

MULLEN BOARD OF EDUCATION

June 13, 2022

Regular Board Meeting Agenda

7:30 PM

1. Call to order, roll call, and excuse board member absences.
2. Approval of the May 9, 2022 Regular Board Meeting minutes.
3. Approval of the Agenda.
4. Approval of the following June claims: Payroll \$244,076.31, General Fund \$72,215.38, Lunch Fund \$994.62, Special Building Fund \$253.16, Bond Fund \$1,116.25, QSCB Fund \$10,518.75 and May Activity claims \$10,423.75.
5. Board Goal Review: To collectively commit to the growth and advancement of effective and cohesive board leadership and governance.
6. K-12 Multicultural Education Presentation by Mr. Kvanvig
7. Discuss, consider and take all necessary action to approve option enrollment for Brooke Williams.
8. Discuss, consider and take all necessary action to approve Superintendent Chris Kuncl as Authorized Representative of the Mullen Public School District including non-discrimination compliance coordinator.
9. Discuss, consider and take all necessary action to approve the auction sale of the Hustler Zero-turn lawnmower, the 2012 Silver Chevrolet Suburban and the 2013 Taupe Chevrolet Suburban.
10. Discuss, consider and take all necessary action to approve policy revisions for Policy 2008 Meetings, Policy 2010 Preparation for Board Meetings, 3003.1 Bidding for Construction, 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds, 3012 School Meal Program and Meal Charges, 3057 Title IX, and 5012 Testing and Assessment.
11. Discuss, consider and take all necessary action to approve Public Comment Rules as advised by KSB School Law.
12. Nebraska Association of School Board Monthly Update
13. Administrative Reports
 - 13.a. Mr. Kvanvig- High School Principal Report
 - 13.b. Mr. Kuncl- Superintendent Report
 - 13.c. Mr. Hoyt- Activities Report
14. Board Reports
15. Next Meeting -July 11, 2022
16. Adjournment

Please follow the board meeting at <https://meeting.sparqdata.com/Public/Organization/393>

The Mullen Board of Education reserves the right to go into Closed Session for purposes in accordance with LB 84-1410(1)

MULLEN BOARD OF EDUCATION
MINUTES
May 9, 2022

The regular meeting of the Mullen School Board was called to order at 7:30 p.m. by President Bryan Starr. He announced that the Open Meetings Act is posted on the west wall. Board members in attendance were **Present:** Jason Coble, Mike French, Travis Hampton, Dane Peterson, Liza Simonson, Bryan Starr.

Also present were 1 administrator, 3 staff members, 4 patrons, and 6 students.

Motion by Dane Peterson, second by Liza Simonson to approve the April 11, 2022 Workshop Meeting Minutes and the April 11, 2022 Regular Board Meeting minutes. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

Motion by Travis Hampton, second by Mike French to approve the agenda, and verify that notice of the meeting was published on the Mullen Public Schools Website and posted according to board policy. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

Motion by Liza Simonson, second by Jason Coble to approve the following May claims: Payroll \$246,000.95, General Fund \$54,065.32, Lunch Fund \$4,461.33, Special Building Fund \$10,240.06, and April Activity Fund \$41,695.67. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

The FCCLA national qualifiers provided the board with a detailed presentation on the FCCLA National convention and presented their star projects.

Bob Teters commented on the workshop meeting minutes from April 11, 2022. Bob was curious about the detailed report and the board had a discussion on their opinions of the NASB community engagement process.

This is an annual item in May to approve usage of school vehicles for summer activities. (Each participant pays \$5, \$10, or \$15, dependent upon the distance traveled).

Motion by Mike French, second by Dane Peterson to approve the use of school vehicles for summer activities. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

Motion by Dane Peterson, second by Travis Hampton to approve the purchase order of 100 new Dell Chromebooks and 8 Lenovo staff laptops utilizing ESSER III funding. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

The quoted price of the lawnmower is \$17,465, but the cost may be less depending on the availability of different models. MPS plans to auction off the old lawnmower as it has over 1000 hours.

Motion by Travis Hampton, second by Jason Coble to approve the purchase of a new Hustler mower from Call's Garage. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

2022-2023 Breakfast Prices

K-12- \$2.50

Adult- \$3.00

2022-2023 Lunch Prices

K-5- \$3.25

6-12 - \$3.50

Adult- \$4.00

Motion by Mike French, second by Liza Simonson to approve the school lunch prices for the 2022-2023 school year as presented. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

Motion by Dane Peterson, second by Travis Hampton to approve the extra duty assignments for the 2022-2023 school year. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: no, Mike French: yes, Travis Hampton: yes
yes: 5, no: 1

The change would require the board to review which members are purchasing health insurance through the school annually rather than every 3 months.

Motion by Travis Hampton, second by Liza Simonson to approve revision to policy 2016 Participation in Insurance Program by Board Members. Motion carried.

Bryan Starr: yes, Dane Peterson: yes, Jason Coble: yes, Liza Simonson: yes, Mike French: yes, Travis Hampton: yes
yes: 6, no: 0

The Nebraska Association of School Boards provides the Mullen Public School Board of Education with a monthly update on new happenings throughout Nebraska.

Mr. Kvanvig provided the school board with a detailed principal report.

Mr. Kuncl provided the school board with a detailed district report.

Mr. Phil Hoyt provided the school board with a detailed activities report.

President Bryan Starr declared the meeting adjourned at 8:17 PM.

An agenda is kept continually current and is available for public inspection in the Superintendent's office during regular office hours.

Chris Kuncl, Recording Secretary

Mullen Public Schools

June Claims 06/13/2022

Fund	Description	Amount
01	GENERAL FUND	\$239,757.96
06	LUNCH FUND	\$4,318.35
Total		\$244,076.31

GENERAL FUND

Check Number	Payee	Description	Amount
20426	Amazon.com PBI	classroom/office/cust supplies	\$3,502.35
20427	Amplify	2nd & 3rd grade activity books	\$1,215.00
20428	Andersen & Sons	mower oil/blade	\$42.12
20429	At&t	long distance phone	\$100.15
20430	Awards Unlimited, Inc.	Honor Club medals	\$2,240.01
20431	Blick Art Materials	Art classroom supplies	\$1,965.53
20432	Brett Phipps	mileage	\$420.15
20433	Call's Garage Inc	Hustler Mower & bagger kit	\$15,887.20
20434	Chris Kuncel	cell phone reimb	\$100.00
20435	Class Intercom	Annual subscription 2 years	\$1,990.00
20436	Cody Kessler	mileage	\$1,330.47
20437	Consolidated	phone service	\$522.52
20438	Cooley Well Drilling & Trenching	groundscafe/upkeep	\$677.03
20439	Daly Enterprises Shop	classroom supplies	\$349.50
20440	Eakes Office Solutions	elem old copier contract	\$39.16
20441	Edmentum	Elementary/Middle/High School SPED	\$88.00
20442	General Fund-petty Cash	misc reimb.fees,supplies etc	\$1,064.10
20443	Handyman Hardware	maint supplies	\$208.63
20444	Harris School Solutions	AptaFund Timekeeping implementation	\$2,150.00
20445	Hometown Leasing	copiers lease	\$746.58
20446	Hooker County Tribune	minutes, adv, printing,subscription	\$306.54
20447	Illuminate Education	Educlimber 3 year contract	\$1,722.00
20448	Kansas City Audio-Visual Inc	interactive panels elementary	\$5,298.95
20449	KSB School Law PC LLO	legal services	\$1,292.50
20450	Kwik Stop	gasoline, fuel	\$3,385.66
20451	Macke's	supplies	\$260.94
20452	Math-U-See	Middle School SPED (8th grade)	\$161.00
20453	Menards - North Platte	maint supplies	\$548.94
20454	Mike Kvanvig	cell phone reimb	\$75.00
20455	Mullen Auto & Diesel LLC	bus maint/custodial pickup maint	\$231.34
20456	Mullen Motor Co	bus & custodial pickup maint, inspections	\$1,398.82
20457	No Red Ink Corp	2022-23 subscription	\$1,575.00
20458	OnToCollege	Renewal	\$1,900.00
20459	Parco Scientific Company	Science supplies	\$198.00
20460	Presto X	pest control service	\$143.00
20461	Really Good Stuff LLC	Kgtn classroom supplies	\$30.94
20462	Really Great Reading	Elem classroom books/activities	\$4,544.56
20463	Sandhill Fertilizer	fertilizer	\$736.95
20464	Sandhill Oil Co, Inc	propane	\$4,507.69
20465	School Specialty	Elem SPED supplies	\$139.10
20466	Shane Pollard	mileage	\$403.49
20467	SketchforSchools Publishing Inc	Art classroom supplies	\$255.60
20468	Teachers Synergy, LLC	Art classroom resources	\$136.25
20469	Telegraph	Library renewal	\$352.87
20470	U.S. Bank	sprinklers, travel exp, postage, supplies	\$4,255.40
20471	Village Of Mullen	utilities	\$3,686.64
20472	Vinton Feed Store	supplies	\$29.70
		TOTAL	\$72,215.38

LUNCH FUND

Check Number	Payee	Description	Amount
3312	General Fund-petty Cash	B McIntosh School Nutrition Conf registration	\$150.00
3313	Harris Sales	food	\$148.44
3314	Macke's	Food	\$278.06
3315	Mid Nebraska Ice Inc	walk in freezer maint	\$418.12
		TOTAL	\$994.62

SPECIAL BUILDING FUND

Check Number	Payee	Description	Amount
ACH	BOK Financial	Semi Annual Paying Agent Fee Series 2012 Bonds	\$200.00
1255	Menards	FB concession building materials	\$53.16
		TOTAL	\$253.16

BOND FUND

Check Number	Payee	Description	Amount
ACH	BOK Financial	2012 Series Interest	\$1,116.25
		TOTAL	\$1,116.25

QSCB FUND

Check Number	Payee	Description	Amount
ACH	Depository Trust	Interest	\$10,518.75
		TOTAL	\$10,518.75

SELECTED Data

Activity Detail Report

Arranged by:

Date Range: 05/01/2022 thru 05/31/2022

Group ID, Activity Number

Group ID and Description	Activity Number and Name	Reporting ID and Description	Sponsor
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A GENERAL FUND

210 MISCELLANEOUS

Expenditures

Date	PO Number	Check Vendor	Description	Amount
05/03/2022		007066 Chuckwagon & Jug	business class lunch	102.50
05/03/2022		007067 Golden Spike Tower	K-1st field trip adm - 26 students	52.00
05/05/2022		007069 MULLEN SCHOOL HOT LUNCH FUND	SPED Peer Lunch visit 3 adults, 4	24.95
05/05/2022		007070 Region V Principals Assoc	Leadership Day 12 students, 2 adults	20.00
05/11/2022		007070 Region V Principals Assoc	Leadership Day 12 students, 2 adults	-20.00
05/11/2022		007071 Lauren Hollenbeck	reimb elem office supplies storage units	199.98
05/11/2022		007072 Region V Principals Assoc	leadership day/ 12 students @\$20	240.00
05/12/2022		007073 CASH (PAM GINKENS)	SPED cooking lesson groceries, stamp	21.09
05/19/2022		007074 CASH (PAM GINKENS)	replenish HS postage petty cash	50.52
05/24/2022		007075 Pioneer Memorial Nursing Home	cleaning supplies, mats, chairs	373.06
05/24/2022		007076 Nebraska School Nutrition Association	Barb McIntosh registration State	150.00
Expenditures Total:				1,214.10

Activity and Budget Totals

Beginning Balance	0.00
Receipts	0.00
Expenditures	1,214.10
Adjustments	0.00
Cash Balance	-1,214.10
Outstanding POs	0.00
Unencumbered Balance	-1,214.10

Group Totals

Beginning Balance	0.00
Receipts	0.00
Expenditures	1,214.10
Adjustments	0.00
Cash Balance	-1,214.10
Outstanding POs	0.00
Unencumbered Balance	-1,214.10

ACTIVITY FUND CHECK SUMMARY MAY 2022

Check #	Check Date	Vendor Name	Description	Amount
004 EFT	5/10/2022	PEPSI COLA OF WESTERN NE	HS pop	\$114.55
004EFT	5/10/2022	PEPSI COLA OF WESTERN NE	GS pop	\$91.70
38000	5/3/2022	4J Designs Janelle Jennings	boys golf hoodie	\$25.00
38001	5/3/2022	ANSLEY PUBLIC SCHOOLS	District Track entry fee	\$260.00
38002	5/3/2022	Nebraska FCCLA	NLC registration/tours	\$1,035.00
38003	5/3/2022	PAXTON CONSOLIDATED SCHOOLS	track entry fee	\$150.00
38004	5/3/2022	North Platte St. Patrick's School	golf entry fee	\$40.00
38005	5/3/2022	STAPLETON PUBLIC SCHOOLS	Dave Blevins Track Invite entry fee	\$140.00
38006	5/9/2022	Amazon Capital Services, Inc	NHS Honor Cords;playground supplies	\$267.63
38007	5/9/2022	HANDYMAN HARDWARE	plant/floral tin K McIntosh	\$32.50
38008	5/9/2022	MACKES GROCERY	MNAC track hosp,FFA,FCCLA,Artclub misc exp	\$618.41
38009	5/9/2022	Neff	letter winners service bars	\$225.95
38010	5/9/2022	Recognition Unlimited	state wrestling plate engraving	\$82.28
			State Track lodging, golf,weightroom supplies, MNAC	
38011	5/9/2022	U.S. Bank	meals,misc	\$3,469.16
38012	5/11/2022	4J Designs Janelle Jennings	elementary field day shirts	\$569.00
38013	5/11/2022	NEBRASKA COLLEGE OF TECHNICAL AG	FFA events meals 14@\$6.50	\$91.00
38014	5/11/2022	RED'S CAFE	Spanish Honor Society Breakfast	\$33.00
38015	5/11/2022	North Platte St. Patrick's School	District Gofl entry fee	\$40.00
38016	5/12/2022	Cash Pam Ginkens	District Golf Meals 5@\$10	\$50.00
38017	5/18/2022	Neff	Journalism letter pins	\$88.45
38018	5/18/2022	Recognition Unlimited	outstanding athlete plaque engraving	\$12.50
38019	5/18/2022	SAMS CLUB/Synchrony Bank	athletic banquet supplies	\$78.27
38020	5/18/2022	University of Nebraska - Lincoln	State FFA parking	\$18.00
38021	5/27/2022	Imperial	Mullen Football caps/Sand Hills	\$695.01
38022	5/27/2022	NEBRASKA COACHES ASSOCIATION	Memberships/clinic/gold cards	\$1,390.00
38023	5/27/2022	Nebraska FCCLA	Samuel Coble NLC lodging	\$806.34
				\$10,423.75

Check Summary Report

Date: 05/01/2022 thru 05/31/2022

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
007066	O	05/03/2022	Chuckwagon & Jug		business class lunch	102.50
007067	O	05/03/2022	Golden Spike Tower		K-1st field trip adm - 26	52.00
007068	O	05/05/2022	BLUE CROSS BLUE SHIELD		French, Starr, Vinton	4,890.84
007069	O	05/05/2022	MULLEN SCHOOL HOT		SPED Peer Lunch visit 3	24.95
007070	V	05/11/2022	Region V Principals Assoc		Leadership Day 12 students, 2	0.00
007071	O	05/11/2022	Lauren Hollenbeck		reimb elem office supplies	199.98
007072	O	05/11/2022	Region V Principals Assoc		leadership day/ 12 students	240.00
007073	O	05/12/2022	CASH (PAM GINKENS)		SPED cooking lesson	21.09
007074	O	05/19/2022	CASH (PAM GINKENS)		replenish HS postage petty	50.52
007075	O	05/24/2022	Pioneer Memorial Nursing		cleaning supplies, mats, chairs	373.06
007076	O	05/24/2022	Nebraska School Nutrition		Barb McIntosh registration	150.00

Report Total: 6,104.94

Current Cash Balance Report

SELECTED Data

Arranged by:

Date: 05/01/2022 thru 05/31/2022

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITIES					
120 Hill Top Gym & Weight Room	17,768.85	420.00	189.57	0.00	17,999.28
175 Doug Young Memorial	6,350.77	0.00	0.00	0.00	6,350.77
180 Dan Brost Memorial	5,318.80	0.00	0.00	0.00	5,318.80
185 Chuck Hafer Memorial	864.02	0.00	0.00	0.00	864.02
190 Keith Sauls Memorial	33,906.57	0.00	569.00	0.00	33,337.57
195 Lee Isom Memorial	730.00	0.00	0.00	0.00	730.00
250 Banking	2,087.35	51.85	0.00	0.00	2,139.20
300 Media	3,258.71	270.00	0.00	0.00	3,528.71
400 CONCESSIONS	2,356.19	139.00	206.25	0.00	2,288.94
425 Pepsi Cola	5,011.94	0.00	0.00	0.00	5,011.94
430 Vending Machine	612.76	100.00	0.00	0.00	712.76
450 Wellness	3,154.19	0.00	32.50	0.00	3,121.69
500 FCCLA--LOCAL	7,005.43	228.00	31.41	0.00	7,202.02
520 FCCLA--NATIONAL	325.17	250.00	1,841.34	0.00	-1,266.17
721 Class of 2021	0.00	0.00	0.00	0.00	0.00
722 Class of 2022	2,042.39	60.00	0.00	0.00	2,102.39
723 Class of 2023	1,668.47	0.00	0.00	0.00	1,668.47
724 Class of 2024	2,976.98	0.00	0.00	0.00	2,976.98
725 Class of 2025	3,005.88	0.00	0.00	0.00	3,005.88
726 Class of 2026	3,533.91	500.00	0.00	0.00	4,033.91
727 Class of 2027	2,244.71	0.00	0.00	0.00	2,244.71
728 Class of 2028	1,158.53	0.00	0.00	0.00	1,158.53
800 ANNUAL	6,225.09	330.00	88.45	0.00	6,466.64
825 Digital Yearbooks	523.24	0.00	0.00	0.00	523.24
850 Computer/Technology	2,598.43	0.00	0.00	0.00	2,598.43
900 MUSIC	191.99	0.00	0.00	0.00	191.99
950 BAND/MUSIC CLUB	1,449.05	0.00	0.00	0.00	1,449.05
1000 SHOP	5,088.79	943.10	0.00	0.00	6,031.89
1010 PlasmaCam/Power Drive	4,022.53	280.75	0.00	0.00	4,303.28
1050 FFA	8,517.99	50.00	165.35	0.00	8,402.64
1100 SUMMER & YOUTH RECREATION	6,416.77	0.00	0.00	0.00	6,416.77
1150 PLAYGROUND	5,967.90	28.10	234.25	0.00	5,761.75
1300 CHEERLEADERS	2,311.35	40.00	0.00	0.00	2,351.35
1400 SPANISH CLUB	3,076.16	0.00	33.00	0.00	3,043.16
1500 NATIONAL HONOR SOCIETY	4,130.48	0.00	48.65	0.00	4,081.83
1520 Quiz Bowl	1,304.56	0.00	0.00	0.00	1,304.56
1550 FLORIDA SCIENCE	2,146.83	0.00	0.00	0.00	2,146.83
1600 ART CLUB	5,503.64	118.50	34.08	0.00	5,588.06
1700 STUDENT COUNCIL	982.51	0.00	0.00	0.00	982.51
1800 M CLUB	2,483.06	0.00	0.00	0.00	2,483.06
1801 Broncos Cross Country	1,113.69	0.00	0.00	0.00	1,113.69
1802 Bronco Football	1,256.19	5,688.00	0.00	0.00	6,944.19
1804 Bronco Girls Golf	0.00	0.00	0.00	0.00	0.00
1805 Lady Bronco Volleyball Club	1,048.55	0.00	0.00	0.00	1,048.55
1806 Bronco Lady Basketball	3,121.71	0.00	0.00	0.00	3,121.71
1807 Bronco Basketball	1,721.65	135.00	0.00	0.00	1,856.65
1808 Bronco Wrestling	8,164.58	0.00	0.00	0.00	8,164.58
1809 Bronco Track Team	968.13	118.00	0.00	0.00	1,086.13
1811 Bronco Boys Golf	4,722.25	0.00	770.01	0.00	3,952.24
1820 Bronco Play Production	338.95	0.00	0.00	0.00	338.95
1825 Bronco Speech	493.83	0.00	0.00	0.00	493.83

Current Cash Balance Report

SELECTED Data

Date: 05/01/2022 thru 05/31/2022

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
1950 Scholarships	1,145.62	0.00	0.00	0.00	1,145.62
1955 Marilyn Downing Scholarship est 2019	7,384.78	0.00	0.00	0.00	7,384.78
2200 TURNER FOUNDATION	687.28	1,000.00	0.00	0.00	1,687.28
3000 MATH-SCIENCE COALITION	3,958.88	0.00	0.00	0.00	3,958.88
3100 STEM	1,922.66	0.00	0.00	0.00	1,922.66
A ACTIVITIES Totals:	206,370.74	10,750.30	4,243.86	0.00	212,877.18
B NSAA Activities					
100330 Employee Training/Development	0.00	0.00	0.00	0.00	0.00
100580 Employee Travel	-2,017.51	0.00	0.00	0.00	-2,017.51
100610 Supplies	-923.54	0.00	304.22	0.00	-1,227.76
100810 Dues/Fees	-1,800.00	0.00	1,445.00	0.00	-3,245.00
100890 Misc Expense	2,285.38	0.00	193.49	0.00	2,091.89
1001710 Admissions Activity Tickets	1,770.00	0.00	0.00	0.00	1,770.00
1005200 Transfer from GL	0.00	0.00	0.00	0.00	0.00
1005690 Non Revenue Receipts	4,210.60	0.00	0.00	0.00	4,210.60
B NSAA Activities Totals:	3,524.93	0.00	1,942.71	0.00	1,582.22
C Cross Country					
5010580 Cross Country Travel	0.00	0.00	0.00	0.00	0.00
5010610 Cross Country Supplies	-25.90	0.00	0.00	0.00	-25.90
5010810 Cross Country Dues/Fees	-415.00	0.00	0.00	0.00	-415.00
5010890 Cross Country Misc Exp	0.00	0.00	0.00	0.00	0.00
5015200 Cross Country transfer from GL	0.00	0.00	0.00	0.00	0.00
C Cross Country Totals:	-440.90	0.00	0.00	0.00	-440.90
D Football					
5020340 Football Officials	-3,340.00	0.00	0.00	0.00	-3,340.00
5020580 Football Travel	-146.50	0.00	0.00	0.00	-146.50
5020610 Football Supplies	-5,596.42	0.00	0.00	0.00	-5,596.42
5020810 Football Dues/Fees	-4,219.82	0.00	0.00	0.00	-4,219.82
5020890 Football Misc Exp	-1,593.75	0.00	0.00	0.00	-1,593.75
5021710 Football Admissions	8,845.00	0.00	0.00	0.00	8,845.00
5025200 Football transfer from GL	0.00	0.00	0.00	0.00	0.00
D Football Totals:	-6,051.49	0.00	0.00	0.00	-6,051.49
E Girls Golf					
5040580 Girls Golf Travel	-179.98	0.00	0.00	0.00	-179.98
5040610 Girls Golf Supplies	0.00	0.00	0.00	0.00	0.00
5040810 Girls Golf Dues/Fees	-370.00	0.00	0.00	0.00	-370.00
5040890 Girls Golf Misc Exp	0.00	0.00	0.00	0.00	0.00
5045200 Girls Golf transfer from GL	0.00	0.00	0.00	0.00	0.00
E Girls Golf Totals:	-549.98	0.00	0.00	0.00	-549.98
F Volleyball					
5050171 Volleyball Admissions	2,270.00	0.00	0.00	0.00	2,270.00
5050340 Volleyball Officials	-1,560.00	0.00	0.00	0.00	-1,560.00
5050580 Volleybal Travel	185.10	0.00	0.00	0.00	185.10
5050610 Volleyball Supplies	-888.05	0.00	0.00	0.00	-888.05
5050810 Volleyball Dues/Fees	-1,181.67	0.00	0.00	0.00	-1,181.67
5050890 Volleyball Misc Exp	-302.50	0.00	0.00	0.00	-302.50
5055200 Volleyball transfer from GL	0.00	0.00	0.00	0.00	0.00
F Volleyball Totals:	-1,477.12	0.00	0.00	0.00	-1,477.12
G Girls Basketball					
5060340 Girls Basketball Officials	-2,250.00	0.00	0.00	0.00	-2,250.00
5060580 Girls Basketball Travel	0.00	0.00	0.00	0.00	0.00
5060610 Girls Basketball Supplies	-712.72	0.00	0.00	0.00	-712.72

Current Cash Balance Report

SELECTED Data

Date: 05/01/2022 thru 05/31/2022

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
5060810 Girls Basketball Dues/Fees	-1,040.00	0.00	0.00	0.00	-1,040.00
5060890 Girls Basketball Misc Exp	-556.71	0.00	0.00	0.00	-556.71
5061710 Girls Basketball Admissions	2,449.00	0.00	0.00	0.00	2,449.00
5065200 Girls Basketball transfer from GL	0.00	0.00	0.00	0.00	0.00
G Girls Basketball Totals:	-2,110.43	0.00	0.00	0.00	-2,110.43
H Boys Basketball					
5070340 Boys Basketball Officials	-2,250.00	0.00	0.00	0.00	-2,250.00
5070580 Boys Basketball Travel	-5,699.75	0.00	0.00	0.00	-5,699.75
5070610 Boys Basketball Supplies	-250.40	0.00	0.00	0.00	-250.40
5070810 Boys Basketball Dues/Fees	-1,155.00	0.00	0.00	0.00	-1,155.00
5070890 Boys Basketball Misc Exp	-49.14	0.00	0.00	0.00	-49.14
5071710 Boys Basketball Admissions	2,449.00	0.00	0.00	0.00	2,449.00
5075200 Boys Basketball transfer from GL	0.00	0.00	0.00	0.00	0.00
H Boys Basketball Totals:	-6,955.29	0.00	0.00	0.00	-6,955.29
I Wrestling					
5080340 Wrestling Officials	-1,500.00	0.00	0.00	0.00	-1,500.00
5080580 Wrestling Travel	-3,517.95	0.00	0.00	0.00	-3,517.95
5080610 Wrestling Supplies	-625.24	0.00	0.00	0.00	-625.24
5080810 Wrestling Dues/Fees	225.00	0.00	0.00	0.00	225.00
5080890 Wrestling Misc Exp	-2,019.12	0.00	82.28	0.00	-2,101.40
5081710 Wrestling Admissions	1,837.00	0.00	0.00	0.00	1,837.00
5085200 Wrestling transfer from GL	0.00	0.00	0.00	0.00	0.00
I Wrestling Totals:	-5,600.31	0.00	82.28	0.00	-5,682.59
J Track & Field					
5090580 Track Travel	0.00	0.00	2,880.39	0.00	-2,880.39
5090610 Track Supplies	-278.84	0.00	0.00	0.00	-278.84
5090810 Track Dues/Fees	-900.00	0.00	550.00	0.00	-1,450.00
5090890 Track Misc Exp	0.00	0.00	488.51	0.00	-488.51
5095200 Track transfer from GL	0.00	0.00	0.00	0.00	0.00
J Track & Field Totals:	-1,178.84	0.00	3,918.90	0.00	-5,097.74
K Boys Golf					
5110580 Boys Golf Travel	0.00	0.00	0.00	0.00	0.00
5110610 Boys Golf Supplies	0.00	0.00	156.00	0.00	-156.00
5110810 Boys Golf Dues/Fees	-225.00	200.00	80.00	0.00	-105.00
5110890 Boys Golf Misc Exp	-134.54	0.00	0.00	0.00	-134.54
5115200 Boys Golf Transfer from GL	0.00	0.00	0.00	0.00	0.00
K Boys Golf Totals:	-359.54	200.00	236.00	0.00	-395.54
L Play Production					
5120580 Play Production Travel	0.00	0.00	0.00	0.00	0.00
5120610 Play Production Supplies	-117.94	0.00	0.00	0.00	-117.94
5120810 Play Production Dues/Fees	-204.93	0.00	0.00	0.00	-204.93
5120890 Play Production Misc Exp	0.00	0.00	0.00	0.00	0.00
5125200 Play Production transfer from GL	0.00	0.00	0.00	0.00	0.00
L Play Production Totals:	-322.87	0.00	0.00	0.00	-322.87
M Speech					
5130340 Speech Judges	0.00	0.00	0.00	0.00	0.00
5130580 Speech Travel	-570.98	0.00	0.00	0.00	-570.98
5130610 Speech Supplies	-107.50	0.00	0.00	0.00	-107.50
5130810 Speech Dues/Fees	-475.55	0.00	0.00	0.00	-475.55
5130890 Speech Misc Exp	0.00	0.00	0.00	0.00	0.00
5135200 Speech transfer from GL	0.00	0.00	0.00	0.00	0.00
M Speech Totals:	-1,154.03	0.00	0.00	0.00	-1,154.03

Report Totals:	183,694.87	10,950.30	10,423.75	0.00	184,221.42
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Mullen Public Schools

Cash Summary Report May 2022

Fund	Description	Beginning Balance	Revenue	Expenditure	Ending Balance
01	GENERAL FUND	\$1,470,914.23	\$747,091.66	(\$294,608.82)	\$1,923,397.07
02	DEPRECIATION FUND	\$224,256.42	\$58.98	\$0.00	\$224,315.40
03	EMPLOYEE BENEFIT FUND	\$72,926.00	\$19.18	\$0.00	\$72,945.18
06	LUNCH FUND	\$32,388.08	\$25,206.74	(\$9,918.78)	\$47,676.04
07	BOND FUND	\$79,379.27	\$23.17	\$0.00	\$79,402.44
08	SPECIAL BUILDING FUND	\$438,274.51	\$113.99	(\$10,240.06)	\$428,148.44
09	QUAL SCHOOL CONSTR	\$505,118.87	\$10,057.00	\$0.00	\$515,175.87
05	ACTIVITY FUND	\$183,694.87	\$10,950.30	(\$10,423.75)	\$184,221.42
	PETTY CASH FUND	\$7,917.08	\$5,256.02	(\$6,104.94)	\$7,068.16
	CAFETERIA PLAN	\$7,278.45	\$677.03	(\$210.00)	\$7,745.48
		\$3,022,147.78	\$799,454.07	(\$331,506.35)	\$3,490,095.50

County Treasurer's Report June 2022 Receipts (May collections)

	GENERAL	BOND	SPEC BUILDING	QSCB	TOTAL
HOOKER	\$151,785.92				\$151,785.92
CHERRY	\$110,933.89				\$110,933.89
THOMAS	\$51,073.20				\$51,073.20
TOTAL	\$313,793.01	\$0.00	\$0.00	\$0.00	\$313,793.01

Cash Summary Report YTD 2021-2022

Fund	Description	Beginning Balance	Revenue	Expenditure	Ending Balance
01	GENERAL FUND	\$1,215,937.91	\$3,536,525.51	(\$2,829,066.35)	\$1,923,397.07
02	DEPRECIATION FUND	\$339,877.12	\$597.24	(\$116,158.96)	\$224,315.40
03	EMPLOYEE BENEFIT FUND	\$72,781.71	\$163.47	\$0.00	\$72,945.18
06	LUNCH FUND	\$51,123.29	\$108,279.80	(\$111,727.05)	\$47,676.04
07	BOND FUND	\$176,271.26	\$268.68	(\$97,137.50)	\$79,402.44
08	SPECIAL BUILDING FUND	\$444,634.83	\$994.48	(\$17,480.87)	\$428,148.44
09	QUAL SCHOOL CONSTR	\$504,709.66	\$20,984.96	(\$10,518.75)	\$515,175.87
05	ACTIVITY FUND	\$224,744.12	\$141,175.28	(\$181,697.98)	\$184,221.42
	PETTY CASH FUND	\$5,000.00	\$49,887.88	(\$47,819.72)	\$7,068.16
	CAFETERIA PLAN	\$7,835.14	\$6,092.45	(\$6,182.11)	\$7,745.48
		\$3,042,915.04	\$3,065,515.68	(\$3,086,282.94)	\$3,490,095.50



Mullen **P**ublic **S**CHOOLS

2021-22 Board-District Goals

Mr. Chris Kuncl
Superintendent

Mullen Board of Education

Bryan Starr, President
Jason Coble, Vice President
Mike French
Travis Hampton
Dane Peterson
Liza Simonson

Mullen Vision Statement
Prepare for the future by learning today.

Mullen Public Schools ... Every Student, Every Day, the Bronco Way.

Priorities Identified

- 🐾 Study and consider the value of providing Early Childhood learning opportunities (district-based preschool)
- 🐾 Communications (Engage stakeholders, mentor new board members, pre and post-board meeting; maintain superintendent weekly updates;
- 🐾 Measure student success
- 🐾 Superintendent evaluation tools
- 🐾 Measuring student learning success and engage graduates through survey to assess strengths/concerns of education received at Mullen
- 🐾 Continue to support student learning and curriculum development in all curriculum areas.
- 🐾 Policy Review

Goal I: Board Goals

Objective: To provide opportunities to engage stakeholders in the development and design of the district’s purpose and direction that will ensure students are engaged through equitable, challenging, creative, and rigorous curriculum and instruction.

Strategy I. Review the district’s mission and vision to support the long-term goals to develop and grow learning for all students. *(Adopted April 2021)*

P e r f o r m a n c e I n d i c a t o r s	<p>a. Conduct community engagement to enable the board to engage stakeholders in the identification of needs and priorities to support the long-term goals, decision-making, and forward progress and growth of the school district.</p>		<p>Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress</p>
	Timeline	Responsible	
	Fall 2022	Board members and administration	
	<p>b. Work with NASB to facilitate the engagement of internal and external stakeholders through Strategic Planning to assess and identify the long-term needs and priorities to be addressed to support the growth and progress of the school district.</p>		<p>Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress</p>
	Timeline	Responsible	
	Spring 2022	Board members and administration	

Goal I: Board Goals

Objective: To collectively commit to the growth and advancement of effective and cohesive board leadership and governance.

Strategy I. Build upon the strength and qualities of each board member to engage in purposeful leadership and governance best practice to advance instruction and learning for all students. *(Adopted March 2021)*

p e r f o r m a n c e I n d i c a t o r s	a. Participate in board leadership learning opportunities to expand our knowledge and support of initiatives to improve learning through district retreats, regional workshops, and state and national conferences focused on best practice board governance and leadership.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members and Superintendent	
	b. Update the superintendent evaluation tools to ensure the resources align to the approved job description, assigned duties, and responsibilities to provide purposeful and attainable accountability.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
Timeline	Responsible		
Fall 2022	Board members and Superintendent		

Goal I: Board Goals

Objective: To collectively commit to the growth and advancement of effective and cohesive board leadership and governance.

Strategy I. Build upon the strength and qualities of each board member to engage in purposeful leadership and governance best practice to advance instruction and learning for all students. (Adopted April 2021)

P e r f o r m a n c e I n d i c a t o r s	c. Explore opportunities to engage newly elected or appointed board members through a mentor support system to assist in the transition into the new role.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members and Superintendent	
	d. Adopt and commit to a methodology to support the review and update of board policies that ensures all board policies are reviewed every one to three years.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members and Superintendent	

Goal II: Curriculum, Instruction, and Student Learning

Objective: To provide support through shared accountability for progressing school improvement goals and initiatives to develop and grow student achievement.

Strategy I. Dedicate time, resources, and staff to meet the goals and expectations as defined in the continuous improvement initiatives.

(Adopted April 2021)

P e r f o r m a n c e I n d i c a t o r s	a. Study and consider the value of providing a district-based Early Childhood Development program.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Summer 2021 to Fall 2022	Board members and Administration	
	b. Provide the support needed to ensure that every student is a successful graduate of Mullen Public Schools and is given the opportunity to assess their learning experience at MPS.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Spring 2022	Administration, Guidance Counselor who will report to the Superintendent and the Board of Education	

Goal II: Curriculum, Instruction, and Student Learning

Objective: To provide a rigorous curriculum and expanded learning opportunities to ensure a diverse learning experience for the students at Mullen Public Schools.

Strategy II. Explore opportunities to support rigorous curriculum and opportunities to meet the diverse needs and interests of our students.

(Adopted April 2021)

p e r f o r m a n c e I n d i c a t o r s	c. Continue to support both staff and administration in their work to update curriculum that best fits the needs of the MPS student population		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members, administration, & staff	
	d. Engage the board in the review and analysis of district academic data to measure quality instruction and student learning success.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Staff and Administration	

Goal III: District Culture Goal

Objective: To sustain a positive and progressive district culture that is recognized, valued, and modeled by all through our commitment to provide a quality education for all students.

Strategy I. Continually engage both internal and external stakeholders to sustain a positive district culture that supports learning for all students at Mullen Public Schools.

(Adopted April 2021)

p e r f o r m a n c e I n d i c a t o r s	a. Expand communication efforts to inform and promote the success of the district with patrons and the community to grow awareness of the quality educational activities, expanded learning opportunities and academic success of the district and students.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members, administration and staff	
	b. Sustain the superintendent weekly updates and pre-post board meeting information.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Superintendent	

Mullen High School Multicultural Report 2022

Email Address	List ways in which you incorporate multicultural education into the curriculum. This could include units, activities, individual lessons, etc. Please include both subject and grade level in your response.
sarah.hardin@mullenpublicschools.org	Grades 9-12 Science: We discuss scientists from other nations and discuss the societal norms and beliefs that may impact their own research and/or beliefs. This is standard for most units.
tjewell@mullenpublicschools.org	<p>Psychology - Jr. and Sr. Chapter 3 - Infancy and Childhood (Language Development) Chapter 2 - Introducing Psychology Chapter 11 - Thinking and Language Chapter 8 - Sensation and Perception Chapter 15 - Stress and Health Chapter 16 - Psychological Disorders Chapter 19 - Group Interaction Chapter 20 - Attitudes and Social Influence</p> <p>Biology - Sophomores Ecology Unit - Tribes of the Serengeti Extinction Unit - Past Cultures Bacteria Unit - Cultures around the world</p>
dominique.werner@mullenpublicschools.org	<p>7th grade Spanish: Hispanic Heritage Month 6th grade Spanish: El Dia de los Muertos 8th grade Spanish: El Cinco de Mayo SPA I: Hispanic Heritage Month, El Dia de los Muertos, El Cinco de Mayo, Significance of Piñatas, Mexico and Mexican culture, International travel & customs SPA II: Hispanic Heritage Month, El Dia de los Muertos, El Cinco de Mayo, Significance of Piñatas, Cuba and Cuban culture, Los Castells de Tarragona. SPA III: Hispanic Heritage Month, El Dia de los Muertos, El Cinco de Mayo, Significance of Piñatas, El Mundo en tus manos articles from Latin America, Los Castells de Tarragona, Las Fallas.</p>
ron.taylor@mullenpublicschools.org	<p>Math itself is universally recognized world wide. The symbols used in mathematics are used throughout the world of mathematics. With our new curriculum starting next year has many different cultural references including names, locations and activities. This will be beneficial in that these cultural differences will be brought to attention. In all the math classes I have repeatedly stated that math is an universal language and one can travel around the world and figure out what the solution is. It's said that "Math is a neutral subject, math is just numbers and algorithms. It has nothing to do with culture or politics". I have also shared with the students that I'm online at nights working with others interested in math from around the world, many different cultures and personalities.</p>
megan.andersen@mullenpublicschools.org	<p>Sophomore English: Social Injustice Unit. Read "Just Mercy" and used socrataic seminars, worksheets, and films to discuss and analyze the injustices.</p> <p>Junior English: Podcast Serial. Discussed racial profiling, different beliefs of cultures and religions.</p> <p>Freshman Speech: Discussed dialect from different regions.</p>

<p>mellissa.donohoe@mullenpublicschools.org</p>	<p>Digital Media (7-8 grades): discussed how commercials might be perceived by different cultures.</p> <p>Accounting I, II & III (9-12 grades): examined business types and how they might differ in other countries</p> <p>Info Tech (9th grade): explored history and perspectives of business/technology as it relates to different cultures.</p>
<p>lori.vinton@mullenpublicschools.org</p>	<p>During Resource class, students are guided to understand the perspectives, values, and beliefs of people from different cultural backgrounds as we assist them in choosing and analyzing weekly current events for history class.</p> <p>Grades 7-12 History/Social Studies/Geography</p> <p>Students are exposed to different cultures through regular reading of Studies Weekly, a student periodical for Social Studies.</p> <p>Grades 6-8 Reading</p>
<p>khoyt@mullenpublicschools.org</p>	<p>This year we put a lot of focus with multiple class lessons on "En Plein Air" painting. The term has roots in both British and French art. We discussed the process and then did small, quick assignments near the art room. It was also the focus of our group projects for the Mullen Art Show.</p>
<p>trisha.vest@mullenpublicschools.org</p>	<p>6th Grade Social Studies : Lessons include-Fertile Crescent Civilizations, Ancient Egyptian Kingdoms, Ancient India, Ancient China, Judaism, Ancient Greece, Ancient Rome.</p> <p>7th Grade Social Studies: Topics include-Christianity, Eastern European Civilizations, Islam, African Civilizations, Japanese Civilizations, South Asian Cultures, Middle Ages, Renaissance, Reformation</p> <p>8th Grade Social Studies: Topics include-Colonial Heritage, Empires in the Americas, English Colonies, American Revolution, Citizenship, Western Expansion, Women's Movements, Slavery, Civil War, Reconstruction</p> <p>9th Grade Geography: Topics include- U.S. and Canada, Latin America, Russia, North Africa, Central Asia, Europe, Russia</p> <p>10th Grade World History: Topics include-Nationalist Revolutions in Europe, Industrial Revolution, Democracy and Progress, Imperialism, World War II, Russian Revolution, Fascism, World War II, The Cold War, Colonies becoming New Nations</p> <p>11th Grade American History: Topics include-Settling the West, Industrialization, Urban America, Populism, Segregation, Imperialism, Progressive Movement, World War I, Jazz Age, Prosperity, Great Depression, World War II</p> <p>12th Grade Government: Topics include-Role of Government, Origins of Government, U.S. Constitution, Powers of Congress, Federalism, Executive Branch, Legislative Branch, Judicial Branch</p> <p>All grades: watch CNN10 weekly, participate in discussions on Current Events and Political happenings</p>
<p>jaylynn.ravenscroft@mullenpublicschools.org</p>	<p>Intro to Ag, 9th-11th, Students covered the population spectrum of both China and Honduras and how it affects the production and import of ag commodities.</p>

Lesson Plan

Class: Senior English Date: 03/24/21

Lesson Title: "This Sacred Soil"

Objectives: Students will be able to read and understand a speech, define and identify examples of alliteration, and explain the importance of voice in writing.

Overview: The city of Seattle, Washington, was named for the Duwamish Chief, Seattle. Students will read an excerpt from a speech in which Seattle explains why the land he is giving to the government is sacred and why the people who live there after he is gone will never be alone while living on it.

Guided Practice: We will read pages 203-204 in our American Literature books together and discuss the author, the setting of the selection, the purpose and structure of a speech, alliteration, and voice.

- Alliteration: the repeating of consonant sounds at the beginning of words.
- Explain that this is an effective literary tool because it draws the reader's attention and adds rhythm to the writing.

o Examples: read excerpts from Poe's "Raven."

- Voice: the way a writer expresses ideas through style, form, content, and purpose.

o The voice of a writing should match the purpose of the writing.

o One way to improve voice is to let your characters talk the way they would talk in real life.

Example: a persuasive essay should use language that persuades, a narrative should tell a story, a newspaper should read like one.

Next, we will read the speech, "This Sacred Soil," and discuss the use of alliteration and voice.

Central Question: Is Chief Seattle successful through his voice and use of figurative language to make his point?

Independent Practice: Questions 1-10 on page 206

Standards:

12:1 Reading: Students will learn and apply reading skills and strategies to comprehend text.

12.1.5 Vocabulary: Students will build and use conversational, academic, and content-specific grade-level vocabulary.

12.1.5.d Use semantic relationships (e.g., figurative language, connotations, technical and multiple-meaning words, and key terms or phrases) to analyze the impact of specific word choices on meaning and tone, aid in comprehension, and improve writing.

12.1.6 Comprehension: Students will construct meaning by applying prior knowledge, using text information, and monitoring comprehension while reading increasingly complex grade-level literary and informational text.

12.1.6.b Analyze and evaluate literary text (e.g., characterization, setting, plot development, internal and external conflict, inferred and recurring themes, point of view, tone, mood).

12.1.6.c Analyze the function and critique the effects of the author's use of literary devices (e.g., allusion, symbolism, metaphor, personification, epiphany, oxymoron, dialect, tone, mood).

12.1.6.d Summarize, analyze, and synthesize the themes and main ideas between multiple literary and informational works (print, digital, and/or other media).

12.2.1.a Use multiple writing strategies recursively to investigate and generate ideas,

	organize information, guide writing, answer questions, and synthesize information.
russ.monette@mullenpublicschools.org	<p>7th Grade English:</p> <p>Red Scarf Girl Unit-a unit about overcoming adversity. A young Chinese girl shows the importance of being true to yourself during the Chinese revolution.</p> <p>A Raisin In The Sun Unit: Despite their many differences, Lorraine Hansberry's landmark play A Raisin in the Sun and Carson McCullers's short story "Sucker" are both grounded in a nuanced, deeply compassionate understanding of how people facing hardships can inflict harm they never intend on the people around them. Both the play and story provide students with rich opportunities to observe the growth and change of characters whose motivations are often hidden, even from themselves. While Hansberry's play takes place in the context of important racial struggles, and McCullers's story seems almost sealed off from the world, the two narratives provide similar opportunities for analyzing characters' responses to conflict and appreciating the author's development of ideas over the course of a piece of fiction.</p>

SECTION 3: TO BE COMPLETED BY THE OPTION SCHOOL DISTRICT. Whether approved or denied, send photocopies to the Applicant and the Resident District.

OPTION SCHOOL DISTRICT NAME: <i>Mullen Public Schools</i>		
Date this Application Received: <i>May 31, 2022</i>		
County: <i>Hooker</i>	County-District Number: <i>46-0001</i>	Phone Number: <i>308-546-2223</i>
The Option School District: <input type="checkbox"/> Approves this application		<input type="checkbox"/> Denies this application. Reason for Denial (required):
If district approves this application, date student will begin attending Option District: <i>08, 16, 2022</i>		
Name and Title of Authorized Official: <i>Chris Kunch, Superintendent</i>		
Signature:		Date Application Accepted/Rejected <i>06-03-2022</i>

CHANGE OF STATUS

To be completed by an authorized official of the Option District (or parent) when the Option student quits the option, withdraws the application prior to attending or if the Option student's Resident District changes for any reason and the student continues attending the Option District (original resident). **Send photocopies to the Applicant and the Resident District.**

The Status of This Student is Changed for the Following Reason(s):		
<input type="checkbox"/> Withdrawal of the application prior to attending the present school year.		
<input type="checkbox"/> Cancellation of Enrollment Option during the present school year (Both Superintendents must sign below).		
<input type="checkbox"/> Has completed the grades offered in the Option District.		
<input type="checkbox"/> Attending High School in a district which is affiliated with the resident District.		
<input type="checkbox"/> Discontinuation of school attendance (moved away, deceased, etc.).		
<input type="checkbox"/> Other (Specify):		
Date Change of Status:		
New Mailing Address:		
City:		Zip Code:
Telephone Number (home/work/mobile):		
Resident School District Name:		
County:	County District Number:	Telephone Number:
Name and Title of Option and Resident District Officials (or parent):		
Signature:		Date:
Signature:		Date:

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. Notice of regular and special meetings shall be published in a newspaper of general circulation within the district and, if available, on the newspaper's website. Newspapers of general circulation in the district include, but are not necessarily limited to, the Hooker County Tribune. Such notice shall contain a statement that the agenda shall be readily available for public inspection 48 hours prior to the meeting 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.

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. 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 and 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.

Adopted on: March 14, 2016

Revised on: June 13, 2022

Reviewed on: April 13, 2020

2010
Preparation for Board Meetings

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: March 14, 2016

Revised on: June 13, 2022

Reviewed on: _____

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

I. Applicability of the Policy

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

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, 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 200.326 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 \$250,000

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 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. 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 and \$250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, 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 \$109,000 and \$249,999 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 \$109,000 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 \$109,000 and \$250,000.

IV. Construction Projects with an Anticipated Cost Over \$250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 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 200.326 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, 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, compliance with public policy, record of past performance, and

financial and technical resources.

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.

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. § 200.333.

- 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 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

The officers, employees, and agents 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, 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. 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 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, 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: September 11, 2017

Revised on: June 13, 2022

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 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. 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 and \$250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, 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

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, 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 item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes 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.

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 to the maximum extent practical;
 - 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 in procurement of A/E professional services. It cannot be used to purchase other types of services though 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, compliance with public policy, record of past performance, and financial and technical resources.

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

The officers, employees, and agents 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, 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 which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.

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 \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
3. Computing Devices means machines used to 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.

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 original or replacement 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 FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

I. Equipment and Capital Expenditures

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

J. Depreciation

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

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.

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. 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, 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: July 10, 2017
Revised on: June 13, 2022
Reviewed on: _____

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. Families may apply for free or reduced-price school meals at any time during the school year.

Payment Options. Families may pay for school lunches using cash or check.

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 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.

If a student has no funds available to pay for a meal, the student will be provided and charged for a limited "courtesy meal" option.

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.

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.

Unless arrangements are made with administration, families with a lunch bill in excess of \$200 will be subject to debt collection by a collection agency and suspension of gym/weight room membership. Families may also be prohibited from purchasing activity ticket(s) if they have an outstanding lunch balance in excess of \$200.

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: June 12, 2017
Revised on: June 13, 2022
Reviewed on: _____

3057 Title IX Policy

It is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. The district is required by Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106 to not discriminate in such a manner.

1. Title IX Coordinator

1.1. **Designation.** The district will designate and authorize at least one employee to coordinate its efforts to comply with its responsibilities under this policy, who will be referred to as the "**Title IX Coordinator.**" The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment). This report may be made by any means, including but not limited to, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours).

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

2.1. **Actual knowledge** means notice of sexual harassment or allegations of sexual harassment to any district employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only district employee with actual knowledge is the respondent (as that term is defined below). "Notice" as used in this paragraph includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator as described in subsection 1.1 above.

2.2. **Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

2.3. **Formal complaint** means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation of sexual harassment. The only district official who is authorized to initiate the Grievance Process for Formal Complaints of Sexual Harassment against a respondent is the Title IX Coordinator (by signing a formal complaint). At the time of filing a formal complaint with the district, a complainant must be participating in or attempting to participate in the district's education program or activity. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator under subsection 1.1 above, and by any additional method designated by the district. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this policy or under 34 C.F.R. part 106, and will comply with the requirements of this policy and 34 C.F.R. part 106, including subsections 5.1.3–5.1.4 and 34 C.F.R. § 106.45(b)(1)(iii).

2.4. **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

2.5. **Consent** for purposes of this policy means the willingness in fact for conduct to occur. An individual may, as a result of age, incapacity, disability, lack of information, or other circumstances be incapable of providing consent to some or all sexual conduct or activity. Neither verbal nor physical resistance is required to establish that an individual did not consent. District officials will consider the totality of the circumstances in determining whether there was consent for any specific conduct. Consent may be revoked or withdrawn at any time.

2.6. **Sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:

2.6.1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;

2.6.2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it

effectively denies a person equal access to the district's education program or activity;

2.6.3. **Sexual assault**, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), which means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:

2.6.3.1. **Sex Offenses, Forcible**—Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.

2.6.3.1.1. **Rape**—(Except Statutory Rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

2.6.3.1.2. **Sodomy**—Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.3. **Sexual Assault With An Object**—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.4. **Fondling**—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.2. **Sex Offenses, Non-forcible**—(Except Prostitution Offenses) Unlawful, non-forcible sexual intercourse.

2.6.3.2.1. **Incest**—Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

2.6.3.2.2. **Statutory Rape**—Non-Forcible sexual intercourse with a person who is under the statutory age of consent

2.6.4. **Dating violence**, as defined in 34 U.S.C. § 12291(a), which means violence committed by a person—

2.6.4.1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2.6.4.2. where the existence of such a relationship shall be determined based on a consideration of the following factors:

2.6.4.2.1. The length of the relationship.

2.6.4.2.2. The type of relationship.

2.6.4.2.3. The frequency of interaction between the persons involved in the relationship.

2.6.5. **Domestic violence**, as defined in 34 U.S.C. § 12291(a), which includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who—

2.6.5.1. is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;

2.6.5.2. is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;

2.6.5.3. shares a child in common with the victim; or

2.6.5.4. commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

2.6.6. **Stalking**, as defined in 34 U.S.C. § 12291(a), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

2.6.6.1. fear for his or her safety or the safety of others; or

2.6.6.2. suffer substantial emotional distress.

2.7. **Supportive measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

3. **Discrimination Not Involving Sexual Harassment.**

3.1. **General Prohibition.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be

subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the district.

3.2. Specific Prohibitions. Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, in providing any aid, benefit, or service to a student, the district will not on the basis of sex:

- 3.2.1. Treat one person differently from another in determining whether such person satisfies any requirement or condition for the provision of such aid, benefit, or service;
- 3.2.2. Provide different aid, benefits, or services or provide aid, benefits, or services in a different manner;
- 3.2.3. Deny any person any such aid, benefit, or service;
- 3.2.4. Subject any person to separate or different rules of behavior, sanctions, or other treatment;
- 3.2.5. Apply any rule concerning the domicile or residence of a student or applicant;
- 3.2.6. Aid or perpetuate discrimination against any person by providing significant assistance to any agency, organization, or person which discriminates on the basis of sex in providing any aid, benefit or service to students or employees;
- 3.2.7. Otherwise limit any person in the enjoyment of any right, privilege, advantage, or opportunity.

3.3. Complaint Procedure. All complaints regarding any alleged discrimination on the basis of sex, including without limitation violations of this policy, 34 C.F.R. part 106, Title IX, Title VII, or other state or federal law—when the alleged discrimination does not arise from or relate to an allegation of sexual harassment as defined in subsection 2.6 above—shall be addressed pursuant to the district’s general complaint procedure, Board Policy 2006 [**NOTE TO BE DELETED:** Update this policy number if your general complaint procedure is numbered differently from 2006].

4. **Response to Sexual Harassment**

4.1. Reporting Sexual Harassment. Any person who witnesses an act of unlawful sexual harassment is encouraged to report it to the District's Title IX Coordinator. No person will be retaliated against based on any report of suspected sexual harassment or retaliation. Any District employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator as soon as reasonably practicable, but in no case later than the end of the following school day.

4.2. General Response to Sexual Harassment. When the district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, the district will respond promptly in a manner that is not deliberately indifferent. The district will be deemed to be deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances. For the purposes of this policy "education program or activity" includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. The district's response will treat complainants and respondents equitably by offering supportive measures as defined in subsection 2.7 above to a complainant, and by following the grievance process described in section 5 below before the imposition of any disciplinary sanctions or other actions that are not supportive measures, against a respondent. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

4.3. Emergency Removal. Nothing in this policy precludes the district from removing a respondent from the district's education program or activity on an emergency basis, provided that the district undertakes an individualized safety and risk analysis, and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In the event that the district so removes a respondent on an emergency basis, then the district will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

4.4. **Administrative Leave.** Nothing in this policy precludes the district from placing a non-student employee respondent on administrative leave during the pendency of a grievance process that complies with section 5 below. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

4.5. **General Response Not Conditioned on Formal Complaint.** With or without a formal complaint, the district will comply with the obligations and procedures described in this section 4.

5. **Grievance Process for Formal Complaints of Sexual Harassment.**

5.1. **General Requirements.**

5.1.1. **Equitable Treatment.** The district will treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following the grievance process described in this section 5 before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. Remedies will be designed to restore or preserve equal access to the district's education program or activity. Remedies may include the same individualized services described in subsection 2.7 as "supportive measures"; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.

5.1.2. **Objective Evaluation.** This grievance process requires an objective evaluation of all relevant evidence—including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person's status as a complainant, respondent, or witness.

5.1.3. **Absence of Conflicts of Interest or Bias.** The district will require that any individual designated by a recipient as a Title IX Coordinator, investigator, decision-maker, or any person designated by a recipient to facilitate an informal resolution process, not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

5.1.4. **Training.** The district will ensure that all individuals or entities described in this Training section 5.1.4 receive training as provided below. Any materials used to train these individuals will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

5.1.4.1. **All District Employees and Board Members.** All district employees and board members will be trained on how to identify and report sexual harassment.

5.1.4.2. **Title IX Coordinators, Investigators, Decision-Makers, or Informal Resolution Facilitators.** The district will ensure that Title IX Coordinators, investigators, decision-makers, or any person designated by the district to facilitate an informal resolution process receive training on:

5.1.4.2.1. The definition of sexual harassment in subsection 2.6;

5.1.4.2.2. The scope of the district's education program or activity;

5.1.4.2.3. How to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable; and

5.1.4.2.4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

5.1.4.3. **Decision-Makers.** The district will ensure that decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, as set forth in subsection 5.6.

5.1.4.4. **Investigators.** The district will also ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence, as set forth in subsection 5.5.8.

- 5.1.5. **Presumption.** It is presumed that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
- 5.1.6. **Reasonably Prompt Time Frames.** This grievance process shall include reasonably prompt time frames for conclusion of the grievance process, including reasonably prompt time frames for filing and resolving appeals and informal resolution processes if the district offers informal resolution processes. The process shall also allow for the temporary delay of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
- 5.1.7. **Range of Possible Sanctions and Remedies.** Following a determination of responsibility, the district may impose disciplinary sanctions and remedies in conformance with this and the district's student discipline policy, and other state and federal laws. Depending upon the circumstances, these policies provide for disciplinary sanctions and remedies up to and including expulsion.
- 5.1.8. **Range of Supportive Measures.** The range of supportive measures available to complainants and respondents include those listed in subsection 2.7.
- 5.1.9. **Respect for Privileged Information.** The district will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

5.2. **Notice of Allegations.**

- 5.2.1. **Initial Notice.** Upon receipt of a formal complaint, the district will provide the following written notice to the parties who are known:

5.2.1.1. A copy of this policy.

5.2.1.2. Notice of the allegations of sexual harassment potentially constituting sexual harassment as defined in subsection 2.6, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice will include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. The written notice will inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, under subsection 5.5.5, and may inspect and review evidence under subsection 5.5.5. The written notice will inform the parties of any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

5.2.2. **Supplemental Notice.** If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the Initial Notice described above, the district will provide notice of the additional allegations to the parties whose identities are known.

5.3. **Dismissal of Formal Complaint.**

5.3.1. The district will investigate the allegations in a formal complaint.

5.3.2. **Mandatory Dismissals.** The district **must** dismiss a formal complaint if the conduct alleged in the formal complaint:

5.3.2.1. Would not constitute sexual harassment as defined in subsection 2.6 even if proved;

- 5.3.2.2. Did not occur in the district's education program or activity; or
- 5.3.2.3. Did not occur against a person in the United States.
- 5.3.3. **Discretionary Dismissals.** The district **may** dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing:
 - 5.3.3.1. The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;
 - 5.3.3.2. The respondent is no longer enrolled in or employed by the district; or
 - 5.3.3.3. Specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.
- 5.3.4. Upon a dismissal required or permitted pursuant to subsections 5.3.2 or 5.3.3 above, the district will promptly send written notice of the dismissal and an explanation of that action simultaneously to the parties.
- 5.3.5. Dismissal of a formal complaint under this policy does not preclude the district from taking action under another provision of the district's code of conduct or pursuant to another district policy.

5.4. **Consolidation of Formal Complaints.** The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances. Where a grievance process involves more than one complainant or more than one respondent, references in this policy to the singular "party," "complainant," or "respondent" include the plural, as applicable.

5.5. **Investigation of Formal Complaint.** When investigating a formal complaint and throughout the grievance process, the district will:

- 5.5.1. Designate and authorize one or more persons (which need not be district employees) as investigator(s) to conduct the district's investigation of a formal complaint;
- 5.5.2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the district and not on the parties provided that the district cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the district obtains that party's voluntary, written consent to do so for a grievance process under this section (if a party is not an "eligible student," as defined in 34 CFR 99.3, then the district will obtain the voluntary, written consent of a "parent," as defined in 34 CFR 99.3);
- 5.5.3. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- 5.5.4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- 5.5.5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding; however, the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;
- 5.5.6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative

interviews, or other meetings, with sufficient time for the party to prepare to participate;

- 5.5.7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report; and
- 5.5.8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 calendar days prior to the time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

5.6. **Determination Regarding Responsibility**

- 5.6.1. **Decision-Maker(s).** The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).
- 5.6.2. **Exchange of Written Questions.** After the district has sent the investigative report to the parties pursuant to subsection 5.5.8, but before reaching a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone

other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) will explain to the party proposing the questions any decision to exclude a question as not relevant.

5.6.3. **Written Determination.** The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) will apply the preponderance of the evidence standard. The written determination will include:

5.6.3.1. Identification of the allegations potentially constituting sexual harassment as defined in subsection 2.6;

5.6.3.2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

5.6.3.3. Findings of fact supporting the determination;

5.6.3.4. Conclusions regarding the application of the district's code of conduct to the facts;

5.6.3.5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and

5.6.3.6. The district's procedures and permissible bases for the complainant and respondent to appeal.

5.6.4. The district will provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the

district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

5.6.5. The Title IX Coordinator is responsible for effective implementation of any remedies.

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

5.7.1. **Time for Appeal.** Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools within ten (10) calendar days [NOTE TO BE DELETED: We recommend 10 calendar days to remain consistent with the other timeframes in the Title IX regulations. However, make sure this timeline is at least as long as any timelines for review or appeal in any general complaint procedure or grievance procedure] of the date of the respective written determination of responsibility or dismissal from which the appeal is taken. The Notice of Appeal must include (a) the name of the party or parties making the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds (from subsection 5.8.2 below) upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal under this policy, 34 C.F.R. part, 106, and Title IX.

5.7.2. **Grounds for Appeal.** Appeals from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, are limited to the following grounds:

5.7.2.1. Procedural irregularity that affected the outcome of the matter;

5.7.2.2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and

5.7.2.3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

5.7.3. As to all appeals, the district will:

5.7.3.1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;

5.7.3.2. Ensure that the decision-maker(s) for the appeal is not the same person as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;

5.7.3.3. Ensure that the decision-maker(s) for the appeal complies with the standards set forth in subsections 5.1.3–5.1.4.

5.7.3.4. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;

5.7.3.5. Issue a written decision describing the result of the appeal and the rationale for the result; and

5.7.3.6. Provide the written decision simultaneously to both parties.

5.8. Informal Resolution. The district will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section. Similarly, the district will not require the parties to participate in an informal resolution process under this section and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the district may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the district:

5.8.1. Provides to the parties a written notice disclosing:

5.8.1.1. The allegations;

5.8.1.2. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;

5.8.1.3. That at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and

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

5.8.2. Obtains the parties' voluntary, written consent to the informal resolution process; and

5.8.3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

5.9. **Recordkeeping.**

5.9.1. The district will maintain for a period of seven years records of:

5.9.1.1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the district's education program or activity;

5.9.1.2. Any appeal and the result therefrom;

5.9.1.3. Any informal resolution and the result therefrom; and

5.9.1.4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The district will make these training materials publicly available on its website, or if the district does not maintain a website then the district will make these materials available upon request for inspection by members of the public.

5.9.2. For each response required under section 4, the district will create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the district's education program or activity. If the district does not provide a complainant with supportive measures, then the district will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken.

6. **Superintendent Authorized to Contract.** The board authorizes the Superintendent to contract for, designate, and appoint individuals to serve in the roles of the district's investigator(s), decision-maker(s), informal resolution facilitator(s), or appellate decision-maker(s) as contemplated by this policy.

7. **Access to Classes and Schools.**

7.1. **General Standard.** Except as provided in this section or otherwise in 34 C.F.R. part 106, the district will not provide or otherwise carry out any of its education programs or activities separately on the basis of sex, or require or refuse participation therein by any of its students on the basis of sex.

7.1.1. **Contact sports in physical education classes.** This section does not prohibit separation of students by sex within physical education classes or activities during participation in wrestling, boxing, rugby, ice hockey,

football, basketball, and other sports the purpose or major activity of which involves bodily contact.

7.1.2. **Ability grouping in physical education classes.** This section does not prohibit grouping of students in physical education classes and activities by ability as assessed by objective standards of individual performance developed and applied without regard to sex.

7.1.3. **Human sexuality classes.** Classes or portions of classes that deal primarily with human sexuality may be conducted in separate sessions for boys and girls.

7.1.4. **Choruses.** The district may make requirements based on vocal range or quality that may result in a chorus or choruses of one or predominantly one sex.

7.2. **Classes and Extracurricular Activities.** The district may provide nonvocational single-sex classes or extracurricular activities as permitted by 34 C.F.R. part 106.

8. **Athletics.** 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, be treated differently from another person or otherwise be discriminated against in any interscholastic, club, or intramural athletics offered by the district, and that the district will not provide any such athletics separately on such basis.

8.1. **Separate Teams.** Notwithstanding the foregoing paragraph, the district may operate or sponsor separate teams for members of each sex where selection for such teams is based upon competitive skill or the activity involved is a contact sport.

8.2. **Equal opportunity.** The district will provide equal athletic opportunity for members of both sexes. Unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams will not constitute noncompliance with this section.

9. **Certain Different Treatment on the Basis of Sex Permitted.** Nothing herein shall be construed to prohibit the district from treating persons differently on the basis of sex as permitted by Title IX or 34 C.F.R. part 106. For example, and without limiting the foregoing, the district may provide separate toilet, locker room, and shower facilities on the basis of sex, but such

facilities provided for students of one sex shall be comparable to such facilities provided for students of the other sex.

10. **Retaliation Prohibited.** Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, 34 C.F.R. part 106, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA statute, 20 U.S.C. § 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. Complaints alleging retaliation may be filed according to shall be addressed pursuant to Board Policy 2006 (Complaint Procedure).

10.1. **Specific Circumstances.**

10.1.1. The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this section.

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

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

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

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

14. **Scope of Policy.** Nothing herein shall be construed to be more demanding or more constraining upon the district than the requirements of Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106. To the extent that the district is in compliance with Title IX and 34 C.F.R. part 106, then all of the district's obligations under this policy shall be deemed to be fulfilled and discharged.

Adopted on: October 12, 2020

Revised on: June 13, 2022

Reviewed on: _____

5012
Testing and Assessment Program

I. Basic Testing and Assessment Program

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.

II. Accountability Reporting

At the board of education's regular July meeting, or as soon after as a report can be completed, the superintendent of schools shall provide an annual written report as required by NDE Rule 10. The report shall be presented to the board and made available to the public. The report must contain the elements required by Rule 10, including but not limited to: student academic performance as reported to NDE (demographics, achievement, educational input characteristics, as defined in section 005.02 of Rule 10); school system demographics; school improvement goals and progress; and financial information about the school district. Building level results will be reported only to appropriate staff for review, goal setting, and intervention as needed.

This report shall not include any individual test scores or assessment, but individual student test scores or assessment results will be reported to the student's parents or legal guardian(s). If the school has fewer than ten students in the grades being reported, or if reporting would allow for the identification of students because they all had comparable scores, no public reports of student performance are provided for those grades.

A comprehensive evaluation of the district shall be conducted at least once every five years using instruments and guides approved by NDE.

Adopted on: May 14, 2018
Revised on: June 13, 2022
Reviewed on: _____

Policy Revisions

REVISION OF POLICY 2008: Meetings

Last session the Unicameral passed LB 83. Beginning July 31, 2022, school boards must place their meeting minutes on the school district website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes must be available on the website for at least six months.

This change is required.

REVISION OF POLICY 2010: Preparation for Board Meetings

Last session the Unicameral passed LB 83. Beginning July 31, 2022, school boards must place their agendas on the district's website at least 24 hours before the school board meeting and leave them there for at least six months.

This change is required.

REVISION OF POLICIES

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

3004.1 Fiscal Management for Purchasing and Procurement Using Federal Dollars

During a recent round of federal fiscal review, NDE determined that it wants even more information in your federal purchasing/procurement policies and procedures. We have added new sections to both policies to address these concerns.

These changes are required.

REVISION OF POLICY 3012: School Meal Program and Meal Charges

NDE recently conducted an administrative review of a policy subscriber's participation in the National School Lunch Program. During that review, NDE determined that the school's policy did not include a notice that households can apply for benefits at any time during the school year or any information about the school's online payment system. Of course, no law or regulation requires that such information be included in your meal charge policy.

However, KSB decided to add this information to the policy to address these concerns.

These changes are required.

REVISION OF POLICY 3057: Title IX Policy

These revisions include updates to the definition of “domestic violence” in order to be consistent with the recently re-authorized federal Violence Against Women Act (effective October 1, 2022). These revisions also account for changes to the statutory reference at which other definitions (dating violence and stalking) will be codified in the U.S. Code.

Finally, this revision clarifies the step in the process at which the Title IX decision-maker facilitates the written exchange of questions between the parties (i.e., after an investigation and before a written determination of responsibility is issued).

These changes are required.

REVISION OF POLICY 5012: Testing and Assessment Program

NDE Rule 10 has always required each school to complete an annual report covering the required elements in sections 005 and 010 from Rule 10. The items reported in section 005 of Rule 10 must be submitted to NDE by June 30. Section 010 then requires these items, plus some additional items, to be included in an annual report and shared with the board and made available to the public. Rule 10 also requires a policy covering the annual report. These proposed changes align the policy with Rule 10.

These changes are required.

PUBLIC PARTICIPATION

INSTRUCTIONS FOR MEMBERS OF THE PUBLIC WHO WISH TO SPEAK:
This is the portion of the meeting when members of the public may speak to the board about matters of public concern.

- **Getting Started:** After signing in at the meeting, you will be recognized. When you have been recognized, please identify yourself, including an address and the name of any organization you represent. The board may waive the address requirement to protect the security of the individual.
- **Time Limit:** The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.
- **Personnel or Student Topic:** If you are planning to speak about personnel or a student matter involving an individual, please understand that the district has a complaint policy and/or procedure to resolve such complaints and concerns. The Board requests that you follow the policy and procedures before addressing these matters with the Board. Board members will generally not respond to any questions you ask or comments about individual staff members or students.
- **General Rules:** This is a public meeting for the conduct of business. Comments from the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- **No Action by the Board:** The board will not act on any matter unless it is on the published agenda.



LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

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<http://members.nasbonline.org/index.php/events>

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'.
If you do not have an email and password to log in or have forgotten it, please contact NASB at 800-422-4572 for assistance.



YOUR MONTHLY BOARD AGENDA UPDATE VIDEO LINKS

<http://members.nasbonline.org/index.php/news-resources/videos>

JUNE

NEXT
WEEK!

ALICAP SUMMER WORKSHOP - JUNE 7 - GERING
ALICAP SUMMER WORKSHOP - JUNE 8 - KEARNEY
ALICAP SUMMER WORKSHOP - JUNE 9 - LINCOLN

NEXT
WEEK!

NASB VIRTUAL CANDIDATE FORUM - JUNE 7 - 7:00 TO 8:30 PM CT
NASB VIRTUAL CANDIDATE FORUM - JUNE 9 - 12:00 TO 1:30 PM CT
NASB VIRTUAL CANDIDATE FORUM - JUNE 15 - 12:00 TO 1:30 PM CT

NASB MEMBER GOLF OUTING - JUNE 22 - KEARNEY

NASB MEMBER ARCHWAY TOUR - JUNE 22 - KEARNEY

SCHOOL LEADERS & LAW CONFERENCE - JUNE 22-23 - KEARNEY

JULY

NASB CALL FOR LEGISLATIVE PROPOSALS - DUE JULY 1

NASB VIRTUAL CANDIDATE FORUM - JULY 13 - 7:00 TO 8:30 PM CT

NASB'S NEW SUPERINTENDENT ORIENTATION - JULY 20 - LINCOLN

AREA MEMBERSHIP MEETINGS

AUGUST THROUGH SEPTEMBER

AUGUST 23 - NEBRASKA CITY AUGUST 24 - FREMONT AUGUST 29 - GERING

AUGUST 30 - VALENTINE AUGUST 31 - NORFOLK SEPTEMBER 6 - LA VISTA

SEPTEMBER 7 - YORK SEPTEMBER 20 - NORTH PLATTE SEPTEMBER 21 - KEARNEY

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OTHER KEY DATES

NASB VIRTUAL CANDIDATE FORUM - SEPTEMBER 14 - 7:00 TO 8:30 PM CT

ANNUAL SPARQ DATA SOLUTIONS TAILGATE PARTY - SEPTEMBER 17 - LINCOLN

FACILITIES & CONSTRUCTION - SEPTEMBER 22 - KEARNEY

LABOR RELATIONS - OCTOBER 5-6 - LINCOLN

NASB VIRTUAL CANDIDATE FORUMS - OCTOBER 5 - 12:00 TO 1:30 PM CT

STATEWIDE GENERAL ELECTION - NOVEMBER 8

STATE EDUCATION CONFERENCE - NOVEMBER 16-18 - OMAHA

NEW BOARD MEMBER WORKSHOPS - DECEMBER - GERING, NORTH PLATTE, KEARNEY, YORK, LA VISTA, NORFOLK

YOUR 2022 PLATINUM AFFILIATES

If your business would like to become an Affiliate Member of NASB for 2022, please visit:

<http://nasbonline.org/registrations/AffiliateMembershipProgram.aspx>



NASB Monthly Update for Board Meeting Agenda Item

June 2022

Watch: June Agenda Video Update

<http://members.nasbonline.org/index.php/news-resources/videos>

While you're there ... WATCH: Don't Ever Stop

[Latest 'Board Notes' – Monthly Newsletters](#)

(www.NASBonline.org - News & Resources - Board Notes)

- *New Board Meeting Requirement: Are Your Agendas & Minutes Compliant?*
 - *Based on LB 83 which goes into effect July 31*
- *What Message is the Board Conveying to the Public at the Board Table?*
- *College and Career Ready Mathematics Standards*
- *Primary Election Results*
- *School Leaders & Law, Golf & The Archway*
- *Upcoming Events & Networking*
- *Your NASB Board of Directors & Staff*
- *Your 2022 NASB Affiliates*
- *... And Much More!*

“NASB Update – Annual Board Calendar Summary”

View the full detailed calendar at: <http://members.nasbonline.org/index.php/resources>

(www.NASBonline.org – Board Leadership – Resources)

As a board, some items you should doing, or have on the monthly agenda include:

MISSION, VISION & GOALS

- Board Self-Assessment and Goal Planning; Strategic Plan Progress Report/Update; District Goals Update

POLICY GOVERNANCE

- Bully Prevention Policy Review on or before July 1. Policy regarding appropriate relationships with students; contents on or before June 30. Annual Review Parental and Family Engagement Policy on or before July 1

ACCOUNTABILITY & STUDENT ACHIEVEMENT

- Reports; filing requirements; contents on or before July 20. Year End Assessment & Curriculum Review. Review School Improvement Plan

ADVOCACY

- Submit Legislative Resolution or Standing Position to NASB Legislation Committee

DISTRICT/ESU RESOURCES (BUDGET)

- Board/Administrators Budget Work Session. Review certificated staff & report: staff demographics, positions needed by building, # of tenured, # of non-tenured, teaching assignments, etc. Review all Maintenance and Upkeep Contracts. Review the Food Service Program. Review TeamMates Program. Review Backpack Program. Review Transportation Program. Review classified staff.

REPORTS

- Board Committees; Superintendent; Administrators. Remind board members to review their NASB Awards of Achievement points report.

BOARD LEADERSHIP DEVELOPMENT

- Review and discuss Board Governance Standard IV. Accountability and Student Achievement. New Board Member Follow-Up. NASB Golf Outing & Archway Museum Tour. NASB School Leaders and Law Conference.

NASB's Video Resources:

<http://members.nasbonline.org/index.php/news-resources/videos>

(www.NASBonline.org – News & Resources – Videos)

Legal Resources, NASB's Live & Learn Series, Member Zoom's, Q&A's with the Governor and Commissioner Blomstedt, EHA Updates, Advocacy breakdowns, Monthly Board Agendas, and MUCH more!

Networking & Events ... Register Now

<http://members.nasbonline.org/index.php/events>

(www.NASBonline.org – Events)

ALICAP Summer Workshops

June 7 - Gering

June 8 - Kearney

June 9 - Lincoln

2022 NASB Board Candidate Webinars

Tuesday, June 7 - 7:00 to 8:30 PM CT

Thursday, June 9 - 12:00 to 1:30 PM CT

Wednesday, June 15 - 12:00 to 1:30 PM CT

Wednesday, July 13 - 7:00 to 8:30 PM CT

Wednesday, September 14 - 7:00 to 8:30 PM CT

Wednesday, October 5 - 12:00 to 1:30 PM CT

NASB Legislative Lunch / Meet & Greet w/ Legislative Candidate Ibach

June 20 – Lexington

NASB Golf Outing

June 22 – Kearney Country Club

NASB Archway Tour

June 22 - Kearney

School Leaders & Law Conference

June 22-23 - Kearney

NASB's New Superintendent Orientation

July 20 – Lincoln

Area Membership Meetings

August 23 – Nebraska City

August 24 - Fremont

August 29 - Gering

August 30 - Valentine

August 31 - Norfolk

September 6 - La Vista

September 7 - York

September 20 – North Platte

September 21 - Kearney

NASB Member Virtuals

<http://members.nasbonline.org/index.php/nasb-member-virtuals>

(www.NASBonline.org – Events – NASB Member Virtuals)

- **Previous Member Virtuals Available to Watch Include:**

- 2022 Legislative Recap & Look Ahead
- NASB Member Virtual with UNMC
- Tough Times & Tough Meetings: The Board's Role in Navigating Hot Button Issues
- NASB Member Virtual w/ UNMC – Back to School Guidance, Decoupling, Infection Rates Among Children, Myths, & Q&A
- NASB Member Virtual w/ NDE – The Local Board's Role in ESSER Investments
- NASB Member Virtual w/ Commissioner Blomstedt & Dr. Jeffrey Gold of UNMC
- NASB Member Virtual w/ Bryce Wilson of NDE – Cares Act Funds Q&A for School Boards
- And More ...

Advocacy/2021-22 Legislative Session

<http://members.nasbonline.org/index.php/government-relations>

(www.NASBonline.org – Government Relations)

- The 2022 legislative session began Wednesday, January 5 and wrapped up April 20. Keep tabs with all things pertinent to your school at NASB's Govt Relations pages and the links below!

[WATCH: Sine Die - Legislative Wrap-Up 2022](#)

[NASB Legislative Notes – 4/26/22](#)

NASB Call for Legislative Proposals – Due July 1

<http://www.nasbonline.org/registrations/ProposedResolution.aspx>

Follow NASB on twitter at www.twitter.com/NASBonline using the hashtag #liveNASB

and on Facebook at www.facebook.com/NASBonline

Watch all of the NASB videos at <http://members.nasbonline.org/index.php/news-resources/videos>

(www.NASBonline.org – News & Resources – Videos)

To see a quick glimpse at the various items the NASB is involved in, check out pages 10 & 11 each month in the

Board Notes newsletter for “This Month In ...” To access the latest newsletter, click here:

<http://members.nasbonline.org/index.php/news-resources/board-notes>

(www.NASBonline.org - News & Resources - Board Notes)

Principal's Report

June 2022

Mike Kvanvig

State Reporting update

Fixing 1 error, finalize the 15th,

Football Concession / Bathroom Update

Roof Finished, waiting on siding joints

Football and Baseball Sprinklers

Planning on pulling the lines in on Tuesday the 21st.

Multicultural Update

Shared document for you to review.

WIN TIME

Moving to Fridays 50 minute block, every teacher will be teaching life skills related to their field. They will have every student for about a 3 week window.



Mullen Public Schools
Home of the Broncos
404 N Blaine Ave
Mullen Nebraska 69152
308-546-2223



Administration Professional Goals

August 2021-July 2024

Communication/Visibility/Public Relations

- Be a visible and supportive presence in all Mullen Public School facilities.
- Visit and meet with staff members to discuss building expectations and discover what assistance and support they need to meet district goals at Mullen.
 - Be visible and approachable at all school activities and within the community
- Continue to increase the involvement of the Board of Education to continue and enhance committee work to aid in the district's efforts when planning future upgrades to the school system.
- Send weekly email updates to both the board and the staff.
- Make our staff and community aware of the great things going on in MPS.
 - Utilize columns in the paper, use of social media, use of Apptegy Thrillshare, email, phone calls, handwritten notes, and other methods of communication.
 - Solicit input from all stakeholders through:
 - Face to face meetings for all staff members
 - Surveys for students and staff
 - Surveys for parents and community members
- Continue to foster a climate of positivity that is conducive to student learning and a positive work environment where staff members enjoy coming to school every day.
- Continue to emphasize school safety initiatives and disaster plans by working hand in hand with local law enforcement and local entities to ensure we are on the same page.
- For all employees and students, be role models that exhibit honesty and integrity, a strong work ethic, high expectations of self and others, and energy & enthusiasm.

Instructional Leadership

- Work directly with the continuous improvement team in order to advance student achievement.
 - Work to support and achieve goals set by the CIP committee
- Guide students and staff to develop to follow the mission statement of MPS
 - Continue to work and support the homegrown "instructional model" that has been developed by our district.
 - Continue to evaluate curriculum and instructional materials and upgrade when necessary.
- Enhance the professional development plan and provide teachers with meaningful opportunities to enhance their instruction. Continue the Academic Learning walks throughout all buildings.
 - Continue to participate in the ESU 16 Professional Learning Communities
 - Continue to organize and facilitate ALP Learning Walks for both buildings.
- Continue to support WIN time in an effort to improve achievement scores on local, state and national assessments.
- Help ensure quality teacher evaluation is completed
 - Maintain high expectations for high quality instruction and student learning.
 - Challenge and support teachers to become instructional leaders.

Financial Leadership

- Make sure we end each fiscal year with more money received than spent.
- Communicate effectively with all stakeholders about the school budget and what we are spending and receiving each month.
- Be sure to apply for all appropriate grants that we may be able to receive and utilize.
- Continue to grow the depreciation fund and continue to maintain a sufficient cash reserve.
- Tell the story of school finance to be as transparent as possible to the taxpayers.



Mullen **P**ublic **S**CHOOLS

2021-22 Board-District Goals

Mr. Chris Kuncl
Superintendent

Mullen Board of Education

Bryan Starr, President
Jason Coble, Vice President
Mike French
Travis Hampton
Dane Peterson
Liza Simonson

Mullen Vision Statement
Prepare for the future by learning today.

Mullen Public Schools ... Every Student, Every Day, the Bronco Way.

Priorities Identified

- 🐎 Study and consider the value of providing Early Childhood learning opportunities (district-based preschool)
- 🐎 Communications (Engage stakeholders, mentor new board members, pre and post-board meeting; maintain superintendent weekly updates;
- 🐎 Measure student success
- 🐎 Superintendent evaluation tools
- 🐎 Measuring student learning success and engage graduates through survey to assess strengths/concerns of education received at Mullen
- 🐎 Continue to support student learning and curriculum development in all curriculum areas.
- 🐎 Policy Review

Goal I: Board Goals

Objective: To provide opportunities to engage stakeholders in the development and design of the district’s purpose and direction that will ensure students are engaged through equitable, challenging, creative, and rigorous curriculum and instruction.

Strategy I. Review the district’s mission and vision to support the long-term goals to develop and grow learning for all students. *(Adopted April 2021)*

P e r f o r m a n c e I n d i c a t o r s	<p>a. Conduct community engagement to enable the board to engage stakeholders in the identification of needs and priorities to support the long-term goals, decision-making, and forward progress and growth of the school district.</p>		<p>Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress</p>
	Timeline	Responsible	
	Fall 2022	Board members and administration	
	<p>b. Work with NASB to facilitate the engagement of internal and external stakeholders through Strategic Planning to assess and identify the long-term needs and priorities to be addressed to support the growth and progress of the school district.</p>		<p>Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress</p>
	Timeline	Responsible	
	Spring 2022	Board members and administration	

Goal I: Board Goals

Objective: To collectively commit to the growth and advancement of effective and cohesive board leadership and governance.

Strategy I. Build upon the strength and qualities of each board member to engage in purposeful leadership and governance best practice to advance instruction and learning for all students. *(Adopted March 2021)*

p e r f o r m a n c e I n d i c a t o r s	a. Participate in board leadership learning opportunities to expand our knowledge and support of initiatives to improve learning through district retreats, regional workshops, and state and national conferences focused on best practice board governance and leadership.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members and Superintendent	
	b. Update the superintendent evaluation tools to ensure the resources align to the approved job description, assigned duties, and responsibilities to provide purposeful and attainable accountability.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
Timeline	Responsible		
Fall 2022	Board members and Superintendent		

Goal I: Board Goals

Objective: To collectively commit to the growth and advancement of effective and cohesive board leadership and governance.

Strategy I. Build upon the strength and qualities of each board member to engage in purposeful leadership and governance best practice to advance instruction and learning for all students. (Adopted April 2021)

P e r f o r m a n c e I n d i c a t o r s	c. Explore opportunities to engage newly elected or appointed board members through a mentor support system to assist in the transition into the new role.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members and Superintendent	
	d. Adopt and commit to a methodology to support the review and update of board policies that ensures all board policies are reviewed every one to three years.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members and Superintendent	

Goal II: Curriculum, Instruction, and Student Learning

Objective: To provide support through shared accountability for progressing school improvement goals and initiatives to develop and grow student achievement.

Strategy I. Dedicate time, resources, and staff to meet the goals and expectations as defined in the continuous improvement initiatives.

(Adopted April 2021)

P e r f o r m a n c e I n d i c a t o r s	a. Study and consider the value of providing a district-based Early Childhood Development program.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Summer 2021 to Fall 2022	Board members and Administration	
	b. Provide the support needed to ensure that every student is a successful graduate of Mullen Public Schools and is given the opportunity to assess their learning experience at MPS.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Spring 2022	Administration, Guidance Counselor who will report to the Superintendent and the Board of Education	

Goal II: Curriculum, Instruction, and Student Learning

Objective: To provide a rigorous curriculum and expanded learning opportunities to ensure a diverse learning experience for the students at Mullen Public Schools.

Strategy II. Explore opportunities to support rigorous curriculum and opportunities to meet the diverse needs and interests of our students.

(Adopted April 2021)

P e r f o r m a n c e I n d i c a t o r s	c. Continue to support both staff and administration in their work to update curriculum that best fits the needs of the MPS student population		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members, administration, & staff	
	d. Engage the board in the review and analysis of district academic data to measure quality instruction and student learning success.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Staff and Administration	

Goal III: District Culture Goal

Objective: To sustain a positive and progressive district culture that is recognized, valued, and modeled by all through our commitment to provide a quality education for all students.

Strategy I. Continually engage both internal and external stakeholders to sustain a positive district culture that supports learning for all students at Mullen Public Schools.

(Adopted April 2021)

p e r f o r m a n c e I n d i c a t o r s	a. Expand communication efforts to inform and promote the success of the district with patrons and the community to grow awareness of the quality educational activities, expanded learning opportunities and academic success of the district and students.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Board members, administration and staff	
	b. Sustain the superintendent weekly updates and pre-post board meeting information.		Action Steps (S.M.A.R.T. Goals), Data, and Evidence of Progress
	Timeline	Responsible	
	Continuous throughout the school year	Superintendent	

Repair/Improvement	Building	Priority	1-2 Yrs	3-5 Yrs	Long Term/ "Wish List"	Completed
Concession Stand/Restrooms	Activity Fields	X				
Roofing- 6-12, K-1, & Lariat	All	X				
Playground Upgrades	All	X				
Update Teacherage for SPED	MS/HS	X				
Reinforce retaining wall	Elementary		X			
Hallway Flooring	HS		X			
Storage Shed	Elementary			X		
Handicap Restroom	HS			X		
Dishwasher	Elementary			X		
Sink in the Kitchen Area	Kitchen			X		
Kitchen Cabinets & Shelving	Kitchen			X		
Hallway-Concession to South Gym	HS			X		
Elementary Intercom System	Elementary				X	
Backing on Bleachers	Hilltop Gym				X	
Locker Room Addition	Hilltop Gym				X	
Officials Quarters	Hilltop Gym				X	
Staff Restrooms	Both				X	
Track					X	
K-12 Facility					X	

Other items:

Completed-Summer 2021

Improve HVAC	HS	X				Summer 2021
Football Field Lights	HS	X				Summer 2021

Completed-Summer 2020

Cameras-Outside connection	HS	X				Summer 2020
Trim Trees	Elementary	X				Summer 2020
Playground Resurfacing	Elementary	X				Summer 2020
Update HS Infrastructure	HS	X				Summer 2020

Completed-Summer 2019

Water coolers/Dispensers	Both	X				Summer 2019
HVAC-SPED, Science, Music	HS	X				Summer 2019
New Flooring in Weight Room	HS	X				Summer 2019
Walk In Freezer	Elementary	X				Summer 2019
Upgrade Cafeteria Restroom	Elementary	X				Summer 2019

**Mullen Public Schools
Board of Education
Annual Board Calendar
Proposed January 2022**

JANUARY

Regular Business

- Reorganization of the Board
- Board Committee Assignments
- Signatures on Potential Conflict of Interest Form if needed
- Adopt Annual Board Calendar and set board meeting dates.
- Issuance and Approval of Superintendent's Contract
- Review/Appoint Title IX Coordinator and Non-Discrimination Compliance Coordinator
- Designate Depository, Attorney and Newspaper
- Designate Mullen Education Association as exclusive bargaining agent for next year's negotiations.
- Review, revise, adopt Board Code of Conduct
- Review, revise, adopt Chain of Command

Professional Growth/Board Activity

- NASB Legislative Issues Conference
- ESU 16 Board Workshop
- NASB President's Retreat
- Board report on Participation in Insurance

FEBRUARY

Workshop

High School/Transportation Committee workshop

Regular Business

- Issuance and Approval of Administrative Contracts
- Consider and Adopt ESU 16 Contracts
- Consider/Adopt Academic Calendar for Following Year(s)
- Policy Review/Approval: 6004 Curriculum Development

Professional Growth/Board Activity

- NASA/NASB Education Forum
- Board Retreat

MARCH

Workshop

Elementary School/Technology Committee workshop

Regular Business

- Review NASB Board Awards of Achievement
- Policy Review/Approval
- Negotiated Agreement Must be Approved by March 25
- Teacher Contract Issuance and Approval

Professional Growth/Board Activity

- Back to the Basics of School Law for Board Members (2017)

**Mullen Public Schools
Board of Education
Annual Board Calendar
Proposed January 2022**

APRIL

Workshop

- Americanism Committee

Regular Business

- Policy Review/Approval
- Review/Approve Summer Project List
- Review/Approve Proposed Classified Salary Scale
- Review/Approve Substitute Rate
- Review/Approve Proposed Classified Staff Agreements for next school year.

MAY

Regular Business

- Review/Approve Extra Duty Positions/Contracts
- Approve Meal Prices
- Policy Review/Approval

JUNE

Regular Business

- Begin Review of District Handbooks
- Policy Review/Approval
- Appoint Superintendent as District Representative – including Non-discrimination Compliance Coordinator
- Review NASB Board Awards of Achievement

Professional Growth/Board Activity

- School Law Seminar

JULY

Regular Business

- 5045 Student Fees Hearing and Policy Review
- 5018 Parent Involvement Policy – Public Hearing and Review/Revise
- 5057 District Title 1 Parent and Family Engagement-Public Hearing and Review/Revise
- Review policy 5001 Compulsory Attendance and Excessive Absenteeism, policy 5035 Student Discipline and 5054 Student Bullying.
- Approval of District Handbooks

Professional Growth/Board Activity

- NASB School Finance Workshop

AUGUST

Workshop

Elementary School/Technology Committee workshop

Board Budget Workshop – early in September/Late August

**Mullen Public Schools
Board of Education
Annual Board Calendar
Proposed January 2022**

Regular Business

- Review/Adopt District Goals
- Certification of District's Assessed Valuation – August 20
- Budget development
- Policy Review/Approval

SEPTEMBER

Workshop

High School/Transportation Committee workshop

Regular Business

- Board Budget Workshop – early in September/Late August
- Public Budget Hearing/Adopt Budget
- Tax Request Hearing and Consider Resolution
- Policy Review/Approval

Professional Growth/Board Activity

- Labor Relations Conference
- NASB Area Membership Meetings

OCTOBER

Workshop

Negotiations Committee workshop

Americanism Committee Presentation

- Review Enrollment- Principals
- Appoint Delegate Assembly Representative
- Policy Review/Approval

NOVEMBER

Workshop

Negotiations Committee workshop

Regular Business

- Annual Audit Review and Approval
- Review/Approve Winter Break Project List
- Distribute Board Self-Evaluation Form
- Policy Review/Approval

Professional Growth/Board Activity

- NASB/NASA State Education Conference

DECEMBER

Workshop

Superintendent Evaluation

Regular Business

- Annual Report
- Approve Bobcat Lease
- Complete Board Self-Evaluation
- Policy Review/Approval

**Mullen Public Schools
Board of Education
Annual Board Calendar
Proposed January 2022**

Policy Revisions

REVISION OF POLICY 2008: Meetings

Last session the Unicameral passed LB 83. Beginning July 31, 2022, school boards must place their meeting minutes on the school district website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes must be available on the website for at least six months.

This change is required.

REVISION OF POLICY 2010: Preparation for Board Meetings

Last session the Unicameral passed LB 83. Beginning July 31, 2022, school boards must place their agendas on the district's website at least 24 hours before the school board meeting and leave them there for at least six months.

This change is required.

REVISION OF POLICIES

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

3004.1 Fiscal Management for Purchasing and Procurement Using Federal Dollars

During a recent round of federal fiscal review, NDE determined that it wants even more information in your federal purchasing/procurement policies and procedures. We have added new sections to both policies to address these concerns.

These changes are required.

REVISION OF POLICY 3012: School Meal Program and Meal Charges

NDE recently conducted an administrative review of a policy subscriber's participation in the National School Lunch Program. During that review, NDE determined that the school's policy did not include a notice that households can apply for benefits at any time during the school year or any information about the school's online payment system. Of course, no law or regulation requires that such information be included in your meal charge policy.

However, KSB decided to add this information to the policy to address these concerns.

These changes are required.

REVISION OF POLICY 3057: Title IX Policy

These revisions include updates to the definition of “domestic violence” in order to be consistent with the recently re-authorized federal Violence Against Women Act (effective October 1, 2022). These revisions also account for changes to the statutory reference at which other definitions (dating violence and stalking) will be codified in the U.S. Code.

Finally, this revision clarifies the step in the process at which the Title IX decision-maker facilitates the written exchange of questions between the parties (i.e., after an investigation and before a written determination of responsibility is issued).

These changes are required.

REVISION OF POLICY 5012: Testing and Assessment Program

NDE Rule 10 has always required each school to complete an annual report covering the required elements in sections 005 and 010 from Rule 10. The items reported in section 005 of Rule 10 must be submitted to NDE by June 30. Section 010 then requires these items, plus some additional items, to be included in an annual report and shared with the board and made available to the public. Rule 10 also requires a policy covering the annual report. These proposed changes align the policy with Rule 10.

These changes are required.

Administrative Report – June 2022

Agenda Items:

5. Mr. Kvanvig will give his multi-cultural report that meets Rule 10 requirements

6. Option Enrollment for the Brooke Williams-They gave up their town house and are using their Thedford address. *I recommend approval.*

7. Designate Chris Kuncl as Authorized Representative of District

Required annual action to designate superintendent as authorized representative. *I recommend approval of Chris Kuncl, Superintendent as authorized representative of the Mullen Public School district.*

8. Discuss, consider and take all necessary action to approve the sale of the Hustler Zero-turn lawnmower, the 2012 Silver Chevrolet Suburban and the 2013 Taupe Chevrolet Suburban. These are excess items and will go toward the purchase of newer models. We plan to auction them off on Facebook. The 2012 has 182,105 miles and the 2013 has 176,201 miles. *I recommend approval.*

9. Discuss, consider and take all necessary action to approve policy revisions for Policy 2008 Meetings, Policy 2010 Preparation for Board Meetings, 3003.1 Biddng for Construction, 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds, 3012 School Meal Program and Meal Charges, 3057 Title IX, and 5012 Testing and Assessment. Please look at the attached revisions in the Sparq meeting for further clarification. These policy revisions are all suggested by KSB School Law with some required by Nebraska State Statute. *I recommend approval*

10. Discuss, consider and take all necessary action to approve Public Comment Rules as advised by KSB School Law. This is recommended for approval by KSB School Law. *I recommend approval*

Non-Agenda Items

Summer is off to a great start and the cleaning, reorganization of materials, and upgrades have been going awesome. I think Mark, Kelley, and Tammi have been working hard and have done a great job. Mercedes Garner and Kris Forsen have been helping also. They are hoping to get done sooner so they can take some time off.

Mr. Kvanvig and Mr. Hoyt have been working hard to get a solid start to the FB concession stand. I am sure he will have more to report.

Sprinkler System at the Football field- the big power sprinkler is on its last legs. Mark can get it to work most times but it was going to be time for a new one. When we bid the price on a new big sprinkler, the cost was going to be over \$7,000 for that sprinkler. So I asked Mr. Kvanvig to look at the price of the supplies and rental of a pipe puller to install underground sprinklers. Mr. Kvanvig had that cost under \$3,500 and we would do the labor ourselves. Mr. Kvanvig has extensive background in sprinkler systems and I know enough to help him get it done. So we will hopefully be installing sprinklers some time this week.

Mullen Activities Monthly Report

June 13, 2022

The Boys Golf team finished their season at the D4 District Golf Meet on May 16 held at the Rivers Edge in North Platte. The boys finished as follows - Ethan 33rd, Kyle 44th, Brady 55th. Congrats to Boy's Golf Team and their season.

The Track Teams competed in District and State Competition on May 12 and May 20-21. Here are the top results from those meets.

District Track

Girls - Team Rankings - 17 Events Scored 1) N Platte St Pats 123 2) Overton 105 3) SandhillsThedford 87 4) Mullen 58 5) AnsleyLitchfield 44 6) Twin Loup 35 7) Paxton 32 8) Sandhills Valley 17 8) Anselmo-Merna 17 10) Brady 7 11)

Sumner-Eddy-Mill 2

Boys - Team Rankings - 17 Events Scored 1) N Platte St Pats 95 2) Brady 68 3) Sandhills Valley 60 4) Mullen 58 5) AnsleyLitchfield 54 6) Paxton 44 7) Overton 37 8) SandhillsThedford 36 9) Twin Loup 35 10) Anselmo-Merna 20 11)

Sumner-Eddy-Miller 19

Individual Results - Top 4 finishers

Girls 4X800 District Champs- Peyton, Medora, Taylor, Alli

Boys 110 Hurdles - Clayton District Champ

Boys 400 - Jayden Emerson 3rd

Girls 3200 - Peyton District Champ. Callie 3rd

Boys 3200 - Trevor District Champ

Girls 800 - Taylor 2nd and Alli 3rd

Girls 1600 - Peyton District Champ. Callie 4th

Boys 1600 - Trevor 2nd

Boys 300 Hurdles - Clayton District Champ. Chase 4th

Girls 4x400 - 4th Lauren, Peyton, Allie, Taylor

Boys 4x400 - 3rd Clayton, Chase, Trevor, Jaden

Mullen Activities Monthly Report

June 13, 2022

State Results

Team Results Boys - NP St Pats 53.5, Osceola 49, Riverside 45, Burwell 45, Kenesaw 37, Axtell 36, Mullen 36

Team Results Girls- Mullen 14th out of 48 schools

Individual Results

Boys 110 Hurdles - Clayton State Runnerup

Boys 300 Hurdles - Clayton State Champion. Chase NP

Girls 800 - Alli and Taylor NP

Boys 1600 - Trevor State Runner-up

Girls 1600 - Peyton State Runner-up. Callie NP

Boys 3200 - Trevor State Champion

Girls 3200 - Peyton State Runner-up. Callie NP

Girls 4x800 - Peyton, Medora, Taylor, Alli. 7th Place

Congrats to these athletes and their coaches on a great season.

All Star Games

MNAC vs MAC Conference All Star Basketball - Trevor, Cade, Taylor, Shelby

Panhandle Prep All Star Basketball - Taylor

MPCCand Striv All Star Basketball - Taylor, Shelby and Trevor

West Nebraska All Star Volleyball - Alli

West Nebraska All Star Football Game - Adam

Mullen held a special Speed and Agility camp at the High School on May 31st and June 1st. This camp will be put on by a former Olympic sprints coach Brian Lonergan who now trains high level athletes across multiple sports. It was opened to 2nd-12th grade Mullen boys and girls. The focus of the camp was to get faster and more explosive.

"Brian Lonergan has been training elite level athletes in speed, agility, and skill work for over 20 years. Brian specialized in explosive speed transition which he derived from his time training with Jamaican Olympic Sprinters and other professional inputs through the years. Brian has trained athletes and teams all over the world, but is based out of Dallas where he works with hundreds of athletes...training them physically for their sport and spiritually for their lives.

Mullen Activities Monthly Report

June 13, 2022

In addition to Brian's role as an athletic performance trainer, he also serves as a minister at Northwest Bible Church and Chaplain for the Texas Legends basketball team and the Lake Highlands High School football team"

Mullen athletes and coaches will be attending summer camps throughout the summer along with the summer weights program/open gyms in preparation for next year's activities.

The Lariat and Hilltop Gyms will be going through the refinishing process during June and will be closed for activities during that time. Attentive dates are June 13-June 24. Just pending on when the company can get here.