Scottsbluff Board of Education Regular Meeting
Monday, April 13, 2026 6:00 PM

Scottsbluff High School Board Meeting Room
313 E 27th Street
Scottsbluff, Nebraska 69361

Agenda

1. Opening Procedures
   1.a. Call to Order
   1.b. Roll Call
   1.c. Excuse Absent Member(s)
2. Pledge of Allegiance
3. Open Meetings Law
4. Consent Agenda
   4.a. Adopt Agenda
   4.b. Approval of Certified Staff Resignation
      4.b.1. Brooke Fults, 4th Grade, Lincoln Heights Elementary
      4.b.2. Shauna Mason, Speech Language Pathologist, SBPS
   4.c. Approval of Certified Staff Retirement
      4.c.1. Matt Huck, Assistant Principal, Scottsbluff High School
   4.d. Approval of Certified Staff Hire
      4.d.1. Rachael Blue, Teacher, Bear Cub Preschool
      4.d.2. Dylon Santos, Teacher, Bear Cub Preschool
      4.d.3. Caden Keller, 4th Grade, Lincoln Heights
      4.d.4. Mason Nichols, 7th Grade Math, Bluffs Middle School
      4.d.5. Myrranda Kelley, Health Sciences, Scottsbluff High School
      4.d.6. Ethan Gion, Special Education, SBPS
      4.d.7. Avery Kildow, Special Education, SBPS
      4.d.8. Shamaya Arrellano, Registered Nurse, SBPS
   4.e. Approval of Administrator Hire
      4.e.1. Broc Brown, Assistant Principal, Scottsbluff High School
   4.f. Approve Minutes as Follows:
      4.f.1. March 9, 2026
      4.f.2. March 16, 2026
5. Expenditures
   5.a. Expenditures, without Douglas, Kelly, Ostdiek, Snyder, Ossian and Vogl, P.C. and Tree Monkeys LLC: $966,726.10
   5.b. Expenditures for Douglas, Kelly, Ostdiek, Snyder, Ossian and Vogl, P.C.: $412.50
   5.c. Expenditures for Tree Monkeys LLC: $350.00
6. Awards and Recognitions
   6.a. Sodexo Future Chefs Challenge
      Speaker(s): Melanie Stedman
   6.b. MATHCOUNTS
      Speaker(s): Shelby Aaberg
   6.c. SHS Math Club
      Speaker(s): Shelby Aaberg

6.d. Quiz Bowl
Speaker(s): Christina Hays
6.e. HOSA
Speaker(s): Mary Sanchez
6.f. Robotics
Speaker(s): Scott O'Dell
6.g. Boys Basketball
Speaker(s): Scott Gullion
6.h. AFJROTC Flight Academy - Shara Schluterbusch
Speaker(s): SMSgt William Runk

7. Student Report
Speaker(s): Ava Reed
8. Update
8.a. Annual Budget Presentation
Speaker(s): Dr. Andrew Dick & Marianne Carlson
9. Public Comment - a total of 120 minutes will be allotted (no more than 5 minutes per speaker).
10. New Business
10.a. Board Policy Review, Revision, and Adoption - 5000 Series - "Students" - First Reading
10.b. Board Policy Revisions and Adoption - Policy 1040 - "Annual Report and School Improvement," Policy 3129 - "Insurance Management (Risk Management)," Policy 3130 - "Purchasing Policies," Policy 3540 - "Procedures - Bidding Construction Projects," Policy 4114 - "Advancement on Salary Schedule," Policy 7050 - "Bids and Contracts," and Policy 8346 - "Public Participation at Board Meetings" - First Reading
10.c. Auditorium Lighting Control Bid
Speaker(s): Marianne Carlson
10.d. FSMC Renewal Agreement 2026-2027
Speaker(s): Marianne Carlson
10.e. Goalbook Adoption
Speaker(s): Dr. Wendy Kemling
10.f. Addition to List of Weighted Courses
Speaker(s): Justin Shaddick & Mike Mason
10.g. Annual Readoption of Policy 6370 - "Multicultural Education"
Speaker(s): Mike Mason
11. Reports and Proposals
11.a. Board Members
11.b. Board Committee Reports
11.b.1. Curriculum & Instruction/Americanism Committee - Next Meeting: May 15, 2026 @ 11:30 AM
Speaker(s): Mike Mason
11.b.2. Facility Committee - Next Meeting: May 5, 2026 @ 11:30 AM
Speaker(s): Marianne Carlson
11.b.3. Finance Committee - Next Meeting: May 4, 2026 @ 11:30 AM
Speaker(s): Marianne Carlson

11.b.4. Policy Committee - Next Meeting: TBD
Speaker(s): Dr. Andrew Dick
11.b.5. Student Services Committee - Next Meeting: April 23, 2026 @ 11:30 AM
Speaker(s): Dr. Wendy Kemling

11.c. From the Administrative Staff:
11.c.1. Executive Director of Finance
Speaker(s): Marianne Carlson
11.c.2. Executive Director of Student Services
Speaker(s): Dr. Wendy Kemling
11.c.3. Executive Director of Curriculum and Instruction
Speaker(s): Mike Mason
11.c.4. Superintendent
Speaker(s): Dr. Andrew Dick

12. Future Meetings and Dates to Remember
12.a. May 4, 2026 - PD Day - No School for Students
12.b. May 6, 2026 - Retirement and Recognition Ceremony @ 4:30 PM - SHS Commons
12.c. May 11, 2026 - Board of Education Meeting
12.d. May 17, 2026 - Graduation
12.e. May 21, 2026 - Last Day for Students - Early Release at 11:30 AM
12.f. May 21, 2026 - Staff Appreciation Festival - 4:00-7:00 PM - Trails West Pavilion
12.g. May 22, 2026 - Last Day for Staff
12.h. May 26, 2026 - ReConnect Graduation @ 5:30 PM - BMS Cafeteria

13. Move into Closed Session
13.a. Move pursuant to §84-1410 of the Nebraska Revised Statutes, also known as the Nebraska Open Meetings Law, that the Board of Education for Scottsbluff Public Schools move into Closed Session to include Superintendent Dr. Andrew Dick and Executive Director of Finance Marianne Carlson for the purpose of a strategy session with respect to collective bargaining. The Closed Session is necessary for the protection of the public interest.

14. Exit Closed Session
15. Adjournment

Scottsbluff Star★Herald.com

PO Box 1709
Scottsbluff, NE 69363

AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Scottsbluff Star-Herald, a legal newspaper of general circulation, published daily except Mondays, at Scottsbluff, Scotts Bluff County, Nebraska; that the notice hereto attached and which forms a part of this affidavit was Published in said paper, and that said notice was published in the regular and entire issues and every number of the paper on the days mentioned, the same being the corresponding day of each week during the period of time of publication and that said notice was published in the newspaper proper and not in the supplement, with insertion date(s) having been on:

Apr. 11, 2026

Anjana Bhadoriya

(Signed)_____

VERIFICATION

State of Florida
County of Broward

SHERI SMITH
Notary Public - State of Florida
Commission # HH269383
Expires on May 31, 2026

Subscribed in my presence and sworn to before me on this: 04/13/2026

S Smith
Notary Public

Printers Fee: **$11.45**
Customer Number: 1014315
Order Number: COL-NE-204125

Notarized remotely online using communication technology via Proof.

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Education for the School District of Scottsbluff, in the county of Scotts Bluff, in the State of Nebraska, will be held at 6:00 P.M. Monday, April 13, 2026, at Scottsbluff High School, 313 East 27th Street, Scottsbluff, NE 69361 and via virtual meeting.
The meeting agenda, kept continuously current, is available for inspection on the website www.sbps.net. Agenda items may be subject to Closed Session. Agenda items are subject to change up until 24 hours prior to the meeting. Sequence of the agenda may be adjusted, please attend the entire meeting.
Published in the Star-Herald
Scottsbluff, NE
COL-NE-204125 April 11, 2026

Scottsbluff Bear Cub Preschool
2617 College Park
Scottsbluff, NE 69361
308-635-6293

Dr. Bree Rock, Early Childhood Director

Dr. Andrew Dick
Superintendent

Scottsbluff Public Schools
2617 College Park
Scottsbluff, NE 69361
308-635-6200

TO: Dr. Andrew Dick, Superintendent
Scottsbluff Public Schools Board of Education
DATE: March 30, 2026
RE: Recommendation for Hire

Dear Dr. Andrew Dick and SBPS Board of Education:

I am pleased to recommend Rachael Blue for a teaching position at Bear Cub Preschool for the 2026-2027 school year. Rachael has a Bachelor of Science degree in Elementary Education from Chadron State College. She has been teaching fifth grade in Sidney for the last year. We look forward to having Rachael as a teacher at Bear Cub Preschool.

Sincerely,

Bree Rock, Ed.D.
Early Childhood Director
Scottsbluff Public Schools

Scottsbluff Bear Cub Preschool
2617 College Park
Scottsbluff, NE 69361
308-635-6293

Dr. Bree Rock, Early Childhood Director

Dr. Andrew Dick
Superintendent

Scottsbluff Public Schools
2617 College Park
Scottsbluff, NE 69361
308-635-6200

TO: Dr. Andrew Dick, Superintendent
Scottsbluff Public Schools Board of Education
DATE: April 7, 2026
RE: Recommendation for Hire

Dear Dr. Andrew Dick and SBPS Board of Education:

I am pleased to recommend Dylon Santos for a teaching position at Bear Cub Preschool for the 2026-2027 school year. Dylon has a Bachelor of Arts degree in Elementary Education from Western Governors University. She completed her student teaching in Gering in the fall and has been working as a long term sub in Kindergarten. This will be her first teaching position and we are excited for her to join our team at Bear Cub Preschool.

Sincerely,

Bree Rock, Ed.D.
Early Childhood Director
Scottsbluff Public Schools

LINCOLN HEIGHTS
ELEMENTARY

2214 Avenue C
Scottsbluff, NE 69361
Phone: (308) 635-6252
Fax: (308) 635-6251

Jeremy Behnke
Principal
Krystal Rodriguez
Assistant Principal

To: Scottsbluff Public School Board of Education Members
From: Jeremy J. Behnke
RE:Letter of Recommendation for HIre
Date: March 27, 2026

I am pleased to recommend Mr. Caden Keller for the position of Fourth Grade Teacher at Lincoln Heights Elementary for the 2026-27 school year. Mr. Keller is on track to complete his Bachelor of Arts degree in Elementary Education at Chadron State College by May 2026. Currently, he is completing his student teaching at Longfellow Elementary, gaining valuable experience teaching both Second and Fourth Grades. Upon finishing his program in May 2026, Mr. Keller anticipates receiving eligibility for a Nebraska teaching certificate through the Nebraska Department of Education. I am confident that Mr. Caden Keller will be an excellent addition to the Lincoln Heights Elementary Team.

Jeremy Behnke

Lincoln Heights Principal

Bluffs Middle School

Teaming for Success

Jana Mason Principal

James Miller Assistant Principal

Brittni Chancellor Assistant Principal

TO: Dr. Andrew Dick, Superintendent
Scottsbluff Public Schools Board of Education
DATE: March 17, 2026
RE: Letter of Recommendation for Hire

Dear Dr. Andrew Dick and the Board of Education,

I am pleased to recommend Mr. Mason Nichols for the Math teacher position at Bluffs Middle School for the 2026-27 school year. Mr. Nichols will graduate this May with his Bachelor of Arts in Education from the University of Nebraska at Kearney. Mr. Nichols is currently a student teacher in our school district; his eagerness to work with students and ensure their success, positive and upbeat personality, and solid character stood out to the interview team.

I have full confidence that Mr. Mason Nichols will be a positive addition to Bluffs Middle School.

Sincerely,

Brittni Chancellor
Assistant Principal
Bluffs Middle School

Bluffs Middle School 27 East 23rd Street Scottsbluff, NE 69361
Phone: 308- 635-6270 Fax: 308-635-6271 www.sbps.net

Scottsbluff Senior High School
313 E. 27TH STREET | SCOTTSBLUFF, NE 69361 | PHONE (308) 635-6230 | FAX (308) 635-6240 | WWW.SBPS.NET

JUSTIN SHADDICK PRINCIPAL | MATT HUCK ASSISTANT PRINCIPAL | KELLI JENSEN ASSISTANT PRINCIPAL | KENNA URWILLER ASSISTANT PRINCIPAL | NATE ROCK ACTIVITIES DIR./AP | BRENDA ANDERSON COUNSELING DIRECTOR

To: Scottsbluff School Board and Dr. Andrew Dick, Superintendent

From: Justin Shaddick, Principal Scottsbluff High School

Re: Letter of Recommendation for Hire

Date: April 8, 2026

Dear Dr. Andrew Dick and Scottsbluff School Board of Education,

I am excited to recommend Mrs. Myrranda Kelley for our Health Science teaching position. Mrs. Kelley brings an extensive background in medical care, having worked as a Registered Nurse at Regional West Medical Center and currently working for Panhandle Public Health. Mrs. Kelley is familiar with our school and students, having guest-taught numerous lessons in her role at Panhandle Public Health. Recommendations cited her knowledge of medicine and care, organization skills, and ability to form positive student relationships as notable strengths. Strengths we have observed when she has worked with our students.

In addition to her background, Mrs. Kelley is a lifelong community member and has several of her own students attending Scottsbluff Public Schools. She will be a great addition to SHS, and we look forward to her working with our students and having a positive impact within our school.

Sincerely,

Justin Shaddick
Principal
Scottsbluff High School

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March 27, 2026

Dr. Andrew Dick
Scottsbluff Board of Education
2617 College Park
Scottsbluff, NE 69361

Dear Dr. Dick and the Scottsbluff Board of Education,

It gives me great pleasure to recommend Mr. Ethan Gion as a special education teacher for the Scottsbluff Public Schools beginning with the 2026-2027 school year. Mr. Gion is completing his degree from Chadron State College and will be working under a temporary teaching license. He has 3 years of experience as a paraprofessional within our district. We are excited to have Mr. Ethan Gion join the Scottsbluff Public Schools.

Sincerely,

Dr Wendy Kemling-Horner

Dr. Wendy Kemling-Horner

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April 13, 2026

Dr. Andrew Dick
Scottsbluff Board of Education
2617 College Park
Scottsbluff, NE 69361

Dear Dr. Dick and the Scottsbluff Board of Education,

It gives me great pleasure to recommend Ms. Avery Kildow as a special education teacher for the Scottsbluff Public Schools beginning with the 2026-2027 school year. Ms. Kildow is completing her degree from Chadron State College and will be working under a temporary teaching license. She has 3 years of experience as a paraprofessional within our district. We are excited to have Ms. Avery Kildow join the Scottsbluff Public Schools.

Sincerely,

Dr Wendy Kemling-Horner

Dr. Wendy Kemling-Horner

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March 16, 2026

Dr. Andrew Dick
Scottsbluff Board of Education
1722 1st Ave.
Scottsbluff, NE 69361

Dear Dr. Dick and the Scottsbluff Board of Education,

It is my pleasure to recommend Shamaya Arrellano for the position of School Nurse at Scottsbluff Public Schools for the 2026-2027 school year. Shamaya holds a Bachelor of Science in Nursing from Post University in Connecticut and is a Registered Nurse. She brings 3 years of nursing experience to Scottsbluff Public Schools, including 1 year as a school nurse providing comprehensive nursing care in the Shenendehowa Central School District in Clifton Park, NY. In addition, she has experience in coordination and patient care as a Registered Nurse Case Manager for HCR Home Care and, most recently, in triaging patients and addressing acute conditions at Regional West Pediatrics in Scottsbluff.

Sincerely,

Betsy Skelcher
Assistant Director of Student Services

Scottsbluff Senior High School
313 E. 27TH STREET | SCOTTSBLUFF, NE 69361 | PHONE (308) 635-6230 | FAX (308) 635-6240 | WWW.SBPS.NET

JUSTIN SHADDICK PRINCIPAL | MATT HUCK ASSISTANT PRINCIPAL | KELLI JENSEN ASSISTANT PRINCIPAL | KENNA URWILLER ASSISTANT PRINCIPAL | NATE ROCK ACTIVITIES DIR./AP | BRENDA ANDERSON COUNSELING DIRECTOR

To: Scottsbluff School Board and Dr. Andrew Dick, Superintendent

From: Justin Shaddick, Principal Scottsbluff High School

Re: Letter of Recommendation for Hire

Date: April 9, 2026

Dear Dr. Andrew Dick and Scottsbluff School Board of Education,

I am pleased to recommend Mr. Broc Brown for the position of Assistant Principal at Scottsbluff High School. Mr. Brown brings more than 20 years of teaching experience, the majority of which he has dedicated to Gering High School. During his tenure there, he has taught Business Education, founded and served as advisor for the Gering DECA organization, and coordinated the school's internship program. In addition, he has coached a variety of sports and student activities, further demonstrating his commitment to student development both inside and outside the classroom.

We are excited to welcome Mr. Brown to Scottsbluff High School and are confident that his extensive experience, leadership, and dedication will have a positive and lasting impact on our students and school community.

Sincerely,

Justin Shaddick
Principal
Scottsbluff High School

Scottsbluff Board of Education Regular Meeting
Monday, March 9, 2026 6:00 PM

Scottsbluff High School Board Meeting Room
313 E 27th Street
Scottsbluff, Nebraska 69361

Mark Lang:	Present
Beth Merrigan:	Present
Robert Polk:	Present
Scott Reisig:	Present
Tory Schwartz:	Present
Paul Snyder:	Present

1. Opening Procedures

1.a. Call to Order
The Scottsbluff Public Schools Board of Education Regular Meeting was called to order at 6:00 PM by Board President Scott Reisig.

1.b. Roll Call

1.c. Excuse Absent Member(s)

2. Pledge of Allegiance

3. Open Meetings Law
This meeting was held in accordance to the Open Meetings Act. Notice of this meeting was published in the Star-Herald on Saturday, March 7, 2026, and on the Scottsbluff Public Schools website on Wednesday, March 4, 2026.

4. Consent Agenda
Motion to accept the Consent Agenda Passed with a motion by Beth Merrigan and a second by Mark Lang.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

4.a. Adopt Agenda

4.b. Approval of Certified Staff Hire

4.b.1. Olivia Miller, Kindergarten, Roosevelt Elementary

4.b.2. Jeremy Gumm, AFJROTC, Scottsbluff High School

4.b.3. Ryan Bosche, Art, Scottsbluff High School

4.b.4. Giles Hovseth, Freshman Academy Math, Scottsbluff High School

4.b.5. Kaden Hubbard, Ag, Food & Natural Resources, Scottsbluff High School

4.b.6. Madison Schaefer, Strength and Conditioning, Scottsbluff High School

4.c. Approval of Certified Staff Resignation

4.c.1. Elizabeth Dunegan, Kindergarten, Roosevelt Elementary

4.c.2. Scott O'Dell, Freshman Academy Math, Scottsbluff High School

4.c.3. Wendy Ramirez, Registered Nurse, SBPS

4.c.4. Shelbi Cotton, Registered Nurse, SBPS

4.d. Administrator Appointment

4.d.1. Ashley Dillman, Assistant Principal, Bluffs Middle School

4.e. Approve Minutes as follows:

4.e.1. February 9, 2026

5. Expenditures

5.a. Expenditures: $1,197,264.44
Motion to approve the expenditures for the amount of $1,197,264.44 Passed with a motion by Robert Polk and a second by Tory Schwartz.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

6. Awards and Recognitions

6.a. Girls Wrestling
Scottsbluff High School Girls Wrestling Coach Shaide Bowthorpe spoke.

6.b. Boys Wrestling
Scottsbluff High School Boys Wrestling Coach Dustin Stodola spoke.

6.c. Girls Basketball
Scottsbluff High School Girls Basketball Coach Hattie Burford spoke.

6.d. Swimming
Scottsbluff High School Swim Coach Vanessa Woolsey spoke.

6.e. Drill Team
Scottsbluff High School Drill Team Sponsor Angie Hinze spoke.

6.f. Educators Rising
Scottsbluff High School Educators Rising Sponsor Anne Schmall spoke.

6.g. Anne Schmall - Educators Rising Teacher Leader of the Year
Scottsbluff High School Assistant Principal Kelli Jensen spoke.

7. Student Report
Scottsbluff High School Senior Ava Reed provided an update to the Board of Education. Ava stated the end of the third quarter at Scottsbluff High School is quickly approaching and that SHS students had much to celebrate in February. Ava stated Winter Royalty Week was filled with school spirit and a memorable dance. She congratulated the 2026 Winter Royalty King Keon Delgado and Queen Sheridan Ferguson. Ava noted the National Honor Society Induction

was held on February 5 during which 50 students were inducted. The SHS Girls Wrestling Program had historic success with a first-ever SHS state champion, Jazymn Garcia, with Marcela Colin earning a notable fourth-place finish. Boys Wrestling also celebrated Daylon Adams becoming a state champion, as well as Oscar Brown and Anthony Shifflet bringing home a third place finish. Both Boys Basketball and Girls Basketball won their district championship, with the Lady Bearcats finishing their season at state with a gritty game against Bennington. The Bearcat Boys will travel to state basketball this week to play a first-round game against Gretna East. The Swim Team qualified three relay teams and four individuals in a combined 12 events for the state swim meet. The ProStart team had a great state competition, with one team finishing as state champions and another with a top-three finish. The SHS Choir hosted the Panhandle Choral Festival, bringing in students from around the region to train with Eph Ehly, a nationally recognized composer and former SHS teacher. The SHS Educators Rising chapter attended the State Leadership Conference in Kearney and SHS Teacher Mrs. Anne Schmall, was named Nebraska's Teacher Leader of the Year. The SHS Cheer and Drill teams competed at their respective state competitions, with the Drill Team capturing another state championship in the High Kick Division. Ava noted that over the next month, the SHS Career and Technical Student Organizations will travel east for their respective state competitions. College registration will take place later in the month, and ACT and PreACT testing are scheduled for March 24. To finish out the month, Prom will take place on March 28. Ava thanked the Board of Education for their continued partnership and support of our students and school community.

8. Public Comment - a total of 120 minutes will be allotted (no more than 5 minutes per speaker). There was one member of the public present who wished to address the Board of Education.

- Reginald Preston, Scottsbluff

9. Unfinished Business

9.a. Revision of Board Policy 2230 - "Evaluation of Principals and Other Certificated Administrative Personnel" - Second Reading
Motion to approve the revision of Board Policy 2230 - "Evaluation of Principals and Other Certificated Administrative Personnel" as presented. Passed with a motion by Mark Lang and a second by Robert Polk.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10. New Business

10.a. Westmoor Student Leadership Team
Motion to approve the addition of the Westmoor Student Leadership Team program at Westmoor Elementary. Passed with a motion by Beth Merrigan and a second by Tory Schwartz.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.b. Administrator Evaluation Change
Motion to approve the changes to the administrator evaluation process as presented. Passed with a motion by Mark Lang and a second by Beth Merrigan.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.c. DALI Chromebooks
Motion to approve awarding the bid to Y&S Technologies for 600 Chromebooks for a total of $188,100.00. If Y&S Technologies is unable to honor their bid, the bid shall be awarded to CDWG for 600 Chromebooks for a total price of $227,964.00. Passed with a motion by Robert Polk and a second by Tory Schwartz.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.d. Network LAN Extensions
Motion to award the bid to Allo Communications for $2,600.00 per month for a three-year term, totaling $93,600.00. Passed with a motion by Mark Lang and a second by Robert Polk.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.e. Westmoor Elementary Modernization Furniture Purchase
Motion to approve Marianne Carlson, as a representative of Scottsbluff Public Schools, to move into an agreement with School Specialty to purchase the classroom furniture for the Westmoor Elementary Modernization project for $443,873.13. Passed with a motion by Robert Polk and a second by Beth Merrigan.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.f. Vehicle Purchase
Motion to approve the purchase of a 2026 T-350 for $66,486 from Woodhouse Ford. Passed with a motion by Mark Lang and a second by Robert Polk.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.g. Facilities Condition Assessment RFP
Motion to approve awarding the Facilities Condition Assessment RFP to BCDM Architects and approve administration to sign the Agreement to Perform Professional Services. Passed with a motion by Tory Schwartz and a second by Beth Merrigan.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.h. Certified Negotiated Agreement
Motion to approve the Certified Employee Negotiated Agreement as presented for the 2026-2027 & 2027-2028 school years. Passed with a motion by Beth Merrigan and a second by Robert Polk.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.i. Executive Director of Finance Contract Changes
Motion to approve the two-year Executive Director of Finance Contract with Marianne Carlson as presented. Passed with a motion by Mark Lang and a second by Tory Schwartz.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

10.j. Superintendent Evaluation Instrument
Motion to approve the Superintendent Evaluation Instrument as presented. Passed with a motion by Mark Lang and a second by Robert Polk.

Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

11. Reports and Proposals

11.a. Board Members
No report.

11.b. Board Committee Reports

11.b.1. Curriculum & Instruction/Americanism Committee - Next Meeting: March 30, 2026 @ 11:30 AM
No report.

11.b.2. Facility Committee - Next Meeting: April 7, 2026 @ 11:30 AM
No report.

11.b.3. Finance Committee - Next Meeting: April 7, 2026 @ 1:00 PM
No report.

11.b.4. Policy Committee - Next Meeting: March 18, 2026 @ 2:30 PM
No report.

11.b.5. Student Services Committee - Next Meeting: March 19, 2026 @ 11:30 AM
No report.

11.c. From the Administrative Staff:

11.c.1. Executive Director of Finance
No report.

11.c.2. Executive Director of Student Services
No report.

11.c.3. Executive Director of Curriculum and Instruction
No report.

11.c.4. Superintendent

Dr. Andrew Dick congratulated Director of Communications Melissa Price for another outstanding annual report. He stated he had received a number of compliments from community members on the high-quality publication which does an outstanding job of telling the District's story and successes over the past school year. Dr. Dick noted this publication was done by Melissa Price in-house.

Dr. Dick thanked Scottsbluff High School teacher Anne Schmall for her leadership of the SEA Negotiations Team. Dr. Dick noted it was a very cordial process and thanked the Board for their role in the process as well.

Dr. Dick provided a timeline and context regarding the Lake Minatare well issue. On February 26, 2026, the maintenance team discovered the pump that feeds the RO/chemical system at Lake Minatare was leaking. A new mechanical seal to repair the pump was ordered as the leak had been increasing in volume every day since discovery. When the pump was dismantled to make

the repair, it was discovered that sand/debris had chewed up the shaft on the pump and ruined the other seals within the pump itself. This pump is now obsolete since it was first installed over 15 years ago. Within an hour, Director of Facilities Travis Rickey and his team provided bottled water on-site for students and staff. Mr. Rickey then contacted the District's Certified Water Operator, Mike Davies, and set the earliest possible appointment for Tuesday, March 3. During this appointment on-site, they were able to determine that the well that feeds water to the building is approximately 80 feet deep, and they were able to reach water at 30 feet. Right inside the building, they took a water sample in a bucket from where the well water enters. In the sample of water they found a lot of black debris of various sizes. This black debris was deemed to come from either the pipe of the pump, or most likely the well casing itself. The repair for this issue would be to replace the pipe of the pump or the well casing. The Certified Water Operator believes the black debris is iron, but it has not been verified through a chemical test. After the District received these findings, a message was sent to the families of Lake Minatare students on March 4. Also on March 4, the District received an estimate from Fisher Well Service in the amount of $15,564 to repair the well. The District was told it would take two to three weeks to complete the work due to paperwork and materials. In addition to Fisher's Well Service work, the chemical injector pump would need to be replaced. Mr. Rickey provided an estimated cost of between $3,000 - $4,000 to complete the work in-house. Dr. Dick noted the maintenance team frequently takes care of projects in-house in order to maximize taxpayer dollars. Mr. Rickey estimated it would take four to six weeks to receive those parts and complete the work, taking into consideration there are 45.5 student days remaining in the school year. On March 9, Mr. Rickey accompanied Dr. Dick to Lake Minatare Elementary to observe the issue first-hand. During this time, Dr. Dick spoke to the head custodian and the food service provider, and both indicated the well issue had not caused an inconvenience to their work. The head custodian stated that he had not seen any deposits in any sink or toilets. Dr. Dick stated he also visited classrooms, and noted approximately half of the students were using their own personal water bottle, not the plastic bottles provided. He stated Lake Minatare Elementary Principal Dr. Ashlen Schaneman reports that teachers do not feel the current set-up is inconvenient, and Dr. Dick offered Board Members an opportunity to ask questions of Dr. Schaneman or Mr. Rickey. Dr. Dick stated Mike Davies, Certified Water Operator, confirmed with the State of Nebraska the District's current plan to provide bottled water to students through the end of the 2026-2027 school year. Board Vice President Beth Merrigan addressed Dr. Schaneman, asking if she could comment on the daily operations at Lake Minatare. Dr. Schaneman responded that the situation had not been much of an issue, especially as the administration and Mr. Rickey were able to provide water bottles almost immediately. Dr. Schaneman also acknowledged the students can fill up their own water bottles from a five-gallon jug, which minimizes distractions caused by plastic water bottles, as well as trash. She stated their day-to-day functions have not been altered. Dr. Schaneman stated as soon as the issue was identified, signs were placed above sinks and fountains, and she then visited each classroom to ensure students understood not to drink the water.

12. Future Meetings and Dates to Remember

12.a. March 12, 2026 - End of 3rd Quarter

12.b. March 13, 2026 - ½ PD & ½ Workday - No School for Students

12.c. March 18, 2026 - Parent-Teacher Conferences (4:00-8:00 PM)

12.d. March 19, 2026 - Parent-Teacher Conferences (8:00 AM-8:00 PM) - No School for Students

12.e. March 20, 2026 - No School for Students & Staff

12.f. March 24, 2026 - ReConnect Graduation @ 5:30 PM - BMS Cafeteria

12.g. April 2-6, 2026 - No School for Students & Staff

12.h. April 7, 2026 - No School for PK-5 Students

12.i. April 13, 2026 - Regular Board of Education Meeting

13. Adjournment
The Regular Board of Education Meeting adjourned at 7:29 PM.
Motion to adjourn Passed with a motion by Beth Merrigan and a second by Tory Schwartz.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

Scottsbluff Board of Education Special Meeting
Monday, March 16, 2026 4:30 PM

Scottsbluff Public Schools District Office Conference Room
2617 College Park
Scottsbluff, NE 69361

Mark Lang:	Present
Beth Merrigan:	Present
Robert Polk:	Present
Scott Reisig:	Present
Tory Schwartz:	Present
Paul Snyder:	Present

1. Opening Procedures

1.a. Call to Order
The Special Board Meeting was called to order at 4:31 PM by Board President Scott Reisig.

1.b. Roll Call

1.c. Excuse Absent Member(s)

2. Pledge of Allegiance

3. Open Meetings Law
This meeting was held in accordance to the Open Meetings Act. Notice of this meeting was published in the Star-Herald on Saturday, March 14, 2026 and on the Scottsbluff Public Schools website on Tuesday, March 10, 2026.

4. Consent Agenda
Motion to accept the Consent Agenda Passed with a motion by Paul Snyder and a second by Robert Polk.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

4.a. Adopt Agenda

4.b. Approval of Certified Staff Hire

4.b.1. Meredith Christiansen, Special Education, Bluffs Middle School

4.b.2. Katie Scott, Speech Language Pathologist Technician, SBPS

4.c. Approval of Certified Staff Resignation

4.c.1. Morgan Whitmire, Teacher, Bear Cub Preschool

4.c.2. Kathryn Preston, Teacher, Lake Minatare Elementary

4.c.3. Dustin Broussard, Special Education, Lincoln Heights Elementary

4.d. Approval of Certified Staff Retirement

4.d.1. Tracie Barrett, Teacher, Lake Minatare Elementary

5. Public Comment - a total of 120 minutes will be allotted (no more than 5 minutes per speaker). There were no members of the public present who wished to address the Board of Education.

6. Move Into Closed Session

6.a. Move pursuant to §84-1410 of the Nebraska Revised Statutes, also known as the Nebraska Open Meetings Law, that the Board of Education for Scottsbluff Public Schools move into Closed Session to include Superintendent Dr. Andrew Dick, Executive Director of Finance Marianne Carlson, and incoming Executive Director of Human Resources Jana Mason for the purpose of a strategy session with respect to collective bargaining. The Closed Session is necessary for the protection of the public interest.
The Board moved into Closed Session at 4:35 PM.
Move pursuant to §84-1410 of the Nebraska Revised Statutes, also known as the Nebraska Open Meetings Law, that the Board of Education for Scottsbluff Public Schools move into Closed Session to include Superintendent Dr. Andrew Dick, Executive Director of Finance Marianne Carlson, and incoming Executive Director of Human Resources Jana Mason for the purpose of a strategy session with respect to collective bargaining. The Closed Session is necessary for the protection of the public interest. Passed with a motion by Beth Merrigan and a second by Tory Schwartz.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

7. Exit Closed Session
The Board exited Closed Session at 6:01 PM.

8. Adjournment
The Special Board Meeting adjourned at 6:01 PM.
Motion to adjourn Passed with a motion by Mark Lang and a second by Scott Reisig.
Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea, Paul Snyder: Yea

Fund	Vendor	Description		Amount
01	A & O Grant Consulting	SERVICES	$	2,400.00
	Absolute Painting	SERVICES	$	7,420.00
	ACCS Inc	SERVICES	$	289.00
	Alarm Security Technicians	SERVICES	$	205.00
	All Team Sportswear	SUPPLIES	$	26,900.00
	Allo Communications	UTILITIES	$	12,692.86
	Anderson, Jeane Nedine	REIMBURSEMENT	$	52.20
	Andrews, Evelyn	REIMBURSEMENT	$	36.98
	Arbor Rock, LLC	SUPPLIES	$	3,751.80
	Axtell Community School	SERVICES	$	7,500.00
	Barge, Cody	SERVICES	$	660.00
	Behavior Advantage, LLC	COMPUTER SOFTWARE	$	10,512.00
	Benzel Pest Control	SERVICES	$	1,541.77
	Benzel, Lukas R	REIMBURSEMENT	$	120.00
	Bluffs Facility Solutions	SUPPLIES	$	11,939.51
	Budge-It Drain Service	SERVICES	$	870.00
	Business Essentials	SUPPLIES	$	22,864.00
	Central Security Communication	SERVICES	$	21.00
	Century Business Products, Inc.	MISCELLANEOUS EXPENSES	$	2,731.76
	CenturyLink	UTILITIES	$	378.78
	Chimney Rock Public Power Dist	UTILITIES	$	3,390.68
	City of Gering	UTILITIES	$	1,516.04
	City of Scottsbluff	UTILITIES	$	34,665.30
	Cline Williams LLP	LEGAL SERVICES	$	6,087.24
	CodeHS, Inc.	TEXTBOOKS	$	7,876.00
	Column Software, PBC	MISCELLANEOUS EXPENSES	$	70.23
	Comfort Inn Hastings	TRAVEL EXPENSE	$	728.00
	Comfort Suites - Loveland	TRAVEL EXPENSE	$	1,104.00
	Cornhusker Marriott Hotel	TRAVEL EXPENSE	$	7,080.12
	Crescent Electric Supply	SUPPLIES	$	78.23
	Crossroads Music LLC	MISCELLANEOUS EXPENSES	$	523.24
	Culligan of Scottsbluff	SUPPLIES	$	86.00
	Davies, Michael	SERVICES	$	1,100.00
	Davison, Peter	SERVICES	$	550.00
	Devlin, Tim	SERVICES	$	140.00
	Dick, Andrew D	REIMBURSEMENT	$	500.00
	Douglas, Kelly and Ostdiek, P.C.	LEGAL SERVICES	$	412.50
	Downey, Lisa L	REIMBURSEMENT	$	374.03
	Durbin, Mary	REIMBURSEMENT	$	65.40
	Dutton, Jessica M	REIMBURSEMENT	$	33.35
	Dutton-Lainson Company	SUPPLIES	$	65.80
	Eakes Office Solutions	SUPPLIES	$	9,314.61
	Educational Service Unit #13 _9800	MISCELLANEOUS EXPENSES	$	56,838.30
	Engineered Controls	SERVICES	$	2,965.44
	EXpress Toll	TRAVEL EXPENSE	$	4.25
	Fairfield Inn & Suites	TRAVEL EXPENSE	$	2,029.30
	Fairfield Inns & Suites -GI	TRAVEL EXPENSE	$	110.00
	Frank Parts Co	SUPPLIES	$	64.08
	Gary's Cleaning & Restoration	REPAIRS & MAINTENANCE	$	160.00
	GE Money Bank/Amazon	MISCELLANEOUS EXPENSES	$	3,391.71
	Gering Public Schools	DUES & FEES	$	333.00
	Gipe, Justin R	REIMBURSEMENT	$	45.97
	GrackleDocs, Inc.	COMPUTER SOFTWARE	$	2,500.00
	Halley, Michael W	SERVICES	$	575.00
	Hampton Inn by Hilton - Lincoln Downtown	TRAVEL EXPENSE	$	10,137.00
	Harris, Adam	REIMBURSEMENT	$	144.13
	Herdt, Conny Ann	SERVICES	$	370.00
	Holiday Inn Express - Lincoln South	TRAVEL EXPENSE	$	1,640.17

Holiday Inn Express - Omaha Airport	TRAVEL EXPENSE	$	1,915.51
Howard, Adriella	REIMBURSEMENT	$	50.03
Hugen, Hillari	REIMBURSEMENT	$	60.90
Hullinger Glass & Lock	SUPPLIES	$	19.50
Hullinger, Jennie E	SERVICES	$	118.64
Ibero, Francis J	REIMBURSEMENT	$	66.84
Instrumentalist Awards LLC	SUPPLIES	$	164.00
Inteconnex LLC	SUPPLIES	$	555.89
Integrated Life Choices	SERVICES	$	7,162.49
J W Pepper Of Minneapolis	SUPPLIES	$	270.96
Johnson Cashway Lumber	SUPPLIES	$	5,035.00
Kaseya US LLC dba Backupify LLC	COMPUTER SOFTWARE	$	1,825.57
Kaul, Kelli	REIMBURSEMENT	$	30.45
Kontogiannis, Stan	SERVICES	$	120.00
Language Testing International, Inc.	SERVICES	$	5,934.00
Lawayne Klein	LEASE	$	1,300.00
Levick, Andrea	SERVICES	$	60.00
Lexis Nexis - Matthew Bender	SUPPLIES	$	659.56
Long, Scott	SERVICES	$	112.00
MasterLibrary.com, LLC	COMPUTER SOFTWARE	$	2,760.00
Matheson Tri-Gas, Inc.	SUPPLIES	$	569.68
Mechanical Sales, Inc.	SUPPLIES	$	319.38
Medical Solutions, Inc.	SUPPLIES	$	20.58
Menards	SUPPLIES	$	341.45
Mindworks Resources Inc.	SUPPLIES	$	1,275.00
Monument Physical Therapy LLC	SERVICES	$	2,790.00
Moreno, Melissa	REIMBURSEMENT	$	13.56
NDE Early Childhood Training Center	SUPPLIES	$	145.00
Nebraska Agricultural Education Assoc	DUES & FEES	$	550.00
Nebraska Council Of School Admin	DUES & FEES	$	300.00
Nebraska FCCLA-Grafton & Assoc	DUES & FEES	$	380.00
Nebraska Public Power District	UTILITIES	$	53,829.38
Nebraska Safety Center	DUES & FEES	$	375.00
New Victorian Inn - Kearney	TRAVEL EXPENSE	$	72.99
Northwest Pipe Fittings, Inc Of Scottsbl	SUPPLIES	$	326.86
Omaha Marriott	TRAVEL EXPENSE	$	1,298.00
Options in Pyschology, LLC	SERVICES	$	1,650.00
Peil, Derek	SERVICES	$	120.00
Pepsi-Cola Of Alliance	SUPPLIES	$	211.40
PFM Financial Services LLC	MISCELLANEOUS EXPENSES	$	60,453.31
Pohlmann, Rachel	REIMBURSEMENT	$	675.80
PresenceLearning, Inc.	SERVICES	$	14,352.03
Quick Care Medical Services	SERVICES	$	250.00
Rapid Fire Protection	SERVICES	$	2,354.00
Raptor Technologies, LLC	SERVICES	$	5,959.63
RCI Group II LLC	EMPLOYEE BENEFITS	$	450.00
Reganis Auto Center	REPAIRS & MAINTENANCE	$	5,670.70
Regional West Medical Center	SERVICES	$	4,410.25
Riverside Insights	SUPPLIES	$	1,486.50
Rohnke, Rikki	REIMBURSEMENT	$	50.17
Salazar, Denzel E	SERVICES	$	75.00
Salinas, Sarah Elizabeth	REIMBURSEMENT	$	30.45
Sauer, Chelsea J	REIMBURSEMENT	$	122.31
School Specialty	SUPPLIES	$	80.27
Schultz, Amanda	REIMBURSEMENT	$	64.53
Scott Residential Management Inc.	MISCELLANEOUS EXPENSES	$	429.00
Scotts Bluff County Communications	SERVICES	$	2,490.00
Scottsbluff Schools Cafeteria Fund	SERVICES	$	7,236.00
Scottsbluff Screenprinting	SUPPLIES	$	330.00

	Shaggy Buffalo Carwash LLC	MISCELLANEOUS EXPENSES	$	40.00
	Sherwin Williams Co	SUPPLIES	$	560.00
	Staman, Jenise M	REIMBURSEMENT	$	85.19
	State Of Nebraska Das Communications	SERVICES	$	317.87
	Teacher Created Materials	TEXTBOOKS	$	20,134.56
	Team Chevrolet	REPAIRS & MAINTENANCE	$	81.69
	Teeple, Caroline	REIMBURSEMENT	$	28.27
	The Children's Home of Pittsburgh	DUES & FEES	$	1,200.00
	The Musician's Choice, LLC	SUPPLIES	$	1,551.48
	Thompson Glass Inc	SERVICES	$	1,689.46
	thyssenkrupp Elevator Corporation	SERVICES	$	1,350.30
	T-Mobile USA Inc	MISCELLANEOUS EXPENSES	$	11.60
	Trane U.S. Inc	SERVICES	$	167.55
	Tree Monkeys LLC	MISCELLANEOUS EXPENSES	$	350.00
	Tru by Hilton - North Platte	TRAVEL EXPENSE	$	330.00
	Twin City Roofing Sheet Metal Inc.	SERVICES	$	1,049.06
	Typing.com LLC	COMPUTER SOFTWARE	$	3,500.00
	UniPak Corp	SUPPLIES	$	447.56
	University of Nebraska - Omaha	SERVICES	$	2,600.00
	University of Nebraska-Lincoln	DUES & FEES	$	125.00
	Van Tilburg, Alan	SERVICES	$	130.00
	Vergil, Rachel	REIMBURSEMENT	$	36.25
	Veritas Athletic Performance & Wellness	SERVICES	$	750.00
	Verizon Connect	SUPPLIES	$	150.55
	Verizon Wireless	UTILITIES	$	1,685.80
	Vistabeam	UTILITIES	$	300.00
	Vogel, Kristen	SERVICES	$	75.00
	Waste Connection Of Ne, Inc.	UTILITIES	$	555.46
	Wemhoff, Gavin	SERVICES	$	50.00
	Wentz, Jonathan S	SERVICES	$	125.00
	Westco Western Cooperative Co.	FUEL	$	1,197.29
	Western Nebraska Community College - Sco	MISCELLANEOUS EXPENSES	$	1,500.00
	Whiting Signs LLC	MISCELLANEOUS EXPENSES	$	150.00
	William H. Sadlier, Inc.	TEXTBOOKS	$	3,762.29
	Won-Door Corporation	SERVICES	$	706.00
	Woodhouse Ford Chrysler, Inc.	VEHICLE ACQUISITION	$	66,486.00
	WPCI	SERVICES	$	2,102.50
	Y M C A	SERVICES	$	1,703.00
	Ybarra, Blanca	SERVICES	$	305.00
			Fund Total	
02	JEO Consulting Group, Inc	SERVICES	$	2,746.50
			Fund Total	
03	Diaz Rubio, Brissia	REIMBURSEMENT	$	0.55
	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	$	375.13
	Sodexo Operations, LLC	SERVICES	$	220,688.11
	Ysac, Noah	REIMBURSEMENT	$	1.75
			Fund Total	
05	Ahlers Baking, Inc.	MISCELLANEOUS EXPENSES	$	220.35
	Arthur's Pizza	MISCELLANEOUS EXPENSES	$	554.00
	Blair Community Schools	DUES & FEES	$	554.60
	Bluffs Baseball WESTCO Storm	MISCELLANEOUS EXPENSES	$	150.00
	Business Farmer	MISCELLANEOUS EXPENSES	$	1,180.66
	C W D Cash Wa Distributing Co Inc	SUPPLIES	$	2,628.67
	Chadron Public Schools	DUES & FEES	$	225.00
	Chadron State College _38635	DUES & FEES	$	300.00
	Comfort Inn Hastings	TRAVEL EXPENSE	$	2,068.00

	Crete Public Schools	DUES & FEES	$	825.84
	EPN Travel Services, Inc	MISCELLANEOUS EXPENSES	$	3,804.00
	Fairfield Inns & Suites -GI	TRAVEL EXPENSE	$	139.00
	GE Money Bank/Amazon	MISCELLANEOUS EXPENSES	$	1,715.19
	Hampton Inn & Suites	TRAVEL EXPENSE	$	512.52
	Holiday Inn Express _14522	TRAVEL EXPENSE	$	378.00
	Ideal Linen Supply	SUPPLIES	$	15.24
	Jostens Inc-Yearbook	SUPPLIES	$	2,186.76
	Logoz	SUPPLIES	$	2,788.00
	McCook Public Schools	DUES & FEES	$	288.40
	Mu Alpha Theta	DUES & FEES	$	20,350.00
	N S A A	DUES & FEES	$	2,806.27
	Nebraska FCCLA-Grafton & Assoc	DUES & FEES	$	24.00
	Nebraska FFA Association _49655	DUES & FEES	$	746.00
	Pepsi-Cola Of Alliance	SUPPLIES	$	496.60
	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	$	24,537.71
	Premier Sport Psychology	MISCELLANEOUS EXPENSES	$	2,100.00
	Salas, Lee	SERVICES	$	400.00
	Scholastic Book Fairs	SUPPLIES	$	917.59
	Scottsbluff Country Club _28545	SERVICES	$	510.00
	Scottsbluff Screenprinting	SUPPLIES	$	3,534.25
	Sherwin Williams Co	SUPPLIES	$	277.15
	Soccer.com	SUPPLIES	$	1,057.46
	Sodexo Operations, LLC	SERVICES	$	2,357.50
	Taco De Oro	MISCELLANEOUS EXPENSES	$	255.33
	Wild Roots Greenhouse and Market, LLC	SUPPLIES	$	2,141.72
			Fund Total	
06	All Team Sportswear	SUPPLIES	$	9,124.00
	Bluffs Facility Solutions	MISCELLANEOUS EXPENSES	$	8,403.95
	City of Gering	MISCELLANEOUS EXPENSES	$	107.93
	Dutton-Lainson Company	SUPPLIES	$	21.70
	Electrical Engineering & Equip Co.	SERVICES	$	1,634.46
	Fruhauf Uniforms Inc	SUPPLIES	$	8,147.06
	Home Depot	MISCELLANEOUS EXPENSES	$	1,408.81
	JEO Consulting Group, Inc	SERVICES	$	558.75
	Menards	SUPPLIES	$	4,519.33
	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	$	17,822.88
			Fund Total	
07	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	$	1,212.60
			Fund Total	
08	RCI Group II LLC	EMPLOYEE BENEFITS	$	17,204.63
			Fund Total	
09	PFM Financial Services LLC	FUEL	$	3,339.57
			Fund Total	
			March 2026 Total	

$ 587,125.08

$ 2,746.50

$ 221,065.54

$	83,045.81
$	51,748.87
$	1,212.60
$	17,204.63
$	3,339.57
$	967,488.60

Scottsbluff Public Schools

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: **2025-2026** From Date:3/1/2026 To Date:3/31/2026

Account Mask: 01??????????????? **Account Type:** EXPENDITURE

☐ Print accounts with zero balance ☐ Include Inactive Accounts ☐ Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
01 - GENERAL FUND						
2 - EXPENSE						
105 - SUPERINTENDENT SALARY	$222,000.00	$18,500.00	$129,500.00	$92,500.00	$0.00	100.00%
110 - NON INSTRUCTION WAGES	$3,957,738.86	$327,230.46	$2,409,910.22	$507,897.29	$1,039,931.35	73.72%
111 - SALARIES TEACHERS/PROFESSIONAL STAFF	$25,143,269.95	$2,033,384.42	$14,297,687.84	$10,156,155.29	$689,426.82	97.26%
112 - INSTRUCTIONAL AIDE WAGES	$3,200,392.67	$286,132.08	$2,050,182.61	$18,110.83	$1,132,099.23	64.63%
113 - SUBS	$15,600.00	$0.00	$1,350.00	$0.00	$14,250.00	8.65%
114 - SALARIES TECHNICAL STAFF	$329,742.00	$25,558.66	$193,307.27	$99,520.37	$36,914.36	88.81%
116 - REGULAR NON CERTIFIED STAFF	$279,022.00	$34,014.25	$238,099.75	$179,288.31	($138,366.06)	149.59%
120 - NON INSTRUCTION TEMP WAGES	$171,043.00	$7,337.10	$103,088.30	$0.00	$67,954.70	60.27%
121 - SALARIES OF TEMP EMP PD TO TEACH/PROF	$461,356.74	$64,112.03	$370,224.61	$39,604.50	$51,527.63	88.83%
125 - TEMPORARY HELP - ACT	$30,975.00	$1,625.00	$2,125.00	$0.00	$28,850.00	6.86%
130 - OVERTIME NON INSTRUCTION	$58,211.00	$15,266.41	$119,497.43	$0.00	($61,286.43)	205.28%
134 - OVERTIME TECHNICAL STAFF	$0.00	$3.74	$28.26	$0.00	($28.26)	0.00%
151 - CERTIFIED STIPENDS NEGOTIATED	$784,874.45	$114,166.01	$700,437.37	$456,456.16	($372,019.08)	147.40%
161 - CERTIFIED STIPENDS ADDITIONAL	$31,000.00	$3,486.98	$37,460.21	$3,541.69	($10,001.90)	132.26%
210 - GROUP INSURANCE	$28,986.82	$2,487.91	$18,132.10	$3,798.20	$7,056.52	75.66%
211 - GROUP INSURANCE FOR TEACHERS/PROF STAFF	$184,163.69	$14,463.33	$100,894.53	$72,037.59	$11,231.57	93.90%
212 - GROUP INSURANCE INSTRUCTIONAL AIDES/ASSTS	$23,453.45	$2,030.71	$14,562.88	$134.36	$8,756.21	62.67%
214 - GROUP INSURANCE TEHNCIAL STAFF	$2,473.07	$205.10	$1,463.39	$746.40	$263.28	89.35%
215 - GROUP INSURANCE SUPERINTENDENTS	$1,665.00	$138.75	$971.25	$693.75	$0.00	100.00%
216 - GROUP INSURANCE NON CERT PROF STAFF	$2,092.67	$268.94	$1,882.58	$1,344.70	($1,134.61)	154.22%
220 - FICA SS	$317,240.93	$25,303.57	$186,616.36	$37,764.66	$92,859.91	70.73%
221 - FICA SS TEACHERS	$2,776,771.20	$158,098.44	$1,098,024.07	$758,678.90	$920,068.23	66.87%
222 - FICA SS INSTRUCTIONAL AIDES/ASSTS	$247,742.49	$21,465.41	$155,491.21	$1,228.93	$91,022.35	63.26%
223 - FICA SS SUBSTITUTE TEACHERS	$0.00	$0.00	$103.41	$0.00	($103.41)	0.00%
224 - FICA SS TECHNICAL STAFF	$25,225.28	$1,911.46	$14,252.21	$7,450.45	$3,522.62	86.04%
225 - FICA SS SUPERINTENDENTS	$17,085.00	$1,388.86	$7,065.13	$6,944.30	$3,075.57	82.00%
226 - FICA SS PROF NON CERT STAFF	$21,345.20	$2,482.88	$17,381.14	$12,414.39	($8,450.33)	139.59%
230 - RETIREMENT CONTRIBUTIONS	$320,910.05	$27,567.22	$201,163.41	$40,388.94	$79,357.70	75.27%
231 - RETIREMENT TEACHERS/PROF STAFF	$1,892,588.27	$156,672.47	$1,099,371.20	$774,505.75	$18,711.32	99.01%
232 - RETIREMENT INSTRUCTIONAL AIDES/ASSTS	$261,668.02	$22,750.17	$163,708.14	$1,447.66	$96,512.22	63.12%
234 - RETIREMENT TECHNICAL STAFF	$26,643.15	$2,065.43	$15,621.50	$8,041.24	$2,980.41	88.81%
235 - RETIREMENT SUPERINTENDENTS	$16,273.63	$1,494.80	$10,473.30	$7,474.00	($1,673.67)	110.28%

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: **2025-2026** From Date:3/1/2026 To Date:3/31/2026

Account Mask: 01??????????????? **Account Type:** EXPENDITURE

☐ Print accounts with zero balance ☐ Include Inactive Accounts ☐ Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
236 - RETIREMENT PROF NON CERT STAFF	$22,544.98	$2,897.31	$20,281.18	$14,486.53	($12,222.73)	154.21%
240 - ON BEHALF OF	$278,775.00	$0.00	$4,343.00	$0.00	$274,432.00	1.56%
251 - TUITION REIMBURSEMENT TEACHERS/PROF STAFF	$0.00	$0.00	$9,707.54	$0.00	($9,707.54)	0.00%
260 - UNEMPLOYMENT NON INSTRUCTION	$13,368.87	$1,289.41	$8,227.16	$3,672.33	$1,469.38	89.01%
280 - HEALTH BENEFITS-NON INSTRUCTIONAL	$10,179.84	$17,394.73	$111,548.46	$18,792.55	($120,161.17)	1280.38%
281 - HEALTH BENEFITS-TEACHERS/PROFESSIONAL STAFF	$1,117,066.47	$74,159.22	$526,624.04	$369,424.42	$221,018.01	80.21%
282 - HEALTH BENEFITS-INSTRUCTIONAL AIDES/ASSISTANTS	$550,000.00	$13,988.42	$78,216.07	$0.00	$471,783.93	14.22%
284 - HEALTH BENEFITS-IT SUPPORT STAFF	$0.00	$536.93	$3,758.51	$2,684.65	($6,443.16)	0.00%
286 - HEALTH BENEFITS-PROFESSIONAL NON CERTIFIED STAFF	$6,107.88	$3,132.09	$21,924.63	$15,660.45	($31,477.20)	615.35%
291 - OTHER BENEFITS TEACHERS/PROF STAFF	$10,500.00	$450.00	$12,168.98	$0.00	($1,668.98)	115.90%
310 - PROFESSIONAL & TECHNICAL SERVICES	$11,600.00	$0.00	$0.00	$0.00	$11,600.00	0.00%
312 - REPAIRS	$62,130.00	$523.24	$4,063.44	$949.24	$57,117.32	8.07%
314 - INSERVICE	$214,245.00	$4,048.13	$59,189.17	$510.50	$154,545.33	27.87%
315 - ACCOUNTING & AUDITING SERVICES	$32,050.00	$0.00	$34,000.00	$0.00	($1,950.00)	106.08%
316 - DATA PROCESSING	$6,000.00	$1,240.00	$7,680.00	$0.00	($1,680.00)	128.00%
317 - LEGAL SERVICES	$68,250.00	$6,499.74	$18,287.09	$0.00	$49,962.91	26.79%
318 - CONTRACTED OR SECURED SERVICES	$340,808.75	$5,340.10	$39,392.70	$0.00	$301,416.05	11.56%
319 - OTHER PROFESSIONAL & TECHNICAL SERVICES	$826,423.00	$101,124.05	$530,744.06	$75,436.65	$220,242.29	73.35%
320 - PROFESSIONAL EDUCATIONAL SERVICES	$0.00	$0.00	$18,766.00	$0.00	($18,766.00)	0.00%
321 - FUEL	$361,200.00	$1,197.29	$124,817.26	$0.00	$236,382.74	34.56%
322 - ELECTRICITY	$562,675.00	$57,220.06	$407,953.20	$1,420.47	$153,301.33	72.75%
323 - WATER & SEWER	$91,350.00	$2,821.75	$54,930.39	$4,664.85	$31,754.76	65.24%
325 - GARBAGE	$98,700.00	$10,887.06	$61,593.63	$15,226.72	$21,879.65	77.83%
327 - RENTALS OR LEASES	$210,750.00	$3,048.55	$32,546.62	$14,453.80	$163,749.58	22.30%
328 - PROPERTY INSURANCE	$697,305.00	$0.00	$0.00	$0.00	$697,305.00	0.00%
330 - EMPLOYEE TRAINING AND DEVELOPMENT	$94,000.00	$2,064.90	$17,815.78	$0.00	$76,184.22	18.95%
331 - CONTRACTED PUPIL TRANSPORTATION	$1,228,363.00	$197.62	$513,156.62	$0.00	$715,206.38	41.78%
332 - MILEAGE TO PARENTS	$3,875.00	$0.00	$229.00	$0.00	$3,646.00	5.91%
336 - GAS & OIL	$187,333.00	$4,732.92	$71,565.19	$0.00	$115,767.81	38.20%
337 - TIRES & PARTS	$12,961.00	$77.57	$16,291.00	$0.00	($3,330.00)	125.69%
338 - REPAIRS & MAINTENANCE TO VEHICLES	$76,742.00	$6,979.31	$35,200.84	$0.00	$41,541.16	45.87%
340 - LIABILITY INSURANCE	$2,625.00	$0.00	$0.00	$0.00	$2,625.00	0.00%
350 - ADVERTISING & PRINTING	$28,295.00	$7,657.44	$9,168.53	$0.00	$19,126.47	32.40%
363 - TUITION PAID-OTHER	$65,000.00	$7,770.00	$402,206.00	$0.00	($337,206.00)	618.78%

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: **2025-2026** From Date:3/1/2026 To Date:3/31/2026

Account Mask: 01??????????????? **Account Type:** EXPENDITURE

☐ Print accounts with zero balance ☐ Include Inactive Accounts ☐ Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
370 - TUITION PAID-SPED	$611,500.00	$39,701.68	$234,281.25	$0.00	$377,218.75	38.31%
380 - COMMUNICATIONS	$131,375.00	$14,960.17	$85,031.33	$25,983.42	$20,360.25	84.50%
381 - POSTAGE	$22,169.98	$7,352.13	$14,382.00	$0.00	$7,787.98	64.87%
382 - DISTANCE ED & TELECOMMUNICATIONS	$34,420.00	$1,944.14	$14,441.17	$0.00	$19,978.83	41.96%
390 - OTHER PURCHASED SERVICES	$51,615.00	$1,634.00	$6,890.00	$0.00	$44,725.00	13.35%
391 - COPY SERVICE-BUILDINGS	$1,320.00	$0.00	$467.99	$0.00	$852.01	35.45%
395 - SUBAWARDS/SUBCONTRACTS	$60,000.00	$0.00	$0.00	$0.00	$60,000.00	0.00%
398 - SUBAWARDS/SUBCONTRACTS	$15,000.00	$1,939.00	$12,724.00	$0.00	$2,276.00	84.83%
399 - SUBAWARDS/SUBCONTRACTS	$16,000.00	$2,400.00	$14,000.00	$6,300.00	($4,300.00)	126.88%
400 - SUPPLIES & MATERIALS	$10,000.00	$0.00	$0.00	$0.00	$10,000.00	0.00%
410 - SUPPLIES	$1,117,976.42	$66,081.27	$512,852.71	$35,770.76	$569,352.95	49.07%
411 - TAXES	$6,150.00	$0.00	$0.00	$0.00	$6,150.00	0.00%
415 - ANNUAL PURCHASE SUPPLIES	$240,243.93	$45,031.87	$153,669.22	$55,392.53	$31,182.18	87.02%
420 - TEXTBOOKS	$379,155.00	$32,092.13	$257,876.34	$126,848.38	($5,569.72)	101.47%
425 - E-BOOKS	$0.00	$0.00	$2,655.00	$0.00	($2,655.00)	0.00%
430 - LIBRARY BOOKS	$19,102.69	$0.00	$5,009.38	$652.44	$13,440.87	29.64%
440 - PERIODICALS	$19,726.00	$231.00	$572.40	$0.00	$19,153.60	2.90%
450 - AUDIO-VISUAL MATERIALS	$5,100.00	$0.00	$0.00	$0.00	$5,100.00	0.00%
460 - COMPUTER HARDWARE < 5000	$283,925.00	$588.54	$202,585.45	$225,159.44	($143,819.89)	150.65%
465 - COMPUTER SOFTWARE	$277,534.00	$21,304.17	$220,585.93	$18,426.20	$38,521.87	86.12%
466 - COMPUTER SOFTWARE	$8,000.00	$0.00	$0.00	$0.00	$8,000.00	0.00%
467 - COMPUTER SOFTWARE	$76,400.00	$0.00	$0.00	$0.00	$76,400.00	0.00%
470 - FOOD	$50,000.00	$7,236.00	$47,610.00	$0.00	$2,390.00	95.22%
475 - FEE WAIVER	$15,250.00	$0.00	$2,870.00	$0.00	$12,380.00	18.82%
480 - FURNITURE & EQUIPMENT <$5000	$22,027.00	$271.94	$46,837.62	$0.00	($24,810.62)	212.64%
520 - BUILDING, ACQUISITION IMPROVEMENT	$183,750.00	$0.00	$0.00	$0.00	$183,750.00	0.00%
530 - FURNITURE & EQUIPMENT	$413,890.00	$0.00	$5,836.70	$900.00	$407,153.30	1.63%
550 - VEHICLE ACQUISITION	$160,000.00	$66,486.00	$113,501.00	$0.00	$46,499.00	70.94%
560 - COMPUTER HARDWARE	$185,950.00	$0.00	$858.00	$0.00	$185,092.00	0.46%
563 - INSURANCE PAYMENTS	$2,625.00	$0.00	$0.00	$0.00	$2,625.00	0.00%
630 - DUES & FEES	$103,200.00	$3,234.36	$28,951.50	$0.00	$74,248.50	28.05%
670 - TRAVEL EXPENSE & MILEAGE	$558,024.40	$36,909.03	$301,132.01	$0.00	$256,892.39	53.96%
671 - PROFESSIONAL DEVELOPMENT	$10,000.00	$0.00	$184.87	$0.00	$9,815.13	1.85%
672 - PROFESSIONAL DEV TRAVEL	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0.00%
673 - PROFESSIONAL DEV TRAVEL	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0.00%

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: **2025-2026** From Date:3/1/2026 To Date:3/31/2026

Account Mask: 01??????????????? **Account Type:** EXPENDITURE

☐ Print accounts with zero balance ☐ Include Inactive Accounts ☐ Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
674 - PROFESSIONAL DEV TRAVEL	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	0.00%
675 - FIELD TRIPS	$32,429.00	$0.00	$9,807.24	$0.00	$22,621.76	30.24%
679 - PROFESSIONAL DEV	$10,000.00	$0.00	$0.00	$0.00	$10,000.00	0.00%
680 - PROFESSIONAL DEV	$10,000.00	$0.00	$0.00	$0.00	$10,000.00	0.00%
690 - MISCELLANEOUS EXPENSES	$106,103.00	$3,126.58	$40,796.79	$290.36	$65,015.85	38.72%
695 - FAMILY INVOLVEMENT	$8,750.00	$0.00	$38.91	$0.00	$8,711.09	0.44%
999 - CREDIT FOR USE	($173,094.00)	$0.00	($202,935.59)	$0.00	$29,841.59	117.24%
01 - GENERAL FUND Total:	$53,239,394.80	$4,061,414.44	$29,149,985.99	$14,321,275.35	$9,768,133.46	81.65%

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: **2025-2026** From Date:3/1/2026 To Date:3/31/2026

Account Mask: 01??????????????? **Account Type:** EXPENDITURE

☐ Print accounts with zero balance ☐ Include Inactive Accounts ☐ Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
Grand Total:	$53,239,394.80	$4,061,414.44	$29,149,985.99	$14,321,275.35	$9,768,133.46	81.65%

End of Report

Scottsbluff Public Schools

Fund Balances

Fiscal Year: 2025-2026

Month: March
Year: 2026
Fund Type:

☐ Include Cash Balance

☐ FY End Report

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
01	GENERAL FUND	$17,988,903.40	$26,082,328.01	($29,150,126.59)	$0.00	$14,921,104.82
02	SPECIAL BUILDING FUND	$2,202,767.24	$627,224.41	($1,570,976.64)	$0.00	$1,259,015.01
03	SCHOOL LUNCH FUND	$2,065,946.88	$1,603,873.97	($1,481,065.61)	$0.00	$2,188,755.24
04	QUAL CAPITAL PURPOSE FUND	$655,604.79	$201,912.67	$0.00	$0.00	$857,517.46
05	ACTIVITY FUND	$538,233.60	$696,306.07	($658,438.35)	$0.00	$576,101.32
06	DEPRECIATION FUND	$1,910,241.24	$0.00	($438,676.69)	$0.00	$1,471,564.55
07	STUDENT FEE FUND	$31,092.42	$10,234.31	($5,151.65)	$0.00	$36,175.08
08	EMPLOYEE BENEFIT FUND	$39,576.41	$160,586.69	($174,021.19)	$0.00	$26,141.91
09	COOPERATIVE FUND	$51,199.71	$0.00	($888.45)	$0.00	$50,311.26
10	BOND FUND	$4,590,147.56	$770,261.31	($2,356,809.00)	$0.00	$3,003,599.87
	Grand Total:	$30,073,713.24	$30,152,727.44	($35,836,154.17)	$0.00	$24,390,286.52

End of Report

Scottsbluff Public Schools

Revenue Report

☐ Summary Only From Date: 3/1/2026 To Date: 3/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund: 01 GENERAL FUND					
01.1.1030.102.0.000.00 ACCOUNTS RECEIVABLES	$0.00	$107.95	$620.12	($620.12)	0.00%
01.1.1110.100.0.000.00 LOCAL DISTRICT TAXES	$12,374,907.00	$195,028.64	$1,915,759.81	$10,459,147.19	84.52%
01.1.1115.100.0.000.00 CARLINE TAXES / DEBATE	$8,500.00	$0.00	$0.00	$8,500.00	100.00%
01.1.1120.100.0.000.00 PUBL POWER SALES TAX	$400,000.00	$3,130.05	$3,130.05	$396,869.95	99.22%
01.1.1125.100.0.000.00 MOTOR VEHICLE TAX	$1,495,000.00	$113,053.12	$810,692.90	$684,307.10	45.77%
01.1.1270.100.0.000.00 PRESCHOOL RECEIPTS	$120,000.00	$14,330.66	$91,739.77	$28,260.23	23.55%
01.1.1270.100.0.015.00 PRESCHOOL RECEIPTS	$0.00	$17,370.89	$140,001.09	($140,001.09)	0.00%
01.1.1270.102.0.000.00 PRESCHOOL RECEIPTS	$0.00	($41.00)	($130.68)	$130.68	0.00%
01.1.1270.102.0.015.00 PRESCHOOL RECEIPTS	$0.00	$0.00	($75.96)	$75.96	0.00%
01.1.1271.100.0.015.00 PRESCHOOL RECEIPTS	$0.00	$5,568.53	$47,475.61	($47,475.61)	0.00%
01.1.1271.102.0.015.00 PRESCHOOL RECEIPTS	$0.00	$0.00	($193.68)	$193.68	0.00%
01.1.1410.100.0.000.00 INTEREST INVESTMENTS/DIGITAL GRAPHIC ART	$450,000.00	$97,815.81	$366,664.89	$83,335.11	18.52%
01.1.1610.100.0.000.00 LOCAL LICENSE FEES	$20,000.00	$0.00	$0.00	$20,000.00	100.00%
01.1.1810.100.0.050.00 AFTER SCHOOL PROGRAM	$0.00	$1,397.95	$8,059.22	($8,059.22)	0.00%
01.1.1810.100.0.060.00 AFTER SCHOOL PROGRAM	$0.00	$2,120.76	$15,564.22	($15,564.22)	0.00%
01.1.1810.100.0.080.00 AFTER SCHOOL PROGRAM	$0.00	$1,293.37	$6,650.86	($6,650.86)	0.00%
01.1.1810.102.0.050.00 AFTER SCHOOL PROGRAM	$0.00	($2.33)	($30.01)	$30.01	0.00%
01.1.1810.102.0.060.00	$0.00	($64.22)	($186.67)	$186.67	0.00%

Revenue Report

☐ Summary Only From Date: 3/1/2026 To Date: 3/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
AFTER SCHOOL PROGRAM					
01.1.1810.102.0.080.00	$0.00	($0.40)	($3.12)	$3.12	0.00%
AFTER SCHOOL PROGRAM					
01.1.1820.100.0.015.00	$0.00	$0.00	($3,759.56)	$3,759.56	0.00%
PRESCHOOL BEFORE & AFTER SCHOOL CARE					
01.1.1910.100.0.000.00	$10,000.00	$2,925.00	$6,435.00	$3,565.00	35.65%
RENTAL - SCHOOL FACILITIES					
01.1.1925.100.0.000.00	$0.00	$0.00	$2,660.42	($2,660.42)	0.00%
GRANT FROM CORP & OTHER PRIVATE INTEREST					
01.1.1990.100.0.000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%
OTHER LOCAL RECEIPTS					
01.1.2110.100.0.000.00	$200,000.00	$21,022.71	$130,225.52	$69,774.48	34.89%
COUNTY FINES & LICENSES					
01.1.3110.100.0.000.00	$18,426,446.00	$1,810,547.90	$12,673,835.30	$5,752,610.70	31.22%
STATE AID					
01.1.3110.100.0.015.00	$0.00	$32,097.10	$224,679.70	($224,679.70)	0.00%
STATE AID					
01.1.3120.100.0.000.00	$6,600,000.00	$1,003,814.00	$3,957,681.00	$2,642,319.00	40.04%
SPECIAL ED					
01.1.3125.100.0.000.00	$55,000.00	$0.00	$0.00	$55,000.00	100.00%
SPECIAL EDUC. TRANSPORTATION					
01.1.3130.100.0.000.00	$0.00	$86,116.79	$86,116.79	($86,116.79)	0.00%
HOMESTEAD EXEMPTION					
01.1.3131.100.0.000.00	$0.00	$0.00	$2,019,612.77	($2,019,612.77)	0.00%
PROPERTY TAX CREDIT					
01.1.3135.100.0.000.00	$10,000.00	$0.00	$16,759.00	($6,759.00)	-67.59%
HIGH ABILITY LEARNERS					
01.1.3180.100.0.000.00	$55,000.00	$0.00	$13,048.66	$41,951.34	76.28%
PRO RATE MOTOR VECHICLE TAX					
01.1.3200.100.0.000.00	$750,000.00	$0.00	$755,807.97	($5,807.97)	-0.77%
STATE APPORTIONMENT					
01.1.3540.100.0.000.00	$200,000.00	$0.00	$217,981.78	($17,981.78)	-8.99%
STATE EARLY CHILDHOOD-STADIUM					
01.1.3541.100.0.000.00	$306,850.00	$0.00	$137,106.00	$169,744.00	55.32%
EARLY CHILDHOOD SIXPENCE					
01.1.3599.100.0.000.00	$0.00	$0.00	$631.47	($631.47)	0.00%

Revenue Report

☐ Summary Only From Date: 3/1/2026 To Date: 3/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
OTHER STATE CATEGORICAL PROGRAMS					
01.1.3990.100.0.000.00	$1,000.00	$0.00	$0.00	$1,000.00	100.00%
OTHER STATE RECEIPTS					
01.1.3992.100.0.000.00	$0.00	$0.00	$15,000.00	($15,000.00)	0.00%
EDUCATION QUEST					
01.1.3996.100.0.000.00	$0.00	$0.00	$5,539.60	($5,539.60)	0.00%
ENGINEERING PATHWAYS ASP GRANT					
01.1.3997.100.0.000.00	$0.00	$0.00	$40,000.00	($40,000.00)	0.00%
LEVERAGE GRANT - ASP					
01.1.4200.100.0.000.00	$1,200,000.00	$0.00	$451,681.00	$748,319.00	62.36%
TITLE 1, PART A					
01.1.4212.100.0.000.00	$0.00	$0.00	$52,023.00	($52,023.00)	0.00%
TITLE I- SCHOOL WIDE					
01.1.4222.100.0.000.00	$22,500.00	$0.00	$25,392.00	($2,892.00)	-12.85%
MCKINNEY HOMELESS GRANT					
01.1.4301.100.0.000.00	$0.00	$0.00	$127,349.00	($127,349.00)	0.00%
COMPREHENSIVE LITERACY STATE DEVELOPMENT GRANT					
01.1.4310.100.0.000.00	$150,000.00	$0.00	$27,444.00	$122,556.00	81.70%
TITLE II, PART A					
01.1.4406.100.0.000.00	$20,896.00	$0.00	$1,412.00	$19,484.00	93.24%
IDEA PRESCHOOL BASE ALLOC					
01.1.4410.100.0.000.00	$822,938.00	$0.00	$403,869.00	$419,069.00	50.92%
IDEA/ENROLLMENT & POVERTY					
01.1.4412.100.0.000.00	$24,220.00	$0.00	$4,718.00	$19,502.00	80.52%
IDEA PART B PORPORTIONALTE SHARE					
01.1.4450.100.0.000.00	$200,000.00	$43,140.30	$333,306.23	($133,306.23)	-66.65%
M.I.P.S.					
01.1.4455.100.0.000.00	$200,000.00	$0.00	$0.00	$200,000.00	100.00%
MEDICAID CLAIM PROCESSING					
01.1.4528.100.0.000.00	$0.00	$0.00	$2,638.00	($2,638.00)	0.00%
TITLE III IE					
01.1.4700.100.0.000.00	$60,447.00	$0.00	$19,203.00	$41,244.00	68.23%
CARL PERKINS					
01.1.4910.100.0.000.00	$27,758.00	$0.00	$7,174.00	$20,584.00	74.16%
INDIAN EDUCATION					
01.1.4925.100.0.000.00	$26,000.00	$0.00	$25,148.00	$852.00	3.28%

Revenue Report

☐ Summary Only From Date: 3/1/2026 To Date: 3/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
TITLE III ELL					
01.1.4967.100.0.000.00	$88,000.00	$0.00	$80,659.00	$7,341.00	8.34%
TITLE IV PART A					
01.1.4968.100.0.000.00	$0.00	$0.00	$150,000.00	($150,000.00)	0.00%
21ST CENTURY GRANT (TITLE IV, PART B)					
01.1.4968.100.1.060.00	$50,000.00	$0.00	$0.00	$50,000.00	100.00%
21ST CENTURY GRANT (TITLE IV, PART B)					
01.1.4968.100.1.070.00	$50,000.00	$0.00	$0.00	$50,000.00	100.00%
21ST CENTURY GRANT (TITLE IV, PART B)					
01.1.4968.100.1.080.00	$50,000.00	$0.00	$0.00	$50,000.00	100.00%
21ST CENTURY GRANT (TITLE IV, PART B)					
01.1.4988.100.0.000.00	$0.00	$0.00	$75,500.00	($75,500.00)	0.00%
ARP - ELO					
01.1.4988.100.1.000.00	$50,000.00	$0.00	$0.00	$50,000.00	100.00%
ARP - ELO					
01.1.4989.100.0.000.00	$0.00	$0.00	$1,075.00	($1,075.00)	0.00%
ARP - ELO SUMMER					
01.1.4992.100.0.000.00	$55,000.00	$0.00	$0.00	$55,000.00	100.00%
AFJROTC					
01.1.4995.100.0.000.00	$1,650,000.00	$0.00	$566,878.64	$1,083,121.36	65.64%
CATEGORICAL GRANTS					
01.1.5301.100.0.000.00	$0.00	$0.00	$275.00	($275.00)	0.00%
INSURANCE ADJUSTMENTS					
01.1.5400.100.0.000.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%
SALE OF PROPERTY					
01.1.5690.100.0.000.00	$25,000.00	$289.68	$21,483.30	$3,516.70	14.07%
OTHER NON-REVENUE RECEIPTS					
Fund 01 Total:	$46,292,962.00	$3,451,063.26	$26,082,328.01	$20,210,633.99	43.66%
Grand Total:	$46,292,962.00	$3,451,063.26	$26,082,328.01	$20,210,633.99	43.66%

End of Report

FOR BOARD REPORT : March 2026

FUND	PAYROLL	AP DISBURSEMENTS	OTHER EXPENSES*	TOTAL
General	$ 3,487,898.55	$ 587,125.08	$ (13,609.19)	$ 4,061,414.44
Special Building		$ 2,746.50	$ -	$ 2,746.50
Cafeteria		$ 221,065.54	$ 306.61	$ 221,372.15
Qualified Capital Purpose Undertaking		$ -	$ -	$ -
Activities		$ 83,045.81	$ 959.00	$ 84,004.81
Depreciation		$ 51,748.87	$ 7,420.00	$ 59,168.87
Student Fee Fund		$ 1,212.60	$ -	$ 1,212.60
Employee Benefit Fund		$ 17,204.63	$ -	$ 17,204.63
Cooperative		$ 3,339.57	$ (6,172.10)	$ (2,832.53)
Bond Fund		$ -	$ -	$ -
TOTALS				
GRAND TOTALS FOR March 2026	$ 3,487,898.55	$ 967,488.60	$ (11,095.68)	$ 4,444,291.47

*Includes Transfers

BUDGET FORUM

April 2026

SCOTTSBLUFF
PUBLIC SCHOOLS
EVERY CHILD , EVERY DAY

2026-2027 Budget Priorities

Continue to align budget priorities with SBPS Mission, Vision, and Core Values

Execute the 2023-2028 Strategic Plan

Be mindful of the impact on Scottsbluff Public Schools taxpayers

Maintain financial cash reserves in accordance with Nebraska State Statute

Seek to propose a balanced budget

STRATEGIC PRIORITIES 2023-2028

MISSION: EVERY CHILD, EVERY DAY!

VISION:
To provide a safe and engaging learning environment that will empower our students of today to successfully meet the challenges of tomorrow.

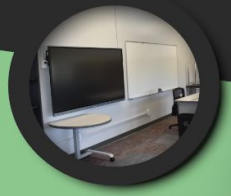
SCOTTSBLUFF PUBLIC SCHOOLS
EVERY CHILD, EVERY DAY

STUDENT ENGAGEMENT & ACHIEVEMENT

Scottsbluff Public Schools Commits to Providing Opportunities that Maximize Student Engagement and Achievement.

SAFETY AND SECURITY

Scottsbluff Public Schools Commits to Providing a Safe and Secure Environment for Students and Staff.



FACILITIES

In Alignment with District Priorities, Scottsbluff Public Schools will Invest in Upgraded Facilities and Infrastructure.

MENTAL HEALTH AND WELLBEING

Scottsbluff Public Schools will Invest In the Mental Health and Wellbeing of Our Students and Staff through Proactive Wellness Efforts and Behavior Interventions.

RECRUIT AND RETAIN

Scottsbluff Public Schools Commits to Attracting, Developing, and Retaining Highly Qualified Staff.

SCOTTSBLUFF PUBLIC SCHOOLS
EVERY CHILD, EVERY DAY

ENROLLMENT 2025-26

Grade	As of 3/6/26
PRE-K	213
K	188
1	212
2	214
3	233
4	222
5	216
6	274
7	243
8	238
9	257
10	264
11	213
12	211
ReConnect	60.5
TOTAL	3258.5

ENROLLMENT TREND FOR STATE AID

Year	Formula Students	Increase (Decrease)
2025/26	3,163.01	(65.79)
2024/25	3,228.80	(18.88)
2023/24	3,247.68	(68.09)
2022/23	3,315.77	61.44
2021/22	3,254.33	(11.51)
2020/21	3,265.84	(76.15)
2019/20	3,341.99	43.98
2018/19	3,298.01	(21.70)
2017/18	3,319.71	14.07
2016/17	3,305.64	112.55

Regional K-12 Enrollment Trends

Data collected by ESU 13

REGIONAL K-12 ENROLLMENT TRENDS

District	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	% Change Last 10 Years	% Change Last 6 Years	% Change Last 3 Years
Alliance	1397	1321	1314	1362	1303	1301	1279	1280	1222	1181	-15.46%	-9.36%	-7.73%
Gering	1909	1831	1825	1791	1737	1756	1767	1755	1721	1715	-10.16%	-1.27%	-2.28%
Minatare	198	191	182	171	158	148	143	132	133	137	-30.81%	-13.29%	3.79%
Mitchell	618	632	671	659	594	587	569	554	606	605	-2.10%	1.85%	9.21%
Morrill	348	356	360	347	352	335	295	279	238	235	-32.47%	-33.24%	-15.77%
Scottsbluff	3289	3312	3268	3315	3236	3220	3268	3203	3179	3103	-5.66%	-4.11%	-3.12%
									TOTAL CHANGE		**-10.09%**	**-5.47%**	**-3.15%**

Taxing Funds

General Fund

Finances all services rendered by the district including instructional, operations, & maintenance. Revenues come from property taxes, state aid, federal grants, and other local sources. Subject to the $1.05 levy and the School District Property Tax Limitation Act.

Building Fund

Finances acquisition of land, site, & building improvements. Subject to the $1.05 levy (maximum of 14¢ with Board approval or 17.5¢ with voter approval) and the School District Property Tax Limitation Act.

Bond Fund

Records tax receipts, investment interest, and the payment of bond principal, interest, and other related costs. In 2026-2027, we'll have $2.1M in bond principal and $521K in bond interest.

QCPUF Fund

Established for the removal of environmental hazards, the reduction or elimination of accessibility barriers in school buildings, modifications for life safety code violations, life safety hazards, school safety infrastructure concerns, or mold. The maximum tax levy is 3¢.

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Other Non-Taxing Funds

Activities

Accounts for revenues and expenses for student organizations, interschool athletics, and other self-supporting (or partially self-supporting school activities).

Depreciation

Used to reserve monies from the General Fund to facilitate eventual purchases of costly capital outlays.

Employee Benefit

Funds for the benefit of school district employees (unemployment, health insurance deductibles, etc.).

School Nutrition

Records all financial activities of all USDA Nutrition Programs operated by the District.

Student Fee

Fees collected for participation in extracurricular activities or other educational fees (such as computer device coverage and repairs).

Cooperative

Used for any cooperative activity between one or more public agencies.

Other Non-Taxing Funds

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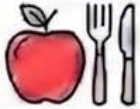
Accounts for revenues and expenses for student organizations, interschool athletics, and other self-supporting (or partially self-supporting school activities).

School Nutrition



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Strategic Priority #1 - Recruit & Retain

	2023-24	2024-25	2025-26	2026-27**
Starting Teacher Salary* (BA+00, Year 3)	$53,730	$54,864	$55,986	$57,294
Average Teacher Salary*	$73,828	$76,694	$79,658	$82,024
Highest Teacher Salary*	$97,605	$99,909	$102,190	$104,848

*Includes $11,220 stipend
**Estimated amount based on 2025-26 staff

In 2024-25, personnel costs accounted for 76.79% of actual General Fund expenditures.

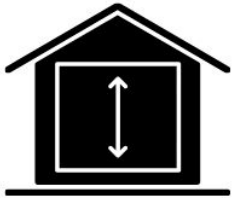
In 2025-26, we have 260 certified staff members (teachers and specialists) out of approximately 570 employees.

Scottsbluff Public Schools - Expenditure Cost Per Pupil FY 24-25 = $16,508
Nebraska State Average - Expenditure Cost Per Pupil FY 24-25 = $17,665

How the School District Property Tax Limitation Act (LB 243) Works

Growth Cap

LB243 creates a ceiling where revenues in the General and Building funds cannot exceed 3%.



3%

Valuation

9.49% increase in 2025-26

As valuation increases, income cannot exceed the cap so the levy must be reduced in order to stay within the 3% growth allowance.

What Funding Sources are included in the cap?

- Non Property Tax Revenue
- State Aid
- Special Education Reimbursement
- Local Property Tax

Revenue

If a funding source decreases, the property tax levy can increase in order to maintain revenue up to the cap.

Budgeting

With a limit to how much revenue can be brought in, school districts must cut expenses in order to maintain a balanced budget. Examples of expenses that can increase that are beyond the Districts control include:

Expenses

- Negotiated Compensation (approximately 70% of the District's budget)
- Insurance
- Utilities
- Transportation
- Supplies and Materials

School District Property Tax Limitation Act

- Established a Certified Property Tax Authority for the General and Building Fund
  - School District revenues are capped at 3% annual growth plus growth for Membership, LEP, & Poverty
  - For 2026-27, SBPS is allowed a 3% growth*
- 2026-27 Revenue Cap between General & Building Fund is $45,048,278*
  - 24-25 Non Property Tax Revenue - $4.9M
  - 25-26 SPED Reimbursement* - $6.8M
  - 26-27 TEEOSA - $18.7M
  - Remaining amount is our 26-27 Property Tax Authority* - $14.6M

*Estimated based on NDE's model released 3.18.26

Property Tax Valuations

Year	Valuation	% Increase	Levy	Tax Asking
2025/26	**2,118,849,452**	**9.49**	**0.8514**	**18,041,351**
2024/25	1,935,139,105	5.04	0.9177	17,758,548
2023/24	1,842,347,405	9.52	1.1722	21,596,503
2022/23	1,681,393,654	3.69	1.2933	21,755,666
2021/22	1,622,230,435	2.45	1.3153	21,336,686
2020/21	1,583,350,523	0.86	1.3153	20,825,449
2019/20	1,569,858,513	2.10	1.3153	20,647,859
2018/19	1,537,556,341	1.33	1.3153	20,223,112
2017/18	1,517,312,376	8.41	1.3153	19,956,817
2016/17	1,399,597,708	1.94	1.3153	18,409,444

*Average valuation increase in the past 10 years is 4.48%. In the past five years it is 6.04%.

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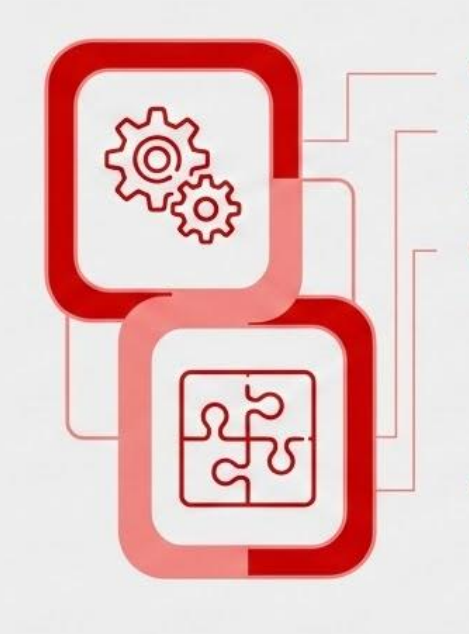
Significant Components of the 2026-2027 Budget



Revenue

- State Aid increase of $263K
- Estimated Property Tax Revenue increase of $183K

Expenditures

- Projected increase in salary & benefits of $1.23M*
- Increase in transportation costs of 10.5% (still in conversations with First Student and Gering on the 2026-27 rates) which will result in a projected increase of $115K*
- Projected budget reductions of $1.1M. This is higher than January's figure as we were still working on certified negotiations.

Key Point

- In August, the Board could consider a resolution to approve an additional 5% of property tax authority. Approval requires a supermajority vote (70% or more) of the Board.

*Amount prior to any budget reductions

2026-2027 Budget Reductions

2026-2027 Budget Reductions	
Lake Minatare Closure**	$750,000
Paraprofessionals (2 SHS, LH, & WE)	$103,200
Westmoor Teacher	$98,000
Reduction of Seats at Scottsbluff Plus	$79,410
Administrator Reduction**	$59,000
SHS Teacher FTE Reduction	$49,000
Total	**$1,138,610**

***Starting in the 2024-2025 school year, an administrator position was retained in the budget; however, the Lake Minatare Principal and Longfellow Assistant Principal position was fulfilled by one person. With the closure of Lake Minatare, we are able to reduce a full administrator FTE. The reduction is equally shared between the Lake Minatare Closure and Administrator Reduction lines.*

Future Planning

- 3.2.a - “Conduct a needs assessment of district facilities to create a short-term and long-term facility plan that meets the needs of students, staff, and community while maintaining the integrity of current and future programs.”
  - At the March Board meeting, the BOE approved a Facilities Condition Assessment to be completed by June
  - Information provided from the assessment will help guide future facility planning
- Monitoring the School Financing Review Commission - Tasked with studying and providing advisory recommendations in relation to school funding within Nebraska

THANK YOU!

Do you have any questions?

mcarlson@sbps.net
www.sbps.net/budget

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PUBLIC SCHOOLS
EVERY CHILD , EVERY DAY

Students

Introductory Statement

The focus of the school system is on the student. The students and their educational development is the central concern of the Board of Education's policies and the administrative regulations.

The Board of Education, within the parameters provided by the patrons of the District, will attempt to provide adequate facilities and available means to all students of the District.

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Admission Requirements

Minimum Age
A child shall be eligible for admission into kindergarten at the beginning of the school year if the child is five years of age or will be five years of age on or before July 31 of the calendar year in which the school year for which the child is seeking admission begins. The School Board shall admit a child who will reach the age of five years on or after August 1 and on or before October 15 of such school year if the parent/guardian requests such entrance and provides an affidavit stating that:

1. The child attended kindergarten in another jurisdiction in the current school year;
2. The family anticipates a relocation to another jurisdiction that would allow admission within the current year; or,
3. The child is capable of carrying the work of kindergarten which can be demonstrated through a recognized assessment procedure approved by the Board.

Early Admission to Kindergarten
The following assessment procedure for determining if a child is capable of carrying the work of kindergarten is approved and shall be made available to interested persons.

Early kindergarten enrollment exceptions may be made for younger children who are intellectually advanced. At a minimum, eligibility for the admission shall be based upon an analysis of the child's:

1. Mental ability;
2. Emotional/social development;
3. Pre-academic skills; and,
4. Fine motor skills.

The kindergarten early entrance assessment procedures are designed to identify and place in kindergarten those children who:

1. Will turn 5 years of age between August 1 and October 15;
2. Are deemed by the parent/guardian as being intellectually advanced and likely to benefit from advanced grade placement; and,
3. Are selected on the basis of testing by professionals trained and certified to administer the assessments that will produce evidence of strength in:
    a. Mental ability defined as scoring 110 Standard Score or above on a standardized assessment of cognitive ability such as the Young Children's Achievement Test (YCAT); and,
    b. A test of emotional/social development such as the Behavior Assessment System for Children, Second Edition (BASC-2).

Early kindergarten admission assessments will be scheduled and administered by district personnel at no cost to the parent/guardian.

The decision regarding early entrance to kindergarten requires careful consideration of all factors that affect kindergarten success with final determination to be made based by the Executive Director of Student Services, with recommendations from the student assessor(s). Sound decision making in the area of early entrance to kindergarten is dependent upon reliable information regarding a student's readiness and a thoughtful balancing of the myriad of factors implicated by the decision. The parent/guardian will be notified in writing of the results of the early kindergarten entrance assessment and the determination of the Executive Director of Student Services in a timely fashion. The parent/guardian may appeal this decision to the Superintendent, whose decision will be final.

Families who seek early admission of their child into kindergarten must obtain an Early Entrance to Kindergarten Packet from the district administration. The assessment request must be made no later than March 1.

The parent/guardian must fill out the early entrance application forms, which include a parent/guardian questionnaire, parent/guardian interview, child observation at assessor's discretion, and obtain and attach a reference letter from the child's daycare, preschool, or other regularly attended child care environment. The person providing this reference should know the child well enough that they can speak with some expertise about the child's attributes and abilities. The reference letter should indicate whether this person recommends the child be schooled with children who will be a year older than the child and, if so, the evidence this person has concerning the child's mental ability, fine and gross motor ability, visual and auditory discrimination, emotional/social development, and communication skills.

Decisions regarding early kindergarten entrance must include consideration of the above and shall not be made based on sex, disability, race, color, religion, military or veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status of the child or the child's parent/guardian. Institutional factors, such as capacity, may also be considered.

Admission to First Grade

A child may be eligible to enter first grade, even if the child has not attended kindergarten, if the child is six years of age or will be six years of age on or before October 15 of the current school year and school officials determine that first grade is the appropriate placement for the child.

Graduates

A student who has received a high school diploma or received a General Equivalency Diploma shall not be eligible for admission or continued enrollment.

Age 21

A student shall not be enrolled in Scottsbluff Public Schools if the child is age 21 before the school year commences or after the end of the school year in which the student reaches the age of 21. The school year for this purpose begins when students report to receive instruction in the first semester each year and ends at the last day of instruction for the student's educational program.

Birth Certificate, Physical, Visual Evaluation, and Immunization

The parent/guardian shall furnish:

1. A certified copy of the student's birth certificate issued by the state in which the child was born, upon admission of a child for the first time, shall be provided within 30 days of enrollment. Other reliable proof of the child's identity and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate. An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced. (Failure to provide the birth certificate does not result in non-enrollment or disenrollment, but does result in a referral to local law enforcement for investigation.);
2. Evidence of a physical examination by a physician, physician assistant, or nurse practitioner within six months prior to the entrance of the child into the beginner grade and the seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent/guardian submits a written statement objecting to a physical examination;
3. Evidence of a visual evaluation by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, within six months prior to the entrance of the child into the beginner grade or, in the case of a transfer from out of state, to any other grade, unless the parent/guardian submits a written statement objecting to a visual evaluation. The visual evaluation is to consist of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity;
4. Evidence of immunizations required by law: diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella, Hepatitis B, Varicella (chicken pox), Haemophilus Influenzae type b (Hib), invasive pneumococcal disease and other diseases as required by applicable law, by immunization, prior to enrollment, unless the parent/guardian submits a written statement that establishes that an exception to the immunization requirements are met; and,
5. Every student entering the seventh grade shall have a booster immunization containing diphtheria and tetanus toxoids and an acellular pertussis vaccine which meets the standards approved by the United States Public Health Service for such biological products, as such standards existed on January 1, 2009.

The Superintendent or the Superintendent's designee shall notify the parent/guardian in writing of the foregoing requirements and of the right to submit affidavits or statements to object to the requirements, as applicable. The Superintendent or the Superintendent's designee shall also provide a telephone number or other contact information to assist the parent/guardian in receiving information regarding free or reduced-cost visual evaluations for low-income families who qualify.

A student who fails to meet the foregoing requirements may not be permitted to enroll or to enter school, or may be provisionally enrolled for a period of 60 days.

The parent/guardian of a student who is provisionally enrolled due to immunization non-compliance must provide proof the student has begun the immunizations required under Neb. Rev. Stat 79-217 and is receiving the necessary immunizations as rapidly as medically feasible. Continuation of necessary immunizations as rapidly as medically feasible must be documented

by a written statement from the student's immunization provider which shows the scheduled dates to complete the required immunization series. A provisionally enrolled student must complete the required immunizations within nine months. Failure to comply with the immunization requirement beyond 60 days will result in the unenrollment of the student and the student shall not be permitted to continue in school until evidence of compliance or an exemption from compliance is given.

Enrollment of Expelled Students

If a student has been expelled from any public school district in any state, or from a private, denominational, or parochial school in any state, and the student has not completed the terms or time period of the expulsion, the student shall not be permitted to enroll in this school district until the expulsion period from such other school has expired, unless the Board of this school district, in its sole and absolute discretion, upon a proper application approves by a majority vote the enrollment of such student prior to expiration of the expulsion period. As a condition of enrollment, the Board may require attendance in an alternative school, class, or educational program pursuant to Nebraska law until the terms or time period of the original underlying expulsion are completed. A student expelled from a private, denominational, or parochial school or from any public school in another state, will not be prohibited from enrolling in the public school district in which the student resides or in which the student has been accepted pursuant to the enrollment option program for any period of time beyond the time limits placed on expulsion, pursuant to the Student Discipline Act, or for any expulsion for an offense for which expulsion is not authorized for a public school student under such Act. For purposes of this policy, the terms "expulsion" or "expelled" include any removal from any school for a period in excess of 20 school days.

Military Families

If a parent/guardian presents military orders that show that the military family will be stationed in the State of Nebraska during the current or following school year, and the parent/guardian resides in or is stationed on federally owned property within the boundaries of the District, the District can enroll the student preliminarily, including any such student that has an Individualized Education Plan, a 504 plan, or otherwise receives special education services.

Legal Reference: Neb. Rev. Stat. §§ 43-2001 to 43-2012
Neb. Rev. Stat. §§ 79-214 to 79-215
Neb. Rev. Stat. §§ 79-217 to 79-223
Neb. Rev. Stat. §§ 79-254 to 297
Neb. Rev. Stat. §§ 79-266.01
Title 173, Neb. Admin. Code, Chapters 3 & 4

Date of Adoption: August 9, 2021
Date of Revision: ~~July 14, 2025~~ May 11, 2026

Students

Discontinuance of Enrollment for Children Younger Than Six Years of Age

Any person with legal or actual charge or control of a child younger than six years of age prior to the then-current school year, who is enrolled in this school district, may discontinue the enrollment of such child by submitting a written notification to the Superintendent or the Superintendent's designee, indicating that child's name, date of birth, grade level, and effective date of discontinuation of enrollment. The notification must be in writing and on a form provided by or acceptable to the Superintendent or the Superintendent's designee containing all information required herein. The form must be dated and signed by a parent or person with legal or actual charge or control of the child. The ~~School~~ District may request written verification or documentation of the person's authority to disenroll the child.

Upon receipt of the required written form and any other required information or documentation, the ~~School~~ District shall note discontinuance of the enrollment on its official records pursuant to state law. Any child disenrolled shall not be eligible to reenroll in this school district until commencement of the next school year, or until the child reaches the age of six prior to the then-current school year, whichever occurs earlier. Any person signing a request for discontinuation of enrollment, acknowledges this policy, procedure, and the requirement thereof, and expressly agrees thereto.

Legal Reference: Neb. Rev. Stat. § 79-201

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Assignment of Students: Grade Placement and Transfer Students

Assignment of Students
It shall be the responsibility of the administration to determine academic placement decisions involving students, including situations where students transfer into Scottsbluff Public Schools from other educational settings. The District reserves the right to make the most appropriate grade level placement, class placement, and teacher assignment for students which best fulfills the needs of the students and the ~~School~~ District.

Grade Level Placement and Credits
Students who enter the District shall be required to present transfer documents and such records as the administration determines appropriate, indicating grade placement, courses completed, and special needs or accommodations, and may be required to complete an achievement test to determine appropriate placement.

Placement decisions will consider whether the student is transferring from a school which is accredited or approved. An "accredited" or "approved" school is one which was accredited or approved by the Nebraska Department of Education and, for schools from other states, is a school which is accredited or approved by that state's Department of Education, meeting requirements which are the same or equivalent as those of the Nebraska Department of Education.

Transfers from Accredited or Approved Schools
Students transferring from accredited or approved schools will initially be placed in the next grade level above that which the student last successfully completed, or for transfers during the school year, in the same grade level as the student was at prior to the transfer. Credits earned at an accredited or approved school will be accepted by Scottsbluff Public Schools. A student who enrolls during the school year shall be given the opportunity to earn full credit for the courses in which the student is enrolled if the student is able to demonstrate mastery of the subject matter and/or completion of course requirements, other than attendance, at a level required for other students to receive credit who have been enrolled throughout the period for which the credit is to be granted. The administration may use a review of transcripts from prior schools attended, standardized tests, assessments, and/or teacher evaluations of student competency in the subject matter to make such a determination.

Transfers from Non-Accredited or Approved Schools
Students transferring from schools which are not accredited or approved (e.g., home schools) will be placed at a grade level to be determined by the administration based on consideration of the following factors:

1. Student's chronological age;
2. Transcript review;
3. Testing (achievement test data, diagnostic test data, and/or criterion referenced test data); and,
4. Teacher evaluation of student competency.

Credits earned at a school which is not accredited or approved will not be accepted by Scottsbluff Public Schools. However, the administration may, in its discretion and subject to regulatory requirements, grant a student credits towards meeting graduation requirements completed by the student in a non-accredited or non-approved school if the student is able to demonstrate mastery of the subject matter and completion of course requirements, other than attendance, at a level required for other students to receive credit and to demonstrate that the student has received instruction in such course(s) comparable to that which the student would have received by attending an accredited or approved school. The administration may use a review of transcripts from prior schools attended, standardized tests, assessments, and/or teacher evaluations of student competency in the subject matter to make such a determination. The same criteria will be used for determining whether to grant credit to such a student who enrolls during the year.

Class Rank and Graduation

It shall be the responsibility of the high school principal to determine academic grade point average, class rank, and eligibility for graduation, subject to review by the Superintendent.

Grade point average (GPA) shall be maintained for the 9th through 12th grades. Courses taken prior to 9th grade are not considered for GPA purposes.

Pass/fail grades will be assigned to those courses from non-accredited schools in which students are granted credit when they begin attending Scottsbluff Public Schools.

Class rank is maintained for the 9th through 12th grades. Class rank is based on the Scottsbluff Public Schools GPA. To be considered for class ranking and any honors or awards which are based on class rank or GPA, students must be considered a full-time Scottsbluff Public Schools student. To receive a diploma from Scottsbluff Public Schools, students must complete all Board-approved course requirements. Students who transfer in from a school that is not approved or accredited must meet all Board-approved graduation requirements and must be a full-time student of Scottsbluff Public Schools.

Legal Reference: Neb. Rev. Stat. § 79-526
Neb. Rev. Stat. § 79-729
Title 92, Neb. Admin. Code, Chapter 10
"NDE Position Statement Regarding Reintegration of Rule 13 Students to Accredited Schools"

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Full-time and Part-time Enrollment

Full-time Enrollment

Students must be enrolled in Scottsbluff Public Schools on a full-time basis. Full-time basis is defined as attending classes for the full instructional day within the public school system.

Exceptions are permitted only for:

1. Enrolled students attending another state accredited institution such as a vocational technical school or a college or university for school credit;
2. Enrolled students taking the limited number of credits needed to graduate in the school year upon the approval of the principal;
3. Enrolled students in need of modified school attendance as an accommodation for a disability or similar unique circumstance;
4. Enrolled students receiving special education services where the student's IEP requires a modified schedule, or non-enrolled students receiving special education services or other legally mandated services required to be provided to eligible resident children under state and federal laws and regulations;
5. Students from other school districts participating in programs offered by the District pursuant to an interlocal agreement or other arrangement approved by the ~~School~~ Board; and,
6. Nonpublic school students in accordance with the policies and procedures set forth in this policy.

Part-Time Enrollment of Nonpublic School Students

The ~~School~~ Board shall allow the part-time enrollment of students who are residents of the District, and who are also enrolled in a private, denominational, parochial, or home school which elects pursuant to Neb. Rev. Stat. § 79-1601 not to meet accreditation or approval requirements. Such students are referred to herein as "nonpublic school students." Out of district, nonpublic students may enroll part-time as a "contract in" student. Students opting to "contract in" will be required to pay a tuition rate to be determined by the Board of Education in order to attend part-time. The contract is between the student's resident district and Scottsbluff Public Schools. It is the family's responsibility to make arrangements to complete the contract and pay tuition to the resident district.

The ~~School~~ Board establishes the following guiding principles for enrollment of nonpublic school students:

1. The primary school for a nonpublic school student is the student's private, denominational, parochial, or home school.
2. Enrollment of a nonpublic school student in Scottsbluff Public Schools is allowed for the purpose of providing enhanced educational opportunities not otherwise available

to the nonpublic school student. It is not to supplant programming of the student's primary school.

3. Nonpublic school students are not to be given priority over full-time students.
4. Nonpublic school students are to be enrolled only in programs or courses that are educationally appropriate for the student.
5. Enrollment of nonpublic school students is not to negatively affect the educational services to be provided to full-time students.

The ~~School~~ Board establishes the following specific policies and procedures for enrollment of nonpublic school students. In the event the specific policies and procedures require interpretation or do not fully resolve an issue, the above established guiding principles are to be considered.

1. Nonpublic School Student Enrollment Application Procedures
    a. Application - A parent/guardian must submit an Application of Nonpublic School Student for Part-Time Enrollment to the counseling office or building principal.
        i. Deadline for Applications - The application must be received by August 1st preceding the fall semester the student wishes to enroll or December 1st preceding the spring semester the student wishes to enroll.
            1. Change of Residence Exception - The application deadline for a student who becomes a resident of the District after the school year has commenced is 20 calendar days after the student becomes a resident of the District. The principal may delay enrollment until the next following quarter or semester starts, or at such other time as determined to be educationally appropriate.
        ii. Action on Applications - The counseling office and/or building principal will review the application and will notify the parent/guardian of the approval or denial of the application within two weeks of receipt of the application or two weeks prior to the start of school or two weeks prior to the start of the next semester, whichever is later.
    b. Appeals - The parent/guardian may appeal the principal's action to deny their application. Any such appeal must be submitted to the Superintendent within 14 calendar days from the date of the principal's action. The appeal shall be in writing and shall be decided on the basis of the written submission. The Superintendent may request the parent/guardian to provide further explanation or information and the appeal may be denied in the event the parent/guardian fails to fully respond on a timely basis. The Superintendent shall decide the appeal within 10 calendar days of the submission of the appeal. The Superintendent may make a decision later than the 10 days in the event a good reason for delay exists. Good reason includes but is not limited to the

Superintendent being unable to gather the information the Superintendent determines necessary to make the decision within the decision period.

c. Annual Applications - Part-time enrollment is determined annually. Application must be made each school year. There will be no guarantee that enrollment will be continued from one year to the next.

2. Nonpublic School Student Admission
   a. Admission Requirements - Students must meet the normal admission requirements. This includes the requirements that the student be a resident of the District or an approved option student, be of school attendance age, and not have graduated or have received a GED.
   b. Admission Process - Students must complete the normal enrollment process and forms required by the District and/or the building for enrollment of all children. This includes the requirements relating to birth certificates, immunizations, physical examinations, and visual evaluations.
3. Nonpublic School Student Enrollment Standards
   a. Minimum/Maximum Enrollment - Students must enroll in a minimum of two middle school courses or one five-credit hour high school course~~s~~ during any one semester. Elementary students may not enroll in programming of greater than 90 minutes of instruction each day.
   b. Capacity Limits - Enrollment will ordinarily be subject to capacity limits. Any grade level, program, or course which has been determined to be at capacity for option enrollment purposes will not ordinarily be available for nonpublic school students.
   c. Integrated Courses - Students must meet prerequisite requirements to be enrolled in a course by appropriate credits earned through an accredited program. The principal may, on a discretionary basis, allow prerequisite requirements to be satisfied where the student provides reasonable indications that the academic criteria have been met, such as results from achievement tests or other indications of adequate preparation.
   d. Educationally Appropriate Programs and Courses - Students will not be allowed to enroll in programs or courses which the school administration determines to not be educationally appropriate for the student. Determination of whether a program or course is educationally appropriate will be made based on the standards the District uses for making academic placement decisions.
   e. Selection of Courses - Subject to all applicable provisions of this policy, nonpublic school students may select their courses.
4. Nonpublic School Student Policies
   a. General Standard - Nonpublic school students who are enrolled part-time are to be subject to the same standards as full-time enrolled students except where appropriate to reflect their part-time status.
   b. Building Assignment - Students must enroll in the attendance center that serves the student's residence, provided that the administration reserves

the authority to make a different attendance center assignment. A student may request assignment to an attendance center other than that of the student's residence under the in-district transfer procedures.

c. No Partial Part-Time Enrollment - Students must apply for enrollment and attend the entire school year for which enrollment is made or, for high school courses, for the full length of the course. Once enrolled, part-time students will be required to participate in all activities, programs, and tests related to the program or course for which the student is enrolled, including as applicable state or districtwide assessments, as full-time students.

d. Student Conduct Policies - Students enrolled on a part-time basis shall be required to follow all school policies that apply to other students at any time the part-time student is present on school grounds or at a school-sponsored activity or athletic event. This includes the District's student conduct policies. Students enrolled on a part-time basis shall be subject to discipline, including suspension or expulsion, for violation of student conduct rules.

e. Attendance - Students enrolled on a part-time basis are not exempt from the compulsory attendance laws or from the District's attendance policies. Students who engage in excessive absenteeism as defined in Board policy are to be reported under the truancy laws.

f. Presence on School Grounds - Students enrolled on a part-time basis are to be present on school grounds during the school day only at the times required for their attendance in the program or course in which they are enrolled. Exceptions may be made at the discretion of the principal or the principal's designee. Students must sign in and out of the school by following the building level procedure. Students are responsible for being aware of any changes in the school schedule during inclement weather or for other reasons.

g. Transportation - Students enrolled on a part-time basis are not entitled to transportation or transportation reimbursement, unless otherwise required by law.

h. Academic Honors - Students enrolled on a part-time basis will not be eligible to graduate or receive a diploma from the District or receive academic honors (for example: GPA, class rank, and honor roll) except to the extent the student meets all requirements of the District's policies for such, including attainment of minimum credits and semesters of attendance.

i. Extracurricular Activities - Any student who is a resident of the District and who is enrolled in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements may participate in any of the District's extracurricular activity programs to the same extent and subject to the same requirements, conditions, and procedures as a full-time student in the District. Non-resident students may only be admitted on a

part-time basis or permitted to participate in a school-sponsored extracurricular activity when required by law. The District's Activities Director will coordinate with the student's parent/guardian to secure assurances of compliance with these expectations. Any student covered by this subsection must enroll in five credit hours through the District in the semester in which the student participates in an extracurricular activity. There shall be no preference given to any student participating in any extracurricular activity based off their status as a full-time or part-time student. Part-time students will be expected to comply with the same or similar expectations as full-time students to participate in any activity, including team rules. Participation in activities that are subject to the bylaws of the Nebraska School Activities Association (NSAA) will be limited to those students who meet the NSAA bylaws.

Legal Reference: Neb. Rev. Stat. § 79-2,136
Neb. Rev. Stat. § 79-526
LB 705, § 75
Title 92, Neb. Admin. Code, Chapter 10

Date of Adoption: August 9, 2021
Date of Revision: ~~July 14, 2025~~ May 11, 2026

Students

Student Residence, Admission, and Contracting for Educational Services

Students shall be admitted to the ~~School~~ District, upon request and without charge, who are:

1. A resident of the ~~School~~ District for purposes of school enrollment. A student is a resident of the ~~School~~ District if the student resides in the ~~School~~ District or at least one parent/guardian of the student resides in the ~~School~~ District.
2. A homeless student. The following definition shall be used to determine which students fit this category. A homeless individual is one who:
    a. Lacks a fixed, regular, and adequate nighttime residence; ~~and,~~ or,
    b. Has a primary nighttime residence in a supervised publicly or privately-operated shelter designed to provide for temporary accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill), an institution providing temporary residence for individuals intended to be institutionalized, or a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings. The term "homeless" or "homeless individual" does not include any individual imprisoned or otherwise detained by an Act of Congress or state law.
3. Approved for option enrollment into the ~~School~~ District.

Students may be admitted to the ~~School~~ District, or continue in enrollment, where:

1. The student is not a resident of the ~~School~~ District and is a resident of Nebraska. Such enrollment shall be pursuant to a contract between the Boards of Education of this ~~School~~ District and the ~~School~~ District in which the student is a resident and upon the collection of tuition pursuant to such contract. ~~The amount of tuition shall be no less than the average cost per pupil as determined by the previous year's financial report.~~
2. The student is not a resident of the ~~School~~ District and is a resident of another state. Such enrollment shall be subject to collection of tuition in advance at a rate determined by the ~~School~~ Board. Out of state students will only be accepted after all qualified Nebraska student applications have been considered.
3. The student is participating in an approved Foreign Exchange Program.
4. The student is a child of a member of the military on active duty and residing on certain property ceded to the United States and stationed in, near or adjacent to the ~~School~~ District, and children of employees of the federal government residing in Nebraska on national parks or national monuments within the state in, near or adjacent to the ~~School~~ District. Such discretionary admission shall be without charge for tuition.
5. The student's residency in the ~~School~~ District ceases during the school year. In such a case, the student may be allowed to continue attending the ~~School~~ District for the remainder of that school year.

A child who is a ward of the state or court and:

1. Has been placed in the ~~School~~ District but had resided in a different school district at the time the child became a ward and does not reside in a foster family home; or,
2. Has been placed in an institution which maintains a state-approved special education program, may be enrolled in the ~~School~~ District to the extent required by law.

In such an event, costs of education and transportation are to be paid by the state, but not in advance. The child remains a resident of the ~~School~~ District in which the child resided at the time the child became a ward.

A child who is a ward of the state or court who resides in the ~~School~~ District in a foster family home licensed or approved by the Department of Health and Human Services ("Department") or a foster home maintained or used by the Department, remains a resident of the ~~School~~ District in which the child resided at the time the child became a foster child. This is subject to a determination being made in accordance with the Foster Care Review Act that the child will not attend such a school district. If such a determination is made, the child is deemed to be a resident of the ~~School~~ District and will be admitted as a resident student.

A child who is not a ward of the state or court and who is residing in a residential setting in the ~~School~~ District for reasons other than to receive an education is subject to the following:

1. If the residential setting does not maintain an interim-program school, the ~~School~~ District will provide the educational services to the child pursuant to a contract with the ~~School~~ District in which the child resided immediately prior to such placement, as and to the extent required by law. This is subject to the parent/guardian and such other school district agreeing to have such other school district provide the educational services.
2. If the residential setting does maintain an interim-program school, the child's educational services will be provided by the interim-program school without the ~~School~~ District's involvement. However, the ~~School~~ District may provide educational services to the child pursuant to a contract with the ~~School~~ District in which the child resided immediately prior to such placement.

All admissions are subject to the condition that admission requirements other than residency be satisfied to the extent required by law and that the ~~School~~ District is legally responsible for or authorized to admit the child or provide educational services to the child.

Legal Reference: Neb. Rev. Stat. § 79-215
Neb. Rev. Stat. §§ 79-232 to 79-246
42 U.S.C. § 11431 et. seq.
NDE Rule 9

Date of Adoption: August 9, 2021
Date of Review: March 13, 2023
Date of Revision: May 11, 2026

Students

Option Enrollment

Process and Time Lines to Option In

For a student to attend Scottsbluff Public Schools as an option enrollment student, the student's parent/guardian must submit an application to the Board of Education of the Scottsbluff Public School District between September 1 and March 15 for enrollment during the following and subsequent school years (the "application period").

Upon receipt of an application, the Superintendent or the Superintendent's designee shall provide the resident school district or, if the student attends a different district as an option student, the option district with the name of the applicant on or before April 1 or, in the case of an application submitted after March 15, within 60 days after submission.

During Open Enrollment, the first round of applications received between January 1 and February 15 will be notified March 1. Applications received during the second round, between February 16 and March 31, will be notified no later than April 15. All other applications received prior to the start of school will be notified as space and staffing decisions are made. Applications received during the third round are added to the prioritized list on a first come, first served basis.

1. Provisions for Waiver of Application Deadline - The application deadline will be waived by the District for applications to option into the Scottsbluff Public School District, provided that the application contains a release approval from the resident district or, if the student is an option student attending a different district, the option district attended by the student and satisfies any other requirements of law. Further, the application deadline shall not be waived if the application is for enrollment in any program, class, grade level, or school building or in any special education programs operated by this school district which have been determined by the ~~School~~ District to be at capacity or past the appropriate program timeline, and no waiver of the deadline shall be made for such an application regardless of whether such capacity determinations are declared invalid for any reason.

2. Rejection of Applications - Reasons
    a. Capacity - An option enrollment application shall be rejected in the event the capacity of a program, class, grade level, or school building by the ~~School~~ District would be exceeded by acceptance of the application, and an option enrollment application shall be rejected in the event the application is for enrollment in a program, class, grade level, or school building which has been declared unavailable to option students due to lack of capacity.

        The Executive Director of ~~Special Education~~ Student Services shall review on a case-by-case basis all option applications for students that would receive or could

be eligible to receive special education or related services. If the Executive Director of Student Services or designee determines that the District does not have the capacity to provide the student with the appropriate services and accommodations, then the Executive Director of Student Services or designee shall send a denial notice to the parent/guardian and include a description of services and accommodations that the District does not have the capacity to provide.

b. Previous Option Enrollment - An option enrollment application shall be rejected in the event the student has exhausted their option enrollments in other school districts, as determined by state law.

c. Other Reasons - An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the District determines the application is not submitted on a form prescribed by the State Department of Education, is not completely and accurately filled in, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the District within the time lines indicated, or in the event acceptance of the application is not required by law. Matters which are legally prohibited from being considered as standards for acceptance or rejection of applications (including "previous academic achievement, athletic or extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings" and further including, without limitation, race, national origin, and gender) shall not be considered as reasons for acceptance or rejection.

3. Priority of Acceptance

Priority shall be accorded in the following order:

a. First, to those applications required to be given priority by law;
b. Second, to those with a sibling in attendance at Scottsbluff Public Schools, with priority within this group being given to those who had earliest filed applications; and,
c. Third, to those without an option student sibling in attendance at Scottsbluff Public Schools, with priority within this group to those who had earliest filed applications.

Filing date determinations are made by the Superintendent or the Superintendent's designee. In the event applications within a group are received at the same or substantially the same time, priority as between such same-date applications shall be determined on the basis of random drawing.

4. Determination of Capacity

The District will determine and set, on an annual basis, the maximum number of option enrollment applications the District will accept in any program, class, grade level, or school building, operated by this school district, based upon available staff, facilities,

projected enrollment of resident students, projected number of students with which this school district will contract based on existing contractual arrangements, and may declare a program, class, or school unavailable to option students due to lack of capacity. The determination and declaration made for any school year shall continue in effect for the next and subsequent school years unless otherwise determined and/or declared. The capacity for special education services shall be determined on a case-by-case basis as determined by the Executive Director of Student Services or designee.

5. Releases for Options Out
A request for release of a resident student or option student currently attending Scottsbluff Public Schools ~~District~~ who submits an enrollment option application after March 15 or any other statutory deadline will be granted unless the administration is considering or has recommended expulsion of the student at the time the application is filed, and the administration determines it is appropriate to complete the expulsion process.

The Superintendent or the Superintendent's designee is hereby authorized to execute such releases on behalf of the District, subject to subsequent ratification by the District.

6. Notification of Acceptance or Rejection
In the case of an application to option enroll into ~~the~~ Scottsbluff Public Schools ~~District~~, the Superintendent or the Superintendent's designee shall notify, in writing, the parent/guardian of the student and the resident school district or if the student is an option student attending a different district, that option district, whether the application is accepted or rejected on or before April 1 or, in the case of an application submitted after March 15, within 60 days after submission.

If an option enrollment application or a request for release is rejected by the ~~the~~ Scottsbluff Public Schools ~~District~~, the Superintendent or the Superintendent's designee shall provide written notification to the parent/guardian stating the reasons for the rejection and the process for appealing such rejection to the State Board of Education. Such notification shall be sent by certified mail.

7. Applications Subsequent to Relocations or Mergers
An option enrollment application does not require a release and shall be accepted or rejected within 45 days after filing in the following circumstances:
    a. The student relocated to a different resident school district after February 1;
    b. The student's option school district merged with another district effective after February 1; or,
    c. The application is for attendance during the immediately following and subsequent school years.

8. Status of Option Student
   A student who is admitted under the enrollment option program shall be treated as a resident student, and in such regard shall be required to provide such enrollment information and documentation as is required for enrollment of other students (e.g., certified birth certificate and evidence of physical examination, visual evaluation, and immunization), shall be required to be enrolled on a full-time basis, and shall be required to adhere to student conduct rules. The building assignment for an option student, as well as classroom and grade level assignments, shall be determined by the administration.

   An option student shall not be entitled to transportation except as required by law. Transportation or transportation reimbursement will be provided in the following circumstances:
   a. ~~the~~ Scottsbluff Public Schools ~~District~~ may, upon mutual agreement with the parent/guardian of an option student, provide transportation to the option student on the same basis as provided for resident students. The ~~school~~ district may charge the parent/guardian of each option student transported a fee sufficient to recover the additional costs of such transportation.
   b. Option students who qualify for free lunches are eligible for either free transportation or transportation reimbursement from the option school district. The District's policy is that the District selects which service (transportation or reimbursement) is to be provided to students.
   c. For option students receiving special education services, the transportation services required in the student's Individualized Education Plan shall be provided by the resident school district.

9. Information Regarding Schools, Programs, Policies, and Procedures
   As part of the option enrollment program, the administration shall make information about ~~the~~ Scottsbluff Public Schools and its school, programs, policies, and procedures available to all interested persons and shall have a copy of the option enrollment policy and regulations available at each school building.

Legal Reference: Neb. Rev. Stat. §§ 79-232 to 79-246

Date of Adoption: August 9, 2021
Date of Revision: ~~June 10, 2024~~ May 11, 2026

OPTION ENROLLMENT POLICY AND CAPACITY RESOLUTION

WHEREAS, the School Board is required by law to adopt by resolution policies and specific standards for acceptance or rejection of option enrollment applications by October 15 for the following school year; and,

WHEREAS, the School Board has received and reviewed evidence and information submitted by the administration and other sources and made determinations thereon with respect to standards for acceptance or rejection and with respect to the capacity of this school district to accept option enrollment students based upon available staff, available facilities, projected enrollment, and availability of special education programs for the following school year; and,

WHEREAS, the School Board has determined that the educational interests of this school district would be best served by adoption of the resolutions, and the policies and specific standards herein contained.

NOW, THEREFORE, BE IT RESOLVED that the Option Enrollment Policy presented to the School Board as Policy 5006 and Policy 5006.1 Appendix should be and the same are hereby adopted, and any previous policy or interpretation or application of the option enrollment program which is or has been inconsistent with the Policy 5006 and Policy 5006.1 Appendix are repealed effective on the date of the passage of this resolution,

BE IT FURTHER RESOLVED that all paragraphs, subparagraphs, and portions of words of this Resolution of Policy 5006 and Policy 5006.1 Appendix are severable and that in the event any of the same are determined to be invalid for any reason, such determination shall not affect the validity of any of the remainder of the same.

BE IT FURTHER RESOLVED that policies and specific standards for acceptance or rejection of option enrollment applications should be and are hereby adopted, for applications filed after adoption of this resolution, and are hereinafter set forth:

The above Resolution, having been read in its entirety, member _____ moved for its passage and adoption, member _____ seconded the same. After discussion and on roll call vote, the following members voted in favor of passage and adoption of the above Resolution: _____

The following members voted against the same: _____.
The following members were absent or not voting: _____.
The Resolution having been consented to and approved by a majority of the members of the School Board, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings Law.

DATED this ____ day of _____, 20__.

SCOTTSBLUFF PUBLIC SCHOOLS

Attest: _____ By: _____
Secretary President

APPENDIX TO OPTION ENROLLMENT POLICY

The following is Policy 5006.1 Appendix to Policy 5006 for the current school year. The Board of Education hereby sets forth the optimal number of students for the 2026-2027 school year in any program, class, grade level, or school building or in any special education programs operated by this school district, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs.

Enrolling in school at the start of a new quarter or semester provides a more seamless transition for students; however, Scottsbluff Public Schools recognizes that at times there are extenuating circumstances which may result in an alternate enrollment date. The Board believes that it is in the best interest of our schools to not accept Option Enrollment students after a certain date each semester at the high school level in order to ensure a successful transition. Scottsbluff High School will close twelfth grade options on October 2, 2026, and will not reopen options for the remainder of the school year. Ninth, tenth, and eleventh grades will close options on October 2, 2026, and will reopen at the start of second semester, if capacity has not been met. Furthermore, the Superintendent has the authority to close Scottsbluff High School and/or Bluffs Middle School options, as needed, and reopen at the beginning of the following semester, capacity permitting.

Elementary School Classroom Capacity	
Kindergarten	22
First	22
Second	22
Third	22
Fourth	25
Fifth	25

Bluffs Middle School Grade Level Capacity	
Sixth	275
Seventh	275
Eighth	275

Scottsbluff High School Grade Level Capacity	
Ninth	280
Tenth	280
Eleventh	280
Twelfth	280

ReConnect not included in the above numbers.

**Special education capacity will be determined on a case-by-case basis in accordance with state law and the available resources as determined by the Executive Director of Student Services or designee. **

Special Education Caseload Capacity Count	
Speech	40
Occupational Therapist	30
Physical Therapist	30
Resource	15
Multicategorical & Severe Needs Program	5

Students

Foreign Exchange Students

Participation in Foreign Exchange Opportunities

1. The Board recognizes the benefits of participating in foreign exchange programs. Such programs increase mutual understanding between the students, staff, and citizens of the District, and the people of other countries.
2. The District will admit students from foreign nations through foreign exchange programs that are approved by the Board of Education. A foreign exchange program may not be approved unless it is on the current Advisory List of International Educational Travel and Exchange Programs that is maintained by The Council on Standards for International Educational Travel.
3. The District will not admit students on an F-1 visa.
4. The designated school officials for purposes of the foreign exchange program are the Superintendent and the high school principal.

Admission of Foreign Exchange Students

1. The foreign exchange program shall file application forms and related documents with the District by July 1 prior to the beginning of the school year. In order for a foreign exchange student to be admitted to school, the District's acceptance of the application must occur prior to the commencement of the school year. The District retains the right to reject any application.
2. The foreign exchange program shall be responsible for providing the District with all documents and records required by federal and state law and such other documents and records that the District may request. The documentation is to include information to establish that the foreign exchange student has adequate financial support, that the student is covered by health insurance, a complete transcript and a brief explanation of the transcript, and such other documentation that the Superintendent or high school principal determines appropriate. Foreign exchange students will not be admitted until all such documents and records are received.
3. A maximum of four foreign exchange students will be accepted each school year, unless otherwise determined by the Superintendent.
4. Foreign exchange students must be at least 16 years old and not older than 19 years old as of September 1 of the school year in which the student will enroll in the District. Foreign exchange students must not have graduated from high school (or an equivalent educational institution) prior to enrollment in the District.
5. Foreign exchange students must have adequate proficiency in the English language to function in a regular classroom and not require English-as-a-second-language instruction. The foreign exchange program must provide documentation to verify the student's English language proficiency as part of the application process.
6. The host family of the foreign exchange student must be residents of the District, unless an Option Enrollment Form has been approved by the Superintendent.

Requirements During Attendance in the District

1. The host family must be residents of the District and the foreign exchange student must reside in the District during the period of time in which the foreign exchange student is enrolled in the District (unless an Option Enrollment Form has been approved by the Superintendent).
2. The local representative of the foreign exchange program is to arrange and attend a meeting with the foreign exchange student, the host family, and the high school principal or designee prior to the foreign exchange student starting school.
3. The local representative of the foreign exchange program is expected to confer with the high school principal or designee throughout the foreign exchange student's attendance in the District on a schedule to be determined by the appropriate grade level counselor.
4. Foreign exchange students are subject to the same policies, student code of conduct, and attendance requirements that apply to regular students with exceptions appropriate for their status as foreign exchange students including, without limitation, the following:
    a. Foreign exchange students will not be eligible for student fee waivers;
    b. Foreign exchange students must be enrolled on a full-time basis; and,
    c. Foreign exchange students are ineligible to take any driver education classes offered by the District. Eligibility for participation in NSAA-regulated activities will be determined based on the Bylaws of the NSAA.

Academic Matters Involving Foreign Exchange Students

1. Foreign exchange students will be assigned either as a sophomore or senior and a class schedule as determined appropriate by the high school principal or designee. Grade placement will be based upon the District's criteria for students transferring from non-approved schools.
2. Foreign exchange students will be required to enroll in a literature course and a United States history or a United States government course.
3. Foreign exchange students completing the twelfth grade in the District will be recognized with a school certificate for satisfactory attendance and participation.

Legal Reference: 22 U.S.C. 2451, et seq.
22 CFR Part 62

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Student Attendance

Scottsbluff Public Schools complies with the attendance policies outlined within Nebraska Revised Statute § 79-201, which defines the criteria for excused absences. These regulations are mandated by state law to ensure consistent attendance practices across all Nebraska schools. While the District is required to enforce attendance rules, staff are committed to work collaboratively with students and their parents/guardians to support student attendance and success.

Attendance Policy and Excessive Absenteeism
Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations, and all staff are expected to implement this policy and administrative rules and regulations to encourage regular and punctual student attendance. The District will maintain an accurate record of student attendance.

Attendance and Absences
The circumstances for all absences from school will be identified as School Excused or Not School Excused. Absences should be cleared through the principal's office in advance whenever possible. All absences, except for illness and/or death in the family, require advance approval.

1. School Excused. Any of the following circumstances that lead to an absence will be identified as a School Excused absence, provided the required attendance procedures have been followed:
    a. Impossible or impracticable barriers outside the control of the parent/guardian or child prevent a student from attending school. The parent/guardian must provide the school with documentation to demonstrate the absence was beyond the control of the parent/guardian or child. This could include, but is not limited to documented absence for illness (including physical or mental illness) or court, death of a family member, or suspension.
    b. Other absences as determined by the principal or the principal's designee.

2. Not School Excused. Absences that are Not School Excused may result in a report to the county attorney and may be classified as follows:
    a. Parent/guardian acknowledged absences are those in which the parent/guardian communicated with the school in the prescribed manner that the child is absent and is the parent/guardian's responsibility for the extent of the school day. This includes, but is not limited to, vacations, undocumented illness, and undocumented medical appointments.
    b. Other absences are those in which the parent/guardian has not communicated a reason for the student's absence.

Scottsbluff Public Schools respects the right of the parents/guardians to responsibly report their child will be absent from school when necessary and encourages open communication regarding student attendance. Based on the outlined criteria above, an absence or tardy, even if reported by

the parent/guardian, may still be classified as Not School Excused. This classification system ensures compliance with Nebraska State Statutes.

Excessive Absenteeism

Excessive absenteeism is defined as unexcused and excused absences exceeding 10 percent of days enrolled or the hourly equivalent. Such absences shall be determined on a per day (or hourly equivalent) basis for elementary students and on a per class basis for secondary students.

Duty to Report Excessive Absenteeism

Any administrator, teacher, or member of the Board of Education who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the appropriate school administrator as the Superintendent's designee to be the attendance officer (hereafter, "attendance officer"). The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the District, the attendance officer believes there is a violation of the compulsory attendance laws. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to address the problem of excessive absenteeism. Such services shall include, as appropriate, the services listed ~~below~~ under "Excessive Absenteeism" and "Reporting Excessive Absenteeism."

Responding to Excessive Absenteeism

When a student has excessive absences, school officials will have verbal or written communication with the person or persons who have legal or actual charge or control of any child.

When a student accumulates 10 absences which are Not School Excused and the absences are of concern due to the effect of the absences on the student's academics, the student's attendance history, the time of the school year, the reasons for the absences, or other circumstances, one or more meetings will be held between the school (a school attendance officer, a school administrator or his or her designee, and/or a social worker), the child's parent/guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall include, if agreed to by the person who is responsible for making educational decisions on behalf of the child, an educational evaluation to determine whether any intellectual, academic, physical, or social-emotional barriers are contributing factors to the lack of attendance. The plan shall also consider, but not be limited to:

1. The physical, mental, or behavioral health of the child;
2. Educational counseling;
3. Referral to community agencies for economic services;
4. Family or individual counseling;
5. Assisting the family in working with other community services; and/or,
6. Referral to restorative justice practices or services.

If the parent/guardian refuses to participate in such meetings, the principal shall place documentation of such refusal in the child's attendance records.

Reporting Excessive Absenteeism to the County Attorney

The school may report to the county attorney of the county in which the person having control of the student resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than 20 absences per school year. The school shall notify the child's family in writing prior to making the referral to the county attorney. Illness, including physical or mental illness, that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

Legal Reference: Neb. Rev. Stat. § 79-201
Neb. Rev. Stat. § 79-209

Date of Adoption: August 9, 2021
Date of Revision: ~~June 9, 2025~~ May 11, 2026

Students

Mandatory Ages of Attendance

A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

Exceptions for Younger Students
Attendance is not mandatory for a child who has reached 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent/guardian has signed and filed with the ~~School~~ District in which the child resides an affidavit stating either:

1. That the child is participating in an education program that the parent/guardian believes will prepare the child to enter grade one for the following school year; or,
2. That the parent/guardian intends for the child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent/guardian intends to provide the Commissioner of Education with a statement pursuant to section Neb. Rev. Stat. § 79-1601 on or before the child's seventh birthday.

Exceptions for Older Students
Attendance is also not mandatory for a child who:

1. Has obtained a high school diploma by meeting statutory graduation requirements;
2. Has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or,
3. Has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

Early Withdrawal for Students Enrolled in Accredited or Approved Schools
A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

Exit Interview
The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or the Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in Scottsbluff Public Schools or resides in the Scottsbluff Public Schools ~~District~~ and is enrolled in a private, denominational, or parochial school. The exit interview shall be personally attended by:

1. The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
2. The person who has legal or actual charge or control of the child who requested the exit interview;
3. The Superintendent or the Superintendent's designee;
4. The child's principal or designee if the child at the time of the exit interview is enrolled in

a school operated by the ~~School~~ District; and,

5. Any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that the person has legal or actual charge or control of the child and the child would be withdrawing due to either:

1. Financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or,
2. An illness of the child making attendance impossible or impracticable.

The Superintendent or the Superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the ~~School~~ District and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the ~~School~~ District agreeing to the withdrawal of the child or may rescind the written request for the withdrawal.

Withdrawal Form

Any withdrawal form signed by the person making the written request shall be valid only if:

1. The child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable; and,
2. The Superintendent or the Superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or the Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either financial hardship, or an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools)

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

Legal Reference: Neb. Rev. Stat. §§ 79-201 - 209

Date of Adoption: June 9, 2025
Date of Revision: May 11, 2026

Students

Preschool Enrollment

The District's preschool program shall be operated in accordance with this policy.

Eligibility
The Superintendent or the Superintendent's designee will develop and maintain eligibility guidelines for children to enroll in the District's preschool program.

The District shall not admit any child into preschool unless such child has reached the age of three years or will reach such age on or before July 31 of the current school year.

Enrollment in the preschool program shall be admitted in the following order of priority:

1. Those students that are eligible under the Individuals with Disabilities Education Act (IDEA), McKinney Vento, and/or Title IC to participate;
2. Resident students who are or will turn four years old during the school year;
3. Resident students who are not otherwise eligible to enroll in kindergarten;
4. Resident students who are eligible to enroll in kindergarten;
5. Non-resident students who are not eligible to enroll in kindergarten; and,
6. Non-resident students who are eligible to enroll in kindergarten.

The Superintendent or the Superintendent's designee shall have the authority to implement and interpret capacity and enrollment decisions to ensure the best interests of the District and its preschool program, and there shall be no appeal process to the Board of Education related to the Superintendent or the Superintendent designee's decision. If all other things are equal, consideration will be given to the earliest dates of application submission.

Enrollment Process
Enrollment for the preschool program will be conducted on an annual basis. Parents or legal guardians must complete and submit a preschool enrollment application form by the specified deadline. Applications may be submitted after September 15 of the year preceding. The deadline for applications is February 15 of the preceding school year. Applications will be reviewed, and enrollment decisions will be based on available space, eligibility criteria, and other factors deemed appropriate by district staff. Parents will be notified of their child's enrollment status within a reasonable timeframe after the application deadline.

The District reserves the right to accept preschool enrollment on an as-available basis once the school year begins.

Waitlist
In the event that the number of applicants exceeds the preschool program's capacity, a waitlist may be established. Priority on the waitlist may be given to eligible children based on the priorities listed in this policy. Parents will be notified if their child is placed on the waitlist.

Compliance

All aspects of this policy shall be implemented in accordance with applicable state and federal laws, regulations, and guidelines related to preschool education and enrollment.

Date of Adoption: December 9, 2024
Date of Review: May 11, 2026

Students

School Census

The Superintendent or the Superintendent's designee shall take such steps as necessary to take a complete school census every year and file the census in accordance with state and local laws.

Legal Reference: Neb. Rev. Stat. § 79-524
Neb. Rev. Stat. § 79-528
Neb. Rev. Stat. § 79-578
NDE Rule 8.604

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Parent-Student Handbook

Each year the Board of Education shall adopt a Parent-Student Handbook. The rules, procedures, and practices adopted in the Parent-Student Handbook shall be in compliance with Board policies.

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Military Recruiters

The District will provide access to routine directory information of each student in a high school grade upon a request made by a military recruiter, unless the student's parent/guardian has submitted a written request to the high school principal that the student's information not be shared with a military recruiter.

The District will provide military recruiters with the same access to a student in a high school grade as the District provides to postsecondary educational institutions or to prospective employers of such students. If a parent/guardian does not want his or her student's information to be provided to a military recruiter, the parent/guardian must submit a written request to the high school principal.

Legal Reference: ~~LB 575 (2019)~~ Neb. Rev. Stat. § 79-2,156

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Student Attendance Records

As part of the District's records, the daily attendance of each student shall be recorded and maintained on file with the permanent records of the District.

It shall be the responsibility of the principals to ensure that such reports contain all information required by law and are filed with the District Office.

Legal Reference: Neb. Rev. Stat. §§ 79-205 to 79-207

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Students of Legal Age

Students who have attained legal age (19) may continue the education program without payment of tuition as long as they have not graduated from high school, are eligible to attend a Nebraska public school, and are residents of or lawfully enrolled in the District.

Parents/guardians will be allowed to access and view the student's records without written permission from the student if the student is still a dependent for tax purposes.

Legal Reference: Neb. Rev. Stat. § 43-2101
Neb. Rev. Stat. § 79-1126
Title 92, Neb. Admin. Code, Chapter 19
20 U.S.C. § 1232g (1994)

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Attendance Areas and Student Transfers

The Scottsbluff Public Schools Board of Education shall establish and may adjust elementary school attendance areas based upon the recommendation of the Superintendent or the Superintendent's designee.

Students shall attend the school within the attendance area in which they reside or, in the case of a student with parents/guardians living at a different address, where the student primarily resides. Students may otherwise be granted a transfer to a school open for in-district transfer. Parents/guardians who wish to enroll their student in a school other than their assigned attendance area school must submit a "SBPS In-District Building Transfer Request" form to the District Office.

Transfer Request applications, effective for the upcoming school year, may be accepted from January 1 through March 31 for the first-round period. Students may be accepted on a space-available basis by grade level or program at each individual building. Once a building, grade level, or program becomes closed due to capacity restrictions, a prioritized waitlist will be established. Applications submitted after March 31 will be considered during the second-round period through the start of the following school year. Applications may be accepted throughout the school year and reviewed on a case-by-case basis at the discretion of the Superintendent or the Superintendent's designee.

Applications will be prioritized as follows:

1. Students with siblings attending the requested building, with priority given in order of application submission date; and,
2. All other applications will be considered on a first-come, first-served basis.

Transfer Request applications may be granted by the Superintendent or the Superintendent's designee based upon the capacity of a class, grade level, program, or school building to which the student is applying. Specific grade levels or school buildings may be designated by the Superintendent or the Superintendent's designee as closed to in-district transfers based on capacity.

Students in attendance at a specific school will typically be permitted to complete their education at that attendance area school if the family moves within the District during the school year.

Students in attendance at a specific school will typically be permitted to complete their education at that attendance area school if the boundary is changed, placing the family in another attendance center.

When attendance area boundary changes are adopted by the Board, the Superintendent or the Superintendent's designee shall have the authority and discretion to implement a boundary transition plan for students affected by such change. The boundary transition plan shall be

communicated in a timely manner to parents/guardians whose children will be impacted by the boundary change.

The Superintendent or the Superintendent's designee shall also have the authority to place any student in a school outside of the student's boundary area when legally required, including circumstances involving special education students.

Date of Adoption: December 9, 2024
Date of Revision: May 11, 2026

Students

Home Schooling (Rule 13 NDE)

The Scottsbluff Public School District recognizes that students in Nebraska may elect the option of home schooling, as set forth in Nebraska Revised Statute § 79-1701 and regulated by Rule 13 NDE, effective August 1984.

The Board of Education encourages all school-age children of district residents to enroll in the public schools so they may benefit from a planned educational program and the socialization of a group environment.

The following policy shall govern:

1. Reintegration of Rule 13 students to the Scottsbluff Public Schools; and,
2. The provision of auxiliary or supplemental educational and activity services to Rule 13 students.

Reintegration

When a Rule 13 student enrolls in ~~the~~ Scottsbluff Public Schools ~~District~~, the District reserves the right to make an appropriate grade level placement and credit issuance that fulfills the needs of the child and the District.

The appropriate level of placement or credit issuance may be determined by, but not limited to, consideration of all or some of the following information:

1. Chronological age;
2. Transcript review, previous public or private school experience;
3. Diagnostic testing data;
4. Achievement test data;
5. Criterion referenced test data;
6. Final exam test data; and/or,
7. Administrative/counselor review.

Auxiliary or Supplemental Education and Activity Services

Rule 13 students are excluded from the provision of auxiliary or supplemental education and activity services. An exception to this policy is services provided to students who qualify for special education (NDE Rule 51).

Legal Reference: Neb. Rev. Stat. § 79-1601
Neb. Rev. Stat. § 79-1701
Neb. Rev. Stat. § 43-2101
Neb. Rev. Stat. § 79-1126
20 U.S.C. § 1232g (1994)

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Student Discipline

Development of Uniform Discipline System

It shall be the responsibility of the administration to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent/guardian contacts and conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation, upon written consent of the parent/guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.

Short-Term Suspension

Students may be excluded by the principal or assistant principal from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds.
2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

1. The principal or assistant principal will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the principal or assistant principal will send a written statement to the student and the student's parent/guardian describing the student's conduct, misconduct, or violation of the rule or standard and the reasons for the action taken.
4. An opportunity will be given to the student, and the student's parent/guardian, to have a conference with the principal or assistant principal ordering the short-term suspension before or at the time the student returns to school. The principal or assistant principal shall determine who in addition to the parent/guardian is to attend the conference. The

principal shall document their attempt to make a reasonable effort to hold a conference with the parent/guardian.

5. A student who is on a short-term suspension shall not be permitted to be on school grounds without the express permission of the principal or assistant principal.

Long-Term Suspension

A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than 20 school days. A student who is on a long-term suspension shall not be permitted to be on school grounds without the express permission of the principal or assistant principal. A notice will be given to the student and the parent/guardian when the principal or assistant principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.

Expulsion

Expulsion means exclusion from attendance in all schools, grounds, and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred:

a. Within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester;
b. Within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year; or,
c. Unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the ~~School~~ District at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the principal or assistant principal. A notice will be given to the student and the parent/guardian when the principal or assistant principal recommends an expulsion. The notice will include a description of the procedures for expulsion. The procedures will be those set forth in the Student Discipline Act.

Suspensions, Expulsion, and Mandatory Reassignments Pending Hearing

When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent, the student may be suspended by the principal or assistant principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if the principal or assistant principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of interference with an educational function or school purpose or a personal injury to the student himself or herself, other students, school employees, or school volunteers. If the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension. During this period, the student will not be

required to attend the alternative programs for expelled students in order to complete classwork or homework.

Summer Review
Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.

Alternative Education
Students who are expelled may be offered an alternative education program that will enable the student to continue academic work for credit toward graduation. A student will not be required to attend the alternative education program in order to complete classwork and homework. In the event an alternative education program is not provided, a conference will be held with the parent/guardian, the student, a school representative, and a representative of either a community organization with a mission of assisting young people or a representative of an agency involved with juvenile justice. The plan shall be in writing and adopted by a school administrator and presented to the student and the parent/guardian. The plan shall:

1. Specify guidelines and consequences for behaviors which have been identified as preventing the student from achieving the desired benefits from the educational opportunities provided;
2. Identify educational objectives that must be achieved in order to receive credits toward graduation;
3. Specify the financial resources and community programs available to meet both the educational and behavioral objectives identified; and,
4. Require the student to attend monthly reviews in order to assess the student's progress toward the specified goals and objectives.

Suspension of Enforcement of an Expulsion
Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parent/guardian will be required to sign a discipline agreement.

Students Subject to Juvenile or Court Probation
Prior to the readmission to school of any student who is less than 19 years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the principal or assistant principal shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the principal or assistant principal are agreed to by the probation officer and the student, and the court permits

the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

Returning from Expulsion

At the conclusion of an expulsion, the District will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution accredited by one of the six regional accrediting bodies in the United States.

Exception for Pre-Kindergarten through Second Grade Students

Notwithstanding the foregoing, no pre-kindergarten through second grade student may be suspended from school, unless the student brings a deadly weapon on school grounds, in a school vehicle, or to a school activity. Instead, the principal or principal's designee may implement alternative disciplinary measures on a case-by-case basis if a pre-kindergarten through second grade student engages in misconduct that would otherwise result in a short-term suspension. If a pre-kindergarten through second grade student brings a deadly weapon on school grounds, in a school vehicle, or to a school activity, then the student may be suspended or expelled in accordance with this policy's disciplinary measures.

Religious Freedom

The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would otherwise interfere with the school day.

Emergency Exclusion

A student may be excluded from school, with authorization from the Superintendent, in the following circumstances:

1. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community;
2. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education;
3. Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers described above; and/or,
4. If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or the Superintendent's designee determines that an emergency exclusion shall extend beyond five days, a hearing is to be held and a final determination made within 10 school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in

this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

Other Forms of Student Discipline

Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

Student Conduct Expectations

Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose, or interfere with the health, safety, wellbeing, or rights of other students, staff, or visitors.

Grounds for Short-Term Suspension

1. Truancy or failure to attend assigned classes or assigned activities, or tardiness to school, assigned classes, or assigned activities;
2. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion;
3. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority; or,
4. Willfully violating the behavioral expectations for riding school buses or vehicles.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment

The following conduct shall constitute grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee, or by his/her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;

4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon;
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in Neb. Rev. Stat. § 28-401, a substance represented to be a controlled substance or alcoholic liquor as defined in Neb. Rev. Stat. § 53-103.02 or being under the influence of a controlled substance or alcoholic liquor;
7. Public indecency as defined in Neb. Rev. Stat. § 28-806, except that this subdivision shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in Neb. Rev. Stat. § 79-2,137. This includes "deep fakes" or other computer-generated images of other students or staff intended to bully, harass, intimidate, or humiliate another student or staff member;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in Neb. Rev. Stat. § 28-319, sexual assault in the second degree as defined in Neb. Rev. Stat. § 28-320, sexual assault of a child in the second or third degree as defined in Neb. Rev. Stat. § 28-320.01, or sexual assault of a child in the first degree as defined in Neb. Rev. Stat. § 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or,
11. A repeated violation of any rules and standards validly established pursuant to Neb. Rev. Stat. § 79-262, if such violations constitute a substantial interference with school purposes, including (but not limited to) a violation of the District's dress code and electronic communication device rules.

Additional Student Conduct Expectations and Grounds for Discipline

The following additional student conduct expectations are established. Failure to comply with such rules is grounds for disciplinary action. When such conduct occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his/her designee, or at a school-sponsored activity or athletic event, the conduct is grounds for long-term suspension, expulsion, or mandatory reassignment.

Student Appearance

Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is reasonably forecasted to interfere with the learning environment or teaching process in our school. Specific expectations should be re-evaluated each year and be consistent with Parent-Student Handbooks.

Consideration will be made for students who wear special clothing as required by religious beliefs, disability, or to convey a particularized message protected by law. A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia at any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration. Further, students will also be permitted to wear attire, including religious attire, natural and protective hairstyles, adornments, or other characteristics associated with race, national origin, or religion, as long as the attire does not interfere with the educational process and does not endanger another person, as determined by the administration.

No student shall be disproportionately affected by a dress code or grooming policy enforcement because of the student's gender, race, color, religion, disability, or national origin.

No school staff shall permanently or temporarily alter or cut a student's hair.

The final decision regarding attire and grooming will be made by the principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the principal's office.

A student dress code violation will be treated as a minor rule violation and may not require the student to miss substantial classroom time, instructional time, or school activities. However, a repeated violation of school rules may subject the student to further discipline, as outlined in this policy.

Coaches, sponsors, or teachers may have additional requirements for students who are in special lab classes, students who are participants in performing groups, or students who are representing the school as part of an extracurricular activity program.

Academic Integrity Policy Statement

Students are expected to abide by the standards of academic integrity. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values. Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

Definitions - The following definitions provide a guide to the standards of academic integrity:

- "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:
    1. Tests - Includes tests, quizzes, and other examinations or academic performances.

a. Advance Information. Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
b. Use of Unauthorized Materials - Using notes, textbooks, pre-programmed formula in calculators, or other unauthorized material, devices, or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
c. Use of Other Student Answers - Copying or looking at another student's answers or work, or sharing answers or work with another student when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.
d. Use of Other Student to Take Test - Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.
e. Misrepresenting Need to Delay Test - Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

2. Papers - Includes papers, essays, lab projects, and other similar academic work
   a. Use of Another's Paper - Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
   b. Re-use of One's Own Papers - Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.
   c. Assistance from Others - Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent/guardian or sibling, and the essay is substantially rewritten by the student's parent/guardian or sibling. Assistance from home is encouraged, but the work must remain the student's.
   d. Failure to Contribute to Group Projects - Accepting credit for a group project in which the student failed to contribute a fair share of the work.
   e. Misrepresenting Need to Delay Paper - Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the

day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

f. Alteration of Assigned Grades - Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

- "Plagiarism" means to take and present as one's own material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:
    1. Failure to Credit Sources - Copying work (words, sentences, paragraphs, illustrations, or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
    2. Falsely Presenting Work as One's Own - Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
    3. "Contributing to academic integrity violations" - To participate in or assist another in cheating or plagiarism. It includes, but is not limited to, allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

Sanctions

The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense: Academic integrity offenses are a violation of school rules. The principal or assistant principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

Electronic Devices - Philosophy and Purpose

The District strongly discourages students from bringing personal electronic devices to school. Personal electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of personal electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.

Definitions

- "Electronic devices" include, but are not limited to, cell phones, iPods, tablets, Chromebooks, portable game consoles, cameras, digital scanners, laptop computers,

smart watches, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

- "Sexting" means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video, or other medium that:
    1. Displays any sexually explicit conduct as defined by the Neb. Rev. Stat. § 28-1463.02;
    2. Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph, or video by permitting, allowing, encouraging, disseminating, distributing, or forcing such student or other person to engage in sexually explicit, obscene, or pornographic photography, films, or depictions; and/or,
    3. Displays a sexually explicit message for sexual gratification, flirtation, or provocation, or to request or arrange a sexual encounter.

Violations - Prohibited Use of Electronic Devices

Students shall not use electronic devices for:

1. Activities which disrupt the educational environment;
2. Illegal activities in violation of state or federal laws or regulations;
3. Unethical activities, such as cheating on assignments or tests;
4. Immoral or pornographic activities;
5. Activities in violation of Board or school policies and procedures relating to student conduct and harassment;
6. Recording others (photographs, videotaping, sound recording, etc.) or otherwise transmitting images and/or sounds of another person or persons without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public;
7. "Sexting;" or,
8. Activities which invade the privacy of others.

Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.

Disposition of Confiscated Electronic Devices

Electronic devices possessed or used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time.

Penalties for Prohibited Use of Electronic Devices

Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in "sexting" or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion.

Reporting to Law Enforcement
Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.

Responsibility for Electronic Devices
The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, student and parent/guardian authorizes the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

Inappropriate Public Displays of Affection (IPDA)
Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling, or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences for IPDA: Consequences consistent with each school's Parent-Student Handbook.

If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.

Specific Rule Items
Specific rules will be developed at the school and the District level and reviewed each year. These expectations will be included in each school's Parent-Student Handbook.

Law Violations
Any act of a student which is a basis for expulsion and which the principal or assistant principal knows or suspects is a violation of the Nebraska Criminal Code shall be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent/guardian of the fact that the referral to legal authorities has been or will be made.

The foregoing reporting standards shall be reviewed annually by the ~~School~~ Board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his/her parent/guardian at the beginning of each school

year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.

When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent/guardian or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parent/guardian.

Legal Reference: Neb. Rev. Stat. §§ 28-319 to 28-320
Neb. Rev. Stat. § 28-401
Neb. Rev. Stat. § 28-806
Neb. Rev. Stat. § 28-1463.02
Neb. Rev. Stat. § 53,103.23
Neb. Rev. Stat. §§ 79-254 to 79-296
Neb. Rev. Stat. § 79-262
Neb. Rev. Stat. § 79-2,137
18 U.S.C. 921
Neb. Rev. Stat. § 79-2,160

Date of Adoption: August 9, 2021
Date of Revision: ~~June 9, 2025~~ May 11, 2026

Students

Alternative Education Programs or Plans for Expelled Students

In the event action is being taken to expel a student from this school district, the administration may offer the student:

1. An alternative school, class, or educational program (hereinafter referred to as an "alternative program"); or,

2. The development of a plan of behavior modification, educational objects, and financial resources and community programs available to meet the behavioral and educational objects, and monthly reviews to assess the student's progress toward meeting the specified goals and objects.

An expelled student may not be required to attend an alternative program.

Alternative Education Program
The Superintendent or the Superintendent's designee is hereby granted the authority to arrange and plan for a student's alternative educational program, based on the available resources and the student's individual circumstances.

Education Plan Program
If the administration elects not to provide an alternative education program, or if a student declines to participate in the alternative education program, the following procedures shall be:

1. A conference shall be called by a school administrator and held to assist the District in the development of a plan with the participation of a parent/guardian, the student, a school representative, and a representative of either a community organization with a mission of assisting young people or a representative of an agency involved with juvenile justice

2. The plan shall be in writing and adopted by a school administrator and presented to the student and the parent/guardian.

3. The plan shall:
    a. Specify guidelines and consequences for behaviors which have been identified as preventing the student from achieving the desired benefits from the educational opportunities provided;
    b. Identify educational objectives that must be achieved in order to receive credits toward graduation;
    c. Specify the financial resources of the community programs available to meet both the educational and behavioral objects identified; and,
    d. Require the student to attend monthly reviews in order to assess the student's progress toward meeting the specified goals and objectives.

The ~~School~~ District shall submit such a plan on the form "Alternative Education Plan for Expelled Students."

Legal Reference: Neb. Rev. Stat. § 79-266
Neb. Rev. Stat. § 79-283
NDE Rule 17

Date of Adoption: August 9, 2021
Date of Revision: ~~July 10, 2023~~ May 11, 2026

Students

Extracurricular Activity

1. Extracurricular Activity Philosophy
   Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

   The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests.

   Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community, and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill, and emotional patterns that they possess, thereby making them better individuals and citizens.
   a. Safety - The District's philosophy is to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common sense.
   b. Warning for Participants and Parent/Guardian - The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck, and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis, or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

2. Extracurricular Activity Code of Conduct
   a. Purpose of the Code of Conduct - Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school

spirit and community image. The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the ~~School~~ District's policies, procedures, and rules.

b. Scope of the Code of Conduct - Activities Subject to the Code of Conduct. The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the ~~School~~ District which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

   Extracurricular activities include but are not limited to all school-sponsored activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

   A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

   i. When - This policy will begin on the Monday of Week 7 of the current NSAA calendar (first day of fall practice) and continue until Sunday of Week 7 of the following year NSAA calendar.
   ii. Where - The Code of Conduct rules apply regardless of whether the conduct occurs on or off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

3. Grounds for Extracurricular Activity Discipline

   Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self-respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

   a. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority;
   b. Use of violence, force, coercion, threat, intimidation, bullying, harassment, or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another;

c. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude;
d. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation;
e. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations;
f. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (including personal safety or security devices, such as tasers, mace, and pepper spray, unless a district administrator gives prior approval) or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in an manner that is unlawful or contrary to school activity rules;
g. Engaging in selling, using, possessing, or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in Neb. Rev. Stat. § 28-401, or material represented to be alcohol, narcotics, drugs, a controlled substance, or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law. For school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant;
h. Public indecency;
i. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds, or at a school function or event;
j. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals;
k. Repeated violation of any of the school rules;
l. Truancy or failure to attend assigned classes or assigned activities; tardiness to school, assigned classes or assigned activities;
m. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly

understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;

n. Willfully violating the behavioral expectations for those students riding Scottsbluff Public Schools buses or vehicles used for activity purposes;
o. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or sponsor;
p. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event;
q. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting;
r. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations in writing; and/or,
s. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

4. <u>Drug and Alcohol Violations - Meaning of Terms</u>
   a. "Use" or "consume" includes any level of consumption or use. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation.
   b. "Under the influence" means any level of impairment and includes even the odor of alcohol on the breath or person of a student, or the odor of an illicit drug on the student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant.
   c. "Possession" includes having control of the substance and also includes being in the same area where the substance is present and no responsible adult present and responsible for the substance. Possession includes situations where, for example:
      i. Alcohol is in a vehicle in which the student is present. The student is considered to be in possession if the student is aware that the alcohol is in the vehicle, even though the student has not touched or consumed the alcohol; or,
      ii. Alcohol is present at a party attended by the student. The student is considered to be in possession if the student is aware that alcohol is at the party and fails to immediately leave the party, even though the student has not touched or consumed the alcohol.

   In these situations, a violation would not exist if the alcohol is in the control of a parent/guardian or other responsible adult (age 21 or older) such that students are not allowed to access the alcohol. A violation would also not exist if the student did not know, or have a reasonable basis to know, that alcohol would be present, and the student leaves the location where the alcohol is present as soon as the student could safely do so.

Students are expected to leave immediately, but are not to do so in a manner that would endanger them. For example, you are not to leave in a car being driven by a person who has been drinking just to get away from the alcohol party immediately when there is no other way to get home. Instead, you should call for a safe ride home and, while waiting, clearly distance yourself from the alcohol.

5. Determining a Violation Has Occurred
   A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:
   a. When a student is cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist;
   b. When a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court;
   c. When a student fails or refuses to submit to a court-ordered or school-ordered drug test;
   d. When a student admits to violating one of the standards of the Code of Conduct;
   e. When a student is accused by another person of violating one of the standards of the Code of Conduct and school officials determine that such information is reliable; and/or,
   f. When school officials otherwise find sufficient evidence to support a determination that a violation has occurred.

6. Letters and Post-Season Honors
   A student who commits a Code of Conduct violation is:
   a. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
   b. Eligible to letter, if the student suspended from activities has committed one violation, the student may be considered for post season awards and recognition at the coach or sponsor's discretion; or,
   c. Not eligible to letter, receive any post season awards, or hold a school record if the student suspended from activities has two or more violations in the same season. If the violations occur within one activity season, the student may be eligible to letter, receive post season awards, or hold a school record for a separate activity upon the coach, sponsor, and Activities Director's approval.

7. Self-Reporting
   A student who violates the Code of Conduct must self-report. The self-report must be made to the principal, Activities Director, or the head coach or sponsor of an activity in which the student participates. The student's parent/guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report. The self-report must be made before the end of the next school day after the conduct occurred and before participation in an extracurricular or cocurricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

All students are expected to be honest and forthright with school officials. In the event the coach or sponsor or any school administrator asks a student participant for information pertaining to compliance (or lack of compliance) by the student or other student participants with the Code of Conduct or eligibility conditions for participation in activities, the student is expected to fully, completely, and honestly provide the information. Students may be disciplined for a failure to be honest and forthright.

8. Procedures for Extracurricular Discipline
   The following procedures are established for suspensions from participation in extracurricular activities:
   a. Investigation - The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
   b. Meeting - Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.

      The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate.

      The suspension may be imposed prior to the meeting if the meeting cannot reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.

   c. Notice Letter - Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Activities Director or designee will make personal contact, followed by a written statement to the student and the student's parent/guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parent/guardian will be informed of the opportunity to request a hearing.

d. Informal Hearing Before Superintendent - The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Activities Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.

   A form to request such a hearing must be signed by the parent/guardian. A form will be provided with the notice letter or otherwise be made available by request from the principal's office. The request for a hearing must be received by the District Office within five days of receipt of the notice letter.

   If a hearing is requested:
   i. The hearing will be held within 10 calendar days of receipt of the request, subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
   ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
   iii. Upon conclusion of the hearing, a written decision will be rendered within five school days (10 calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant and parent/guardian.
   iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.

e. No Stay of Penalty - There will be no stay of the penalty imposed pending completion of the due process procedures.

f. Opportunity for Informal Resolution - These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

9. Bluffs Middle School Personal Conduct and Activity Participation
   Students participating in or who will participate in extracurricular activities that are found guilty of/or cited by law enforcement for:
   a. Use or possession of alcohol, or having consumed alcohol; or,
   b. Illegal use or possession of a narcotic or habit-forming drug or having consumed a narcotic or habit-forming drug will be suspended from all practices and all public performances involving extracurricular activities.

   The suspension period will begin on the day the student is formally notified by the Activities Director or the building administrators and will continue for two weeks.

If the suspended student and parent/guardian have met with an approved counselor for drug and alcohol evaluation and rehabilitation then the suspended student may resume practice after a suspension period of one week, but will still be suspended from all public performances involving extracurricular activities for a minimum suspension of two weeks.

If the student hasn't begun participation in an extracurricular activity then the student will be excluded from the first two weeks of practice and all public performances of the first extracurricular activity in which the student is going to participate. If the suspended student and parent/guardian have met with an approved counselor for drug and alcohol evaluation and rehabilitation then the suspended student may resume practice after a minimum suspension of one week, but will still be suspended from all public performances involving extracurricular activities for the first two weeks of that extracurricular activity.

A second offense of a. or b. above during the policy year will result in the student being suspended from all extracurricular activities for the remainder of the policy year. Students participating in or who will participate in extracurricular activities, which are found guilty of/or cited by law enforcement for: a.) possessing or using tobacco, chewing or smoking; or, b.) a misdemeanor or public misconduct may be suspended from the next public performance involving extracurricular activities. The suspended public performance will occur after or on the day the student is formally notified by the Activities Director or the building administrators. A second offense during the policy year will result in the student being suspended from the next two public performances. A third offense during the policy year will be dealt with by the Bluffs Middle School administration.

Students participating in or who will participate in extracurricular activities, who are found guilty of/or cited by law enforcement for a felony will be dealt with by the Bluffs Middle School administration.

10. Extracurricular Activities and Discipline Suspensions
    If a student participating in extracurricular activities is assigned in-school suspension or out-of-school suspension, they are not allowed to participate in a public performance during the suspension assignment. This includes weekend performances that fall between Friday and Monday and in-school or out-of-school suspension. If a student participating in extracurricular activities is assigned out-of-school suspension, they will not be allowed to attend practice during the suspension assignment.

11. When Suspensions Begin
    All suspension periods will begin on the day the student is formally notified by the Activities Director or any building administrator. If the student is not currently enrolled to participate in an extracurricular activity, the suspension will begin upon the students next season of participation. In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's

conduct, and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

All students are expected to be honest and forthright with school officials. In the event the coach or sponsor or any school administrator asks a student participant for information pertaining to compliance (or lack of compliance) by the student or other student participants with the Code of Conduct or eligibility conditions for participation in activities, the student is expected to fully, completely, and honestly provide the information. Students may be disciplined for a failure to be honest and forthright.

12. Attendance
    Student participants are expected to meet the following attendance expectations:
    a. Attend school regularly. Students who have "excessive absences" as determined under the school's attendance policy may lose eligibility to participate in extracurricular activities.
    b. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests, the participant should contact the coach or sponsor in advance.
    c. On the day of a contest, performance, or other activity, students must be in attendance for the full day. A student who is not in attendance for any part of the full day must have approval by the principal or Activities Director in order to be eligible for the contest, performance, or activity.
    d. Any student that has an unexcused absence during the school day will not be eligible to participate in practice or game/performance the day of the absence. Every attempt should be made to be in attendance the day of a contest.

13. Academic Standards and Eligibility
    Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities must show evidence of sincere effort towards scholastic achievement.

    Students' grades will be checked weekly on Wednesday beginning on the third Wednesday of the 9-week grading period. If failing grades are discovered the student will be considered ineligible.

14. Ineligibility
    A student earning any F's will not be allowed to participate in any public performance, competition, or activity until all grades are passing. (**see singular exception below).

Grades will be checked each Wednesday of the sports season and students and their coaches or sponsors, counselors, and parent/guardian will be notified of their eligibility status. The student is to discuss ineligibility with both coach or sponsors and parent/guardian.

Students who fail to fulfill their obligation of attending tutoring may not be allowed to participate in the next public performance, competition, or activity. The first time a student becomes ineligible, he/she may petition for Academic Probation and Recovery. See below.

15. Academic Probation & Recovery
    Students earning one F may be placed on academic probation & recovery. Students may attend practice and/or participate in a performance, competition, or activity after attending study hall. Probationary status is granted for the period of one week. Probationary status may be used only once per season/activity. Students in year-long activities may access academic probation once a semester. The academic probation is removed upon verification that the student is passing.

16. Scottsbluff High School Extracurricular Activities and Discipline Suspension
    If a student participating in extracurricular activities is assigned out-of-school suspension, they are not allowed to attend practice or participate in a public performance during the suspension assignment. This includes weekend performances that fall between a Friday and Monday. If a student is assigned in-school suspension, they will not be allowed to attend practice or participate in public performance.

17. Drug and Alcohol Violations/Consequences
    a. Class One Activities are those that provide consistent practice and competitions. Class One Activities are as follows:
        i. Athletics - Volleyball, Football, Softball, Unified Bowling, Swimming, Basketball, Wrestling, Track, Unified Track, Soccer, Tennis, Cross Country, and Golf
        ii. Activities - Drill Team, Cheer, Play Production, and Speech

    b. Class Two Activities are those that correlate with instruction/co-curricular programming. Class Two Activities are as follows:
        i. Activities - DECA, Skills USA, FCCLA, ProStart, HOSA, Musical, Choralaires, 27th Street Singers, Mock Trial, FFA, Jazz Band, Orchestra, Journalism, Math Club, and Educators Rising

    If students are involved in multiple activities, the order of consequence will be determined by what is most immediate that the student is involved in. If they are not involved in an activity at the time of an occurrence, consequences will apply to the next activity.

Regarding Class Two Activities only, depending on the date of the infraction and the participant's prior record, consequences may involve a more restorative approach due to the number of competitions or performance dates. Consequences will be determined by SHS administration, coach or sponsor, student and parent/guardian.

18. Personal Conduct and Activity Participation in Class One Activities
    Students who are participating in or will participate in a Class One Activity that are found in possession or consumption of alcohol, narcotic or other habit-forming substance will have the following consequences.
    a. First Offense - Suspension from 20% of public performances, based on the entire season (Cheerleading and Drill Team will be based on 25 performances). With the coach or sponsor's approval, students suspended from performances may remain at practice and travel with the team. However, students may not be excused from the school day in order to do so.
    b. Second Offense - Suspension from 40% of public performances based on the entire season. With the coach or sponsor's approval and verified enrollment by parent/guardian and student in an approved drug and alcohol counseling program, students suspended from performances may remain at practice and travel with the team. However, students may not be excused from the school day in order to do so.
    c. Third Offense - Suspended from all public activity for the remainder of the policy year. With the coach or sponsor's approval and verified enrollment by parent/guardian and student in an approved drug and alcohol counseling program, students suspended from performances may remain at practice.

    After the first offense, the suspended student and parent/guardian may opt to meet with an approved counselor for drug and alcohol evaluation and rehabilitation, then the suspended student may resume public performances after a suspension of 10% of the scheduled contests. The parent/guardian must attend the drug and alcohol evaluation with their student. A list of approved counselors will be in the Scottsbluff High School activities office. This reduction will not apply to second or third offenses.

    This policy will be in effect for the entirety of the calendar year beginning the start of fall activities (according to the NSAA calendar). All suspension periods will begin on the day the student is formally notified by the Activities Director or any building administrator. If the student is not currently enrolled to participate in an extracurricular activity, the suspension will begin upon the students next season of participation. If the violation occurs at the end of the season, any unmet suspension will be carried over to the next season of participation.

19. Personal Conduct and Activity Participation in Class Two Activities
    Students who are participating in or will participate in a Class Two Activity that are found in possession or consumption of alcohol, narcotic, or other habit-forming substance will have the following consequences.

a. First Offense - Suspended from all public performances involving extracurricular activities for 21 days or a minimum of two competitions or performance dates. With the coach or sponsor's approval, students suspended from performances may remain at practice and travel with the team. However, students may not be excused from the school day in order to do so.
b. Second Offense - Suspended from all public performances involving extracurricular activities for 42 days or a minimum of four public performances. With the coach or sponsor's approval and verified enrollment by parent/guardian and student in an approved drug and alcohol counseling program, students suspended from performances may remain at practice and travel with the team. However, students may not be excused from the school day in order to do so.
c. Third Offense - Suspended from all public performances for the remainder of the policy year. With the coach or sponsor's approval and verified enrollment by parent/guardian and student in an approved drug and alcohol counseling program, students suspended from performances may remain at practice.

After the first offense, the suspended student and parent/guardian may opt to meet with an approved counselor for drug and alcohol evaluation and rehabilitation, then the suspended student may resume public performances after a suspension of 10 days of all public performances or a minimum of one competition or performance date. The parent/guardian must attend the drug and alcohol evaluation with their student. A list of approved counselors will be in the Scottsbluff High School activities office. This reduction will not apply to second or third offenses.

This policy will be in effect for the entirety of the calendar year beginning the start of fall activities (according to the NSAA calendar). All suspension periods will begin on the day the student is formally notified by the Activities Director or any building administrator. If the student is not currently enrolled to participate in an extracurricular activity, the suspension will begin upon the students next season of participation. If the violation occurs at the end of the season, any unmet suspension will be carried over to the next season of participation.

20. Academic Standards
Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities must show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities, students must:
a. Be enrolled in at least 20 credit hours in the semester of participation. Students attending an authorized Rule 13 school must enroll in no more and no less than five credit hours through the District in any semester; and,
b. Satisfactory academic performance and attendance may be required to participate in extracurricular activities consistent with each school's Parent-Student Handbooks.

Eligibility criteria for part-time students is governed by Policy 5004, NSAA Bylaw, and state law.

Legal Reference: Neb. Rev. Stat. § 28-401
Neb. Rev. Stat. §§ 79-254 to 79-296

Date of Adoption: August 9, 2021
Date of Revision: ~~June 9, 2025~~ May 11, 2026

Students

Drug and Substance Use and Prevention

Drug-Free Schools
The District shall implement regulations and practices which will ensure compliance with the Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

Education and Prevention
The District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this school district. Further, the District will have proper in-service orientation and training for all employed staff.

Standards of Conduct - Notice to Students and Parents/Guardians
Students are to be provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities. It shall be the further policy of the District to keep a file showing receipt of standards of conduct and a statement of disciplinary sanctions that may be taken for violations of such standards of conduct. The receipt shall be signed by both the student and parent/guardian and returned to the respective principal.

Drug and Alcohol Education and Prevention Program of the District Pursuant to the Safe and Drug-Free Schools and Communities Laws and Regulations
Students are to be provided an age appropriate, developmentally based drug and alcohol education and prevention program. The program educates on the adverse effects of the use of illicit drugs and alcohol, with the primary objective being the prevention of illicit drug and alcohol use by students.

Drug and Alcohol Counseling, Rehabilitation, and Re-entry Programs
Students are to be provided information concerning available drug and alcohol counseling, rehabilitation, and re-entry programs within 60 miles of the administrative offices of the District or, where no such services are found, within the State of Nebraska. Information concerning such resources shall be presented to all of the students of the District upon request by the counselor.

In the event of disciplinary proceedings against any student for any district policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel shall confer with any such student and his or her parent/guardian concerning available drug and alcohol counseling, rehabilitation, and re-entry programs that appropriate school personnel shall consider to be of benefit to any such student and his or her parent/guardian.

Safe and Drug-Free Schools-Parental Notice of Right to Withdraw

Parents/guardians will be notified that, if upon receipt of information regarding the content of safe and drug-free school programs and activities other than classroom instruction a parent/guardian objects to the participation of their child in such programs and activities, the parent/guardian may notify the ~~School~~ District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

Standards of Student Conduct Pertaining to the Possession, Use, or Distribution of Illicit Drugs, Alcohol or Tobacco

These standards are in addition to standards of student conduct elsewhere adopted by Board policy or administrative regulation. The District's standards prohibit the possession, use, or distribution of illicit drugs, alcohol, or tobacco (including electronic nicotine delivery systems) on school premises, in school vehicles, or as a part of any of the school's activities on or off school premises. Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession, use, distribution, or being under the influence of any controlled substance, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant;
2. Possession of any prescription drug in an unlawful fashion;
3. Possession, use, distribution, or being under the influence of alcohol;
4. Possession, use, distribution, or being under the influence of any abusable glue, aerosol paint, or any other chemical substance for inhalation, including but not limited to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes;
5. Possession, use, or distribution of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes; and/or,
6. Possession, use, or distribution of any tobacco product (including electronic nicotine delivery systems).

Disciplinary Sanctions

Violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including short-term suspension, long-term suspension, expulsion, and referral to appropriate authorities for criminal prosecution. In particular, students should be aware that:

1. Violation of these standards may result in suspension or expulsion.
2. Prohibited substances will be confiscated and turned over to law enforcement authorities.
3. The student may be referred for counseling or treatment.
4. Parents/guardians will be notified.
5. Law enforcement will be notified.
6. If it appears there is imminent danger to the student, other students, school personnel, or students involved, emergency medical services will be contacted.

Intervention

The Scottsbluff Public School District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational climate or activity, the school then has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff. The school will issue a statement to all students and employed staff that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The school shall make available to students and employed staff information about any drug and alcohol counseling, and rehabilitation and re-entry programs, which are available to students.

Administration

The administration is authorized to adopt such administrative rules, regulations, or practices necessary to properly implement this policy. Such regulations, rules, or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations, and practices may include administrative forms, such as checklists to be used by staff to record observed behavior and to determine the proper plan of action.

Date of Adoption: August 9, 2021
Date of Revision: ~~March, 13, 2023~~ May 11, 2026

Students

Scottsbluff High School Mandatory and Voluntary Drug Testing Participation

1. Mission Statement
   The Board of Education for Scottsbluff Public Schools values students' participation in extracurricular activities. Such students, as role models for other students, are a key to our goal to provide the best possible educational program for our students. To achieve our goal and to maximize the skills and talents of our students, it is important that each student understands the dangers of drug and alcohol use. This policy statement should qualify our position on student drug and alcohol use. Participation in extracurricular activities is a privilege which can be taken away for failure to comply with this policy.

   The purpose of this policy is as follows:
   a. To provide for the health and safety of all students;
   b. To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol;
   c. To identify students who use illegal drugs and/or alcohol; and,
   d. To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs.

2. General Policy
   Practical experience and research have proven that even small quantities of narcotics, abused prescription drugs, or alcohol can affect judgment and reflexes which can create unsafe conditions for students, especially those involved in sports or any activity covered in this policy. Even when not readily apparent, the effect can have serious results for students engaged in activities. Drug-using students participating in extracurricular activities are a threat to co-participants, other students, and themselves, and may make injurious errors. For these reasons, the Board has adopted a policy that all students participating in extracurricular activities must remain substance-free.

   Prohibitions - All students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having controlled substances, improperly used medications, or any mind/mood altering or intoxicating substances present in their system.

   Alcohol Use/Possession - All students participating in extracurricular activities are prohibited from possessing or ~~use of~~ using alcohol.

   After-School-Hours Conduct - After-school-hours use of drugs, alcohol, or any other prohibited substances is illegal. All students participating in extracurricular activities should realize that these regulations prohibit all illicit drug use during and away from school activities.

3. Drug Screening Procedure
   All current students participating in extracurricular activities or students that have voluntarily been placed in the pool at the request of their parent/guardian:
   a. Random Testing - The Board authorizes random, unannounced screening of all students participating in extracurricular activities or those students that have voluntarily been placed in the pool by their parent/guardian. The list of students participating will be updated upon receipt of a signed consent form. Students who have been selected will be required to report to the designated collection site for testing.
   b. Consent - Each student wishing to participate in any extracurricular activity and the students that have voluntarily been placed in the pool at the request of their parent/guardian shall consent in writing to drug testing pursuant to the District's drug testing program. No student shall be allowed to participate in any extracurricular activity without written consent from a parent/guardian.
   c. Removal from the Random Testing List - Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the testing list. A request form must be signed by the student and his or her parent/guardian to be dropped. However, students may volunteer to remain in the pool even though he or she is not part of the activity. Students that have submitted at least 2 negative test results without any positive results may ~~be dropped~~ request to be removed from the testing list.
   d. BMS Continued Testing - Students entering SHS from BMS will continue under the 365-day drug testing period and are subject to continued testing until the 365-day time period is complete.
   e. There is an obligation to continue support for students who test positive. Drug testing during the summer will provide another reason for a student to refrain from the use of drugs or alcohol. Any student who has tested positive during a random test will continue to be tested through the summer months. The Drug Program Coordinator will contact the student to establish a location and time for the test to take place.

4. Testing Procedures
   a. General Guidelines - The Board and the DPA shall rely, when practical, on the guidance of the Federal Department of Transportation, Procedures for Transportation Workplace Drug Testing Programs, 49 C.F.R. Parts 40.1 through 40.39, and on the further guidance of the Omnibus Transportation Employee Testing Act provided in 49 C.F.R. Parts 382, 391, 392 and 395.
   b. Substances - Substances that students participating in extracurricular activities may be randomly tested for: alcohol, amphetamines, cannabinoids, cocaine, opiates, synthetic opiates and PCP, and other substances, such as but not limited to steroids, barbiturates, and benzodiazepines without advance notice as part of tests authorized by the Board for safety purposes. Such tests will be coordinated with the Drug Program Coordinator.
   c. Testing Procedure - The Board reserves the right to utilize, breath, saliva, or urinalysis testing procedures. Urine and oral fluid samples which screen positive

will be confirmed by GC/MS. Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester).

d. Collection Sites - The Drug Program Coordinator will designate a collection site(s) at Scottsbluff High School where individuals may provide specimens.

e. Collection Procedures - The Board and the DPA have developed and will maintain a documented procedure for collecting, shipping, and accessing all specimens. The Board and the DPA will utilize a standard Custody and Control Form for all students participating in extracurricular activities testing and those students that have voluntarily been placed in the pool at the request of their parent/guardian. A tamper-proof sealing system, identifying numbers, labels, and sealed shipping containers will be used for specimen transportation.

f. Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain as proper a collection procedure that is reasonable. All alcohol testing will be performed by a certified Breath Alcohol Technician (BAT). Where the Board has an employee collect the specimen, the Board will provide instruction and training to that employee.

g. Return of Results - The DPA will transmit by a secure method the results of all tests to the DPA's MRO. The MRO will be responsible for reviewing test results of students. Prior to making a final decision, the MRO shall give the individual an opportunity to discuss the result either face-to-face or over the telephone. The DPA shall then promptly tell the principal of the high school which student(s) tested positive.

h. Request for Retest - A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. Students involved in the program may, upon a non-negative test result, request that the split sample be tested (within 72 hours of being notified of the final testing result) at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO. Students participating in extracurricular activities and students that have voluntarily been placed in the pool at the request of their parent or guardian are required to pay the associated costs for an additional test in advance. However, the costs will be reimbursed if the result of the split sample test is negative.

5. Positive Results

Whenever a student's test results indicate the presence of an illegal drug (positive test), the student will receive consequences consistent with building's Parent-Student Handbook expectations regarding Drug and Alcohol Violations/Consequences.

6. Refusal to Submit to Drug Use Test

A participating student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances, and competitions for the remainder of the school year.

7. Appeal
   A student participating in extracurricular activities who has been determined by the high school principal or Drug Program Coordinator to be in violation of this policy shall have the right to appeal the decision to the Superintendent or the Superintendent's designee.

   Such request for a review must be submitted to the Superintendent in writing within five calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The Superintendent or the Superintendent's designee shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided, and his or her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent which shall be final and non-appealable.

8. Record Keeping and Confidentiality
   All records pertaining to participants shall be kept separate from the student records. The record keeping and results of all testing will be held in the strictest confidence. These records will be accessible only to the Drug Program Coordinator or designee. Records pertaining to a particular student will be destroyed upon his or her graduation from SHS, or one year after his or her class graduation.

9. Severability
   Should any sentence, clause, provision, or paragraph of this entire policy be deemed unlawful or unconstitutional, it is intended that, insofar as may be practicable, the remaining portions of this policy shall remain in full force and effect.

10. Definitions
    - DPA - A national certified Drug Program Administrator, which shall use a certified laboratory in testing of samples.
    - Drugs - Any substance considered illegal by Nebraska Statute, i.e., Uniform Controlled Substances Act, section 28-401 et seq., or which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances. For purposes of this policy, drugs shall include the illegal use of alcohol.
    - Drug Program Coordinator - The Drug Program Coordinator shall be the Scottsbluff high school principal or designee.
    - MRO - Medical Review Officer.
    - School Year - From the first day classes commence in the fall, unless the activity begins prior to the first day of classes, in which event it shall include from the first day of practice through and including the last day of classes in the following spring.
    - Activity Programs - Any activity that meets the guidelines of an extracurricular activity at Scottsbluff Public Schools.
    - Participant - Any student who participates in any extracurricular activity as herein before set forth shall be a participant, and his or her name shall be included in the

participant pool. Any student that has voluntarily been placed in the pool at the request of their parent/guardian shall also be considered a participant and his or her name shall be included in the participant pool. A participant shall enter the participant pool upon signing the consent form and returning said signed consent form to the high school principal. A participant shall remain in the selection pool for an entire year (365 days) from the date the consent form is returned to the high school principal. A participant may be subject to testing at any time during said 365-day period. Any student who tests positive will continue to be tested through the summer month (page 2, paragraph, 3.e.). Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the testing list. ~~A student will be removed from the testing pool if he or she has quit or been cut from an activity.~~ Quitting the activity must occur prior to being selected for testing to be removed from the testing pool of students.

- Sample Collection - Samples will be collected as directed by the Drug Program Administrator on the same day the student is selected for testing, or if the student is absent an alternate will be selected, in sequential order, from an alternate list provided by the Drug Program Administrator. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.
- Drug Program Administrator - The Board will choose a nationally certified Drug Program Administrator (DPA) for the purpose of determining through random selection the student(s)/ participant(s) to be tested. This will be accomplished by the use of a "Student List" identifying the student by number only. The DPA, by use of a certified laboratory, shall also process sample results and maintain privacy with respect to test results and related matters.
- Medical Review Officer "MRO" - Scottsbluff High School will utilize an MRO to review all laboratory-reported positive tests. The role of the MRO is critical to protecting the interest of the students. The MRO serves a critical role in determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. The MRO will demonstrate his or her knowledge by being certified by an MRO Accreditation body. The parent/guardian will be contacted by the MRO or his or her assistant. The MRO will report results of verified positives and/or warrant health and safety issues to the student and to the designated school representative through the DPA.
- Scope of Tests - The drug screen tests for one or more illegal drugs and/or alcohol. The Drug Program Coordinator shall determine which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug use.
- Non-Punitive Nature of Policy - No student shall be penalized academically for testing positive for illegal drugs or alcohol. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the District shall not solicit. In the event of service of any such

subpoena or legal process, the student and the student's parent/guardian will be notified as soon as possible by the District.

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Bluffs Middle School Mandatory and Voluntary Drug Testing Participation

1. Mission Statement
   The Board of Education for Scottsbluff Public Schools values students' participation in extracurricular activities. Such students, as role models for other students, are a key to our goal to provide the best possible educational program for our students. To achieve our goal and to maximize the skills and talents of our students, it is important that each student understands the dangers of drug and alcohol use. This policy statement should qualify our position on student drug and alcohol use. Participation in extracurricular activities is a privilege which can be taken away for failure to comply with this policy.

   The purpose of this policy is as follows:
   a. To provide for the health and safety of all students;
   b. To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol;
   c. To identify students who use illegal drugs and/or alcohol; and,
   d. To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs.

2. General Policy
   Practical experience and research have proven that even small quantities of narcotics, abused prescription drugs, or alcohol can affect judgment and reflexes which can create unsafe conditions for students, especially those involved in sports or any activity covered in this policy. Even when not readily apparent, the effect can have serious results for students engaged in activities. Drug-using students participating in extracurricular activities are a threat to co-participants, other students, and themselves, and may make injurious errors. For these reasons, the Board has adopted a policy that all students participating in extracurricular activities must remain substance-free.

   Prohibitions - All students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having controlled substances, improperly used medications or any mind/mood altering or intoxicating substances present in their system.

   Alcohol Use/Possession - All students participating in extracurricular activities are prohibited from possessing or ~~use of~~ using alcohol.

   After-School-Hours Conduct - After-school-hours use of drugs, alcohol, or any other prohibited substances is illegal. All students participating in extracurricular activities should realize that these regulations prohibit all illicit drug use during and away from school activities.

3. Drug Screening Procedure
   All current students participating in extracurricular activities or students that have voluntarily been placed in the pool at the request of their parent/guardian:
   a. Random Testing - The Board authorizes random, unannounced screening of all students participating in extracurricular activities or those students that have voluntarily been placed in the pool by their parent/guardian. The list of students participating will be updated upon receipt of a signed consent form.
      Students who have been selected will be required to report to the designated collection site for testing.
   b. Consent - Each student wishing to participate in any extracurricular activity and the students that have voluntarily been placed in the pool at the request of their parent/guardian shall consent in writing to drug testing pursuant to the District's drug testing program. No student shall be allowed to participate in any extracurricular activity without written consent from a parent/guardian.
   c. Removal from the Random Testing List - Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the testing list. A request form must be signed by the student and his or her parent/guardian to be dropped. However, students may volunteer to remain in the pool even though he or she is not part of the activity. Students that have submitted at least 2 negative test results without any positive results may ~~be dropped~~ request to be removed from the testing list.
   d. There is an obligation to continue support for students who test positive. Drug testing during the summer will provide another reason for a student to refrain from the use of drugs or alcohol. Any student who has tested positive during a random test will continue to be tested through the summer months. The Drug Program Coordinator will contact the student to establish a location and time for the test to take place.

4. Testing Procedures
   a. General Guidelines - The Board and the DPA shall rely, when practical, on the guidance of the Federal Department of Transportation, Procedures for Transportation Workplace Drug Testing Programs, 49 C.F.R. Parts 40.1 through 40.39, and on the further guidance of the Omnibus Transportation Employee Testing Act provided in 49 C.F.R. Parts 382, 391, 392 and 395.
   b. Substances - Substances that students participating in extracurricular activities may be randomly tested for: alcohol, amphetamines, cannabinoids, cocaine, opiates, synthetic opiates and PCP, and other substances, such as but not limited to steroids, barbiturates, and benzodiazepines without advance notice as part of tests authorized by the Board for safety purposes. Such tests will be coordinated with the Drug Program Coordinator.
   c. Testing Procedure - The Board reserves the right to utilize breath, saliva, or urinalysis testing procedures. Urine and oral fluid samples which screen positive will be confirmed by GC/MS. Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester).

d. Collection Sites - The Drug Program Coordinator will designate the collection site(s) at the school where individuals may provide specimens.
e. Collection Procedures - The Board and the DPA have developed and will maintain a documented procedure for collecting, shipping, and accessing all specimens. The Board and the DPA will utilize a standard Custody and Control Form for all students participating in extracurricular activities testing and those students that have voluntarily been placed in the pool at the request of their parent/guardian. A tamper-proof sealing system, identifying numbers, labels, and sealed shipping containers will be used for specimen transportation. Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain as proper a collection procedure that is reasonable. All alcohol testing will be performed by a certified Breath Alcohol Technician (BAT). Where the Board has an employee collect the specimen, the Board will provide instruction and training to that employee.
f. Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain as proper a collection procedure that is reasonable. All alcohol testing will be performed by a certified Breath Alcohol Technician (BAT). Where the Board has an employee collect the specimen, the Board will provide instruction and training to that employee.
g. Return of Results - The DPA will transmit by a secure method the results of all tests to the DPA's MRO. The MRO will be responsible for reviewing test results of students. Prior to making a final decision, the MRO shall give the individual an opportunity to discuss the result either face-to-face or over the telephone. The DPA shall then promptly tell the principal of the school which student(s) tested positive.
h. Request for Retest - A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. Students involved in the program may, upon a non-negative test result, request that the split sample be tested (within 72 hours of being notified of the final testing result) at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO. Students participating in extracurricular activities and students that have voluntarily been placed in the pool at the request of their parent/guardian are required to pay the associated costs for an additional test in advance. However, the costs will be reimbursed if the result of the split sample test is negative.

5. Positive Results
Whenever a student's test results indicate the presence of an illegal drug (positive test), the following will occur: This includes students involved in extracurricular activities and students that have been voluntarily placed in the pool at the request of their parent/guardian. If the sample tests positive, the parent/guardian will be notified and a meeting will be scheduled with the school principal (Drug Program Coordinator), the student, and the parent/guardian.

First Positive Test:

a. DPC meeting with parent/guardian and student;
b. Student notified of a requirement to have a drug and alcohol assessment and take part in counseling sessions as dictated by the substance abuse professional after the assessment;
c. Written proof of alcohol/drug use assessment by a drug counselor is required before being allowed to return to practice and performances. A district-administered negative test must be provided before the student may return to the activity; and,
d. Follow-up drug testing, a minimum of once a month, will commence after the first parent/guardian meeting for the next 12 months. The 12-month period carries into high school if the student is in the 8th grade.

Second Positive Test (within two consecutive years):

a. DPC meeting with parent/guardian and the student;
b. Suspension of the privilege to participate in practice and extracurricular activities for 10 calendar days. If the end of the activity precedes the end of the 10 days, the remaining days will carry over to the next activity so that the student completes the required number of days;
c. An additional five sessions of drug counseling must be completed with a form submitted by a substance abuse professional before the student may return to activities. A district-administered negative test must be provided before the student may return to the activity; and,
d. Follow-up drug testing for the next 12 months will begin upon notification of the second positive test. The 12-month period carries into high school if the student is in the 8th grade.

Third Offense (within two consecutive years):

a. DPC meeting with parent/guardian and student;
b. Suspension of eligibility to participate in practice and extracurricular activities for the remainder of the activity and includes the following activity in which the student plans to participate. The next activity may include activities at the high school if the student is an 8th grader. A district-administered negative test must be provided before the student may return to the activity; and,
c. Follow-up drug testing will continue for 12 months from the date of the parent/guardian and student meeting with the DPC. The 12-month period carries into the high school if the student is in the 8th grade.

6. Refusal to Submit to Drug Use Test

A participating student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances, and competitions for the remainder of the school year.

7. Appeal
   A student participating in extracurricular activities who has been determined by the principal or Drug Program Coordinator to be in violation of this policy shall have the right to appeal the decision to the Superintendent or the Superintendent's designee.

   Such request for a review must be submitted to the Superintendent in writing within five calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The Superintendent or the Superintendent's designee shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided, and his or her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent which shall be final and non-appealable.

8. Record Keeping and Confidentiality
   All records pertaining to participants shall be kept separate from the student records. The record keeping and results of all testing will be held in the strictest confidence. These records will be accessible only to the Drug Program Coordinator or designee. Records pertaining to a particular student will be destroyed upon his or her promotion from BMS. However, the records of any student under follow-up testing due to a positive test, or if the student is under suspension at the time of promotion, will be given to the Drug Program Coordinator at Scottsbluff High School.

9. Severability
   Should any sentence, clause, provision, or paragraph of this entire policy be deemed unlawful or unconstitutional, it is intended that, insofar as may be practicable, the remaining portions of this policy shall remain in full force and effect.

10. Definitions
    - DPA - A national certified Drug Program Administrator, which shall use a certified laboratory in testing of samples.
    - Drugs - Any substance considered illegal by Nebraska Statute, i.e., Uniform Controlled Substances Act, section 28-401 et seq., or which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances. For purposes of this policy, drugs shall include the illegal use of alcohol.
    - Drug Program Coordinator - The Drug Program Coordinator shall be the Bluffs Middle School principal or designee.
    - MRO - Medical Review Officer.
    - School Year - From the first day classes commence in the fall, unless the activity begins prior to the first day of classes, in which event it shall include from the first day of practice through and including the last day of classes in the following spring.
    - Activity Programs - Any activity that meets the guidelines of an extracurricular activity at Scottsbluff Public Schools.

- Participant - Any student who participates in any extracurricular activity as herein before set forth shall be a participant, and his or her name shall be included in the participant pool. Any student that has voluntarily been placed in the pool at the request of their parent/guardian shall also be considered a participant and his or her name shall be included in the participant pool. A participant shall enter the participant pool upon signing the consent form and returning said signed consent form to the school principal. A participant shall remain in the selection pool for an entire year (365 days) from the date the consent form is returned to the school principal. A participant may be subject to testing at any time during said 365-day period. Any student who tests positive will continue to be tested through the summer months (page 2, procedure, 3.d.). Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the testing list. ~~A student will be removed from the testing pool if he or she has quit or been cut from an activity.~~ Quitting the activity must occur prior to being selected for testing to be removed from the testing pool of students.
- Sample Collection - Samples will be collected as directed by the Drug Program Administrator on the same day the student is selected for testing. If the student is absent an alternate will be selected, in sequential order, from an alternate list provided by the Drug Program Administrator. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.
- Drug Program Administrator - The Board will choose a nationally certified Drug Program Administrator (DPA) for the purpose of determining through random selection the student(s)/ participant(s) to be tested. This will be accomplished by the use of a "Student List" identifying the student by number only. The DPA, by use of a certified laboratory, shall also process sample results and maintain privacy with respect to test results and related matters.
- Medical Review Officer "MRO" - The school will utilize an MRO to review all laboratory-reported positive tests. The role of the MRO is critical to protecting the interest of the students. The MRO serves a critical role in determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. The MRO will demonstrate his or her knowledge by being certified by an MRO Accreditation body. The parent/guardian will be contacted by the MRO or his or her assistant. The MRO will report results of verified positives and/or warrant health and safety issues to the student and to the designated school representative through the DPA.
- Scope of Tests - The drug screen tests for one or more illegal drugs and/or alcohol. The Drug Program Coordinator shall determine which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug use.
- Non-Punitive Nature of Policy - No student shall be penalized academically for testing positive for illegal drugs or alcohol. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile

authorities absent legal compulsion by valid and binding subpoena or other legal process, which the District shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's parent/guardian will be notified as soon as possible by the District.

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Use of Synthetic Cannabis/Marijuana

Pursuant to Neb. Rev. Stat. § 28-401, the Board of Education for Scottsbluff Public Schools finds that the possession, selling, distribution, or use of ~~"Spice", "K2", "Wicked X", "dab," or~~ any ~~other~~ synthetic marijuana, ~~or~~ herbal and chemical product which mimics the effects of marijuana, or any other products containing or advertised as containing synthetic marijuana is prohibited, and that possession, selling, distribution, or use of such substance(s) shall be grounds for discipline pursuant to the Student Discipline Act.

The Board specifically finds that the possession, selling, distribution, or use of said substances is a controlled substance for purposes of progressive discipline. The Board specifically finds that this policy is necessary to control the possession, selling, distribution and/or use of said substance as it has the potential to seriously affect the health, safety, and welfare of the students, staff members, or any other persons, or otherwise seriously interfere with the educational process.

Legal Reference: Neb. Rev. Stat. §§ 28-401 to 28-476
Neb. Rev. Stat. §§ 79-254 to 79-297

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Promotion and Retention

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

If a parent or guardian would like their student to retake a grade level, the parent or guardian must meet with the Superintendent or the Superintendent's designee to discuss the student repeating a grade. At that meeting, the parent or guardian must provide evidence of academic needs, illness, or excessive absenteeism that would warrant the student to repeat the grade. A student in kindergarten through fourth grade may be retained due to academic needs, illness, or excessive absenteeism. At such meeting, the Superintendent or the Superintendent's designee shall identify any alternative educational opportunities, including remedial instruction, if applicable, and verify any special education supports available to such student. If the student's parent or guardian still intends for their student to repeat a grade, such parent or guardian shall then complete the required form and return such form to the District. Upon completion of the form, and if all requirements pursuant to this policy and law are met, the District shall permit the student to repeat the student's grade for the next school year.

Legal Reference: Neb. Rev. Stat. § 79-526
Neb. Rev. Stat. § 79-2,161

Date of Adoption: August 9, 2021
Date of Review: July 14, 2025

Students

Student Records

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

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

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

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

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

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

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

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

Amendment of Student Records
Parents/guardians and eligible students (a student who has reached 18 years of age or is attending

an institution of postsecondary education) have the right to challenge any information contained in the records that they believe is inaccurate, misleading or violates the privacy rights of the student. Such a challenge may be made by making a written request to the principal to amend the records. If a decision is made not to amend the education records in accordance with the request, the principal shall inform the parent/guardian of the student and the Superintendent. The parent/guardian shall be advised of the right to a hearing.

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

Legal Reference: Neb. Rev. Stat. § 42-364
Neb. Rev. Stat. § 42-381
Neb. Rev. Stat. § 43-3001
Neb. Rev. Stat. §§ 79-2104 to 79-2105
Neb. Rev. Stat. § 79-539
Neb. Rev. Stat. §§ 84-1201 to 84-1220
20 U.S.C. §1232g

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Notification of Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

   Parents/guardians or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent/guardian or eligible student believes are inaccurate or misleading at the time the record was created.

   Parents/guardians or eligible students may ask the ~~School~~ District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent/guardian or eligible student, the District will notify the parent/guardian or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests or otherwise allowed by law. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the ~~School~~ Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

   A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request,

the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

U.S. Department of Education
Student Privacy Policy Office
400 Maryland Avenue, S.W.
Washington, D.C. 20202-8520

Notice Concerning Directory Information

The District may disclose directory information. The primary purpose of directory information is to allow the District to include information from your child's education records in certain school publications. Examples include:

1. A playbill, showing your student's role in a drama production;
2. The annual yearbook;
3. Honor roll or other recognition lists;
4. Graduation programs; and,
5. Sports activity sheets, such as for wrestling, showing weight and height of team members.

Under FERPA, "directory information" is generally not considered harmful or an invasion of privacy if released and can also be disclosed to outside organizations without a parent/guardians' prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. The types of personally identifiable information that the District has designated as directory information are as follows:

1. Student's name, address, telephone number, and the name, address, telephone number, e-mail address, and other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent/guardian in educational matters for the student;
2. School and dates of attendance;
3. Student's current grade;
4. Student's enrollment status (e.g. full-time or part-time);
5. Student's extracurricular participation;
6. Student's achievement awards or honors;
7. Student's weight and height if a member of an athletic team; and,
8. Student's photograph;

Notwithstanding the foregoing, the District does not designate as directory information personally identifiable information from students' education records where the District determines that the disclosure to the potential recipient poses a risk to student safety or well-being, including but not limited to circumstances where the potential recipient is a registered sex offender and the personally identifiable information would permit the potential recipient to

communicate with or otherwise contact the student, or would otherwise not be in a student's best interests.

A parent/guardian or eligible student has the right to refuse to let the District designate information about the student as directory information. Parents/guardians may refuse to allow their student's information to be designated as "directory information" at any time during the school year, so long as the parent/guardian notifies the Superintendent in writing.

Notice Concerning Designation of Law Enforcement Unit

The District designates the Scottsbluff Police Department as the District's "law enforcement unit" for purposes of:

1. Enforcing any and all federal, state, or local law;
2. Maintaining the physical security and safety of the schools in the District; and,
3. Maintaining safe and drug-free schools.

Legal Reference: 20 U.S.C. 1232g
34 CFR 99.31

Date of Adoption: August 9, 2021
Date of Revision: ~~July 14, 2025~~ May 11, 2026

Students

Academic Progress

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

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

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Grading System

The grading system of Scottsbluff Public Schools shall be as follows:

1. Grading periods of approximately nine weeks shall be used four times per year.

2. A special grading report for K-5, on a different basis, shall be used.

3. Achievement marks shall be given on a numerical basis for all grades 6-12, with the marks of less than 60 considered a failure.

4. The grading and conversion scale are as follows:

Weighted Scale

Grade	**Regular Points**	**Weighted Course Points**
A 90-100	4.0	5.0
B 80-89	3.0	4.0
C 70-79	2.0	3.0
D 60-69	1.0	2.0
F <60	0.0	0.0

A list of weighted courses ~~grades~~ can be found in the Scottsbluff High School Parent-Student Handbook. ~~Scottsbluff High School Registration Guide~~.

5. For all other grading reports received on transfer students, the counselor and/or principal shall convert these to an approximately equal grade on our system.

~~6. Staff members may use whatever method they determine professionally appropriate in the day to day grading, but shall prepare grade reports based on numerical values. Each staff member, however, must be able to defend whatever method chosen. The following criteria should be used in determining the numerical value of the grade:~~

~~a. Achievement in relation to class objectives;~~

~~b. Class participation;~~

~~c. Mental ability of student in relation to the total class and required work; and,~~

~~d. Evidence the student is exceeding the class requirements and delving further.~~

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Graduation

To participate in commencement exercises or receive a Scottsbluff Public Schools diploma a student must fully complete all requirements for graduation prior to the official commencement exercises, and complete other administrative requirements or conditions. Students who graduate from Scottsbluff High School must accumulate 270 credit hours.

Graduation requirements may be modified for students graduating from alternative programs. Such changes will be detailed in the appropriate handbook as approved by the Board of Education each year.

Graduation requirements for special education students will be in accordance with the prescribed course of study as described in their Individualized Education Program (IEP). Each student's IEP will include a statement of the projected date of graduation at least 18 months in advance of the projected date and the criteria to be used in determining whether graduation will occur. Prior to the special education student's graduation, the IEP team shall determine whether the graduation criteria have been met. With the approval of the IEP team, any student on an IEP may substitute a comparable course for an identified course that is specifically required for graduation.

The total graduation requirements must include:

SCOTTSBLUFF PUBLIC SCHOOLS GRADUATION REQUIREMENTS (270 Total)	
CAREER ACADEMY	**70**
Pre-Academy Course(s)	10
Foundational Academy or Pathway Courses	60
● Successful completion of two Foundational Career Academies OR one Foundational Career Academy AND one Specialized Academy Pathway is required for graduation. ● Courses may count toward completion of both a Foundational Career Academy and core content requirements. However, they may only be counted once toward total hours needed for graduation (270).	
ENGLISH	**40**
English 9 or Honors English 9	10
English 10 or Honors English 10	10
English Electives	20
MATH	**30**
Algebra I	10
Geometry or Advanced Geometry or Accelerated Geometry/Algebra 2	10
Math Elective	10
SCIENCE	**30**
Physical Science	10
Biology	10
Science Elective	10

SOCIAL STUDIES	**30**
Geography/World History	10
American History Electives	10
American Government	5
Social Sciences Elective	5
PHYSICAL EDUCATION	**10**
PERSONAL FINANCE	**5**
COMPUTER SCIENCE AND TECHNOLOGY*	**5**

*This requirement is for the Class of 2028 and beyond.

Each student shall also complete and submit a Free Application for Federal Student Aid (FAFSA) prior to graduation, unless the required opt-out form is completed by either:

1. The student's parent/guardian;
2. The principal, if the principal determines that good cause exists not to require the student to complete the FAFSA; or,
3. An emancipated student or student of at least 19 years of age.

Legal Reference: Neb. Rev. Stat. § 79-729
Neb. Rev. Stat. §§ 79-3301 to 79-3305
NDE Rule 10

Date of Adoption: August 9, 2021
Date of Review: January 5, 2022
Date of Revision: ~~June 10, 2024~~ May 11, 2026

Students

Early Completion Plan

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

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

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

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

4. Application for early completion must be requested, in writing, to the high school principal by October 1 of the applicant's senior year of high school. The application must be accompanied by a written plan of action stating the reasons why the student is requesting early completion. The application must contain the signatures of the applicant's parent/guardian to verify parental approval of early completion.

5. Along with the application, the applicant must submit three letters of recommendation supporting the student's request for early completion. These three letters of recommendation must contain one letter from the high school guidance counselor, along with two letters from other secondary staff members.

6. The principal or designee will make the decision regarding an applicant's early completion by October 15 of the student's senior year. Appeals may be made to the Superintendent.

7. Once given approval, the applicant will have until February 1 of the applicant's senior year to notify the high school principal of the applicant's decision in regards to participating in the regularly scheduled graduation ceremony. The applicant must also attend one Commencement practice in order to participate in the Commencement ceremony. No early graduation ceremonies will be provided for a student who opts for the early completion route.

8. A student who decided to opt for early completion is not eligible to participate in school sponsored activities following the last day the student attends classes. The effective date for participation will end with the last day that the student is enrolled in classes. The only school activity that the applicant is eligible for will be the regularly scheduled graduation ceremony.

9. This policy shall be evaluated annually by the high school principal and appropriate revisions shall be recommended to the Board for its consideration.

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

School Library Materials and Parent Access

The District will provide parents/guardians and educational decisionmakers access to information regarding books available in the District's school library, and an opportunity to receive notification when their student checks out a library book.

For purposes of this policy, the "school library" means the collection of books maintained by the District in a library or media center, as designated by the Superintendent or the Superintendent's designee, located on school property and managed by district staff for student circulation. The term "school library" does not include:

1. Classroom libraries or book collections maintained by individual teachers;
2. Instructional textbooks or curriculum materials issued to students;
3. Digital instructional materials, online databases, or subscription research services; and,
4. Materials accessed through a library not managed or supervised by the District. For purposes of this policy, a "book" means a bound or printed work cataloged within the District's school library circulation system.

The District will maintain a catalog of books available in each designated library. Such catalog will be made available for viewing by parents/guardians, and educational decisionmakers through a method designated by the Superintendent or the Superintendent's designee.

The District will provide parents/guardians and educational decisionmakers the opportunity to opt-in to receive notification when their student checks out a book from a designated library. If a parent/guardian or educational decisionmaker elects to receive such notifications, the District shall provide such notice, which will include the:

1. Title of the book;
2. Author(s); and,
3. Date the book must be returned.

Requests to receive library checkout notifications must be submitted through a written request or through a process identified by the Superintendent or the Superintendent's designee.

The Superintendent or the Superintendent's designee may develop procedures to implement this policy, and staff, parents/guardians and educational decisionmakers must follow these procedures.

Legal Reference: Neb. Rev. Stat. § 79-533.04

Date of Adoption: May 11, 2026

Students

Association Activities

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

All students participating in extracurricular activities shall follow the rules provided by the Nebraska School Activities Association and rules of Scottsbluff Public Schools. The Superintendent or the Superintendent's designee shall, as required by law, designate each school-sponsored interscholastic athletic team or sport as either:

1. Boys;
2. Girls; or,
3. Coed.

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

Legal Reference: LB 89 (2025)

Date of Adoption: August 9, 2021
Date of Revision: July 14, 2025
Date of Review: May 11, 2026

Students

Student Organizations

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

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

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Student Activities, Hazing, Fundraising and Supervision

Secret Organization
No student shall participate in, or be a member of, any secret fraternity or secret organization that is in any degree a school organization. Students who violate this rule may be denied any or all school privileges and may be expelled. The Superintendent and the Board of Education shall approve formal student organizations, provide adequate supervision, and administer student finances for student organizations and activities.

Initiation & Hazing Activities
Initiations and hazing activities are not permitted. Students who violate this rule may be denied any or all school privileges and may be expelled.

Fundraising
All teachers shall earnestly seek to educate students in the services performed by the humanitarian agencies, and shall encourage students to participate in their financial support as a social and community project.

Fundraising drives are not to be conducted by for-profit organizations, nor for non-school activities among the student population.

Students may engage in raising funds, under the control of school officials, for certain approved student activities or uses, provided the project has the approval of the principal of the school involved.

Fundraisers initiated by district personnel or students for the benefit of district personnel or students are, after approval by building principal, allowed.

Students or student groups desiring to raise money through fund drives in one form or another will present their written requests to the principal for their approval. The approval will be based on the following criteria:

1. Where the funds will be used. Preference will be given to those activities in which usage of tax money would be doubtful or illegal, such as trips and awards of a personal nature. Any drive which seeks or tends to circumvent a Board decision will be rejected. A definite goal for the expenditure of the funds received must be established.
2. Quality of the product or suitability of the product sold. Items which are overpriced or of an embarrassing or controversial nature to the school will be rejected. Items which are in direct competition with local businesses shall be avoided where practicable.
3. All fundraising activities must be submitted to the Executive Director of Finance for approval in a timely manner.
4. The Board will not be responsible for any losses incurred. Principals will need to approve locations and subject matter of all posters posted in the drive.

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

Adult Drivers
Activities that involve transportation must have an approved driver for the trip. Approval for driving vehicles is made by the Executive Director of Finance or designee.

Legal Reference: Neb. Rev. Stat. §§ 79-2,101 to 79-2,103

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Selection of Students for Participation in Activities

"Team selection" and "playing time" decisions are the responsibility of the individual coach or sponsor of the activity.

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Student Publications

Students may produce official school publications as part of the curriculum under the supervision of a faculty advisor and the principal. Official school publications such as newspapers, yearbooks, or magazines form a part of the journalism curriculum and are produced primarily for the educational value gained in the process of their creation. As such, these publications shall conform to the same community and educational standards required of other student conduct in the school.

Any expression made by students, including student expression in official school publications, is not an expression of official school policy. A faculty advisor shall supervise student writers to maintain professional standards of English and journalism and to comply with the law including, but not limited to, the restrictions against unlawful speech.

Prior to publication of these materials, the faculty advisor and principal or designee shall review them to determine their acceptability for publication. Publications may be restricted, edited, or prohibited when, after considering the maturity level of the students, any portion of the publication is determined to be discriminatory, a substantial interference to the educational process or learning environment, harassment, vulgar or obscene, defamatory, an invasion of privacy, or highly controversial.

Legal Reference: Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Anti-Discrimination, Anti-Harassment, and Anti-Retaliation (Students & Employees)

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

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

Students:
Dr. Wendy Kemling, Executive Director of Student Services
2617 College Park, Scottsbluff, NE 69361
(308) 635-6200
wkemling@sbps.net

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact:

U.S. Department of Education
One Petticoat Lane
1010 Walnut Street, Suite 320
Kansas City, MO 64106
Telephone: (816) 268-0550 (voice)
Fax: (816) 268-0559
Telecommunications Device for the Deaf: (800) 877-8339
OCR.KansasCity@ed.gov

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

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

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

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

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, military or veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status.

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

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

If the District knows, or reasonably should know, about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or

violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

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

Anti-Retaliation

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

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

Grievance (or Complaint) Procedures

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

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

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

1. Level 1 - Investigation and Findings
   Once the District receives a grievance, complaint, or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take

immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

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

The District will aim to complete its investigation within 10 working days after receiving a complaint or report, unless extenuating circumstances exist as determined by the investigator. Extenuating circumstances may include the unavailability of witnesses or the investigator due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will be determined by the investigator and in compliance with any legal requirement. Periodic status updates will be given to the parties, when appropriate.

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

a. Providing the parties with the opportunity to present witnesses and provide evidence;
b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct;
c. For allegations involving harassment, some of the factors the District will consider include:
    i. The nature of the conduct and whether the conduct was unwelcome;
    ii. The surrounding circumstances, expectations, and relationships;
    iii. The degree to which the conduct affected one or more students' education;
    iv. The type, frequency, and duration of the conduct;
    v. The identity of and relationship between the alleged harasser and the suspect or suspects of the harassment;
    vi. The number of individuals involved;
    vii. The age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment;
    viii. The location of the incidents and the context in which they occurred;
    ix. The totality of the circumstances; and/or,

x. Other relevant evidence.

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

The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations.

The District will inform each party when the investigation is complete and will communicate any remedies or disciplinary sanctions that are directly applicable to that individual. The District will not disclose information about disciplinary actions or remedies imposed on another student or employee, except as required by law or when such information directly impacts the receiving party.

2. Level 2 - Appeal to the Superintendent
If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within five working days after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary, and issue a written determination about the appeal within 10 working days after receiving the appeal. The party who filed the appeal will be sent the Superintendent's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. (If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.)

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

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

Training
The District will ensure that all district employees, including but not limited to officials, administrators, teachers, substitute teachers, counselors, nurses and other health personnel,

coaches, assistant coaches, paraprofessionals, aides, First Student bus drivers, and school law enforcement officers are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate district officials or employees.

Designated Compliance Coordinators

Designated compliance coordinators will be responsible for:

1. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations;
2. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above;
3. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate);
4. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other district employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur;
5. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education;
6. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements;
7. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process;
8. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation;
9. Determining whether district employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations;
10. Recommending changes to this policy and grievance procedure; and,
11. Performing other duties as assigned.

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

Preventive Measures

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination in electronic and printed formats, including prominently displaying the notice on the District's website. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see designated compliance coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District’s website, reprinting it in district publications, such as Parent-Student Handbooks, and sending it electronically to members of the

school community. The District will provide training to employees and students at the beginning of each academic year in the areas identified in the Training section, above.

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

Legal References: 20 U.S.C. § 1232g
34 C.F.R. Part 99

Date of Adoption: August 9, 2021
Date of Review: ~~July 14, 2025~~ May 11, 2026

Students

Child Abuse and Neglect

School employees shall report to the appropriate law enforcement agency and the principal within 24 hours when they have reasonable cause to believe that a child has been subjected to abuse or neglect, including sexual abuse or circumstances which reasonably would result in abuse or neglect. The principal will ensure that the report has been made to the proper law enforcement agency or other agency as required by law and has been documented on the appropriate forms.

This requirement shall also apply to all school employees, including coaches and volunteers, participating in interstate amateur athletic competition.

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

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Married Students

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

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

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Safe Sport Authorization Act

Any one-on-one interactions between student athletes and any school employee, including but not limited to coaches, staff, and volunteers, which has regular contact with student athletes, and which take place at a facility partially or fully owned by the District, shall occur only at an observable distance to another adult, except in exceptions outlined in this policy or under emergency circumstances.

For purposes of this policy the terms:

1. "One-on-one interaction" shall mean any conversation, training, lesson, or any other interaction where a student athlete is in the physical presence of only one other adult who is a school employee or volunteer that has regular contact with the student athlete and who is not the minor athlete's parent/guardian.
2. "Regular contact" shall mean the school employee or volunteer oversees a student athletic team which the student athlete participates.
3. "Observable distance" shall mean either that the one-on-one interaction occurs within the eyesight of another adult, or that the one-on-one interaction occurs in a room with a door that is unlocked, opened, and where if applicable, windows, blinds, or curtains remain open, or in an open practice field or facility, and where another school employee knows that the one-on-one interaction is occurring and the approximate planned duration of the interaction.
4. "Emergency circumstances" shall mean any circumstance in which the student athlete is in need of immediate assistance either due to a health issue or risk or threat of physical harm from another individual.

Exceptions:

1. Parental permission for individual meetings or training sessions:
   If a parent/guardian provides the activities director with informed consent of specific individuals with whom the student athlete may have one-on-one interactions for the purposes of individual training or meetings concerning athletic performance, academics, or college, such school employee may have one-on-one interactions with the student athlete unless or until the parent/guardian informs the school that the parent/guardian no longer consents. All staff must still follow the District's professional boundaries rules for any interactions with students outside the educational setting. Written informed consent shall only be valid for a period of 12 months, or until graduation, whichever comes first.

2. Meetings with non-school district-employed mental health care professionals and health care providers:
   If a non-school district-employed mental health care professional and/or health care provider meets with athletes at a facility partially or fully owned by the District, a closed-door meeting may be permitted to protect patient privacy provided that:
   a. The door remains unlocked;
   b. Another adult is present at the facility;

c. The other adult is advised that a closed-door meeting is occurring; and,
d. Written legal guardian consent is obtained in advance by the mental health care professional and/or health care provider, with a copy provided to the school.

Legal Reference: Safe Sport Authorization Act of 2017
36 U.S.C. 220530

Date of Adoption: August 9, 2021
Date of Revision: December 11, 2023
Date of Review: May 11, 2026

Students

Corporal Punishment

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

Legal Reference: Neb. Rev. Stat. § 79-295
NDE Rule 27

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Search and Seizures

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

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

The following procedures will be used for conducting searches:

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

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

1. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be seized by school officials. Any illegal drugs, firearm, or dangerous weapon shall be confiscated and delivered to law enforcement as soon as practicable. A personal safety or security device (such as a taser, mace, or pepper spray) not previously approved by the administration constitutes a "dangerous weapon."

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

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

Legal Reference: Neb. Rev. Stat. § 28-1204.04

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Student Searches and Metal Detectors

To ensure that school buildings remain safe and free from dangerous objects and paraphernalia, the Board of Education hereby authorizes the use of metal detectors to conduct lawful searches of students on school grounds, in a school vehicle, or at a school activity. The following procedures will be implemented for metal detectors at Scottsbluff Public Schools:

1. Prior to any student being screened by a metal detector, the District will provide written notice to all students and parents/guardians about the use of metal detectors in school. Said notice may be incorporated into the Parent-Student Handbook, emailed to parents/guardians, and/or posted on signage around school buildings. Such notice shall be issued at least once each school year.

2. District staff may conduct screenings based on:
    a. Reasonable suspicion; and/or,
    b. A random, nondiscriminatory basis, so long as no individual is targeted.

3. Any individual subject to a metal detector screening must bring their personal belongings (coat, backpack, purse, gym bag, and the like) to the location where the screening will be performed. Said items may be subject to a metal detector screening.

4. All persons subject to a metal detector screening are required to remove any metal or dangerous objects from their person and/or personal belongings prior to the screening. After removing any such metal or dangerous objects, the person will be subjected to the metal detector screening.

5. If the metal detector activates during a screening, then such person will be subject to additional screening and/or further search by district personnel.

6. Any person found to be in possession of a firearm or other dangerous weapon will be immediately removed from school grounds and shall be subject to arrest and/or disciplinary action pursuant to applicable law and Student Code of Conduct.

7. Individuals found to be in possession of other unauthorized items (such as drugs) will be subject to disciplinary action, referral to law enforcement, and/or immediate removal from school grounds.

8. Any student who refuses to submit to a search consistent with these procedures will be subject to a search of his/her personal and belongings, and any other appropriate disciplinary action by school administration. Other persons (such as visitors) who refuse to submit to a search consistent with these procedures will be refused entry and escorted off school grounds immediately.

9. No student will be subjected to a metal detector screening based on any discriminatory or unlawful reason.

10. Nothing in this policy shall preclude or preempt any Individualized Education Plan, 504 Plan, or other legal requirements under the applicable special education laws.

11. Nothing in this policy precludes the District from conducting other lawful searches or activities in an effort to keep school safe and free from dangerous weapons.

Legal Reference: Neb. Rev. Stat. § 79-267
Neb. Rev. Stat. § 28-1204.04

Date of Adoption: March 11, 2024
Date of Revision: May 11, 2026

Students

Vandalism

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

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Health Screenings

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

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

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

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

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

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Communicable Diseases

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

Students or employees excluded for a confirmed communicable disease should not be allowed to return to school until the minimum isolation period has elapsed, and all signs or symptoms of acute illness have disappeared. The period of exclusion should extend throughout the period when acute signs of illness are present, or until the student or employee is fever-free for 24 hours without the use of fever-reducing medication.

Minimum isolation periods are provided by the Nebraska Department of Health and Human Services, Contagious and Infectious Disease/Condition Chart, which is attached to 173 NAC 3 and incorporated by this reference.

The ~~School~~ District reserves the right to secure an independent second opinion if such is deemed necessary.

Students' Communicable Conditions

1. The school principal or designee will function as liaisons with the student's physician as necessary, and will coordinate the health management procedures within the school building.
2. The decision to exclude a student from school shall be made by the Superintendent, after consultation with the appropriate building principal. Decisions regarding the type of educational setting for students who are not excluded from classes will be based on the behavior, neurological development, and physical condition of the student and the expected type of interaction within others in that setting. Educational plans for these students will be developed with the help of parents/guardians and the appropriate medical personnel.
3. The privacy of the student and family must be protected, and knowledge that a student has a communicable condition should be confined to persons with a direct need to know. If it becomes necessary to inform others, these persons will be provided with information concerning necessary precautions, and they will be made aware of confidentiality requirements.
4. Students who present a high risk of disease transmission may be temporarily excluded from school by the administration after consultation with the student's physician, parent/guardian and/or their representative, school nurse, or the school's physician.
5. A student might be considered at high risk if the student exhibits behaviors that may spread the disease (e.g., biting, lacks toilet training or is incontinent) or has an open sore that cannot be concealed or hygienically covered, any of which could result in direct

spreading of the condition or disease.

6. During the time a student is excluded from the classroom, an appropriate alternative or adjustment to the student's education will be provided and reviewed at least monthly, or more often if necessary.

Employees' Communicable Conditions

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

Legal Reference: Neb. Rev. Stat § 79-248

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Students

Missing Persons

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

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

Scottsbluff Public Schools will report any student abducted or lost to the appropriate law enforcement agency.

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

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Date of Review: May 11, 2026

Students

Requests to Contact Students and Student Interviews by Non-School Personnel

Removals of Students and Interviews of Students
In dealing with law enforcement officials, Scottsbluff Public Schools employees are not to obstruct government operations or unreasonably refuse or fail to aid a peace officer, but are also to attempt to prevent undue interference with district operations or educational programming. For the purposes of law enforcement, (or other similar investigative processes) school staff may not transport the student.

Removals of Students by Law Enforcement Officials
Law enforcement officers shall be permitted to remove a child from school when legally authorized to do so. For purposes of this policy, a law enforcement officer is defined as: sheriffs, coroners, jailers, marshals, police officers, state highway patrol officers, members of the National Guard on active service by direction of the Governor during periods of emergency, and all other persons with similar authority to make arrests.

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

1. The child has violated a state law or municipal ordinance and such child was 11 years of age or older at the time of the violation, and the officer has reasonable grounds to believe such child committed such violation and was 11 years of age or older at the time of the violation;
2. The child is seriously endangered in his or her surroundings and immediate removal appears to be necessary for the child's protection;
3. The officer believes the child to be mentally ill and dangerous as defined in Neb. Rev. Stat. § 71-908 and that the harm described in that section is likely to occur before proceedings may be instituted before the juvenile court;
4. The officer has reasonable grounds to believe that the juvenile has run away from his or her parent/guardian or custodian;
5. A probation officer has reasonable cause to believe that a juvenile is in violation of probation and that the juvenile will attempt to leave the jurisdiction or place lives or property in danger;
6. The officer has reasonable grounds to believe the juvenile is truant from school;
7. The officer has reasonable grounds to believe the child is immune from prosecution for prostitution under subsection (5) of the Neb. Rev. Stat. § 28-801; or,
8. The child has committed an act or engaged in behavior described in subdivision (1), (2), (3)(b), or (4) of the Neb. Rev. Stat. § 43-247 and such child was under 11 years of age at the time of such act or behavior, and the officer has reasonable cause to believe such child committed such act or engaged in such behavior and was under 11 years of age at such time.

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

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

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

Interviews of Students by Law Enforcement Officials

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

Interviews Not Related to District Events

If an interview of a student is requested during school hours concerning an ongoing investigation of a crime not related to Scottsbluff Public Schools, questioning should not take place until the student's parent/guardian or custodian has been contacted and permission is given for such interview, unless the crime being investigated is neglect or abuse of that student, in which case consent and permission is not required. The consent should be documented. The presence of a school employee during the interview is not necessary.

Interviews Related to District Events

If the investigation relates to an incident which took place on school premises or during instructional time, it is not necessary to obtain consent of the student's parent/guardian or custodian. In these situations, an employee of the District should be present during the interview to ensure that the interview relates only to the incident which took place on school premises or during instructional time or something which is directly related thereto.

Child Abuse or Neglect
If an investigator represents that an interview is necessary to collect information concerning an allegation of child abuse or neglect or an offense involving a family relation and it is clear that obtaining parental consent for the interview would be impossible or counter-productive, the interview may be conducted without consent of the student's parent/guardian or custodian. In these situations, an employee of Scottsbluff Public Schools should accompany the student to the interview location.

Probation Officer Interview
A probation officer assigned to a student by a court may be allowed the opportunity, on request, to interview a student on school premises. In such situations, it is neither necessary nor desirable that a district employee be present during the interview. It also is not necessary to obtain the consent of the parent/guardian or custodian.

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

Removals and Interviews by Persons other than Law Enforcement Officials
A person who comes to school premises to interview a student or remove a student prior to the end of the student's instructional day must obtain permission of an administrator or designee.

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

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

Legal Reference: Neb. Rev. Stat. § 28-801
Neb. Rev. Stat. § 43-248
Neb. Rev. Stat. § 49-801
Neb. Rev. Stat. § 71-908
Neb. Rev. Stat. § 79-294
20 U.S.C. §1232g (FERPA)

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Students

Identification of Learners with High Ability

Learners with high ability shall be identified in the academic areas of math and reading. Identification of learners in grades 3-8 with high ability in the specified academic areas shall be based on the criteria listed below. Students meeting all three criteria shall be identified as high-ability learners.

Criteria

1. The student scored in the 95th percentile or above on the winter or spring mathematics or reading assessment administered by the District (NWEA MAP or NSCAS). If the student is new to the District, scores from a previously administered norm-referenced assessment in another district may be used.
2. Teacher Recommendation: 90 points or more on the High Ability Learner Identification Inventory completed by a current classroom teacher.
3. Parent/Guardian Recommendation: 90 points or more on the High Ability Learner Identification Inventory completed by the parent/guardian.

Legal Reference: Neb. Rev. Stat. §§ 79-1106 to 1108.03
NDE Rule 3

Date of Adoption: August 9, 2021
Date of Revision: ~~February 9, 2026~~ May 11, 2026

Students

Anti-Bullying Policy

One of the missions of the District is to provide a physically safe and emotionally secure environment for students and staff.

The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others.

The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events and while away from school grounds if the misconduct materially and substantially interferes with or disrupts the educational environment, the District's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior.

The School District shall review the Anti-Bullying Policy annually.

Legal Reference: Neb. Rev. Stat. § 79-2,137
Neb. Rev. Stat. §§ 79-254 to 79-296
NDE February 2003 State Board Action; Reaffirmed December 2005

Date of Adoption: August 9, 2021
Date of Review: ~~April 14, 2025~~ May 11, 2026

Students

Student Fees Policy

The Board of Education of Scottsbluff Public Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children which extend beyond the minimum level of constitutionally required free instruction. Students and their parents/guardians have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent/guardian contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations which may be adopted from time to time. Policy 5416.1 provides further specifics of student fees and materials required of students. Parents/guardians and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

1. Guidelines for Non-Specialized Attire Required for Specified Courses and Activities
   Students have the responsibility to furnish and wear non-specialized attire meeting general district grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

   The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or

other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

2. Personal or Consumable Items & Miscellaneous
    a. Extracurricular Activities - Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.
    b. Courses
        i. General Course Materials - Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses. A specific class supply list will be published annually for elementary and middle school students. The list may include refundable damage or loss deposits required for usage of certain district property.
        ii. Damaged or Lost Items - Students are responsible for the careful and appropriate use of school property. Students and their parents/guardians will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.
        iii. Materials Required for Course Materials - Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.
        iv. Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.
    c. Parking - Students may be required to pay for parking on school grounds or to school-sponsored activities, and may be subject to payment of fines or damages for damages caused with or to vehicles or for failure to comply with school parking rules.

3. Extracurricular Activities-Specialized Equipment or Attire
   Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with t-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouth pieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extracurricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

4. Extracurricular Activities-Fees for Participation
   Any fees for participation in extracurricular activities are further specified in Policy 5416.1. Admission fees are charged for extracurricular activities and events.

5. Postsecondary Education Costs
   Students are responsible for postsecondary education costs for courses offered off campus that are not part of the students' Career Academy graduation requirements. The phrase "postsecondary education costs" means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a dual credit course taken at Scottsbluff High School taught by a Scottsbluff High School instructor or a course taken through a post-secondary institution as part of the student's Career Academy graduation requirements. These courses shall be offered without charge for tuition, books, or other fees.

6. Transportation Costs
   Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

7. Copies of Student Files or Records
   The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents/guardians of such student. A parent/guardian or student who requests copies

of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents/guardians of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

8. Participation in Before-and-After-School or Pre-Kindergarten Services
   Students are responsible for fees required for participation in before-and-after-school or pre-kindergarten services offered by the District, except to the extent such services are required to be provided without cost.

9. Participation in Summer School or Night School
   Students are responsible for fees required for participation in summer school or night school. Students are also responsible for correspondence courses.

10. Breakfast and Lunch Programs
    Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a "school store," a vending machine, a booster club, or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities.

11. Waiver Policy
    The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: a.) participation in extracurricular activities and b.) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Students or their parents/guardians must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

12. Distribution of Policy
    The Superintendent or the Superintendent's designee shall publish the District's student fees policy in the Parent-Student handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the Parent-Student handbook). The

Parent-Student handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

13. Student Fee Fund
The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: a.) participation in extracurricular activities, b.) postsecondary education costs, and c.) summer school or night school.

CERTIFICATION

On the 09 day of June, 2025, the School Board held a public hearing at a meeting of the School Board on a proposed student fees policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fees policy for the preceding school year. The foregoing student fees policy was adopted after such a public hearing by a majority vote of the School Board at an open public meeting in compliance with the public meetings laws.

_____
Superintendent or Other Authorized School Official

Legal Reference:
Neb. Rev. Stat. §§ 79-2,125 to 79-2,135
Nebraska Constitution, Article VII-1
Neb. Rev. Stat. § 79-241
Neb. Rev. Stat. § 79-605
Neb. Rev. Stat. § 79-611
Neb. Rev. Stat. § 79-715
Neb. Rev. Stat. § 79-737
Neb. Rev. Stat. § 79-1104
Neb. Rev. Stat. § 79-1108.03
Neb. Rev. Stat. § 79-2104

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Appendix "1" to Student Fees Policy of Scottsbluff Public Schools

Additional Specification of Required Materials and Fees[1]

Program	General Description of Fee or Material	$ Amount of Fee (Anticipated or Maximum)[2] or Specific Material Required
Elementary Program		
Physical Education classes	Appropriate clothing (non-specialized attire)	Appropriate attire
Music-Optional Band Courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, drumsticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.) Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None—necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists
Field Trips	Transportation and admission costs of field trips	None-costs of school sponsored, class-related field trips will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to $5 per student for each field trip to defray costs. (With administrative approval, the requested donation may be up to $100 for special field trips). Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students.
School Meals		Breakfast (Grades K-5) -- $2.10 Lunch (Grades K-5) -- $3.10 Milk (Grades K-5) -- $.60 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
After School Program	Fees for the After School Program	$3/hour

1. *This listing is a part of the current Student Fees Policy and is intended to provide supplemental information. For additional specifications, refer to the policy.*
2. *Generally, dollar amounts are stated in terms of "maximums." The actual fee or charge may be less during the current school year.*

Program	General Description of Fee or Material	$ Amount of Fee (Anticipated or Maximum) or Specific Material Required
Secondary Program		
Physical Education Classes	Appropriate clothing (non-specialized attire)	Tennis shoes and socks, running shorts, T-shirt, lock for PE locker, unless otherwise specified
Art and Shop Classes and Special Projects, Science Classes	Appropriate clothing (non-specialized attire) Safety glasses-1 pair provided per year. If lost or damaged students are required to purchase a new pair.	Clothing which may get paint on it or otherwise be damaged; protective clothing for shop classes; approved protective safety glasses for Science classes.
Music - Optional Band Courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, etc.) Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None. Necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists which may be handed out by the office or individual teachers.
Classroom Projects, i.e, Family & Consumer Science, Industrial Technology, & Marketing	Project cost	Student pays cost that is beyond the standard project provided by the school.
Advanced Math or Science Classes	Specialized calculators	Some calculators will be available at school. If lost or damaged a replacement fee will be assessed at a rate paid by the school. Students are encouraged but not required to purchase such equipment for their personal use.
School Meals		Breakfast (Grades 6-12) -- $2.40 Lunch (Grades 6-8) -- $3.40 Lunch (Grades 9-12) -- $3.65 Chef Special at Lunch -- $4.65 Milk (Grades 6-12) -- $.60 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
Post-Secondary Education Classes	Tuition and fees for college courses taken for credit.	Identified classes not paid for by the district will be paid for by the student.
End-of-Year Lost or Damaged Books	Damage fee or replacement cost	Fees and fines up to $5 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of $60.

Yearbooks - Optional	School Book	Yearbooks are published and made available for purchase every year. Cost is generally about $55.
College Entrance Tests and Preparation	Prep programs & tests	Costs of college entrance tests or prep courses, such as ACT preparation tutoring, PSAT test, PACT, and ACT test, are optional and to be paid directly to the private companies involved.
AP Testing	Fee per test	$98
Summer School Courses	Classes offered during the summer, or at night, if any	If a fee is charged students may be responsible.
Locker Usage	Use of school padlock	$10 fee if damaged or not returned at the end of the year.

Extracurricular and Other Programs	**General Description of Fee or Material**	**$ Amount of Fee (Anticipated or Maximum) or Specific Material Required**
Athletic Programs		
Admission	Spectator fees for admission to events	$6 per event maximum. Students may purchase an Activity Ticket not to exceed $45 per year. For District and Conference events hosted by the School, cost to be set by NSAA. Students participating in activities/athletics must purchase an activity ticket.
Athletic Physicals	NSAA required athletic Physicals	Cost varies; payable directly to the student's physician or clinic.
Equipment and Attire	Students are responsible for required equipment and attire appropriate to the sport or activity which are not provided by the school, and are responsible for any optional clothing, equipment, or other items associated with the sport or activity. Uniform items are checked out to students. If lost or damaged students will be assessed fees in the amount of replacement cost.	Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, nonrequired gloves, swim goggles, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include: • Basketball – No additional • Football – Mouthpiece • Golf – Golf bag (to be checked out each year) and clubs • Speech – Dress attire and copies of research • Track – No additional • Volleyball – Volleyball knee pads • Wrestling – Wrestling head gear • Cheerleading – Shoes, approved uniforms (tops & skirt; jacket), poms and other

		accessories
Travel Meals	Meals	Students are responsible for their own meals while traveling
Locker Use	Padlock for locker	$10 fee if damaged or not returned at the end of the year.
Camps and Clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.
Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Currently no dues are required. Annual dues not to exceed $25 per club.
Marching Band and Musical Groups	Equipment and attire.	Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. High School uniforms for the marching band will be supplied by the school; students may be required to pay a band uniform fee of $20 High School Uniform Shoes: $45 For Middle School Band students, a $20 uniform cleaning fee is requested.
Vocal Music Group	Coordinating group attire	Students will pay for outfits selected by the group. Cost will be based on selection at a maximum of $130
Clubs/Organizations		
Basic Nursing	Basic Nursing Assistant state registration fee	$75
Cheerleading	Uniforms	Shoes - $125 Camp Uniforms - $400 Camp attendance is optional.
Choir	Attire	Choir Outfit Rental/Cleaning - $20 Show Choir Outfit Rental/Cleaning - $40 Travel Fees - $125 to $400
DECA	Membership Travel	Membership Dues - $25 Based on current travel costs
Drill Team	Uniforms National trip	Shoes, approved uniforms (top & skirt; jacket), poms and other accessories Based on current travel costs
Educators Rising	Membership dues Membership polo Travel fees	$30 $25 Based on current travel costs
Family and Consumer Science (FACS) Courses	Foods Advanced foods Culinary/ProStart	$20 $25 $40

FFA	Uniforms Travel fees	$75 Based on current travel costs
Future Career/ Community Leaders (FCCLA)	Membership dues Membership polo/red jacket Travel fees	$30 $25 - $90 Based on current travel costs
HOSA	Membership dues Competition Travel fees	$25 $10 Based on current travel costs
Key Club	Membership dues	$10
Medication Aide	State test fee & application	$53
National Honor Society & National Junior Honor Society	Membership dues	$20
Orchestra	Instrument Uniform rental	Varies $20 to $50
Senior Graduation	Cap and gown Breakfast	$36 $15
Skilled and Technical Science Courses	Advanced Woods Manufacturing Intro to Skilled & Technical Science	$35 $25
SkillsUSA	Membership Dues Travel Fees	$25 $50 to $150
Spanish Club	Membership Fees	$5
Spanish Heritage/AP Spanish	CLEP Test Testing Center Fee	$95 $15
World Languages – Seal of Biliteracy	Fee	$10
Social & Recognition Activities		
School Plays, Musicals, and Social Activities	Admission to events	$10 per play or activity
School Dances	Admission to prom, homecoming, etc.	Up to $10 per event
Class Dues		Currently no dues are assessed. Each of the six secondary classes may assess its members an amount not to exceed $50 annually for rental and decoration of dance facilities, punch and snacks at social activities, memorials and recognition plaques, flowers, and cards, and similar class activities. The payment of such an assessment shall be strictly

		voluntary, but students who do not pay may be denied admission to extracurricular activities supported by the class dues.
Picture Packets	Optional – Pictures are still taken for use in the school yearbook	Students purchase packets as desired and pay directly to the photo company
Senior Recognition Assessment	Optional graduation activities	Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook pages, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. They may include the rental of graduation robes, caps, tassels, class flowers, one mother's flower, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed $50, will be assessed to those seniors who elect to participate in such activities. Expenses for above mentioned items will be paid out of the "Class Activity" account until funds are depleted. After this fund is empty, students will be responsible for all optional graduation activity costs.
Trips	Transportation, lodging, meals, admission to events, etc.	If the trip is not school sponsored, the costs of the trip are not subject to this policy and no fee waivers will apply. A trip is not school sponsored if: it is not supervised or administered by the school, attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.

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Students

School Wellness Policy

A function of Scottsbluff Public Schools ("District") is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following school wellness policy.

District Wellness Committee

1. Committee Role and Membership
   The District will convene a representative SBPS District Wellness Committee ("SBPSDWC") that meets at least two times per year to establish goals for and oversee school health and safety policies and programs, including the development, implementation, and periodic review and update of this District wellness policy.

   The SBPSDWC membership will represent all school levels and include (to the extent possible), but not be limited to: parents/guardians, students, representatives of the school nutrition program, physical education teachers, health education teachers, school health professionals or staff, mental health and social services staff, school administrators, School Board members, and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators. To the extent possible, the SBPSDWC will include representatives from each school building and reflect the diversity of the community.

2. Leadership
   The Superintendent or the Superintendent's designee will convene the SBPSDWC and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy.

   Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.

Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement

1. Implementation Plan
   The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school, and includes information about who will be responsible to make what change, by how much, and where and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. It is recommended that the school use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention's School Health Index, create an action

plan that fosters implementation and generate an annual progress report. This wellness policy and the progress reports can be found on the District's website.

2. Recordkeeping
   The District will retain records to document compliance with the requirements of the wellness policy at the District Office and/or on the District's computer network.

3. Annual Notification of Policy
   The District will inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. The District will make this information available via the District website. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.

4. Triennial Progress Assessments
   Under the direction of the Superintendent or the Superintendent's designee, at least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and identify necessary revisions.

   The District will notify households/families of the availability of the triennial progress report.

5. Revisions and Updating the Policy
   The SBPSDWC will update or modify the wellness policy based on the results of the annual and triennial assessments and/or as district priorities change, community needs change, wellness goals are met, new health science, information, and technology emerges, and new federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

6. Community Involvement, Outreach, and Communications
   The District is committed to being responsive to community input, which begins with awareness of the wellness policy.

Nutrition

1. School Meals
   All schools within the District will participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional federal child nutrition programs as eligible, such as the Fresh Fruit and Vegetable program, the Child and Adult Care Food Program and the After-School Snack program and will meet the minimum nutritional requirements of such programs. The District will make drinking water available in all locations where school meals are served during meal times.

2. Competitive Foods and Beverages
   To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores, and snack or food carts. Only for the purpose of competitive food and beverages in subsection 3 of this policy, a school day is the time between midnight the night before to 30 minutes after the end of the instructional day.

3. Celebrations and Rewards
   All foods offered on the school campus will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:
   a. Celebrations and parties - The District will provide a list of healthy party ideas to parents/guardians and teachers, including non-food celebration ideas.
   b. Classroom snacks brought by parents or guardians - The District will provide or make available to parents/guardians a list of foods and beverages that meet the USDA Smart Snacks nutrition standards.
   c. Rewards and incentives - The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be withheld as punishment for any reason, such as for performance or behavior.

4. Fundraising
   Foods and beverages that meet or exceed the USDA Smart Snacks nutrition standards may be sold through fundraisers on the school campus during the school day.

5. Nutrition Promotion
   Nutrition promotion will be provided through both classroom and school meal program efforts, which encourage participation in school meal programs and the consumption of nutrient-rich foods. Students and staff will receive consistent nutrition messages throughout the school building, classrooms, gymnasiums, and cafeterias.

6. Nutrition Education
   The District will teach, model, encourage, and support healthy eating by all students.

Physical Activity
A substantial percentage of students' physical activity can be provided through a Comprehensive School Physical Activity Program (CSPAP).

1. Physical Education
   The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education.

2. Classroom Physical Activity Breaks
   Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short (3-5-minute) physical activity breaks to students during and between classroom time at least three days per week. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

3. Active Academics
   Teachers will incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible

   Teachers will serve as role models by being physically active alongside the students whenever feasible.

4. Before and After School Activities
   The District offers opportunities for students to participate in physical activity either before and/or after the school day through a variety of methods. The District will encourage students to be physically active before and after school by sponsoring or permitting physical activity clubs and physical activity in aftercare, intramurals, or interscholastic sports.

5. Active Transport
   The District will support active transport to and from school, such as walking or biking.

Other Activities that Promote Student Wellness
The District will integrate wellness activities across the entire school setting, including other initiatives related to physical activity, physical education, nutrition, and other wellness components so efforts are complementary and work towards the same set of goals to promote student well-being, optimal development, and strong educational outcomes.

1. Community Partnerships
   The District will develop, enhance, or continue relationships with parents/guardians, families, and community partners in support of this wellness policy implementation. Families, community members, and organizations will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

2. Community Health Promotion and Family Engagement
   The District will promote to parents/guardians, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

3. Staff Wellness and Health Promotion
   The SBPSDWC will focus on staff wellness issues, identify and disseminate wellness resources, and perform other functions that support staff wellness in coordination with human resources staff.

   Schools in the District will implement strategies to support staff in promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will receive information about health promotion efforts.

4. Professional Learning
   When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school.

Definitions

- School Campus - Areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.
- School Day - The time between midnight the night before to 30 minutes after the end of the instructional day.
- Triennial - Recurring every three years.

Legal Reference: 42 U.S.C. § 1758b
7 CFR §§ 210.11 and 210.30
42 U.S.C §§ 1751-1760,
NDE Rule 10

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Students

Homeless Students

1. General Policy Statement
   The District shall ensure that homeless children and youths shall have equal access to the same free, appropriate public education, including public preschool education, as provided to other children and youths.

2. Definitions
   a. "School of Origin" shall mean the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including preschool. School of origin shall also include any designated receiving school for the next grade level for all feeder schools when a student completes the final grade level served by the school of origin.
   b. "Homeless children and youths" shall mean any individuals who lack a fixed, regular, and adequate nighttime residence, and includes:
      i. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
      ii. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
      iii. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and/or,
      iv. Migratory children who qualify as homeless because they are living in circumstances described above.
   c. "Unaccompanied youth" shall mean a homeless child or youth not in the physical custody of a parent/guardian.

3. School Stability
   a. School Selection - Each school shall presume that keeping a homeless child or youth enrolled in the child's or youth's school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the child's or youth's parent/guardian or, in the case of an unaccompanied youth, the youth.

      To overcome the presumption that a child or youth should remain in his/her school of origin, the school shall consider student-centered factors including: the impact of mobility on achievement, education, health, and safety of homeless children and youth, giving priority to the request of the child's or youth's parent/guardian or, in the case of an unaccompanied youth, the youth.

   b. Enrollment - Once the school is selected in accordance with the child's or youth's

best interest, that child or youth shall be immediately enrolled even if the child or youth is unable to produce records normally required for enrollment including, but not limited to, previous academic records, immunization or other health records, proof of residency or has missed any application or enrollment deadlines during any period of homelessness.

c. Transportation - If the child or youth continues to attend his or her school of origin, transportation shall be provided promptly even if there is a dispute pending regarding which school is in the child's or youth's best interest to attend. Transportation will continue to be provided to and from the school of origin for the remainder of any academic year during which the child or youth becomes permanently housed.

4. Records
Any record ordinarily kept by the school, including immunization or medical records, academic records, birth certificates, guardianship records, and evaluations for special services or programs regarding each homeless child or youth shall be maintained:
   a. Such that all records are available, in a timely fashion, when a child or youth enrolls in a new school or school district;
   b. Any information about a homeless child's or youth's living situation shall be treated as a confidential student education record and shall not be deemed to be directory information; and,
   c. In a manner consistent with the Federal Education Rights and Privacy Act.

5. Services
The Local Education Agency Liaison shall identify an appropriate staff person to be the Local Educational Liaison (LEL) for all homeless children and youth attending school in the District. The LEL responsibilities shall include, but are not limited to:
   a. Ensure homeless children and youth are identified through outreach and coordination activities including coordination with the Nebraska Department of Education Homeless Education Liaison, community, and school personnel responsible for education and related services to homeless children and youths;
   b. Receive appropriate time and training in order to carry out the duties required by law and this policy;
   c. Ensure homeless families and homeless children and youths are referred to health care, dental, mental health, substance abuse, housing, and any other appropriate services;
   d. Ensure that homeless children and youths:
      i. Are enrolled in school which includes attending classes and participating fully in school activities;
      ii. Have a full and equal opportunity to meet the same challenging state academic standards as other children and youths;
      iii. Receive individualized counseling from counselors to prepare and improve their readiness for college, including college selection, application, financial aid, and on-campus supports; and,
      iv. Unaccompanied youths are informed of their status as independent

students under the Higher Education Act of 1965 and may obtain assistance from the LEL to receive verification of such status for purposes of the Free Application for Federal Student Aid.

e. Ensure that public notice of the educational rights and available transportation services of the homeless children and youths is disseminated in locations frequented by parents/guardians of such youths and unaccompanied homeless youths, including schools, shelters, public libraries, and soup kitchens in a manner and form that is easily understandable; and,
f. Ensure the dispute resolution process identified below is carried out in accordance with the law and district policy.

6. Dispute Resolution
   a. The dispute procedure must be available for disputes over eligibility, as well as school selection or enrollment.
   b. In the event of a dispute regarding where a child or youth should enroll, the child or youth shall be immediately enrolled in the school in which enrollment is sought pending final resolution of the dispute, including all available appeals. The District shall immediately provide the child's parent /guardian or, in the case of an unaccompanied youth, a written explanation of the decision made regarding the school selection including the right to appeal such decision. Said writing shall be provided in a manner and form understandable to such parent/guardian or unaccompanied youth and also include the LEL contact information. The LEL shall carry out the dispute resolution process within thirty calendar days from the date of said writing pursuant to 92 Nebraska Administrative Code 19-005.02.
   c. Appeals - Any parent/guardian or other person having legal or actual charge of a homeless child or youth that is dissatisfied with the decision of a school district after the dispute resolution process may file an appeal with the Commissioner within thirty calendar days of receipt of the decision by following the process in 92 Nebraska Administrative Code 19-005.03 and 19-005.03C.

Legal Reference: Neb. Rev. Stat. § 79-215
NDE Rule 19
42 USC § 11431, et seq.
20 U.S.C. § 6301

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Students

Student Privacy Protection Policy

It is the policy of Scottsbluff Public Schools to develop and implement policies which protect the privacy of students in accordance with applicable laws. The District's policies in this regard include the following:

1. Right of Parents/Guardians to Inspect Surveys Funded or Administered by the United States Department of Education or Third Parties
   Parents/guardians shall have the right to inspect, upon the parent/guardian's request, a survey created by and administered by either the United States Department of Education or a third party (a group or person other than the District) before the survey is administered or distributed by the school to the parent/guardian's child.

2. Protection of Student Privacy in Regard to Surveys of Matters Deemed to be Sensitive
   The District will require, for any survey of students which contain one or more matters deemed to be sensitive (see section headed "Definition of Surveys of Matters Deemed to be Sensitive"), that suitable arrangements be made to protect student privacy (that is, the name or other identifying information about a particular student). For such surveys, the District will also follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

3. Right of Parents/Guardians to Inspect Instructional Materials
   Parents/guardians shall have the right to inspect, upon reasonable request, any instructional material used as part of the educational curriculum for their child. Reasonable requests for inspection of instructional materials shall be granted within a reasonable period of time after the request is received. Parents/guardians shall not have the right to access academic tests or academic assessments, as such are not within the meaning of the term instructional materials for purposes of this policy.

   The procedures for making and granting a request to inspect instructional materials are as follows: the parent/guardian shall make the request, with reasonable specificity, directly to the building principal. The building principal, within five school days, shall consult with the teacher or other educator responsible for the curriculum materials. In the event the request can be accommodated, the building principal shall make the materials available for inspection or review by the parent/guardian, at such reasonable time and place as will not interfere with the educator's intended use of the materials. In the event there is a question as to the nature of the curriculum materials requested or as to whether the materials are required to be provided, the building principal shall notify the parent/guardian of such concern, and assist the parent/guardian with forming a request which can reasonably be accommodated. If the parent/guardian does not formulate such a request, and continues to desire certain curriculum materials, the parent/guardian shall be asked to make their request to the Superintendent or the Superintendent's designee.

4. Rights of Parents/Guardians to be Notified of and to Opt-Out of Certain Physical Examinations or Screenings
   The general policy and practice of the District is to not administer physical examinations or screenings of students which require advance notice or parent/guardian opt-out rights under the applicable federal laws, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions:
   a. In accordance with Nebraska Department of Health and Human Service requirements;
   b. Physical examinations or screenings that are permitted or required by an applicable state law; and,
   c. Surveys administered to students in accordance with the Individuals with Disabilities Education Act.

   For physical examinations or screenings which do not fit into the applicable exceptions, the District will follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

5. Protection of Student Privacy in Regard to Personal Information Collected from Students
   The general policy and practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information. The District will make reasonable arrangements to protect student privacy to the extent possible in the event of any such collection, disclosure, or use of personal information.

   Personal information for purposes of this policy means individually identifiable information about a student including:
   a. A student or parent/guardian's first and last name;
   b. Home address;
   c. Telephone number; and/or,
   d. Social security number.

   The term personal information, for purposes of this policy, does not include information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions. This exception includes the following examples:
   a. College or postsecondary education recruitment, or military recruitment;
   b. Book clubs, magazines, and programs providing access to low-cost literary products;
   c. Curriculum and instructional materials used by elementary schools and secondary schools;
   d. Tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about student, or to generate other statistically useful data for the purpose of securing such tests and assessments, and the subsequent analysis and public release of the aggregate data from such tests and assessments;

e. The sale by student of products or services to raise funds for school-related or education-related activities; and/or,
f. Student recognition programs.

6. Parent/Guardian Access to Instruments Used in the Collection of Personal Information
While the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, parents/guardians shall have the right to inspect, upon reasonable request, any instrument which may be administered or distributed to a student for such purposes. Reasonable requests for inspection shall be granted within a reasonable period of time after the request is received.

The procedures for making and granting such a request are as follows: the parent/guardian shall make the request, with reasonable specificity, directly to the building principal and shall identify the specific act and the school staff member or program responsible for the collection, disclosure, or use of personal information from students for the purpose of marketing that information. The building principal, within five school days, shall consult with the school staff member or person responsible for the program which has been reported by the parent/guardian to be responsible for the collection, disclosure, or use of personal information from students. In the event such collection, disclosure, or use of personal information is occurring or there is a plan for such to occur, the building principal shall consult with the Superintendent or the Superintendent's designee for determination of whether the action shall be allowed to continue. If not, the instrument for the collection of personal information shall not be given to any students. If it is to be allowed, such instrument shall be provided to the requesting parent/guardian as soon as such instrument can be reasonably obtained.

Annual Parental Notification of Student Privacy Protection Policy
The District shall provide parents/guardians with reasonable notice of the adoption or continued use of this policy and other policies related to the student privacy. Such notice shall be given to parents/guardians of students enrolled in the District at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies.

Notification to Parents/Guardians of Dates of and Right to Opt-Out of Specific Events
The District shall directly notify the parents/guardians of the affected children, of the specific or approximate dates during the school year when any of the following activities are scheduled, or are expected to be scheduled:

1. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information. (Note: The general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information);
2. Surveys of students involving one or more matters deemed to be sensitive in accordance with the law and this policy; and,
3. Any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or of

other students. (Note: The general practice of the District is to not engage in physical examinations or screenings which require advance notice, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions to the advance notice requirement and parent/guardian opt-out right:

a. Screenings in accordance with Nebraska Department of Health and Human Service requirements;
b. Physical examinations or screenings that are permitted or required by an applicable state law; and,
c. Surveys administered to students in accordance with the Individuals with Disabilities Education Act.

Parents/guardians shall be offered an opportunity in advance to opt their child out of participation in any of the above listed activities. In the case of a student of an appropriate age (that is, a student who has reached the age of 18, or a legally emancipated student), the notice and opt-out right shall belong to the student.

Definition of Surveys of Matters Deemed to be Sensitive

Any survey containing one or more of the following matters shall be deemed to be sensitive for purposes of this policy:

1. Political affiliations or beliefs of the student or the student's parent/guardian;
2. Mental or psychological problems of the student or the student's parent/guardian;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom the student has close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the students or the student's parent/guardian; or,
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Mental Health Assessment or Service

The District shall attempt to obtain informed consent from the parent/guardian of each child who is under 18 years of age to participate in any mental-health assessment or therapeutic service that is funded under the Every Student Succeeds Act ("ESSA"). Before obtaining the consent, the District shall provide the parent/guardian written notice describing in detail such mental health assessment or therapeutic service, including the purpose for such assessment or therapeutic service, the provider of such assessment or therapeutic service, when such assessment or therapeutic service will begin, and how long such assessment or therapeutic service may last. No mental health assessment can be conducted without written consent from the parent/guardian.

Legal Authorities: 20 U.S.C. 3601
20 U.S.C. 1232
34 CFR Part 98
Neb. Rev. Stat. §§ 79-530 to 79-533

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Dating Violence

Scottsbluff Public Schools strives to provide physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Dating violence will not be tolerated.

For purposes of this policy "dating violence" means a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. "Dating partner" means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term.

Incidents of dating violence involving students at school will be addressed as the administration determines appropriate, within the scope and subject to the limits of the District's authority.

Staff training on dating violence shall be provided as deemed appropriate by the administration. The dating violence training shall include, but need not be limited to, basic awareness of dating violence, warning signs of dating violence, and the District's dating violence policy.

Dating violence education that is age-appropriate shall be incorporated into the school program. Dating violence education shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

The administration will be responsible for ensuring that this dating violence policy is published in the School District's Parent-Student Handbook or an equivalent such publication. Parents/guardians shall be informed of the dating violence policy by such other means as the administration determines appropriate. If requested, parents /guardians shall be provided a copy of the dating violence policy and relevant information.

Legal Reference: Neb. Rev. Stat. §§ 79-2,139 to 79-2,142

Date of Adoption: August 9, 2021
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Students

Use of Restraints and Seclusion

This policy sets forth the requirements, restrictions, and procedures related to the use of physical restraints and seclusions at Scottsbluff Public Schools. Every effort should be made to prevent the need for the use of restraint and seclusion, and positive behavioral strategies should be employed to prevent and/or address dangerous behavior, and could include positive reinforcement, positive behavior supports, or other preventative interventions. Behavioral strategies employed to address dangerous behaviors should address the underlying cause or purpose of the behavior. No Scottsbluff Public Schools staff member may use mechanical or medical restraints.

Parents/guardians will be informed of school or district policies on restraint and seclusion.

Definitions

1. Physical Restraint - Physical restraint means one or more persons using a physical hold to restrict a student's freedom of movement as a response to student behavior. A light touching of a student while conducting a physical escort or a touching to provide instructional assistance is not a physical restraint for purposes of this policy.

2. Seclusion - Seclusion is the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving as a response to student behavior. Seclusion as defined herein is not practiced in the District.

   Seclusion is distinguishable from an in-school suspension, in which other students or adults may be present. While students are required to remain in the in-school suspension area, the students are not physically prevented from leaving.

   Seclusion is distinguishable from the District practice of monitored isolation, which is removing a student away from other students to a designated area while being directly monitored by a staff member.

Physical Restraint

1. When Physical Restraint May be Used - Physical restraint may be used in the following circumstances:
   a. To prevent a student from completing an act that would result in injury to the student or others when there is a substantial risk that the student would commit the act;
   b. A verbal threat by a student does not present a substantial risk that a student would commit an aggressive act unless the student also demonstrates the ability and intent to carry out the threat;
   c. Destruction of or damage to property does not present a substantial risk of personal injury unless personal injury would be caused as a result of the destructive act (for example, throwing sharp or heavy objects when others are

present, or the person whose property is about to be destroyed is likely to react physically if the person's property were destroyed). (Note: If a student is about to destroy or damage property, the act of grasping the student's arm or leg solely to prevent the striking, throwing, or kicking of the item is not prohibited.); and/or

d. To move a student to a seclusion room, or to remove a student to another location because the student is creating a substantial disruption to others, in circumstances where the student is unable to be moved or removed without the use of physical restraint.

2. When Physical Restraint May Not Be Used - Physical restraints may not be used in the following circumstances:
   a. When a known medical or psychological condition contraindicates its use; and/or
   b. For purposes of discipline, punishment, coercion, or as a means of convenience.

3. Conditions - Use of physical restraint shall take into consideration the safety and security of the student. Intentional prone restraints are prohibited.

   In determining whether a student who is being physically restrained should be removed from the area where such restraint was initiated, the staff shall consider the potential for injury to the student, the student's privacy interests, and the educational and emotional well-being of other students in the vicinity.

   If physical restraint is imposed upon a student whose primary mode of communication is sign language or an augmentative mode, the student shall be permitted to have his or her hands free of restraint for brief periods, unless staff determines that such freedom appears likely to result in harm to the student or others.

4. Timeline - Physical restraint is to be used only as long as necessary to resolve the reason for which it was initiated.

5. Training - Except in the case of emergent situations, physical restraint shall be applied only by individuals who have received systematic training that includes all the elements described below. An individual who applies physical restraint shall use only techniques in which he or she has received such training within the preceding two years.
   a. Training with respect to physical restraint may be provided either by the School District or by an external entity and shall include, but need not be limited to:
      i. Appropriate procedures for preventing the need for physical restraint, including the de-escalation of problematic behavior, relationship-building, and the use of alternatives to restraint;
      ii. A description and identification of dangerous behaviors on the part of students that may indicate the need for physical restraint and methods for evaluating the risk of harm in individual situations in order to determine whether the use of restraint is warranted;
      iii. The simulated experience of administering and receiving a variety of physical restraint techniques, ranging from minimal physical involvement to very controlling interventions;

iv. Instruction regarding the effects of physical restraint on the person restrained, including instruction on monitoring physical signs of distress, and obtaining medical assistance;
v. Instruction regarding documentation and reporting requirements and investigation of injuries and complaints; and,
vi. Demonstration by participants of proficiency in administering physical restraint.

An individual may provide training to others in a particular method of physical restraint only if he or she has completed training in that technique that meets the foregoing requirements within the preceding one-year period.

Seclusion

1. When Seclusion May be Used - Seclusion may be used in the following circumstances:
   a. When a student's behavior is so out of control that the student's behavior creates a risk of injury to the student or others;
   b. When a student's behavior is so out of control that the student is causing a disruption to school activities and there is no other technique and no other place the student may be moved to prevent continued disruption;
   c. When a student's behavior is so out of control that the student is unable to engage in educational activities and there is no other technique that could reasonably be employed to allow the student's emotions to cool down and engage in appropriate behaviors and educational activities; and/or,
   d. The student has an IEP or a Behavioral Plan which provides for the use of seclusion in circumstances other than the foregoing. If it is anticipated that seclusion may need to be used with a special education student, the IEP team is to discuss and include use of seclusion in the student's IEP if the IEP team determines use of seclusion to be appropriate. (Note: IEPs or Behavioral Plans should not provide for use of seclusion except in those circumstances where the professional staff determines that non-aversive or positive intervention strategies would not be effective.)

2. When Seclusion May Not Be Used - Seclusion may not be used in the following circumstances:
   a. When a known medical or psychological condition contraindicates its use; and/or,
   b. As a form of punishment.

3. Conditions - Use of seclusion shall take into consideration the safety and security of the student. Enclosures used for seclusion, other than enclosures used on a temporary basis, shall:
   a. Have the same ceiling height as the surrounding room or rooms and be large enough to accommodate not only the student being isolated but also any other individual who is required to accompany that student;
   b. Be constructed of materials that cannot be used by students to harm themselves or others, be free of electrical outlets, exposed wiring, and other objects that could be used by students to harm themselves or others, and be designed so that students

cannot climb up the walls (including walls far enough apart so as not to offer the student being isolated sufficient leverage for climbing);

c. If an enclosure used for isolated time out is fitted with a door, the door shall either be a steel door or a wooden door of solid-core construction. If the door includes a viewing panel, the panel shall be unbreakable;
d. Be designed to permit visual monitoring of and communication with the student sufficient to ensure the student's safety and security. For students who do not communicate verbally, arrangements shall be made to permit the student to periodically communicate the student's needs; and,
e. If a locking mechanism is used on the enclosure, the mechanism shall be constructed so that it will engage only when a key, handle, knob, or other similar device is being held in position by a person, unless the mechanism is an electrically or electronically controlled one that is automatically released when the building's fire alarm system is triggered. Upon release of the locking mechanism by the supervising adult, the door must be able to be opened readily.

The procedures for use of seclusion include:

a. An adult who is responsible for supervising the student shall remain within close proximity of the enclosure; and,
b. The adult responsible for supervising the student must periodically check on the student visually, if possible.

4. Timeline - A student shall not be kept in seclusion for more than 20 minutes after the student ceases presenting the specific behavior for which isolated time out was imposed or any other behavior for which isolated time out would be an appropriate intervention.

5. Training - Orientation will be provided to staff members who are anticipated to be involved in the use of seclusion. The orientation shall cover the procedures contained in this policy.

6. Documentation and Evaluation
   a. Documentation of Use of Physical Restraint or Seclusion - A written record of each use of seclusion or physical restraint shall be prepared and maintained in the student's temporary record. The student's case manager, if any, shall also maintain a copy of each such record. Each such record shall include:
      i. The student's name;
      ii. The date of the incident;
      iii. The beginning and ending times of the incident;
      iv. A description of any relevant events leading up to the incident;
      v. A description of any interventions used prior to the implementation of physical restraint or seclusion;
      vi. A description of the incident and/or student behavior that resulted in implementation of physical restraint or seclusion;
      vii. A log of the student's behavior during physical restraint or seclusion;
      viii. A description of any injuries (whether to students, staff, or others) or property damage;

ix. A list of the school personnel who participated in the implementation, monitoring, and supervision of physical restraint or seclusion; and
x. The date on which the parent/guardian was notified.

The record shall be completed by the beginning of the school day following the use of seclusion or physical restraint.

b. Notification of Administration - The Superintendent or the Superintendent's designee shall be notified of the incident as soon as possible, but no later than the end of the school day on which it occurred.

c. Notification of Parent/Guardian - Within 48 hours after use of seclusion or physical restraint, the Superintendent or the Superintendent's designee shall send written notice of the incident to the student's parents/guardians, unless the parent/guardian has provided the District a written waiver of this requirement for notification. The parent/guardian shall be informed of the date of the incident, a description of the intervention (physical restraint or seclusion) used, and who at the school may be contacted for further information.

d. Debrief - Debriefing will occur after every incident of restraint and seclusion. This debriefing will include a review of the restraint and/or seclusion procedures employed, the appropriateness of the use of the procedures, and how they could be avoided in the future.

e. Evaluation - An evaluation shall be conducted whenever a physical restraint exceeds 15 consecutive minutes or results in physical injury, whenever a seclusion exceeds 30 consecutive minutes, or use of physical restraint or seclusion is repeated with an individual student during any three-hour period:
   i. A certified staff person trained in the use of physical restraint or knowledgeable about the use of seclusion, as applicable, shall evaluate the situation.
   ii. The evaluation shall consider the appropriateness of continuing the procedure in use, including the student's potential need for medication, nourishment, or use of a restroom, and the need for alternate strategies (e.g., assessment by a mental health crisis team, assistance from police, or transportation by ambulance).
   iii. The results of the evaluation shall be committed to writing and copies of this documentation shall be placed into the student's temporary student record and provided to the Superintendent or the Superintendent's designee.

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Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Pregnant and Parenting Students

Scottsbluff Public Schools recognizes that pregnant and parenting students have the right and responsibility to attend school. This attendance right and responsibility applies to students regardless of their marital or parental status. Further, the District will educate pregnant and parenting students and will provide reasonable accommodations to support and encourage all pregnant and parenting students to obtain their high school diploma. No student will be excluded from, denied the benefit of, or discriminated against under any educational program or activity because of pregnancy or parenting responsibilities.

Attendance and Leave of Absences

Pregnant and parenting students will be permitted to attend to their own health care, their child's medical care, or other pregnancy- or parenting-related appointments with the benefit of having any such absences or tardiness excused. A student will be permitted to take a leave of absence for pregnancy, childbirth, and any other pre- and post-natal related medical needs, along with recovery therefrom for the duration that is deemed medically necessary by the student's licensed health care provider. At the conclusion of the leave of absence, a student will be immediately enrolled in the District at the same grade and status as when the leave began. Pregnant and parenting students shall be allowed to participate in all activities including extracurricular activities throughout the student's pregnancy and thereafter unless the District deems such participation poses a substantial risk of injury to the student or to others. A pregnant and parenting student may be asked to obtain certification from the student's licensed healthcare provider regarding the student's safe participation in an extracurricular activity when such certification is required of students for other conditions which require the attention of a licensed healthcare provider.

Any absences accumulated due to pregnancy or pregnancy-related conditions, or care for an ill child, should not count towards any district policies in effect under compulsory attendance requirements. Pregnant and parenting students with excused absences or tardiness shall be treated like all other students with excused absences or tardiness for any other medical reasons.

Pregnant and parenting students will be provided with assignments, classwork, and any additional support needed to ensure that the student can keep up with class requirements when absent for pregnancy or parenting-related absences.

Alternative Means to Complete Course Work

The District will provide at least one alternate method, in addition to traditional classroom instruction, to keep pregnant and parenting students in school. Such accommodation(s) may include accessing coursework online, home-based independent study, or at-home tutoring. Alternative methods of instruction or other alternative programs for pregnant and parenting students are voluntary for the student who may elect whether to engage in an alternative method of instruction or the traditional methods of instruction available to their peers. Pregnant and parenting students shall be allowed to attend their regular classrooms and complete regular coursework.

Lactation
The District will make reasonable accommodations for breastfeeding or milk expression during the school day. Such accommodations will be in a location, other than a bathroom or closet, that is private, clean, has an electrical outlet, a chair, and is reasonably accessible. Students shall also be provided a food safe refrigerator to store breast milk safely.

Child Care
If in-school child care is not provided, a list of qualified licensed child care providers will be provided upon request to pregnant or parenting students. Such list will be updated annually and include providers that participate in the quality rating and improvement system and meet all of the quality rating criteria for at least a Step 3 rating pursuant to the Step Up to Quality Child Care Act. Nothing in this policy is intended to prohibit or limit any referral for a student or a student's child to an early head start program or any other available community resources.

Privacy and Confidentiality
Pregnant and parenting students have the right to have their health and personal information kept confidential in accordance with law. School staff will make every effort to keep personal information and health records confidential and in compliance with Nebraska and federal law. Information about students' pregnancies and related conditions will not appear in their cumulative records and will not be used when they are being considered for educational or job opportunities, awards, or scholarships.

Other Accommodations
Pregnant and parenting students may request additional reasonable accommodations to ensure continued participation and enrollment in school. Accommodation requests will be evaluated on a case-by-case basis. Such accommodations may include but are not limited to additional frequency allowed for bathroom breaks, additional time allowed in between class periods, a larger desk or additional work space, and adjustments to requirements for physical education as needed. Students seeking additional reasonable accommodation should make such requests to the building principal.

Bullying and Harassment
Pregnant and parenting students have the same rights as other students to be free from discrimination, bullying, and harassment. Such school policies are incorporated herein and apply to all students.

Policy Dissemination
This policy will be available at the beginning of each school year on the District's website and will be incorporated into the Parent-Student Handbook.

Legal Reference:	Neb. Rev. Stat. §§ 79-2,149 to 79-2,152 Neb. Rev. Stat. §§ 79-2114 to 79-2124 20 USC § 1681 34 C.F.R. § 106.40
Date of Adoption:	August 9, 2021
Date of Revision:	March 13, 2023
Date of Review:	May 11, 2026

Students

Student Memorials

From time to time, Scottsbluff Public School District must confront the issue of dealing appropriately with the death of a student. The purpose of this policy is to set forth uniform guidelines when responding to the death of a student. When a student dies it is generally a school-wide (if not a community-wide) tragedy. Schools are immediately identified as having some responsibility to make sure the student's life is recognized and honored. The District welcomes this opportunity and desires to help in the grieving and healing processes. The District is obligated, however, to exercise caution in the method used to recognize the deceased student and his or her family. Research indicates two potential problems.

First, physical memorials have the potential to communicate immortalization, essentially glamorizing the death in the minds of some students. Young people who suffer from depression or other psychological problems and are at risk for suicidal behavior are sometimes motivated to take their own lives when they are exposed to a memorial immortalizing the death of a student.

Secondly, memorials can be an ongoing visual reminder of what happened, leading to students worrying if it will happen again or wondering if they could be next. From this perspective, memorials in the school or on school property pose a significant risk simply because a school is a "closed" environment. It becomes almost impossible for students to avoid the physical reminders of a death when a memorial is located on school premises. Memorials need to be an opportunity of choice, as we all grieve differently. For some, it is healthier not to be reminded.

Consequently, the following guidelines should guide schools' decision-making during such circumstances.

The District will not allow:

1. Memorial/funeral services that may alter the routine of a regular school instructional day;
2. Memorials that require the altering of school activities or the activity schedule;
3. Memorials that require the altering of school property;
4. Memorials that infringe on the separation of church and state;
5. Memorials that require the use of public funds to purchase, develop, or maintain;
6. Memorials that include plaques attached to any object on school property;
7. Memorials that draw attention or have the potential to glamorize the death;
8. Memorials that consist of a monument on school property;
9. Memorials in the yearbook;
10. Memorials during graduation ceremony, such as an empty seat to honor the individual; and/or,
11. Memorials attached to a wall or in a trophy case.

Acceptable memorials/activities may include:

1. Scholarships established in the name of the student;
2. Donation to a charity or program that is dedicated to helping students;
3. Collection of money to be donated to the deceased's family or charity of their choice;

4. The inclusion of a recently deceased student in a yearbook with the notation "In Memory of…" during the year of his or her death (in a manner otherwise no different than any other student) shall not be considered a memorial;
5. Honorary diplomas for deceased students that are currently seniors may be distributed privately to parents/guardians; and/or,
6. The graduation ceremony may include a moment of silence to honor all who could not be in attendance.

Additionally, memorials/donations are encouraged to be given to the Scottsbluff Public Schools Foundation in accordance with the Foundation guidelines and procedures.

Additional administrative support may include:

1. A sympathy card from the school (possibly signed by students and staff) and flowers not purchased with district funds could be sent to the family or site of the ceremony;
2. The District Emergency Response Counseling Team should be contacted immediately and be on campus to help students cope with the grief caused by the loss;
3. Students and staff should be encouraged to extend their support to the family in safe, courteous, and appropriate manners. Staff and students are encouraged to respect the family's privacy and should refrain from posting on social media platforms;
4. Administrators and staff attendance at the viewing and funeral are encouraged;
5. Administration should oversee the safe return of the student's personal effects that may be in a school locker or classroom; and,
6. School records, inclusion in any distribution lists (electronic, telephone, mailings), attendance lists, and rosters should be sensitively purged.

The Board of Education recognizes the guidelines listed above are not an all-encompassing list and respectfully reserve the right to exercise its best judgment for those instances not covered by the guidelines appearing above.

Date of Adoption: August 9, 2021
Date of Revision: ~~December 9, 2024~~ May 11, 2026

Students

Freedom of Expression

Student expression, other than student expression in student-produced official school publications, made on the School District premises or under the jurisdiction of the School District or as part of a school-sponsored activity may be attributed to the School District, therefore, student expression must be responsible. Student expression must be appropriate to assure that the students learn and meet the goals of the school activity and that the potential audience is not exposed to material that may be harmful or inappropriate for their level of maturity.

Students will be allowed to express their viewpoints and opinions as long as the expression is responsible. The expression shall not, in the judgment of the administration, encourage the breaking of laws, defamation of persons, be obscene or indecent, or cause a material and substantial disruption to the educational program. The administration, when making this judgment, shall consider whether the activity in which the expression was made is school-sponsored and whether review or prohibition of the students' speech furthers an educational purpose. Further, the expression must be done in a reasonable time, place, and manner that is not disruptive to the orderly and efficient operation of the School District.

Students who violate this policy may be subject to disciplinary measures. Employees shall be responsible for ensuring students' expression is in keeping with this policy.

Legal Reference: U.S. Constitution, Amendment I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bethel School District v. Fraser, 478 U.S. 675 (1986)
Tinker v. Des Moines Independent Community School District, 393 U.S. 503 (1969)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026

Students

Bus Transportation

Regular bus transportation shall be provided to students living in areas designated by school district administration. Transportation will be provided from designated stops on bus routes and for those required by law. Occasional exceptions to regular bus schedules shall require prior administrative approval.

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Students

Use of School Buses

Scottsbluff Public Schools may provide transportation for instructional purposes and for school sponsored activities, organizations, and groups. The District shall not operate as a "Carrier for Hire."

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Students

Special Education Transportation

Bus transportation shall be provided for students to facilities where they may receive instruction to the extent required by law and as outlined in the student's Individual Education Program. The State of Nebraska provides funding for such transportation. Arrangements will be made through the Superintendent or the Superintendent's designee in the receiving institution.

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Students

Safe Pupil Transportation Plan

The Superintendent or the Superintendent's designee shall develop a Safe Pupil Transportation Plan to address student safety which addresses the following:

1. Weapons;
2. Pupil behavior;
3. Students' special needs;
4. Terroristic threats
5. Severe weather;
6. Hazardous materials;
7. Medical emergencies;
8. Driver/passenger procedures in the event of mechanical breakdowns of the vehicle;
9. Procedures in the event the drop-off location is uncertain or appears unsafe to leave students; and,
10. A procedure that requires pupil transportation vehicle operators to document and submit to designated school authorities the occurrence of any events covered by the Safe Pupil Transportation Plan that involve the pupil transportation vehicle operated by the driver, or any pupils transported in it.

A copy of the plan shall be placed in each pupil transportation vehicle, kept at each school building, and made available upon request.

Legal Reference: Neb. Rev. Stat. § 79-318
Neb. Rev. Stat. § 79-602
Neb. Rev. Stat. §§ 79-607 to 79-608
Title 92, Nebraska Administrative Code, Chapter 91

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Students

Scottsbluff Public Schools Safe Pupil Transportation Plan

This Scottsbluff Public Schools Safe Pupil Transportation Plan sets forth the District's plan for providing safe transportation to students being transported in vehicles on regular routes assigned through the District transportation plan.

1. Weapons - Vehicles shall not transport any weapons or look-a-like weapons, explosive devices, or bomb-related materials or equipment which could endanger the lives, health, or safety of the children, other passengers, or the driver. Look-a-like weapons associated with a school-sponsored or approved activity may be transported with written permission of an administrator of the District. If possible, these items should be secured and not visible or accessible to students while in the vehicle.

   Upon becoming aware of a weapon aboard a vehicle, the driver will make every attempt to:
   a. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to contact from a cell phone (after parking on a shoulder or otherwise not moving) or from the nearest safe haven location. Examples of a safe haven include, but are not limited to, any school building site, emergency service station (law enforcement or fire department), community service agency, etc.
   b. Pull the vehicle over to a safe and secure area.
   c. Confiscate weapon (if doing so does not jeopardize student or driver safety).
   d. Give description of weapon and participating parties to dispatch or administration.
   e. Dispatch or administration will immediately notify appropriate law enforcement agencies.

2. Pupil Behavior - Students are expected to follow student conduct rules while in a vehicle. The pupil transportation driver is responsible for controlling behavior which affects safety and for reporting rule violations to school administration. In the event a student violates Board policy regarding student conduct standards or otherwise engages in behavior that jeopardizes safety, the driver will make every attempt to:
   a. First, seek to resolve the incident through discussion with the student(s) involved.
   b. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to telephone dispatch or administration from a cellular telephone or from the nearest safe haven location.
   c. Activate emergency flashers.
   d. Bring the vehicle to a safe stop. Seek to resolve the incident, using physical force only as necessary to protect students or yourself.
   e. Report and document discipline problems to the school administrator. ~~Use a Bus Conduct Report/Incident Form, if available.~~

3. Terrorist Threats - A person commits a terroristic threat if the person threatens to commit a crime of violence with the intent to terrorize another or with the intent of causing evacuation of a building, place of assembly, or the vehicle or in reckless disregard of the

risk of causing such terror or evacuation. Upon becoming aware of a terroristic threat relating to a pupil transportation vehicle, the driver will make every attempt to:

a. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to telephone dispatch or administration from a cell phone or from the nearest safe haven location.
b. Make every attempt to keep passengers calm (this may mean complying with the terrorist).
c. Dispatch or administration will immediately notify appropriate law enforcement agencies.
d. Driver should wait for instructions from dispatch or administration, if possible.

4. Severe Weather - Upon becoming aware of severe weather while aboard a pupil transportation vehicle, the driver will make every attempt to:
    a. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to telephone dispatch or administration from a cellular telephone or from the nearest safe haven location.
    b. Return to the school if less than five minutes away and follow the directions of the school administrator.
    c. If more than five minutes away from school, go to the nearest school and follow the directions of the school administrator.
    d. If more than five minutes away from the nearest school, or there is immediate danger, get to the nearest basement or underground shelter with all students.
    e. If there is no shelter and there is immediate danger the driver and passengers are to follow evacuation procedures and get everyone off the vehicle into the nearest ditch or culvert at least 100 feet away from the vehicle.

5. Hazardous Materials and Unattended Items - Upon becoming aware of a hazardous material aboard a pupil transportation vehicle, the driver will make every attempt to:
    a. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to telephone dispatch or administration from a cellular telephone or from the nearest safe haven location.
    b. Pull the vehicle over to a safe and secure area.
    c. Give description of hazardous materials in question to dispatch or administration.
    d. Dispatch or administration will immediately notify appropriate law enforcement.
    e. Driver should wait for instructions from dispatch or administration, if possible.

    In the event an unattended item is discovered on or near the vehicle, the driver will seek to determine who the item belongs to and whether the item could be hazardous to the safety of those in the vehicle. Any unattended item that would break or could cause injury if tossed about the inside of the vehicle when involved in an accident shall be secured. If it is determined that the item is not hazardous and need not be secured, the driver will not allow the item to distract the driver's attention to the task of operating the vehicle.

6. Medical Emergencies - Upon becoming aware of a medical emergency aboard a vehicle, the driver will make every attempt to:

a. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to telephone dispatch or administration from a cell phone or from the nearest safe haven location.
b. Dispatch or administration will immediately notify appropriate medical agencies.
c. Drivers should follow instructions from dispatch or administration, school officials, and parents/guardian when such information can be obtained quickly enough. If not available, follow emergency first aid procedures.
d. Only if necessary, the driver should move passengers only enough to get them out of danger of traffic or fire. If moved, the driver and aide are to keep them where placed until a medical agency arrives, unless a parent/guardian has taken charge of their child.
e. Drivers should try to keep student passengers as calm as possible.

7. Procedures in the Event of Mechanical Breakdowns of the Vehicle - Upon becoming aware of a mechanical breakdown aboard a vehicle, the driver will make every attempt to:
   a. Pull the vehicle over to a safe and secure area, if possible.
   b. Contact dispatch or administration and notify them of the situation, if possible. If not possible, the driver will make every attempt to telephone dispatch or administration from a cellular telephone or from the nearest safe haven location.
   c. Activate emergency flashers and place warning flares/reflectors in accordance with safety guidelines, if not in a secure area.
   d. Drivers should try to keep student passengers as calm as possible.
   e. Dispatch or administration will arrange for assistance and a relief vehicle if needed.

8. Procedures in the Event the Drop-off Location is Uncertain or Appears Unsafe to Leave Students - In the event the drop-off location is uncertain or appears unsafe to leave students, the driver will make every attempt to:
   a. Contact or otherwise communicate with dispatch or administration to notify them of the situation, if possible.
   b. Release children only if an adult responsible for the children is present. If not, keep children who are to be released in the vehicle, continue with the route, and return children who were to be released to the school.
   c. Dispatch or administration will notify appropriate law enforcement agencies if appropriate given the circumstances.

9. Documentation Under Safe Pupil Transportation Plan - Each pupil transportation driver is required to complete and submit to the school administration a bus conduct report or incident report involving the pupil transportation vehicle operated by the driver or any pupils transported in it. Documentation is to include the occurrence of any of the following events: weapons, student behavior which affects safety, terroristic threats, severe weather, hazardous materials, or medical emergencies. Documentation of such events shall be completed and submitted as soon as practicable after the incident.

10. Transportation of Unsafe Items - Drivers shall not permit pupil transportation vehicles to transport any items, animals, materials, or equipment which in any way would endanger the lives, health, or safety of the children or other passengers and the driver. Any items that

would break or could produce injury if tossed about inside the pupil transportation vehicle when involved in an accident or sudden stop shall be secured.

11. Supplemental Information - A copy of this plan shall be placed in each pupil transportation vehicle, kept at each school building, and made available upon request. Supplemental information with respect to operational and procedural guidelines used to administer this plan can be found in the District's safety and security plan adopted pursuant to 92 NAC10 and in the Nebraska Department of Education Pupil Transportation Guide.

12. Vehicle Drivers of Small Vehicles on Activity Trips - The District will provide drivers of small vehicles with instruction on and guidance for emergency evacuation procedures, first aid, and emergency equipment. Drivers of small vehicles are generally expected to follow this plan in the event of an emergency evacuation. The Superintendent or Superintendent's designee ~~Location Manager~~ may provide additional guidance for drivers of small vehicles to increase student safety.

13. Student Instruction - At least twice during each school year, each pupil who is transported in a school vehicle shall be instructed in safe riding practices and participate in emergency evacuation drills.

14. Driver Capacity - To confirm a driver has the ability to conduct daily tasks and emergency evacuations, drivers must:
    a. Pass a prescribed physical examination administered by a Certified Medical Examiner at least every two years and provide the employer with a copy of the medical certificate;
    b. Pass a transportation screening every year;
    c. Participate in required in-service training which includes emergency evacuation training; and,
    d. If required, to have a Commercial Driver's License (CDL) to operate the vehicle, participate in the drug and alcohol testing program as required by federal law.

    Should a driver have a medical concern throughout the year, the Superintendent or the Superintendent's designee will work with the driver to confirm a drivers' ability to conduct the daily tasks and emergency evacuations prior to transporting students.

Legal Reference: Neb. Rev. Stat. § 79-318
Neb. Rev. Stat. § 79-602
Neb. Rev. Stat. §§ 79-607 to 79-608
Title 92, Nebraska Administrative Code, Chapter 91

Date of Adoption: August 9, 2021
Date of Revision: ~~March 13, 2023~~ May 11, 2026

Students

Foster Care Student Transportation

In accordance with federal and state law, the District's written transportation procedures for foster care children are outlined below.

Students to be Transported
DHHS will contact the District to inform the District of a foster care student living in the District and/or to be educated by the District. The District will communicate with DHHS on any further matters concerning said foster care student(s).

School of Origin
The District will work to develop a transportation plan for each foster care student needing transportation to the student's school of origin, as defined and required by federal law. Each student's situation will be different, so there is no single transportation plan for every foster care student. Transportation options may include:

1. The foster care family;
2. A bus or school vehicle;
3. Transportation to a pickup location; or,
4. Some other form of transportation in accordance with state and federal law. Foster care students on an IEP may require other considerations and/or different transportation obligations.

When required by law, the District will coordinate the foster care student's transportation to the school of origin while any disputes regarding transportation exist and will continue until the disputes are resolved.

Costs
If the student can be transported by the District without the District incurring any additional costs, then the District will normally transport the student. However, if the District will need to incur additional costs to transport the student, then DHHS will cover any such additional costs associated with the foster care student's transportation. If the District and DHHS are unable to agree on a transportation plan, the District and DHHS will work together to resolve any differences.

Oversight, Implementation, and Administration
The Executive Director of Student Services is responsible for overseeing these procedures, updating them as needed, and otherwise ensuring that the District complies with the transportation requirements for foster care students.

Legal Reference: 20 U.S.C. § 6312.

Date of Adoption: July 14, 2025
Date of Review: May 11, 2026

Students

Student Conduct on Buses

The privilege of riding a school bus is contingent upon a student's good behavior and observance of established regulations for student conduct both at bus stops and onboard buses. Since bus transportation is provided to assist the education program, the Board shall require students to conduct themselves on the bus in a manner consistent with established standards for classroom behavior.

The driver of a school bus shall be responsible for the safety of the students on the bus, both during the ride and while students are entering or leaving the vehicle. Therefore, it is the bus driver's duty to notify the Location Manager or the principal of the school involved if any student persists in violating the established rules of conduct.

After due warning has been given to the student and to parents/guardians, the principal may withhold from the student the privilege of riding the school bus. In such cases, the parents/guardians of the children involved will be responsible for seeing that their children get to and from school safely.

The student may also face detention, suspension, or expulsion, in accordance with established policies, for flagrant violation of school bus rider conduct regulations or conduct detrimental to the safe operation of the bus.

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Students

Asthma, Anaphylaxis, and Allergic Reaction Protocol

The District will adopt and implement the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis Protocol as required by the Nebraska Department of Education).

The Superintendent or the Superintendent's designee, in conjunction with licensed health personnel, shall establish administrative regulations for the implementation of this policy. The regulations established shall comply with NDE rules regarding the protocol to follow in case of a life-threatening asthma or systemic allergic reaction (including anaphylaxis) and use of an EpiPen and albuterol. Also, these shall ensure that each school building will procure and maintain the equipment and medication necessary under the protocol in the case of any student or school staff emergency. Staff training in using the protocol shall occur periodically. Records of such training and occurrences of administering medication under the protocol shall be maintained.

The Emergency Protocol shall be implemented, and the equipment and medication necessary to implement the Emergency Protocol shall be maintained, at each school building while school is in session. For purposes of the Emergency Protocol, the phrase "while school is in session" is defined as the core instructional school day. The "core instructional school day" is defined as that portion of each day school is in session during which teachers are on duty to provide and students are scheduled to receive instruction in the ~~School~~ District's curriculum, generally beginning at 8:00 AM and ending at 3:30 PM. The Emergency Protocol shall not be required to be implemented other than in the school buildings while school is in session, and as such is not required to be implemented at extracurricular activities, on school buses, or during school field trips. Implementation of the Emergency Protocol at such non-mandatory times or places shall be made at the discretion of the administration and shall be subject to the availability of the employees designated or trained in implementation of the Emergency Protocol and the availability of the necessary equipment and medication at such times or places.

~~The Superintendent or designee shall further develop and implement protocols to address anaphylaxis and the emergency use of epinephrine at school buildings and school-sponsored activities. A school nurse or trained staff member may administer epinephrine to any individual believed to be experiencing anaphylaxis. These protocols will also address the District's response, documentation, notification, and reporting any instances of administering epinephrine. The District will continue to implement individualized health or Section 504 plans for students with known severe allergies, and nothing in this policy limits rights or accommodations under Section 504, the ADA, or the IDEA.~~

~~Cross Reference: Policies on Administration of Medication to Students~~

Legal Reference: NDE Rule 59.006 & Neb. Rev. Stat. § 79-227
Date of Adoption: August 9, 2021
Date of Revision: ~~March 23, 2023~~ May 11, 2026

Students

Naloxone in School

The Board hereby permits the storage, administration, and implementation of naloxone (also known as Narcan) in school, so long as such storage, administration, and implementation complies with all legal requirements and the best interests of student health.

The Superintendent or the Superintendent's designee is hereby delegated the authority to develop rules and regulations to handle and administer naloxone in the event of a suspect opioid overdose or in other emergency situations that require prompt attention.

Legal Reference: Neb. Rev. Stat. § 28-470

Date of Adoption: July 10, 2023
Date of Review: May 11, 2026

Students

Automated External Defibrillators (AED)

The Board recognizes that from time to time emergencies may arise that justify the use of an Automated External Defibrillator (AED). The District will maintain the automatic external defibrillator on each site where one is located. The AED shall be used in emergency situations warranting its use.

The defibrillator shall be maintained and tested in accordance with operational guidelines of the manufacturer and monitored by the school nurse.

The automatic external defibrillator will be kept on school property and will not accompany EMS personnel to a hospital emergency room.

It shall be the responsibility of the Superintendent or the Superintendent's designee to develop administrative regulations regarding this policy.

Date of Adoption: August 9, 2021
Date of Revision: March 13, 2023
Date of Review: May 11, 2026

Community Relations

Annual Report and School Improvement

The Superintendent or the Superintendent's designee shall prepare and distribute each year an Annual Report, in accordance with Rule 10, Regulations and Procedures for the Legal Operation of Schools. The Annual Report shall be distributed to residents of the District by the Superintendent or the Superintendent's designee distributing it to the members of the Board of Education and to the parents/guardians of students enrolled in the District each school year and making it available to other residents. The report shall include information required by Rule 10. The results of the Annual Report shall be used to plan and make needed changes to improve instruction for all students. The report is to include:

1. Student academic performance. The report shall include results of student success in achieving the state standards set forth in Appendices A through D of Rule 10 or local content standards approved by the Department, on a building basis. Individual test scores shall be kept confidential. If the school has fewer than 10 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 shall be provided for those grades;
2. School system demographics;
3. School improvement goals and progress; and,
4. School system financial information.

The Superintendent shall further ensure that the District implements a systematic on-going process that guides planning, implementation, and evaluation and renewal of school improvement activities to meet local and statewide goals and priorities. The school improvement process shall focus on improving student learning and include a periodic review by visiting educators who provide consultation to the local school/community in continued accomplishment of plans and goals. The school improvement process shall further include the following activities at least once within each five years:

1. Review and update of the mission and vision statements;
2. Collection and analysis of data about student performance, demographics, learning climate, and former high school students;
3. Selection of improvement goals. At least one goal is directed toward improving student academic achievement;
4. Development and implementation of an improvement plan which includes procedures, strategies, actions to achieve goals, and an aligned professional development plan; and,
5. Evaluation of progress toward improvement goals.

The school improvement process shall further include a visitation by a team of external representatives to review progress and provide written recommendations. A copy of the school system's improvement plan and the written recommendations shall be provided to the Nebraska Department of Education. The external team visits shall be conducted at least once each five years.

At least annually, the Superintendent or the Superintendent's designee shall provide a computer science and technology education status report to both the Board of Education and Nebraska State Department of Education. The annual report may include information about student progress on

the computer science and technology courses and other relevant measures of student progress in the areas of computer science and technology education. To the extent appropriate, computer science education data may be incorporated into the District's Annual Report and considered as part of the District's ongoing school improvement planning process.

Legal Reference: NDE Rule 10.01, 10.5.02, 10.9, and 10.10
Neb. Rev. Stat. § 79-3305

Date of Adoption: August 9, 2021
Date of Revision: ~~December 11, 2023~~ May 11, 2026

Business Operations

Insurance Management (Risk Management)

1. Insurance will be purchased against major exposures, which might result in loss, including but not limited to the following types of policies:
    a. General Liability Insurance
    b. Automobile Liability Insurance
    c. Fidelity and Crime Insurance
    d. Workman's Compensation Insurance
    e. Errors and Omissions Insurance

2. Property insured will be insured to at least the value on the basis of replacement costs.

3. Insurance will be placed only through All Lines Interlocal Cooperative Aggregate Pool (ALICAP).

The administration of the risk and management policy will be under the central direction of the Executive Director of Finance. Responsibility will include placement of insurance coverage, maintenance of property appraisals and inventories, processing of claims, maintenance of loss records, and supervision of loss prevention activities.

Date of Adoption: May 11, 2026

Business Operations

Purchasing Policies

1. The Executive Director of Finance shall periodically estimate the requirements of standard items or classes of items and make bulk purchases. The Board may enter into multi-year contracts for periods not to exceed seven years, for the provision of utility services, refuse disposal, transportation services, maintenance services, financial services, ~~insurance,~~ security services, and instructional materials, supplies, and equipment. The District will follow NDE guidelines and applicable state statutes for any purchases made through the Nebraska Department of Administrative Services. All purchases for supplies, materials, equipment, and contractual services involving more than $10,000 shall be based on formal bids.

2. Competitive pricing may include written or oral price quotes.

3. Formal bid requests are distributed based on written specifications with written bid responses which shall be opened in public at the prescribed time and place as indicated and tabulated for study. Formal bids while opened publicly are not required to be publicly advertised.

4. Bid instructions shall be clear, complete, and conducive to formal bidding.

5. The Executive Director of Finance shall seek bids from those sources who are able to offer the best prices, consistent with quality, delivery, and service. Consideration must be given to local vendors whenever the following factors are equal: quality of product, suitability of product, price, conformance with the specifications, convenience of delivery, and past services to the District.

6. After formal bids have been opened and tabulated, they will be available for those interested in copy or study. They shall not, however, be removed from the ~~Purchasing~~ District Office.

7. The right is reserved to reject any bid as submitted and to make selection of materials or equipment as is, in the best judgment of the Board of Education or its purchasing agent, best suited for the purposes indicated. In the event of a tie bid, the following procedure shall be followed:
    a. In the case of single items, the award will be made to a local vendor, if any, or if not, shall be made to the vendors who have offered the most consistent service and reliability in the past.
    b. In the case of multiple items where all items are tie bids, the procedure shall be the same as in Item a. above.
    c. In the case of multiple items where only a part of the items are tie bids, the award of all tie bids shall be made to a local vendor, if any, or if not, to the vendor who has done the best on the whole.

8. The Superintendent will have authority to authorize purchases with formal bids for goods and services costing $10,000 - $40,000, with Board approval for purchases of $40,000 or above.

   It shall be the responsibility of the Executive Director of Finance to develop internal procedures for purchases less than $10,000. (see grid below)

PROCEDURE FOR PURCHASES:

Dollar Amount	Approval Levels	Purchase Process
1- 499	Principal/Supervisor	Competitive Price
500 - 9,999	Principal/Supervisor, ~~EDF~~ EDOF	Competitive Price
10,000 – 39,999	Principal/Supervisor, ~~EDF~~ EDOF, Superintendent	Formal Bid
40,000+	Principal/Supervisor, ~~EDF~~ EDOF, Superintendent, Board of Education	Formal Bid
~~109,000+~~ $136,000+ (Construction)	Principal/Supervisor, ~~EDF~~ EDOF, Superintendent, Board of Education	Formal Bid, Advertised

(Note: Deviations from the above may occur in cases of proprietary equipment or emergency situations.)

9. For purchases of $40,000 and above, the Executive Director of Finance and Superintendent shall ~~advertise for~~ post bids on the School District website. Sealed bids ~~which~~ shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent or the Superintendent's designee. The Board retains the right to determine the responsibility of the bidders and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.

10. Contracts, agreements, and MOUs exceeding $40,000 shall be submitted to the Board of Education for consideration and approval, which may occur through the consent agenda. The Superintendent, or the Superintendent's designee, may approve renewals or extensions of existing contracts or services after review by the Finance Committee.

11. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal, the Superintendent, or the Superintendent's designee shall be personally liable for payment for the supplies or equipment purchased.

12. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal, or the Superintendent's designee authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.

13. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State Purchasing Bureau competitively bid the purchase of property.

14. Notwithstanding anything to the contrary, no employee may enter into any agreement or understanding on behalf of the District that may financially benefit the employee, member of the employee's immediate family, or a business with which the employee is associated, unless the Board of Education approves such contract or arrangement in advance.

Credit Card Purchasing Program

1. The Board of Education authorizes the Superintendent or the Superintendent's designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.

2. The Board of Education delegates to the Superintendent or the Superintendent's designee:
   a. The determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and,
   b. The determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program.

3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use.

4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or the Superintendent's designee ~~shall~~ may temporarily or permanently suspend said cardholder's purchasing card privileges.

5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or the Superintendent's designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference: Neb. Rev. Stat. § 49-1401, et seq
Neb. Rev. Stat. § 73-106
Neb. Rev. Stat. § 79-515
Neb. Rev. Stat. § 79-10,104
Neb. Rev. Stat. § 13-610

Date of Adoption: August 9, 2021
Date of Revision: ~~June 10, 2024~~ May 11, 2026

Business Operations

Procedures - Bidding Construction Projects

The District shall bid every project for the construction, remodeling, or repair of any school-owned building or for site improvements when the contemplated expenditures for the project is in excess of ~~$109,000~~ $136,000, or such sum as adjusted pursuant to Neb. Rev. Stat. § 73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders
   The administration shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour, and place bids are to be returned, received, and opened; and a provision that such bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders, when the hour is reached for the bids to close.

2. Regular Manner of Advertisement for Bids
   The notice to bidders shall be published one time in a newspaper of general circulation in the District. The notice shall be published at least seven days prior to the date designated for the opening of such bids. The Board of Education or administration may, in its sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.

3. Bid Opening
   When the hour is reached for such bids to close, bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.

4. Contract Award
   The contract shall be awarded to the lowest responsible bidder as to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria determined appropriate by the Board or administration.

5. Performance and Payment Bonds
   Whenever any contract is entered into for the erecting, furnishing, or repairing of any building or other public structure or improvement, the contractor shall be required, before commencing such work, to furnish a performance, labor, and material payment bond. The bond requirement shall not apply, however, to any project bid or proposed which has a total cost of $10,000 or less unless the Board or administration includes a bond requirement in the specifications for the project. The bond shall be in an amount not less than the contract price. The bond shall be conditioned on the faithful performance of the contract and the payment by the contracting party of all laborers and mechanics for labor that is performed and of all material and equipment rental that is actually used or rented in connection with the improvement project and the performance of the contract. Such

bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by the District.

6. Retention of an Architect or Engineer
The District shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or a person under the direct supervision of an architect, professional engineer, provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed ~~$118,000~~ $144,000, as adjusted from time to time by Neb. Rev. Stat. § 81-3445 or other applicable law.

7. Additional Procedures
Each bid for which a labor and material bond is required shall be accompanied by a bid bond or certified check in the amount of five percent of such bid unless the Board or administration waives such requirement. The Board of Education or administration may provide for additional procedures for the procurement, opening, and acceptance of bids as deemed appropriate for a particular project.

Legal Reference: Neb. Rev. Stat. § 52-118
Neb. Rev. Stat. § 73-101
Neb. Rev. Stat. § 73-106
Neb. Rev. Stat. § 81-3445

Date of Adoption: August 9, 2021
Date of Revision: ~~May 8, 2023~~ May 11, 2026

Personnel

Advancement on Salary Schedule

The Superintendent may recommend no increase, or appropriate step increases, for certified staff retained by the District. Increase or movement on the scale will be determined by the Negotiated Agreement with the Scottsbluff Education Association. Steps and years are not to be considered the same.

All credit courses for movement on the salary schedule must be submitted on a Credit Approval Form and approved by the Superintendent or the Superintendent's designee prior to the course being taken. Upon completion of the course, evidence (official transcripts) of college hours of credit must be submitted to the District Office for verification of accurate record of employee status. Employees requesting salary placements must submit a credit approval form for approval and have their grade card(s)/transcript(s) turned into the ~~Administration~~ District Office on or before the last Friday of a given month for pay changes to occur in the following months' payroll.

To move horizontally beyond the BA degree, the hours must be earned subsequent to the granting of the BA degree and must be graduate hours in an educational field or the staff member's related field.

To move horizontally beyond the MA column, graduate hours must be earned subsequent to the granting of the MA degree and must be graduate hours in an educational field or the staff member's related field.

Certified employees shall be limited to a maximum of one column movement (nine credit hours) per fall (August to December) and a maximum of one column movement (nine credit hours) per spring (January to May), and a maximum of two column movements (18 credit hours) in the summer (May to August). An exception will be granted upon completion of an employee's first master's degree, at which time the employee will be moved to MA+00.

The requirements stated in the Negotiated Agreement between employees in that certified collective bargaining unit and the Board regarding salary schedule advancement of such employees shall be followed.

Date of Adoption: August 9, 2021
Date of Revision: ~~May 12, 2025~~ May 11, 2026

New Construction

Bids and Contracts

All contracts for work related to building construction, remodeling or repair, or site improvement in excess of ~~$100,000~~ $136,000, or such sum as adjusted pursuant to Neb. Rev. Stat. § 73-106, will be bid in accordance with state statutes. All other contracts will be handled under current district policies and regulations.

Legal Reference: Neb. Rev. Stat. §§ 73-101 to 73-106

Date of Adoption: August 9, 2021
Date of Revision: ~~January 13, 2025~~ May 11, 2026

Board Operating Procedures

Public Participation at Board Meetings

Attend

Members of the public shall be permitted to attend and to speak at Board Meetings. They will not be required to identify themselves as a condition for admission to the meeting.

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

The President or chair has the authority to assure that people conduct themselves in an orderly manner at the meeting. Undue interruption or other interference with the orderly conduct of business will not be allowed. The President or chair may order persons who are disorderly to be removed from the meeting and the building.

The Board of Education reserves the right to make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding their privilege to speak.

Hear

The Board will, upon request, make a reasonable effort to accommodate ~~the public's~~ those individuals present the right to hear the discussion and testimony presented at the meeting.

Record

Members of the public may use recording devices (tape recorder, video camera, etc.) to record any part of a meeting of a public body, except for closed sessions. No recording, other than note taking, shall be done without informing the President in advance. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

Access to Written Materials

At least one copy of all reproducible written material to be discussed at an open meeting will be made available at the meeting for examination and copying by members of the public.

Speak

Members of the public will be permitted to speak at Board meetings. Members of the public may also speak when invited to make a presentation or when recognized by the President or chair. Members of the public wishing to address the Board must be physically present during Board meetings, and individuals may not provide public comment via telephone, video, or other electronic means.

For all meetings of the Board, individual speakers shall have up to five minutes to address the Board, and the Board shall hear up to 120 cumulative minutes of public comment. The Board may vote to modify these time limits when the Board deems appropriate. The President or chair for the meeting shall, in their sole discretion, have the authority to extend the two-hour total limit on public comment. Each speaker's time shall be exclusive to the speaker and no person may transfer or yield their time to any other person. The President may implement other reasonable requirements for public comment, consistent with the Open Meetings Act.

Members of the public will not be required to have their name placed on the agenda prior to the meeting in order to speak about items on the agenda.

Any member of the public desiring to address the body shall be required to identify himself or herself in writing, including an address and the name of any organization represented by such person, unless the address requirement is waived to protect the security of the individual. A sign-in sheet will be with the Board Secretary and individuals must sign in to speak before the "Public Comment" agenda item begins. The President or chair for the meeting will announce prior to the "Public Comment" agenda item that anyone who would like to speak must sign in. Current students of Scottsbluff Public Schools need not provide their address.

Members of the public who have documents or written testimony that they wish to submit/distribute at the meeting (paper no larger than 8.5 x 11 inches) to the Board should state that from the podium and a member of the District staff will take such items for distribution to the Board members. Public speakers are asked to provide seven copies of any materials presented to the Board. Persons speaking may not use any other form of media, including video recordings, audio recordings, or digital still images. Speakers must also refrain from the use of posters, signs, costumes, and other props and/or photographs.

Speakers will be permitted to address the Board consistent with free speech rights. However, offensive language, defamatory or slanderous remarks, and hostile or disruptive conduct will not be tolerated. Charges or complaints against a school employee should not be made for the first time at a public Board meeting without having followed the school's complaint procedure as described in Board Policy 1020. Further, if the subject of public comment is related to a particular student or staff member, members of the public are generally not permitted to identify the student or staff member and instead provide that information to the Board Secretary who will assist the Board in looking into the matter.

Those who do not abide by these regulations may, in the President's discretion, immediately forfeit the remainder of their time during the Public Comment agenda item.

Legal References: Neb. Rev. Stat. §§ 79-570 & 79-571
Neb. Rev. Stat. §§ 84-1411 & 84-1412

Date of Adoption: August 9, 2021
Date of Revision: ~~January 13, 2025~~ May 11, 2026

Business Office
Scottsbluff Public Schools

Memo

To: Dr. Andrew Dick and Scottsbluff Board of Education

From: Marianne Carlson, Executive Director of Finance

Date: April 13, 2026

Re: Auditorium Lighting Control Bid

At the August 2024 Board Meeting, the scope of the Auditorium Improvement Project was approved. This project is being completed with support from the Scottsbluff Public Schools Foundation, which is contributing $380,000.

SBPS has been working on the project with assistance from JEO; however, portions of the project are being handled internally by SBPS. One portion of the project, handled internally with assistance from JEO on the bid specs, was the Auditorium Lighting Controls.

In May 2021, the Board approved updating the auditorium's stage lighting. With this update, we lost some functionality in the original lighting controls, and the stage lights operate independently from the other systems. Currently, if someone is using the auditorium and needs anything more than the lights above the seats on, they must know how to use the full lighting console in the booth. Updating this system would make it easier for others to use.

A bid was released requesting proposals for the necessary materials and installation of a fully integrated control system to control the existing stage lights, as well as the new house lights and cove lights being installed as part of the auditorium improvements. This will allow for all systems to be operated from one control panel and allow for pre-set scenes and settings, making it much easier for staff to use and operate. We received one proposal from Lux AVL for $49,200. If approved, the funds for this project would come out of the annual allocation to facility projects within the Depreciation Fund. If this bid is approved, we also anticipate a deductive change order from Anderson-Shaw Construction due to the controls currently part of the auditorium project no longer being needed within the original scope; however, at this time, we do not know the amount of that deductive change order.

Recommendation: Motion to approve the Auditorium Lighting Controls bid to Lux AVL for $49,200.

Business Office
Scottsbluff Public Schools

Memo

To: Board of Education

From: Marianne Carlson, Executive Director of Finance

Date: April 13, 2026

Re: FSMC Renewal Agreement 2026-2027

In 2023, we entered into a contract with Sodexo as our Food Service Management Company (FSMC). This was a fixed-cost contract for one year with the option to renew annually for an additional four years. The proposed renewal will be Year 3 of the potential four years. Every year, NDE releases the maximum price increase, which is based on the Consumer Price Index (CPI) for the prior period (May 2024 - May 2025). The maximum increase Sodexo is allowed to request for 26-27 is 3.85%. Sodexo has requested a 2% price increase for all items, with the exception of the Meal Equivalent Fee for Non-Reimbursable meals, in which they are requesting a 3.85% increase.

Meal Type	Fee Per Meal	SY 25-26	Percent Change	SY 26-27
NSLP Fixed Price Per Meal Fee	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	Afternoon Snack:	$ 1.194	2%	$ 1.217
Preschool CACFP Meal Pattern	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	AM/PM Snack (non-reimbursable)	$ 1.194	2%	$ 1.217
SFSP Fixed Price Per Meal Fee	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	Snack:	$ 1.194	2%	$ 1.217
	Supper:	$ 5.079	2%	$ 5.180
Seamless Summer Option Meal Fee	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	Snack:	$ 1.194	2%	$ 1.217
	Supper:	$ 5.079	2%	$ 5.180
CACFP Fixed Price Per Meal Fee	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	Snack:	$ 1.194	2%	$ 1.217
	Supper:	$ 5.079	2%	$ 5.180
Special Milk Program	Price per Carton:	$ .595	2%	$ .606
Non-Reimbursable Milk	Price per Carton:	$ .595	2%	$ .606
Meal Equivalent Fee for Non-Reimbursable Sales: a la carte, ineligible student meals, extra milk at mealtime, paid adult meals.		$ 4.784	3.85%	$ 4.968
Meal Equivalent Factor		$ 4.99		$ 5.16
*SFA's Vended Meals:	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	Snack:	$ 1.194	2%	$ 1.217
	Supper:	$ 5.079	2%	$ 5.180
*SFA's Vended Meals:	Breakfast:	$ 2.667	2%	$ 2.720
	Lunch:	$ 4.69	2%	$ 4.783
	Snack:	$ 1.194	2%	$ 1.217
	Supper:	$ 5.079	2%	$ 5.180
Guarantee (SY 2026-2027)		$ 195,000		
Contract Value (SY 2026-2027)		$ 2,035,000		

Recommendation: Motion to authorize Marianne Carlson, as School Food Authority representative for the District, to sign the renewal of the Food Service Management Contract for the 2026-2027 school year.

Scottsbluff Public Schools

Memo

To: Dr. Andrew Dick, Scottsbluff Board of Education

From: Dr. Wendy Kemling-Horner, Executive Director of Student Services

Date: April 13, 2026

Re: Goalbook Adoption

Rationale:
We have been utilizing Goalbook Toolkit this year. We have an opportunity to complete a three-year agreement with a cost-savings.

Goalbook Toolkit is a holistic solution that helps special educators develop high-quality Individualized Education Programs (IEPs) and implement them with more effective, specially designed instruction. The program has over 10 years of research demonstrating that it improves instructional practice, increases teacher effectiveness, and boosts student outcomes.

Following a successful year of implementation, Goalbook has provided an opportunity to extend our current contract for an additional two years at a reduced cost ($22,758.75 per year).

The renewal will be purchased through funding from the PeAK Grant, which is in a consortium with the ESU, and special education funds.

Recommendation:
Motion to approve a two-year contract extension with Goalbook for $45,517.50

GOALBOOK

April 13, 2026

Goalbook Toolkit

- Goalbook continues to be an important tool in supporting staff with the development of **standards-based IEPs**, including:
  - Writing strong present levels of performance
  - Developing measurable goals
  - Progress monitoring
  - Providing instructional strategies aligned to student needs

Develop Data-Driven Present Levels

Strengths & Needs Clear

Johnny is a 4th-grade student who has demonstrated strengths and has areas of need in **Reading**.

Category: Phonological Awareness

Johnny has demonstrated **strengths** in segmenting sounds in one-syllable words, such as breaking the word "dog" into /d/, /o/, and /g/.

These strengths are evidenced by [assessment] given on [date] in which Johnny scored [assessment score].

Johnny has **needs** in the 1st-grade skill of replacing sounds to make new words (e.g., changing /c/ in "cat" to /m/ to form "mat"), as well as blending sounds to form one-syllable words (e.g., combining /s/, /t/, /o/, and /p/ to form "stop").

These needs are evidenced by [assessment] given on [date] in which Johnny scored [assessment score].

[What level of text does Johnny currently comprehend? Include relevant data from assessments such as DIBELS, MAP, STAR, iReady, AIMSweb, etc.
What additional data (assessments, classroom observations, etc.) has been collected to inform Johnny's present levels?
What strategies are effective in helping Johnny blend sounds to form one-syllable words?
What specific sounds does Johnny successfully replace to make new words?]

Suggested Baseline Assessments

- Phonemic Awareness Screener

Develop Measurable Goals and Progress Monitoring

Grade Level Goal | **Approaching Goal** | Developing Goal

By (date), given a written word list of (20) one-syllable words that contain six common vowel teams (e.g., ay, ai, ey, ee, oa, and oe), (name) will verbally sound out each phoneme and then blend to read (16 out of 20) words aloud, using a decoding strategy (e.g., kinesthetic sound tapping , refer to vowel team sound chart), on (3 out of 4) progress monitoring assessments.

Edit | Copy | Translate Goal

Blend to Read Words...

Data Tracking Sheet

Instructional Strategies

Search

Keyword search

Subject: Reading

Barrier: Phonics

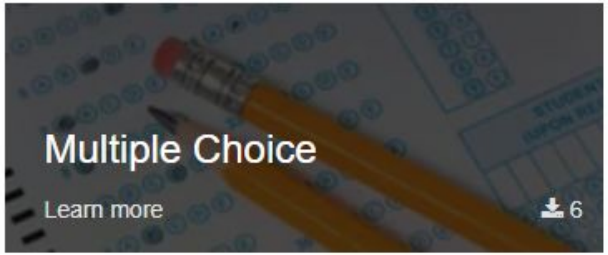
Grades: 3-5

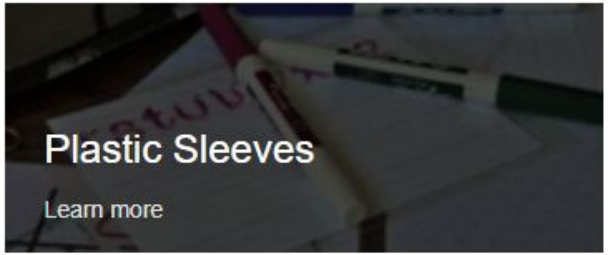
Type of Instruction: (all types)

Instructional Setting: (all settings)

View strategy index

22 results





Current Usage As of April

Goalbook Engagement At a Glance

Active Users	Resources Accessed	Average Resources Accessed
47	12,959	276

Notes/Key Terms:

- Goalbook Engagement is cumulative throughout the school year, thus this represents cumulative usage since July 1 of the current school year.
- *Active users* is the total number of educators that have used Goalbook during the current school year.
- *Resources accessed* is the number of times a user has meaningfully engaged with resources in the tool, such as viewing a goal or generating a present level statement.
- *Avg resources accessed* is calculated by taking Resources Accessed/Unique User IDs for current year (may include deactivated users).

Teachers' Experiences

"I love the grading system because it tells me if I included everything, and if I could add more to make it tell a better story."

"I have been writing IEPs for almost 20 years, and I feel I can write a better IEP now. They are solid. I am so grateful for Goalbook."

"I have found Goalbook to be a valuable and supportive tool in our work."

"It has helped streamline the process."

"It has not only made parts of the IEP process more efficient, but it has also supported us in being more thoughtful and thorough in how we document and plan for our students."

Contract Renewal Options

As we approach renewal, we have two options:

1-Year Contract

$27,675

(with an anticipated ~3% annual increase)

3-Year Contract

Year 1: (Current year counted as Year 1)

2026–27: **$22,759**

2027–28: **$22,759**

(Locked-in annual rate)

Memo

To: Dr. Andrew Dick and Scottsbluff Board of Education

From: Justin Shaddick, Principal, Scottsbluff High School
Mike Mason, Executive Director of Curriculum & Instruction

Date: April 9, 2026

Re: Addition to List of Weighted Courses

This memorandum requests approval to designate Calculus III and Differential Equations, offered at Scottsbluff High School, as weighted courses for GPA calculation purposes.

These courses were introduced during the 2025-2026 school year. At the time of the SHS Handbook approval, key details regarding their implementation were still being finalized. As a result, they were not included in the list of weighted courses during the established handbook revision and approval timeline.

Given that these are advanced, college-level mathematics courses offered through the University of Nebraska Omaha and proctored by an SHS instructor, Mr. Aaberg, we recommend that the 2025–2026 SHS Handbook be amended to include Calculus III and Differential Equations among the approved weighted courses.

Motion: Motion to approve amending the 2025-2026 Scottsbluff High School Parent-Student Handbook to add Calculus III and Differential Equations to the Weighted Courses list on Page 15.

Multicultural Education Update

April 13, 2026

Multicultural Education Statute

Nebraska statute requires public schools to develop and incorporate multicultural education programs into the curriculum in kindergarten through grade 12.

Multicultural education includes, but is not limited to, studies related to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans, and European Americans, with special emphasis on human relations and sensitivity toward all races.

How We Implement Multicultural Education

Annual Staff Policy Review

All certified staff members review and acknowledge this policy at the beginning of each year. It is also included in district handbooks.

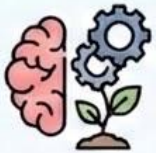
Nebraska Standards Framework

We have adopted the Nebraska Social Studies Standards as our guiding framework for selecting curriculum and instructional materials.

Unbiased Material Selection

The textbook adoption process includes rigorous reviews for bias and multiple perspectives, involving the Board Curriculum and Americanism Committee.

How We Implement Multicultural Education



Staff Development & Training

The district ensures multicultural education activities are part of the school staff development plan. This includes both district professional development as well as training offered through the ESU.

Staff Recruitment & Diversity

We continue to implement staff recruitment efforts to increase our pool of candidates that reflects the makeup of our community. Examples include the Grow Your Own and Educators Rising programs.

Questions?

Instruction

Multicultural Education

Scottsbluff Public Schools incorporates multicultural education in all curriculum areas at all grades. Multicultural education includes, but is not limited to studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans, and European Americans with special emphasis on human relations and sensitivity toward all races.

Statement of Philosophy and Mission

The philosophy of the multicultural education program is that students will have improved ability to function as productive members of society when provided with:

1. An understanding of diverse cultures and races, the manner in which the existence of diverse cultures and races have affected the history of our Nation and the world, and of the contributions made by diverse cultures and races; and,
2. With the ability and skills to be sensitive toward and to study, work, and live successively with persons of diverse cultures and races.

The mission of the multicultural education program is to prepare students to value and respect their own culture and race and cultures and races other than their own and to eliminate stereotypes and different treatment of others based on culture and race. The mission shall also include preparing students to eliminate stereotypes and discrimination or harassment of others based on ethnicity, religion, gender, socioeconomic status, age, or disability.

Implementation of Multicultural Education

The philosophy and mission of the multicultural education program is to be implemented as follows:

1. Multicultural education shall be included in goals established for educational programs.
2. Multicultural education shall be included in the District curriculum guides, frameworks, or standards.
3. The process for selecting appropriate instructional materials shall include assuring that the instructional materials at all grade levels include studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans, and European Americans with special emphasis on human relations and sensitivity toward all races.
4. Staff development shall be provided on the District's multicultural education policy. The staff development shall include professional development for administrators, teachers, and support staff which is congruent with the District and program goals.
5. Periodic assessment of the multicultural education program shall be conducted by the Superintendent or the Superintendent's designee. Teachers and other staff, upon request, shall have the responsibility to provide the administration with reports on:
    a. The instructional materials used and programs or methods implemented with their students which are supportive of the multicultural education program philosophy and mission;

b. Programs or materials to be implemented in the future or which teachers or other staff feel should be implemented to further advance such philosophy and mission; and,
c. The professional assessment on the successes of or deficiencies in achieving the multicultural education program philosophy and mission. The Superintendent or the Superintendent's designee shall provide an annual status report on the assessment to the Board of Education.

Legal Reference: Neb. Rev. Stat. §§ 79-719 to 79-723
Title 92, Neb. Admin. Code, Chapter 10

Date of Adoption: August 9, 2021
Date of Revision: April 14, 2025
Date of Review: April 13, 2026

Board Curriculum and Americanism Committee

Meeting Agenda

Meeting Information

Date:	3/30/26	**Location:**	SEC Curriculum Area
Time:	11:30-12:30	**Facilitator:**	Mike Mason
Attendees: Scott Reisig, Paul Snyder, Andrew Dick, Jadie Beam, Amanda Hadenfeldt, Jana Mason, Ashlen Schaneman, Justin Shaddick, Bethany Jolliffe, and Mike Mason.			

Agenda Items	***Additional Information***
1. SHS Competency-Based Credit for World Languages	The group discussed the proposed Competency-Based Credit plan for the 26-27 school year. SHS CbC Plan Presentation
2. SHS Weighted Course Proposal	The committee discussed the weighing of the Calculus 3 course. Request to Weight a Course (Calc 3, Diff Eq).pdf
3. Possible change to Advanced Construction Trades	Possible changes to the Construction Trades program were discussed. More information will be provided to the Board as it becomes available.
Next Meeting: Friday, May 15, 2026	

Scottsbluff Public Schools
Facility Committee Meeting

April 7, 2026	
Attendance:	Rob Polk, Scott Reisig, Andrew Dick, Travis Rickey, Jeremy Behnke, Lukas Benzel, Nate Rock, and Marianne Carlson

Budget Forum	• Review of 2026 Budget Forum
Auditorium Lighting Control	• Information on the Auditorium Lighting Control Bid
Disposal of Assets	• Information on the disposal of assets
Misc Projects	• Discussion of projects completed throughout the district and upcoming projects for the facility and maintenance team

BOE Updates	• Board Policies
	  ○ 1040 – Annual Report & School Improvement (1st Reading)
	  ○ 3129 – Insurance Management (1st Reading)
	  ○ 3130 – Purchasing Policies (1st Reading)
	  ○ 3540 – Procedures – Bidding Construction Projects (1st Reading)
	  ○ 4114 – Advancement on Salary Schedule (1st Reading)
	  ○ 7050 – Bids & Contracts (1st Reading)
	  ○ 8346 – Public Participation at Board Meetings (1st Reading)
	  ○ 5000 Series – Students (1st Reading
	• Annual Review of 6370 – Multicultural Education
	• SHS Handbook Amendment, Weighted Courses
	• CLSD Grant Reading Purchases
	• Goalbook
	• FSMC Renewal
	• Change Order for Auditorium
	• Closed Session – Negotiations

Roundtable	• Future Meetings will be on the Tuesday before the board meeting with noted exceptions
	  ○ Tuesday, May 5th
	  ○ Tuesday, June 2nd
	  ○ Tuesday, July 7th
	  ○ Tuesday, August 4th

Scottsbluff Public Schools
Finance Committee Meeting

April 7, 2026	
Attendance:	Beth Merrigan, Tory Schwartz, Andrew Dick, Frances Burkhalter, Brittni Chancellor, and Marianne Carlson

Budget Forum	• Review of 2026 Budget Forum
Auditorium Lighting Control	• Information on the Auditorium Lighting Control Bid
Disposal of Assets	• Information on the disposal of assets
BOE Updates	• Board Policies ○ 1040 – Annual Report & School Improvement (1st Reading) ○ 3129 – Insurance Management (1st Reading) ○ 3130 – Purchasing Policies (1st Reading) ○ 3540 – Procedures – Bidding Contstruction Projects (1st Reading) ○ 4114 – Advancement on Salary Schedule (1st Reading) ○ 7050 – Bids & Contracts (1st Reading) ○ 8346 – Public Participation at Board Meetings (1st Reading) ○ 5000 Series – Students (1st Reading • Annual Review of 6370 – Multicultural Education • SHS Handbook Amendment, Weighted Courses • CLSD Grant Reading Purchases • Goalbook • FSMC Renewal • Change Order for Auditorium • Closed Session – Negotiations
P-Card Expenditures and Cash Flows	• P-Card Expenditures for February were reviewed • Cash Flows as of March 31, 2026 were reviewed
Roundtable	• Future Meetings will be held on the Monday before the board meeting with noted exceptions ○ Monday, May 4th ○ Monday, June 1st ○ Monday, July 6th ○ Monday, August 3rd

Scottsbluff Public Schools
Policy Committee Meeting

March 30, 2026	
Attendance:	Dr. Andrew Dick, Dr. Wendy Kemling, Mike Mason, Marianne Carlson, Reagan True, Justin Shaddick, Jana Mason, Paul Synder, Tory Schwartz, Rob Polk

Policies Reviewed	Policies 5408-5700

Scottsbluff Public Schools
Policy Committee Meeting

March 18, 2026	
Attendance:	Dr. Andrew Dick, Dr. Wendy Kemling, Mike Mason, Marianne Carlson, Reagan True, Justin Shaddick, Jana Mason, Frances Burkhalter, Paul Synder, Tory Schwartz, Rob Polk

Policies Reviewed	● 1040 - “Annual Report and School Improvement” ● 3129 - “Insurance Management” ● 3130 - “Purchasing Policies” ● 3540 - “Bidding Construction Projects” ● 4114 - “Advancement on Salary Schedule” ● 5209 - “School Library Materials and Parent Access” ● 5601 - “Asthma, Anaphylaxis, and Allergic Reaction Protocol” ● 6113 - “Electronic Communication Devices and Cell Phones” ● 7050 - “Bids and Contracts” ● 8346 - “Public Participation at Board Meetings” ● Policies 5103 - 5407

Next Meeting – March 30, 2026