
| <b>Vendor Total:</b>  |                               |                | <b>1,532.32</b>  |
| ESU7                  | EDUCATIONAL SERVICE UNIT #7   | LP26-27        | 96.00            |
| 01 2320 530 000 0 000 | LASTPASS LICENSES             |                |                  |
| <b>Vendor Total:</b>  |                               |                | <b>96.00</b>     |
| ESU13S                | ESU 13 SOAR                   | JUNE 2026      | 14,087.00        |
| 01 2224 382 000 0 000 | DISTANCE LEARNING             |                |                  |
| 01 2224 382 000 0 000 | INTERNET E-RATE CONSORTIUM    |                |                  |
| 01 2224 382 000 0 000 | NE EDUCATIONAL VIRTUAL        |                |                  |
| 01 2213 330 000 0 000 | PL: NDE CIP WORKSHOP          |                |                  |
| 01 2181 591 000 0 000 | SECONDARY LOW VISION          |                |                  |
| 01 1200 330 000 0 000 | SPECIAL EDUCATION INSERVICE   |                |                  |
| 01 1200 591 000 0 000 | SPED SUPERVISION OF ESU       |                |                  |
| 01 1200 591 000 0 000 | SPED SUPERVISION SECONDARY    |                |                  |
| 01 1200 591 000 0 000 | SPED SUPERVISION ADDITIONAL   |                |                  |
| 01 1200 591 000 0 000 | SPED SUPERVISION ADDITIONAL   |                |                  |
| 01 1200 591 000 0 000 | STUDENT RECORD SYSTEM (SRS)   |                |                  |
| 01 2141 591 000 0 000 | PSYCH SERVICES: SPED SCHOOL   |                |                  |
| 01 2141 591 000 0 000 | ADDITIONAL ELEM PSYCH         |                |                  |
| 01 2141 591 000 0 000 | ADDITIONAL SECOND PSYCH       |                |                  |
| <b>Vendor Total:</b>  |                               |                | <b>14,087.00</b> |
| FISCTWI               | FISCHER, TWILA                | JULY 2026      | 41.76            |
| 01 6408 580 000 0 000 | IDEA MILEAGE TO PARENTS       |                |                  |
| <b>Vendor Total:</b>  |                               |                | <b>41.76</b>     |
| FLOYDTR               | FLOYD'S TRUCK CENTER, INC.    | JUNE 2026      | 5,040.69         |
| 01 2730 340 000 0 000 | BUS REPAIRS R101043995:01     |                |                  |
| 01 2730 340 000 0 000 | BUS REPAIRS R101044138:01     |                |                  |
| 01 2730 340 000 0 000 | BUS REPAIRS R101044240:01     |                |                  |
| <b>Vendor Total:</b>  |                               |                | <b>5,040.69</b>  |
| FOLLE4                | FOLLETT CONTENT SOLUTIONS LLC | 260099A        | 374.91           |
| 01 2220 640 015 0 000 | LIBRARY BOOKS                 |                |                  |
| FOLLE4                | FOLLETT CONTENT SOLUTIONS LLC | 760098A        | 379.46           |
| 01 2220 640 013 0 000 | LIBRARY BOOKS                 |                |                  |
| FOLLE4                | FOLLETT CONTENT SOLUTIONS LLC | 760099F        | 84.25            |
| 01 2220 640 015 0 000 | LIBRARY BOOKS                 |                |                  |
| FOLLE4                | FOLLETT CONTENT SOLUTIONS LLC | 760100A        | 575.26           |
| 01 2220 640 014 0 000 | LIBRARY BOOKS                 |                |                  |
| FOLLE4                | FOLLETT CONTENT SOLUTIONS LLC | 760103A        | 555.00           |
| 01 2220 640 001 0 000 | LIBRARY BOOKS                 |                |                  |
| FOLLE4                | FOLLETT CONTENT SOLUTIONS LLC | 760103F        | 248.08           |
| 01 2220 640 001 0 000 | LIBRARY BOOKS                 |                |                  |
| <b>Vendor Total:</b>  |                               |                | <b>2,216.96</b>  |

| <u>Vendor ID</u>                  | <u>Vendor Name</u>                                            | <u>Invoice</u>    | <u>Amount</u>   |
|-----------------------------------|---------------------------------------------------------------|-------------------|-----------------|
| <u>Account Number</u>             | <u>Description</u>                                            |                   |                 |
| GOODHE<br>01 1100 640 001 0 000   | GOODHEART-WILCOX CO<br>TEXTBOOKS-LIFESPAN                     | INV09853494       | 748.60          |
| <b>Vendor Total:</b>              |                                                               |                   | <b>748.60</b>   |
| TRUEVA<br>01 2610 610 001 0 000   | GORDON HARDWARE<br>SUPPLIES, FILTERS, PAINT                   | JUNE 2026         | 6,473.19        |
| 01 2610 610 015 0 000             | SUPPLIES, FILTERS, PAINT                                      |                   |                 |
| 01 2610 610 013 0 000             | SUPPLIES, FILTERS, PAINT                                      |                   |                 |
| 01 1100 650 000 0 000             | IT SUPPLIES                                                   |                   |                 |
| <b>Vendor Total:</b>              |                                                               |                   | <b>6,473.19</b> |
| GREATP<br>01 2610 382 000 0 000   | GREAT PLAINS COMMUNICATIONS INC.<br>TELEPHONE                 | JUNE 2026         | 1,226.36        |
| <b>Vendor Total:</b>              |                                                               |                   | <b>1,226.36</b> |
| HARCOAT<br>01 1100 890 000 0 000  | HARCO ATHLETIC RECONDITIONING, INC.<br>SAFETY- RECONDITION FB | 32119             | 1,702.00        |
| <b>Vendor Total:</b>              |                                                               |                   | <b>1,702.00</b> |
| HILLYA<br>01 2610 610 001 0 000   | HILLYARD / SIOUX FALLS<br>SUPPLIES                            | 90187418/90198502 | 6,138.30        |
| 01 2610 610 015 0 000             | SUPPLIES                                                      |                   |                 |
| <b>Vendor Total:</b>              |                                                               |                   | <b>6,138.30</b> |
| HINNSG<br>01 2730 340 000 0 000   | HINNS GORDON AUTO PARTS<br>PARTS                              | JUNE 2026         | 168.67          |
| <b>Vendor Total:</b>              |                                                               |                   | <b>168.67</b>   |
| HINNS2<br>01 2610 610 015 0 000   | HINNS HARDWARE & FURNITURE<br>SUPPLIES                        | 4594-5362         | 90.70           |
| <b>Vendor Total:</b>              |                                                               |                   | <b>90.70</b>    |
| HINNSR<br>01 2730 340 000 0 000   | HINNS RUSHVILLE AUTO<br>PARTS                                 | JUNE 2026         | 55.34           |
| <b>Vendor Total:</b>              |                                                               |                   | <b>55.34</b>    |
| HOLID3<br>01 2130 580 000 0 000   | HOLIDAY INN KEARNEY<br>HEALTH CONF- A. TAUSAN                 | 114276            | 279.90          |
| <b>Vendor Total:</b>              |                                                               |                   | <b>279.90</b>   |
| HOMESCI<br>01 2610 610 013 0 000  | HOME SCIENCE TOOLS<br>SUPPLIES                                | JUNE 2026         | 294.67          |
| 01 2610 610 015 0 000             | SUPPLIES                                                      |                   |                 |
| 01 2610 610 001 0 000             | SUPPLIES                                                      |                   |                 |
| <b>Vendor Total:</b>              |                                                               |                   | <b>294.67</b>   |
| IMAGLEAR<br>01 1100 530 001 0 000 | IMAGINE LEARNING LLC<br>EDGENUITY 6-12 COMP                   | 1145767           | 8,034.00        |
| IMAGLEAR                          | IMAGINE LEARNING LLC                                          | 1146127           | 1,200.00        |

| <u>Vendor ID</u>      | <u>Vendor Name</u>               | <u>Invoice</u>  | <u>Amount</u>        |                 |
|-----------------------|----------------------------------|-----------------|----------------------|-----------------|
| <u>Account Number</u> | <u>Description</u>               |                 |                      |                 |
| 01 1100 530 001 0 000 | EDGENUITY SUMMER ALL             |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>9,234.00</b> |
| INNOOFF               | INNOVATIVE OFFICE SOLUTIONS, LLC | IN5144519       | 33.48                |                 |
| 01 1100 610 000 0 000 | ESU SUPPLIES                     |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>33.48</b>    |
| JOHNDEE               | JOHN DEERE FINANCIAL             | JUNE 2026       | 266.86               |                 |
| 01 2610 610 015 0 000 | SUPPLIES                         |                 |                      |                 |
| 01 2610 610 001 0 000 | SUPPLIES- WHEEL KIT              |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>266.86</b>   |
| KSBSCH                | KSB SCHOOL LAW                   | 21904           | 1,480.00             |                 |
| 01 2330 317 000 0 000 | LEGAL SERVICES                   |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>1,480.00</b> |
| LEGAC00P              | LEGACY COOPERATIVE               | 319101873       | 152.80               |                 |
| 01 2610 610 000 0 000 | 2,4-D LV6                        |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>152.80</b>   |
| MPCHEAT               | M P C HEATING & COOLING          | i1212           | 185.00               |                 |
| 01 2620 340 015 0 000 | CONTRACTED SERVICES              |                 |                      |                 |
| MPCHEAT               | M P C HEATING & COOLING          | i1352           | 548.38               |                 |
| 01 2620 340 015 0 000 | CONTRACTED SERVICES              |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>733.38</b>   |
| MCGRAW                | MCGRAW HILL LLC                  | 140737474001    | 2,644.71             |                 |
| 01 1100 640 001 0 000 | HEALTH TEXTBOOKS                 |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>2,644.71</b> |
| NCSA                  | NCSA                             | 91913           | 150.00               |                 |
| 01 2410 330 015 0 000 | 2026 EDUCATORS ACADEMY - Z.      |                 |                      |                 |
| NCSA                  | NCSA                             | JUNE 2026       | 435.00               |                 |
| 01 2410 810 000 0 000 | 26-27 MEMBERSHIP - Z.            |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>585.00</b>   |
| NEPUBL                | NE PUBLIC POWER DISTRICT         | JUNE 2026       | 4,583.94             |                 |
| 01 2610 621 000 0 000 | ELECTRICITY                      |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>4,583.94</b> |
| NORTHW                | NORTHWEST PIPE FITTINGS, INC     | 1651048         | 395.62               |                 |
| 01 2610 610 000 0 000 | SUPPLIES                         |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>395.62</b>   |
| PACIFI                | PACIFIC STEEL & RECYCLING        | 9330109/9336551 | 1,120.36             |                 |
| 01 1100 610 001 0 000 | TEACHER SUPPLIES- MCKIMMEY       |                 |                      |                 |
| 01 1100 610 001 0 000 | TEACHER SUPPLIES- MCKIMMEY       |                 |                      |                 |
|                       |                                  |                 | <b>Vendor Total:</b> | <b>1,120.36</b> |

| <u>Vendor ID</u>      | <u>Vendor Name</u>                         | <u>Invoice</u> | <u>Amount</u>     |
|-----------------------|--------------------------------------------|----------------|-------------------|
| <u>Account Number</u> | <u>Description</u>                         |                |                   |
| PAYROL                | PAYROLL ACCOUNT                            | JULY 2026      | 702,994.10        |
| 01 411                | JULY PYRL 2026                             |                |                   |
| 01 2310 810 000 0 000 | ACH FEE                                    |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>702,994.10</b> |
| PETTY2                | PETTY CASH FUND                            | 06/28/2026     | 425.00            |
| 01 2130 330 000 0 000 | NSNA STATE CONF REG- J.                    |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>425.00</b>     |
| PITGLOBAL             | PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC | 3322626706     | 179.46            |
| 01 2610 443 000 0 000 | POSTAGE MACHINE - MS                       |                |                   |
| PITGLOBAL             | PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC | 3322750054     | 174.00            |
| 01 2610 443 000 0 000 | POSTAGE MACHINE- HS                        |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>353.46</b>     |
| PITB03                | PITNEY BOWS BANK INC PURCHASE POWER        | JUNE 2026      | 300.00            |
| 01 2610 531 000 0 000 | POSTAGE                                    |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>300.00</b>     |
| PITSCED               | PITSCO EDUCATION                           | 26-000010344   | 409.39            |
| 01 1100 610 015 0 000 | C02 cartridge 10-pack (8 g)                |                |                   |
| 01 1100 610 015 0 000 | Brass washer                               |                |                   |
| 01 1100 610 015 0 000 | C02 Dragester storage box                  |                |                   |
| 01 1100 610 015 0 000 | C02 Dragster storage box                   |                |                   |
| 01 1100 610 015 0 000 | Co2 Dragster Storage box                   |                |                   |
| 01 1100 610 015 0 000 | Steel axle (long)                          |                |                   |
| 01 1100 610 015 0 000 | Lx wheel 100-pk                            |                |                   |
| 01 1100 610 015 0 000 | SHIPPING                                   |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>409.39</b>     |
| PLANSE                | PLAN SERVICES                              | 310            | 400.00            |
| 01 2310 810 000 0 000 | ANNUAL 403(B) ADMIN FEE                    |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>400.00</b>     |
| PYEBARK               | PYE-BARKER FIRE & SAFETY                   | 123630         | 420.00            |
| 01 2620 340 013 0 000 | FIRE ALARM MONITORING                      |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>420.00</b>     |
| ROCKETM               | ROCKET MATH                                | 55102T         | 1,060.00          |
| 01 1100 530 000 0 000 | ONLINE TUTOR 100-999 SEATS                 |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>1,060.00</b>   |
| SSWORL                | S & S WORLDWIDE, INC.                      | IN101765805    | 67.77             |
| 01 1100 610 014 0 000 | ESU SUPPLIES                               |                |                   |
| <b>Vendor Total:</b>  |                                            |                | <b>67.77</b>      |
| SAVVAS                | SAVVAS LEARNING COMPANY LLC                | 4027562855     | 5,485.32          |
| 01 1100 640 000 0 000 | ENVISION MATH- TEACHER                     |                |                   |

| <u>Vendor ID</u>      | <u>Vendor Name</u>               | <u>Invoice</u> | <u>Amount</u>        |                 |
|-----------------------|----------------------------------|----------------|----------------------|-----------------|
| <u>Account Number</u> | <u>Description</u>               |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>5,485.32</b> |
| SCJOUR                | SC JOURNAL STAR                  | JUNE 2026      | 262.56               |                 |
| 01 2320 540 000 0 000 | ADVERTISING AND PRINTING         |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>262.56</b>   |
| SCHODAT               | SCHOOL DATEBOOKS                 | S26-0330847    | 432.43               |                 |
| 01 1100 890 001 0 000 | PLANNERS                         |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>432.43</b>   |
| STERL3                | STERLING                         | 0244853        | 6,287.04             |                 |
| 01 1100 734 000 0 000 | FortiAP-431G 1 Year              |                |                      |                 |
| 01 1100 734 000 0 000 | FortiAP-U431F 1 Year             |                |                      |                 |
| 01 1100 734 000 0 000 | FortiAP-U433F 1 Year             |                |                      |                 |
| 01 1100 734 000 0 000 | FortiSwitch-524D-FPOE 1          |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>6,287.04</b> |
| TIMEMAN               | TIME MANAGEMENT SYSTEMS          | 369326         | 311.00               |                 |
| 01 2320 350 000 0 000 | MONTHLY AGREEMENT                |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>311.00</b>   |
| TKELE                 | TK ELEVATOR CORPORATION          | 3009548374     | 558.34               |                 |
| 01 1200 320 000 0 000 | CONTRACTED SERVICES- MS          |                |                      |                 |
| TKELE                 | TK ELEVATOR CORPORATION          | 3009548547     | 992.00               |                 |
| 01 1200 320 000 0 000 | CONTRACTED SERVICES- HS          |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>1,550.34</b> |
| TOWNSE                | TOWNSEND PRESS BOOK CENTER       | 450885         | 1,899.90             |                 |
| 01 1100 610 001 0 000 | VOCABULARY BOOKS                 |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>1,899.90</b> |
| TRUJAND               | TRUJILLO, ANDREA                 | JUNE 2026      | 44.95                |                 |
| 01 6408 580 000 0 000 | IDEA MILEAGE TO PARENTS          |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>44.95</b>    |
| TURFTANK              | TURF TANK                        | INV00024312    | 7,500.00             |                 |
| 01 2630 739 000 0 000 | 2ND YEAR PAYMENT-MACHINE         |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>7,500.00</b> |
| UNLTCP                | UNIVERSITY OF NEBRASKA - LINCOLN | 2026-2027      | 1,750.00             |                 |
|                       | ALEC DEPARTMENT                  | TCP            |                      |                 |
| 01 1100 330 000 0 000 | C. JULIAN-TRANSITIONAL           |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>1,750.00</b> |
| WESTCO                | WESTCO                           | JUNE 2026      | 2,349.32             |                 |
| 01 2730 626 000 0 000 | BULK FUEL                        |                |                      |                 |
| 01 2730 626 000 0 000 | FUEL                             |                |                      |                 |
|                       |                                  |                | <b>Vendor Total:</b> | <b>2,349.32</b> |
| WPCI                  | WPCI                             | S 174509       | 38.00                |                 |



| <u>Vendor ID</u>        | <u>Vendor Name</u> | <u>Invoice</u> | <u>Amount</u> |
|-------------------------|--------------------|----------------|---------------|
| <u>Account Number</u>   | <u>Description</u> |                |               |
| 01 2710 890 000 0 000   | DOT DRUG SCREEN    |                |               |
| Vendor Total:           |                    |                | 38.00         |
| Fund Total:             |                    |                | 825,175.42    |
| Checking Account Total: |                    |                | 825,175.42    |

**REGULAR MONTHLY MEETING  
GORDON-RUSHVILLE SCHOOLS BOARD OF EDUCATION  
DISTRICT NO. 81-0010  
Monday, June 8, 2026**

I. Open the Meeting

II. Call to Order/Nebraska Open Meetings Law

III. Recite Pledge of Allegiance

IV. Excuse Absent Members

It was moved by Ward Wacker seconded by Bobbi Archibald to excuse absent members. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

V. Publication of Meeting

It was moved by Seth Tausan seconded by Nick Sasse to declare this meeting properly publicized and open to the public as per policy 2008 method of publication Sheridan County Journal Star -. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

VI. Acceptance of the agenda

It was moved by Seth Tausan seconded by Bobbi Archibald to that the agenda for this meeting, all items of which were placed on it at least 24 hours prior to the meeting time, as provided by statute, be accepted as presented or amended with the following:. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

VII. Public Forum: Deb Kearns

VIII. Celebration of Excellence

IX. Reports

IX.A. Building Principals, Activity Director and SPED Director

IX.B. Superintendent

IX.C. Board Committees

IX.D. Other School Personnel

X. Consent Agenda

X.A. Minutes of the Regular Meeting of Dist. 81-0010 of May 11, 2026, and minutes of the special meeting on May 27, 2026, Finances: General Fund Bills \$914,072.40, Building Fund Bills \$0, Depreciation Fund Bills \$47,454.25, Qualified Capital Fund Bills \$55,030.60, Lunch Fund Bills \$41,196.73, Transfers from Investment General Fund \$412,300.00, from Building Fund to Investment Fund \$7,200.00, from Investment Fund to Depreciation Fund \$47,500.00, approve annual asbestos notice

It was moved by Ward Wacker seconded by Nick Sasse to approve the minutes of the Regular Meeting of Dist. 81-0010 of May 11, 2026, and minutes of the special meeting on May 27, 2026, Finances: General Fund Bills \$914,072.40, Building Fund Bills \$0, Depreciation Fund Bills \$47,455.25, Qualified Capital Fund Bills \$55,030.60, Lunch Fund Bills \$41,196.73, Transfers from Investment General Fund \$412,300.00, from Building Fund to Investment Fund \$7,200.00, from Investment Fund to Depreciation Fund \$47,500.00, approve annual asbestos notice. Corrected errors in agenda: Depreciation Fund bills changed to \$47,455.25 and Qualified Capital Fund Bills changed to \$55,030.60. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

XI. Discussion Items

XI.A. Review of policies: 3005 - School Activities Fund, 3004 - General Purchasing and Procurement, 3002 - Deposits, 3001 - Budget and Property Tax Request, 6042 - Projection Maps, 6041 - Malcolm X Day Education, 6039 - Repeat of Grade at Parent-Guardian Request, 6036 - Reading Instruction and Intervention Services, 6035 - Athletic Contest Participation by Sixth Graders, 6034 - Concussion Awareness

XI.B. Review of District Strategic Plan

XI.C. Facility Improvement and Planning

XII. Action Items

The board went into recess at 6:17 PM and reconvened at 6:28 PM.

XII.A. Discuss, Consider, and Take All Necessary Action with Regard to: approve revision to Policy 5052 - School Wellness Policy as presented.

It was moved by Nick Sasse seconded by Ward Wacker to approve revision to Policy 5052 - School Wellness Policy as presented. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

XII.B. Discuss, Consider, and Take All Necessary Action with Regard to: change high school (9-12) School Improvement and Accreditation review process from Cognia to the Nebraska Continuous Improvement process.

It was moved by Ward Wacker seconded by Seth Tausan to change high school (9-12) School Improvement and Accreditation review process from Cognia to the Nebraska Continuous Improvement process. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

XII.C. Discuss, Consider, and Take All Necessary Action with Regard to: designate members of the Construction Manager at Risk Selection Committee.

It was moved by Bobbi Archibald seconded by Ward Wacker to designate the following individuals as members of the Construction Manager at Risk Selection Committee: Carrie Child, Nick Sasse, Ward Wacker, Nathan Livingston, Dennis Dolezal, Zach Deleski-Taylor, Robin Johnson, Keith Mills, Alton Archibald, Chad Allison, Jack Baker (JEO), Matt Dolezal, Mike Wellnitz, Chris Heiser, and Jared Roffers. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

XII.D. Discuss, Consider, and Take All Necessary Action with Regard to: select framework for potential improvements for JEO and the bond committee to use for initial design plans for a potential bond.

It was moved by Bobbi Archibald seconded by Nick Sasse to select Option (5), with the removal of a new gym as the framework for potential improvements for JEO and the bond committee to use in discussions of the initial design plans for a potential bond. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

XII.E. Discuss, Consider, and Take All Necessary Action with Regard to:

XIII. Executive Session

XIV. Dates to Remember

XIV.A. Policy 5018 and 5057 Hearing - July 13, 2026, at 4:45 PM

XIV.B. Policy 5045 Hearing - July 13, 2026, at 5:00 PM

XIV.C. Date of Next Regular Board Meeting - July 13, 2026 at 5:30 PM

XV. Adjournment

It was moved by Bobbi Archibald seconded by Ward Wacker to adjourn the District No. 10 meeting at 7:46pm. Motion Carried.

Ryan Alcorn: Absent

Bobbi Archibald: Yes

Carrie Child: Yes

Nick Sasse: Yes

Seth Tausan: Yes

Ward Wacker: Yes

Yes: 5, No: 0, Absent: 1

## **6020**

### **Multicultural Education**

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize human relations, sensitivity toward all races, and the rich diversity of the population of the United States. The district's multicultural education curriculum will be consistent with the district's responsibility under state law to ensure that youth are given the opportunity to become competent, responsible, patriotic, and civil citizens. The district's civics curriculum and multicultural curriculum will work together to make students fully aware of the liberties, opportunities, and advantages we possess and the sacrifices and struggles through whose efforts these benefits were gained.

**Philosophy, Mission, and Program Goals.** The school district respects and appreciates cultural diversity and seeks to promote the understanding of unique cultural and ethnic heritage. The district will promote the development of a culturally responsible and responsive curriculum. The school district's program will explore the attitudes, skills, and knowledge necessary to function in various cultures.

**District Guides, Frameworks, or Standards.** Appropriate district staff and/or committee(s) will review the school district curriculum guides, frameworks, or standards to determine that they appropriately incorporate multicultural education.

**Selecting Appropriate Instructional Materials.** Appropriate school district staff and/or committee(s) will review instructional materials and make a recommendation regarding those that are appropriate for the school district's multicultural education program.

**Providing Staff Development.** Appropriate school district staff and/or committee(s) will review the staff development provided for administrators, teachers, and support staff to determine that it includes appropriate multicultural education that is consistent with school district and program goals.

**Periodic Assessment.** Appropriate school district staff and/or committee(s) will periodically review the school district's multicultural education program by

reviewing the criteria in this policy to assess whether the school district is adequately and appropriately incorporating multicultural education in all curriculum areas in all grades.

**Annual Status Report.** The superintendent will provide the board with a report on the status of the school district's multicultural education program annually.

Adopted on: 12/13/2021

Revised on: 7/15/2024

Reviewed on: 07/14/2025

## **5054**

### **Student Bullying**

**Definition of Bullying.** Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” The school district’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. These definitions include both in-person and cyberbullying behaviors.

**Bullying Prohibited.** Students are prohibited from engaging in any form of bullying behavior.

**Reporting Bullying.** Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

**Bullying Investigations.** School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

**Disciplinary Consequences.** The disciplinary consequences for bullying behavior will depend on the frequency, duration, severity and effect of the behavior.

A student who engages in bullying behavior on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school sponsored activities or school-sponsored athletic events may be subject to disciplinary consequences including but not limited to long-term suspension, expulsion, or mandatory reassignment.

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district’s day-to-day operations, or the education process, regardless of where the student is at the time of



engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

**Bullying Based on Protected Class Status.** Bullying based on protected class status is unique and may require additional investigation. The appropriate district staff member or coordinator will promptly investigate bullying complaints that violate the district's antidiscrimination policies.

**Support for Students Who Have Experienced Bullying.** Regardless of where the bullying occurred, the district will consider whether victims of bullying are suffering an adverse educational impact and, if appropriate, will refer those students to the district's student assistance team.

**Bullying Prevention and Education.** Students and parents are encouraged to inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities which educate students about bullying, bullying prevention and digital citizenship.

**Policy Review.** The school district shall review this policy annually.

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 04/10/2023, 07/14/2025

## 2008 Meetings

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

### 1. Types of Meetings

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

### 2. Notice

~~The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public.~~

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

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

**Publication Procedure if the Newspaper Will Be Finalized for Printing Prior to the Time and Date of the Meeting.** Notice of regular and special meetings shall be (1) published in a newspaper of general circulation within the district that is finalized for printing prior to the time and date of the meeting, (2) posting on the newspaper's website, if available, and (3) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers.

~~**Publication Procedure if the Newspaper Will Not Be Finalized for Printing Prior to the Time and Date of the Meeting.** Notice of regular and special meetings shall be (1) posting on the newspaper's website, if available, and (2) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the school district's jurisdiction is to be finalized for printing prior to the time and date of the meeting.~~

~~Newspapers of general circulation in the district include the [REDACTED]. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.~~

~~In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the school district will (1) post the notice on its website, if available, (2) request the newspaper submit a post on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (3) post the notice in a conspicuous public place in the school district's jurisdiction. The school district will keep a written record of the posting and the written request to the newspaper.~~

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

### ~~3. Weather Delays~~

~~In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media~~

~~members and business owners to assist in notifying the public of the delay. Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.~~

#### 4.3. Minutes

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

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

Adopted on: 12/13/2021

Revised on: 07/15/2024, 12/09/2024, 07/14/2025

Reviewed on: 01/09/2023

## **3003**

### **Bidding for Construction, Remodeling, Repair, or Site Improvement**

#### **I. Applicability of this policy.**

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

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

#### **II. Projects with an Estimated Cost of Less than \$109136,000**

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$109136,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$109136,000 they must follow the formal procedures outlined in this policy.

#### **III. Formal Bidding for Major Purchases and Construction**

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

exceeds \$~~109~~136,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

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

C. Advertising for Bids

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

D. Bid Documents

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

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

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

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

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

Adopted on: 12/13/2021

Revised on: 7/14/2025

Reviewed on: 8/12/2024

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

**I. Applicability of the Policy**

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

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$~~109~~136,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.326327 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

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

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



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

### **III. Construction Projects with an Anticipated Cost of Under ~~\$250~~350,000**

#### **A. Methods of Bidding/Soliciting Quotations or Estimates**

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

1. Construction with an Anticipated Cost of up to ~~\$10,000~~15,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed ~~\$10,000~~15,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

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

2. Construction with an Anticipated Cost of between ~~\$10,000~~15,000 and ~~\$250~~350,000 (Simplified Acquisition Procedures)

For construction projects subject to this policy, simplified acquisitions are purchases that, in the aggregate amount, is more than ~~\$10,000~~15,000 and less than ~~\$250~~350,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

- B. Construction Projects with an estimated cost of between ~~\$109~~136,000 and ~~\$23~~49,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of \$~~109136~~,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$~~109136~~,000 and \$~~250350~~,000.

#### **IV. Construction Projects with an Anticipated Cost Over \$~~250350~~,000**

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$~~250350~~,000 or more will be publicly solicited using the sealed bid method

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

amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

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

#### B. Advertising for Bids.

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

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

#### C. Bid Documents

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

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

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

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

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

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

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the

lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

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

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

## **V. Other Contract Matters.**

### **A. Required Terms**

The non-Federal entity's contracts must contain the applicable provisions required by section 200.322327 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. This includes a "Buy American" provision that provides that as appropriate and to the extent consistent with law, the District and contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of the Buy American provision must be included in all subawards including all contracts and purchase orders for work or products under this award.

### **B. Contracting with Certain Vendors**

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

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

### **C. Full and Open Competition**

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

#### D. Debarment and Suspension

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

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

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

#### E. Settlements of Issues Arising Out of Contract

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

#### F. Record Keeping

##### 1. Record Retention

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

effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.[333334](#).

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

## 2. Maintenance of Construction Records for Projects Financed with Federal Funds

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

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

## **VI. Conflict of Interest and Code of Conduct**

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

### **C. Favors and Gifts**

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

### **D. Enforcement**

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

## **VII. Financial Management**

### **A. Identification.**

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

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

#### B. Financial Reporting

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

#### C. Accounting Records

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

#### D. Internal Controls

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

#### E. Budget Control

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

#### F. Payment Methods

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



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

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

#### G. Allowability of Costs

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

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

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

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

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

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

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

#### I. Cost Sharing or Matching

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

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

#### J. Documentation of Personnel Expenses

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

### **VIII. Other Contract Matters.**

#### A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.~~326~~-327 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

#### B. Contracting with Certain Vendors

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

area firms are used when possible consistent with state law.

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

### C. Record Keeping

#### 1. Record Retention

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

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

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

2. Maintenance of Procurement Records

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

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

D. Privacy

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

Adopted on: 12/13/2021

Revised on: 7/10/2023, 7/15/2024

Reviewed on: \_\_\_\_\_

## **3004.1**

### **Fiscal Management for Purchasing and Procurement Using Federal Funds**

#### **I. Applicability of Policy**

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

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

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

#### **II. Procurement System**

The District maintains the following purchasing procedures.

##### **A. Responsibility for Purchasing**

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

## **B. Methods of Purchasing**

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

### **1. Purchases up to ~~\$10,000~~15,000 (Micro-Purchases)**

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed ~~\$10,000~~15,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

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

### **2. Purchases between ~~\$10,000~~15,000 and ~~\$250,000~~350,000 (Simplified Acquisition Procedures)**

Simplified acquisitions are purchases that, in the aggregate amount, are more than ~~\$10,000~~15,000 and less than ~~\$250,000~~350,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

### **3. Purchases Over ~~\$250,000~~350,000**

#### **a) Sealed Bids (Formal Advertising)**

For purchases over ~~\$250,000~~350,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement. If sealed bids are not accepted for a purchase of over ~~\$250,000~~350,000, the district will retain an explanation for that decision.

#### **b) Contract/Price Analysis**

The District performs a cost or price analysis in connection with every procurement action in excess of ~~\$250,000~~350,000, including contract

modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

#### **4. Noncompetitive Proposals (Sole Sourcing)**

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
  - 1) The procurement transaction can only be fulfilled by a single source;
  - 2) The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;
  - 3) The federal awarding agency or pass-through entity expressly authorizes written approval of noncompetitive proposals in response to a written request from the District; or
  - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds ~~\$250,000~~\$350,000.

#### **5. Competitive Proposals.**

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

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

### **C. Use of Purchase (Debit & Credit) Cards**

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

### **D. Federal Procurement System Standards**

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



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

#### **E. Debarment and Suspension**

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

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

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

#### **F. Settlements of Issues Arising Out of Procurements**

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

### **III. Conflict of Interest and Code of Conduct**

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

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

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

### **C. Favors and Gifts**

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

### **D. Enforcement**

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

## **IV. Property Management Systems**

### **A. Property Classifications**

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

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

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

## **B. Inventory Procedure**

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

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

## **C. Inventory Records**

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

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

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

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

#### **D. Physical Inventory**

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

#### **E. Maintenance**

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

#### **F. Lost or Stolen Items**

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

#### **G. Use of Equipment**

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

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

#### **H. Disposal of Equipment**

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

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

#### **I. Equipment Retention**

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

#### **J. Equipment and Capital Expenditures**

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

#### **K. Depreciation**

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

#### **L. Reporting and Recording Federal Property Interest**

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

#### **V. Financial Management**

## **A. Identification**

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

## **B. Financial Reporting**

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

## **C. Accounting Records**

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

## **D. Internal Controls**

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

## **E. Budget Control**

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

## **F. Payment Methods**

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

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

### **G. Allowability of Costs**

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

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

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

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

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

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

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

### **I. Cost Sharing or Matching**

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

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

### **J. Documentation of Personnel Expenses**

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

## **VI. Written Compensation Policies**

### **A. Time and Effort Standards**

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



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

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

#### **B. Time and Effort Procedures**

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

#### **C. Fringe Benefits**

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

#### **D. Leave**

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

#### **E. Unexpected or Extraordinary Circumstances**

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

## **F. Documentation for Personnel Expenses**

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

## **VII. Other Contract Matters.**

### **A. Required Terms**

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

### **B. Contracting with Certain Vendors**

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

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

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

### **C. Record Keeping**

#### **1. Record Retention**

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

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

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

## 2. Maintenance of Procurement Records

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

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

#### **D. Privacy**

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

#### **E. Travel Costs**

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

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

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

Adopted on: 12/13/2021

Revised on: 7/10/2023, 7/15/2024, 12/09/2024, 7/14/2025

Reviewed on: \_\_\_\_\_

**3004**  
**General Purchasing and Procurement**

**I. Applicability of this policy.**

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

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

**II. General Purchasing Policy**

- A. The school district's budget shall be the guide for all purchases. No employee of the district may make a purchase that is not provided for in the budget without board or administrative approval.
- B. The board intends to purchase competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
- C. The acquisition of services, equipment and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district.
- D. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

**III. Building-Specific Purchasing**

- A. School buildings are operationally under the control of building principals. Principals have control and responsibility for the building and grounds, for all supplies and equipment housed at the building, for all school-related activities in the building, and for all pupils, teachers, and other employees assigned to the building.
- B. Principals, in consultation with their staff, are responsible for requisitioning, managing, distributing, and utilizing supplies within the building.
- C. The superintendent of schools or his or her designee is responsible for the requisitioning, managing, distributing, and utilizing of supplies for maintenance and transportation.
- D. The administration is responsible for purchasing of goods, services and supplies and for providing the necessary forms for establishing efficient procedures to facilitate the process.

#### IV. **Purchasing Procedures**

- A. School personnel must secure the approval of an authorized administrator before making any purchases.
- B. Employees seeking reimbursement for a purchase made with their personal funds must attach an itemized receipt or invoice to all requests for reimbursement; must sign all purchase receipts or charge slips; and must submit itemized receipts and any purchasing card or credit card receipts to the office of the superintendent immediately upon return and prior to the next regular board meeting. A non-itemized credit card receipt is not sufficient.
- C. Employees making purchases with a school district credit card or purchasing program must comply with the steps set forth in the district's Purchasing (Credit) Card Program.
- D. All purchases of goods and services made with district funds must be made on a properly executed purchase order.

- E. All purchases shall be initiated with a purchase order. Purchase orders are signed by the person responsible for that particular budget and finally by the superintendent.
- F. For purchases of more than \$10,000, authorized staff members must secure written quotes and/or estimates from a reasonable number of vendors. Staff will purchase from a responsible vendor with the lowest price unless the board approves the purchase from the more expensive vendor.

**V. Relations with Vendors**

- A. The board wishes to maintain good working relations with vendors who supply materials, supplies and services to the school system. The school shall not extend favoritism to any vendors. Each order shall be placed on the basis of quality, price and delivery, with past services being a factor if all other considerations are equal. The administrative team may, in its discretion, use a Nebraska a state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- B. No purchase shall be made that violates any conflict of interest policy or law.
- C. No employee shall endorse any product of any type or kind in such a manner as will identify him/her in any way as an employee of the school district.
- D. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the contract or purchase will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 08/12/2024

## 3012 School Meal Program and Meal Charges

**Meal Program.** The school district will make a school meal program available to students. The cost of the program will be determined by the board of education so as to make the program as nearly self-supporting as possible. With board approval, the district may contract with a private company or corporation for the management and/or provision of the program.

The district will notify the families with children attending school of the current guidelines for free or reduced-price school meals. A copy of the complete regulations and procedures regarding reduced-price and free meals shall be available in the office of the superintendent.

**Meal Charge Policy.** The district will notify students and their families of the policy for **Charged Meals**, meaning meals received by a student when the student does not have money in hand or in his or her food account. This policy applies to students who receive meals at the free, reduced, or full rates.

Notice of this policy must be provided in writing to all households at the start of each school year and to households that transfer to the school during the school year. Notice may be provided through the student handbook, student registration materials, online portal used to access student accounts, direct mailing or e-mail, newsletter, the district website, and/or any other appropriate means. Notice of this policy will also be provided to all school staff responsible for the enforcement of it, including food service professionals responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and other staff involved in enforcing any aspect of this policy.

The district's policy on charged meals is:

The district qualifies for the CEP program, where each child may receive one free breakfast and one free lunch daily. A la carte or extra items, are not part of the CEP program and may be purchased at the cost per item set annually by the district. School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. If they do not have cash in hand or their account has a negative balance.

If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student.



Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

### **Collection of Delinquent Meal Charge Debt**

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law. Collection efforts may continue into a new school year.

In the event that the Nebraska Department of Education develops a state-level meal charge policy, it shall supersede that portion of this policy.

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 05/08/2023

## **3025**

### **Returned and Outstanding Checks**

**Returned Checks.** Any individual or entity that writes a check to the school district which is returned due to insufficient funds must reimburse the school district in cash for the amount of the check plus an d up to \$30.00 returned check charge. Individuals or entities whose checks are repeatedly returned due to insufficient funds may be prohibited from paying amounts due to the school district via check.

**Outstanding Checks.** The superintendent will review outstanding checks issued from the school district's accounts. Outstanding checks are those which have not been deposited by the payee within 180 days of issuance. The board authorizes the superintendent or his or her designee to resolve all matters related to outstanding checks, including stopping payment and reissuing checks.

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 08/14/2023

## 3030

### Automated~~ed~~ic External Defibrillator (AED) Program

An automated~~ed~~ic external defibrillator (AED) is a portable device used to induce electrical stimulation to the heart muscle in the event of a potential cardiac arrest. The school district has a limited number of AEDs in its facilities. The location of the AEDs will be determined by the AED Program Coordinator in consultation with members of the school district administration and the local fire/EMS department. The presence of AEDs in certain locations in selected district buildings does not imply that AEDs will generally be available in all locations or in all district buildings. Likewise, the district does not make any promise, express or implied, that a trained staff member will be available to operate the AED in the event of a potential cardiac arrest.

#### 1. Equipment

Equipment shall be an automated external defibrillator in working condition that meets standards established by the Federal Food and Drug Administration and is in compliance with the manufacturer's maintenance schedule. Gifts, grants and donations, including in-kind donations, designated for obtaining an automated external defibrillator, or for inspection, maintenance or training in the use of an automated external defibrillator will be accepted and placed into a special district account to assist in obtaining and maintaining AEDs.

When the school acquires an AED it will notify the local emergency medical service of the existence, location, and type of the AED, and will notify EMS of any change in the location of such defibrillator. If an AED is located in a bus or other school vehicle, only the primary site where the vehicle or object is located will be reported to EMS.

#### 2. Program Coordinator

a. The School District's AED Program Coordinator is the School Nurse.

b. The Program Coordinator shall:

- Consult with the school's administration and the medical advisor to develop a written protocol for the use of AEDs, and post such protocol near each AED
- Select employees for AED training

- Arrange for appropriate training of anticipated users at least annually
- Maintain a training schedule that includes the names of those trained and dates both of current training and dates for recertification.
- Check equipment according to the manufacturer's guidelines and take appropriate action in the event of any variance or need
- Maintain on file a specification sheet on each approved AED model
- Monitor the effectiveness of this system
- Communicate with medical director on issues related to medical emergency response program including post-event reviews
- Coordinate with the local fire department and police department
- Take appropriate steps after an AED event, including sharing of data with appropriate medical and EMS personnel, cleaning, replacing or recharging components of the AED as appropriate.

### 3. Medical Oversight

- a. The medical advisor of the AED program is Gordon Memorial Hospital.
- b. The medical advisor has ongoing responsibility for:
  - Providing medical direction for use of AEDs
  - Writing a prescription for AEDs
  - Reviewing and approving guidelines for emergency procedures related to use of AEDs and cardio pulmonary resuscitation
  - Evaluation of post-event review forms and digital files downloaded from the AED

### 4. Volunteer Responders

Anyone may, at their discretion, provide voluntary assistance to victims of medical emergencies. The extent to which these individuals respond shall be appropriate to their training and experience, and may include CPR, AED or medical first aid.

Adopted on: 2/14/2022

Revised on: \_\_\_\_\_

Reviewed on: 03/18/2024

## 3048 Communicable Disease

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

**~~Communicable Diseases.~~** ~~Communicable diseases are defined by the Nebraska Department of Health and Human Services in Title 173 Nebraska Administrative Code Chapter 1 and include HIV/AIDS, Hepatitis (A, B, and E), Measles, Mumps, and Tuberculosis.~~

**~~School Attendance and Participation in School Sponsored Activities.~~** ~~A student who has been~~**Definitions.** Terms used in this policy have the meanings given in 173 NAC 3-002. A "reportable communicable disease" means a disease that must be reported under 173 NAC, Chapter 1.

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

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

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

**~~Exclusion From School.~~** The district will exclude a student with a confirmed communicable disease for at least the minimum isolation period in Attachment 1 to 173 NAC, Chapter 3. The student must be free of acute signs and

symptoms. The student must be fever-free for 24 hours without fever-reducing medication before returning to school.

### **School Attendance and Participation in School Sponsored Activities.**

The district will provide educational services to a student diagnosed with a communicable disease shall be provided with educational services in accordance with state law and board policy. Generally, individuals with a communicable disease will be restricted only to the extent necessary as required by law. The district will restrict the student as needed to prevent the transmissionspread of the disease, to protect theirthe student's health and rights of privacy, and to protect the health and safety of others. The decision regarding a student's education program and placement shall be made on an individual basis in light of current medical and educational information and recommendations. These will be determined by the superintendent, the student's Section 504 or Individualized Education Program (IEP) team, or the district's Crisis Team. In addition, participation in Nebraska School AthleticParticipation in Nebraska School Activities Association (NSAA) events will beis subject to itsNSAA rules and procedures, if anythe provisions of the district activity handbook.

### **Infection and Exposure Control Procedures/Universal Precautions.**

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

The superintendent will take appropriate measures if there is an **Outbreaks.** In an outbreak or epidemic or outbreak of a communicable disease which may include, but is not limited to, the emergency exclusion or alternative placement of superintendent may exclude students, reassign students, or close one or more schools. The superintendent will coordinate with the closure of a school building or the entire school district. local health department and the Nebraska Department of Health and Human Services as needed.

**Confidentiality.** The existence of an individual'sdistrict will keep information about a person's communicable disease shall be treated as confidential and will be limited to school. The district will share information only with staff on a "need-to-know" basis. If it is necessary toWhen the district must inform a person of another'sabout another person's condition (due to exposure, for instance), the person will be notified of, the confidentiality ofdistrict will inform that disclosure. In addition, any communicationperson of the duty to keep the information confidential. The district will communicate about a student's

communicable disease ~~shall be~~ consistent with ~~that~~the student's IEP or Section 504 Plan, if any.

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

~~**Reporting.** School staff who learn that an individual has a communicable disease will report it to the proper authority as required by Title 173 Nebraska Administrative Code Chapter 1~~

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 11/13/2023, 02/09/2026



## **3061**

### **ACH Originator**

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

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

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

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

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 4017

### Relations with Employee Collective Bargaining Associations

The board of education recognizes the right of staff members to belong to professional employee organizations ~~for bargaining purposes pursuant to state statutes.~~ The board will negotiate with employee associations organizations that have been established certified or recognized in accordance with public employee bargaining statutes ~~and will negotiate with local collective bargaining unit representatives at mutually agreeable times.~~ The board or administration will coordinate with certified or recognized organizations for purposes of collective bargaining.

~~To facilitate an amicable relationship between the district and any local employee associations, the~~ The district will allow professional employee associations organizations to make reasonable use of district facilities for meetings outside the school's district's and the employees' work hours. With administrative approval, associations organizations may use district resources, post notices of meetings, and provide other information on bulletin boards designated for this purpose, and use district e-mail and mail boxes mailboxes for delivery of employment-related information specific to the organization. Associations Organizations must pay for all supplies used, damage caused, or the loss or theft of borrowed property.

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

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

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 02/10/2025

## 4019 Workplace Injury Prevention and Safety Committee

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

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

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

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

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

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

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

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

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

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

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: 12/10/2025

**4056**  
**Resignation of Certificated Staff**

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

Staff members who submit their resignations to the board of education by the earlier of (a) April 15th or (b) the date designated in a written request of the school board or the administrators to accept employment for the next school year pursuant to section 79-829 (provided that such acceptance date may not be earlier than March 15<sup>th</sup> of each year) will be released from the next school year's contract. Staff members who refuse to fulfill their contractual obligations will be reported to the Commissioner of Education~~Professional Practices Committee of the Nebraska Department of Education~~.

Adopted on: 2/14/2022

Revised on: \_\_\_\_\_

Reviewed on: 09/08/2025

## **4065**

### **Staff Use of AI Tools**

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

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

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

#### **I. Staff Expectations for Use of AI Tools in Education**

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

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

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

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

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

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

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

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

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

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

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_



## **5001**

### **Compulsory Attendance and Excessive Absenteeism**

#### **Required Attendance**

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

#### **Mandatory Attendance Age**

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

#### **Exceptions**

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

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

#### **Discontinuing Enrollment – 5-Year Old Students**

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

#### **Discontinuing Enrollment – 16 and 17 Year Old Students**

Only children who are at least 16 years of age may be disenrolled from the

district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

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

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

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

### **Attendance Officer**

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

### **Expectations for Regular Attendance and "Excused" Absences:**

1. Students are expected to attend every class, every day.
2. The only "excused" absences shall be:
  - ~~a.) absences when a licensed health care provider has confirmed in writing that, in his/her professional medical opinion and within his/her scope of practice, the student or a child whom the student is parenting is so physically or mentally ill that attendance of the student is impracticable or impossible;~~
  - ~~b.)~~ a.) absences when severe weather conditions have made the roads impassable so that the student's attendance impracticable or impossible;
  - ~~c.)~~ b.) student attendance at a school-sponsored activity;
  - ~~d.)~~ c.) student has been suspended or expelled from school

by the school district; and

e.)d.) absences required by law enforcement, child protective services or a court of competent jurisdiction, confirmed in writing to the school district.

3. All other absences, including absences for minor illnesses, family events, routine medical appointments are simply "absences."
4. Students must not be absent from any course more than twenty days in any given semester in order to earn academic credit for that course for that semester. Students who lose credit in any given course due to absences may appeal that loss of credit to his/her building principal.

### **Excused Absences – Physical or Mental Illness**

Absences shall be excused by a parent, guardian, or educational decision maker, as defined in section 79-530, of the child for physical or mental illness and as documented by a credentialed health professional, provided the documentation supports such absence. In the instance of chronic illness, documentation shall be reviewed each semester.

### **Excessive Absenteeism**

When a student receives 5 unexcused absences or the hourly equivalent in any semester, the Attendance Officer may send written notification of the student's total absences to the student's parent or guardian. When a student receives 10 unexcused absences or the hourly equivalent in any school year, the Attendance Officer will send written notification of the student's total absences to the student's parent or guardian and will schedule a meeting with the student's parents or guardians to discuss any barriers to the student's attendance. When a student receives 15 unexcused absences or the hourly equivalent in any school year, the Attendance Officer may send written notification of the student's total absences to the student's parent or guardian and may schedule a meeting with relevant stakeholders to discuss and address any barriers to the student's attendance, unless the Attendance Officer determines that such a meeting would not be productive in facilitating the student's regular attendance.

When a student is absent more than twenty days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 23 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

Adopted on: 2/14/2022

Revised on: 8/9/2022, 7/15/2024, 7/14/2025

Reviewed on: \_\_\_\_\_

### **Acknowledgment of Receipt**

I understand that consistent school attendance is required by state law. I also understand that student achievement is directly linked to excellent attendance. I have received the board of education's new policy on student attendance and have reviewed it.

Student  
Name\_\_\_\_\_

Student  
Signature\_\_\_\_\_

Date\_\_\_\_\_

Parent/Guardian  
Name\_\_\_\_\_

Parent/Guardian  
Signature\_\_\_\_\_

Date\_\_\_\_\_

## **5003**

### **Admission of Part-Time Students**

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

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

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

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

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

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

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

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

**Extracurricular Sports and Activities.** Students who are enrolled in a private, denominational, or parochial school may not participate in extracurricular sports and activities sponsored by the school district.

Exempt school students may only participate in extracurricular sports and activities if they are enrolled in at least 20 total credit hours per semester, when combining the exempt school credit hours and credit hours taken on a part-time basis at the school district. Exempt school students are not eligible to participate in extracurricular sports and activities sponsored by the school district if they participate in any sport or activity sponsored by any other public, private, denominational, or parochial school. Any such students who desire to participate in extracurricular sports and activities at the school district must enroll in the following number of credit hours from the school district:

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

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

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

Adopted on: 2/14/2022

Revised on: 7/10/2023, 7/14/2025

Reviewed on: \_\_\_\_\_



## **5004**

### **Option Enrollment**

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

#### **1. Definitions**

- a. Option Student Defined.** Option student means a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district means the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district means the school district that a student chooses to attend other than his or her resident school district.
- d. Elementary School Defined.** Elementary school means grades K - 5.
- e. Middle School Defined.** Middle school means grades 6-8.
- f. High School Defined.** High school means grades 9 through 12.
- g. Individual Student Defined.** Individual Student means the individual person seeking to begin attendance as an option student in the school district and who such person's parent or legal guardian has identified in a ~~written~~ application for option enrollment submitted to the school board.
- h. Applicants Defined.** Applicants means the Individual Student together with all siblings of the Individual Student.
- i. Siblings Defined.** Siblings means all children residing in the same household on a permanent basis who have the same mother or father or who are stepbrother or stepsister to each other who have not received a high school diploma or its equivalent.

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

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

**4. Automatic Acceptance.** The option school district must automatically accept applications of Individual Students under the following circumstances:

**a.** The Individual Student relocates in a different school district but wants to continue attending his or her original resident school district and the Individual Student has been enrolled in his or her original resident school district for the immediately preceding two years (in which case the time deadlines are waived);

**b.** The Individual Student relocates in a different school district but wants to continue attending the option school district (in which case the time deadlines are waived); or

**3.c.** The Individual Student is a sibling of an option student enrolled in the option school district.

**4.5. Standards for Acceptance or Rejection of All Other Option Students.** For Individual Students not entitled to automatic acceptance as described in the preceding section, no application for option enrollment may be accepted if enrollment in the school district if any of the Applicants would exceed the school district's capacity as described in this section.

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

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

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

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

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

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

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

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

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

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

**5.6. False or Misleading Option Applications.** If, prior to the ~~student's~~Individual Student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information about any of the Applicants, the option application will be rejected.

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

**7.8. Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make

information about the school district and its schools, programs, policies and procedures available to all interested people.

#### **8.9. Procedure for Students Optioning Into or Out of the School District.**

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

#### **9.10. Late Applications and Requests for Release**

- a.** The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15<sup>th</sup> under the following conditions:
  - i.** When the district has already entered into contracts with teaching staff for the following school year;
  - ii.** When the district has already contracted for the performance of specific services for the student;
  - iii.** When the release of the student would have a negative financial impact or loss of revenue for the district.
- b.** The board of education will approve late applications to option into the district under the following conditions:
  - i.** When the resident district has released the student, or if the student is an option student at the time of such application and applying to become an option student at a subsequent

option school district, a release approval from the option school district the student is attending at the time of such application;

- ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;

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

### **9.11. Students Who Do Not Need a Release from the Resident District**

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

## **11. Cancellation of Option.**

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

- a. Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b. Attend an option school district for not less than one school year unless the student relocates to a different resident school district,

completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

## **12. Authority of Superintendent.**

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

Adopted on: 2/14/2022

Revised on: 7/10/2023, 7/15/2024, 8/11/2025

Reviewed on: \_\_\_\_\_

## 5035 Student Discipline

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a ~~parent or guardian~~Parent to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

Any disciplinary action taken by staff must be consistent with the requirements of other applicable laws, including but not limited to the IDEA, Section 504, and Title IX.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

"Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person designated or ordered by a court to make educational decisions on behalf of a child.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her ~~parent or guardian~~Parent.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

### **Pre-Kindergarten through Second Grade Students**



Notwithstanding any other provision of this policy, an elementary school shall not suspend a student in pre-kindergarten through second grade unless the student:

1. ~~B~~brings a deadly weapon as defined in section 28-109 onto school grounds, into a vehicle owned, leased, or contracted by a school being used for a school purpose or into a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event; or
2. Engages in violent behavior capable of causing physical harm to another student or school employee.

As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.

### **Makeup Work for Suspended Students**

Any student who is suspended must be given an opportunity to complete any classwork and homework missed during the period of suspension, including, but not limited to, examinations ("makeup work"). Any makeup work must be completed and turned in within 2 school days after completion of the suspension. This makeup guideline shall be provided to the student and a ~~parent or guardian~~Parent at the time of suspension. Suspended students may not be required to attend the school's alternative program for expelled students in order to complete classwork or homework.

### **Short-Term Suspension**

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to

further school purposes, or to prevent an interference with school purposes.

2. Prior After the principal has determined that a short-term suspension is necessary, but prior to commencement of the short-term suspension, the student and the Parent will be given oral ~~or~~ and written notice of the charges against the student. They ~~student~~ will be advised of what ~~he~~ or she the student is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain and present evidence of the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal will send a written statement to the student, and the student's ~~parent~~ or guardianParent, describing:
  - a. ~~The student's conduct, misconduct or violation of the rule or standard and;~~
  - b. ~~The reasons for the action taken;~~
  - c. The actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension;
  - d. Resources the school is able to provide or recommend to assist the student; and
  - e. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school.
- 3.4. —An opportunity will be given to the student, and the student's parent or guardianParent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the parent or guardianParent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.
- 4.5. Students who are short-term suspended must be given the opportunity to complete classwork and homework missed during the period of suspension, including but not limited to examinations, as provided herein.

## **Emergency Exclusion**

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

## **Weapons and/or Firearms**

**Weapons.** No student may possess, handle, or transmit any weapon while on school grounds, in a school vehicle, or at any school activity or event off school grounds except as permitted by this policy. **Definition of Weapon.** The term “weapon” means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

**Firearms.** No student may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. **Definition of Firearm.** The term “firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

**Exceptions Regarding Firearms and Weapons.** The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

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

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

**Confiscation of Firearms and Weapons.** Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm or weapon possessed in violation of this policy. Any firearm that is

confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

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

## **Long-Term Suspension**

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

## **Expulsion**

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's ~~parent or guardian~~Parent. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted

for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students, or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.
5. **Conclusion of Expulsion.** At the conclusion of an expulsion, the school district will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

### **Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:**

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes. The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct";
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal 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. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. 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; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
  - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health

- and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
- c. Violating school bus rules as set by the school district or district staff;
  - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;
  - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
  - f. Possession of pornography, including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically), including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/newcomers; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
  - i. Bullying which shall include cyberbullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and

posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;

- j. Violations of the district's acceptable computer use policy;
- k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
- l. Using any object to simulate possession of a weapon;
- m. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation;
- n. Violation of the school's audio and video recording policy; and
- o. Any other violation of any board policy, handbook provision, or rule or regulation established by a school district staff member pursuant to authority delegated by the board.

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

The following procedures shall be followed regarding any long-term suspension, expulsion, or mandatory reassignment:

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's ~~parents or guardian~~Parent with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;



- b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
  - c. Resources the school is able to provide or recommend to assist the student;
  - b.d. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;
  - c.e. A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
  - d.f. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
  - e.g. A statement that the principal, legal counsel for the school, the student, the student's ~~parent~~Parent, or the student's representative ~~or guardian~~ has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
  - f.h. A form on which the student, the student's ~~parent, or the student's guardian~~Parent may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.
- 3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.
- 4. Nothing in this policy shall preclude the student, the student's ~~parents,~~guardianParent, or representative from discussing and settling the

matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's ~~parent or guardian~~Parent may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's ~~parent or guardian~~Parent must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.
6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's ~~parent or guardian~~Parent of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's ~~parent or guardian~~Parent, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, ~~and the student's parent, guardian, Parent,~~ or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.
10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

### **Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: 2/14/2022

Revised on: 7/10/2023, 7/15/2024

Reviewed on: 2/13/2023

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

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

The superintendent shall obtain the required signature(s) of one or more ~~physicians~~Prescribing Health Care Practitioners ~~licensed to practice medicine in Nebraska~~ on the Protocol form ~~entitled "Protocol: Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)" ("Protocol")~~. The superintendent shall publish this policy and Protocol in each student and employee handbook.

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

Adopted on: 12/13/2021

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6036**

### **Reading Instruction and Intervention Services**

The purpose of this policy is to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. It is the school district's goal that each student be able to read at or above grade level by third grade.

**Effective Reading Teachers.** It is the intent of the school district to employ teachers for kindergarten through third grade who are effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement.

**Reading Assessment.** The school district will administer a reading assessment approved by the Nebraska Department of Education three times during the school year to all students in kindergarten through third grade. Exceptions to this requirement include:

- Any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years;
- Any student receiving special education services for whom such assessment would conflict with the individualized education plan; and
- Any student receiving services under a plan pursuant to the requirements of section 504 of the federal Rehabilitation Act of 1973, 29 U.S.C. 794, or Title II of the federal Americans with Disabilities Act of 1990, 42 U.S.C. 12131 to 12165, as such acts and sections existed on January 1, 2018, for whom such assessment would conflict with such section 504 or Title II plan.

The first assessment for kindergarten students must occur within the first 45 calendar days that school is in session of each school year. For all other grades, the first assessment must occur within the first 30 calendar days that school is in session of each school year.

Diagnostic assessments used within a supplemental reading intervention program do not require Nebraska Department of Education approval.

**Deficiency Identification.** Any student in kindergarten through third grade performing below the threshold level as determined by the Nebraska Department of Education shall be identified as having a reading deficiency for purposes of the Nebraska Reading Improvement Act and this policy. A student who is identified as having a reading deficiency shall remain identified as having a reading deficiency until the student performs at or above the

threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act or this policy shall prohibit a school district from identifying any other student as having a reading deficiency.

**Supplemental Reading Intervention Program.** The school district will provide a supplemental reading intervention program to ensure that students can read at or above grade level at the end of third grade. The school district may work collaboratively with a reading specialist at the Nebraska Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs. Each supplemental reading intervention program must be:

- Provided to any student identified as having a reading deficiency;
- Implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
- Made available as a summer reading program between each summer for any student who has been enrolled in grade one, grade two, or grade three or in a higher grade and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer reading program. The summer reading program may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or offered online.

The supplemental reading intervention program may also include:

- Reading intervention practices that are evidence-based;
- Diagnostic assessments to identify specific skill-based strengths and weaknesses a student may have;
- Frequent monitoring of student progress throughout the school year with instruction adjusted accordingly;
- Intensive intervention using strategies selected from the following list to match the weaknesses identified in the diagnostic assessment:
  - Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
  - Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
  - Daily targeted individual or small-group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;

- Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent-guided home reading; or
- Access to before-school or after-school supplemental reading intervention with a teacher or tutor who has specialized training in reading intervention.

**Parent/Guardian Notification.** The school will give notice in writing or by electronic communication to the parent(s) or guardian(s) of any student identified as having a reading deficiency within 15 working days of such identification that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

**Reading Improvement Plan.** Any student who is identified as having a reading deficiency will receive an individualized reading improvement plan, that shall include a supplemental reading intervention program, no later than 30 days after the identification of the reading deficiency. The reading improvement plan may be created by the teacher, the principal, other pertinent school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program to remedy the reading deficiency. The student must receive reading intervention services through the supplemental reading intervention program until the student is no longer identified as having a reading deficiency.

**Reading Progress.** Each student in kindergarten through third grade and his or her parent(s) or guardian(s) will be informed of the student's reading progress within a reasonable time after the school district receives the results from the student's approved reading assessment.

**NDE Professional Learning System.** The Nebraska Department of Education provides a professional learning system. The elementary school(s) and early childhood education programs approved by the State Board of Education will ensure that teachers who teach children from four years of age through third grade are aware of the professional learning system and are adequately trained regarding evidence-based reading instruction to effectively instruct students in reading.

**NDE Report.** On or before July 1 of each year, the school district will provide the required information relating to dyslexia to the Nebraska Department of Education.

Adopted on: 2/14/2022

Revised on: 7/15/2024

Reviewed on: \_\_\_\_\_



## Use of Artificial Intelligence by Students ~~Student Use of AI Tools~~

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

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

1. ~~Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers staff members~~ will decide for each individual assignment the extent to which students may use AI Tools ~~for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.~~
2. ~~Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.~~
- 3.2. ~~\_\_\_\_\_ If a student uses any AI Tools in connection with a school assignment, the student must comply with the following:~~
  - a. ~~Tell the teacher The student must explicitly disclose to the teacher in writing that the student used an AI Tool and identify the specific AI Tool used.~~

~~b.a. Give In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give~~ proper attribution to the specific AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

~~c.b. Never copy and paste In no instance may the output from one the or more AI Tool\_s be copied and placed withininto the a student's work as if the student wrote such section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.~~

3. Students may never use AI Tools to:

- a. Cheat on any assignment, test, or quiz;
- b. Help answer questions on a test or quiz without staff member permission;
- c. Make or share deepfakes or fake images, audio, or video of any real person;
- d. Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;
- e. Bully, harass, threaten, intimidate or impersonate any person;
- f. Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;
- g. Use AI Tools to bypass accommodations, content filters, or school security.

4. A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.

4.5. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.

5.6. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may

impose more stringent requirements for any specific academic assignment or coursework.

Adopted on: 7/10/2023

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**6046**  
**Right to Access to School Library Materials**

**Definitions.** As used in this policy,

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

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

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

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

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_