

## **Agenda**

1. Date Public Notice appeared in the Norfolk Daily News:
2. Call to Order
  - 2.1. Roll Call
  - 2.2. Declaration of a Legal Meeting
3. Pledge of Allegiance
4. Public Comments & Communication
5. Information and Discussion Items
  - 5.1. Finance & Facilities Report
  - 5.2. Teaching & Learning Report
  - 5.3. Student Programs Report
  - 5.4. Student Services Report
  - 5.5. Human Resources & Accreditation Report
  - 5.6. Superintendent's Report
6. Committee Reports
  - 6.1. Finance & Facilities Committee Report
  - 6.2. Policy Committee Report
  - 6.3. Norfolk Public Schools Foundation Committee Report
  - 6.4. Superintendent Evaluation Committee Report
7. Approve Consent Agenda
  - 7.1. Minutes of Previous Meetings
  - 7.2. Personnel
    - 7.2.1. Contract Approval
  - 7.3. Claims
8. Action Items
  - 8.1. Discuss, consider and take action to approve the Board President to execute the quitclaim deed, as presented, on behalf of Norfolk Public Schools
  - 8.2. Discuss, consider and take action to approve the Food Management Contract with Lunchtime Solutions
  - 8.3. Discuss, consider and take action to grant approval to sell or discard old and outdated District equipment
  - 8.4. Discuss, consider and take action to approve the transfer of funds from the Student Fees Fund to the Activities Fund
  - 8.5. Discuss, consider and take action to reaffirm Board Policies: 6400 - Parental/Community Involvement in Schools & 5415 - Anti-Bullying
  - 8.6. Discuss, consider and take action to approve the 2026-2027 Student Fees
  - 8.7. Discuss, consider and take action to approve the second and final reading of the revised 6000's policies - Instruction
  - 8.8. Discuss, consider and take action to approve the first reading of the revised board policy 1110 – Bulletin Boards

- 8.9. Discuss, consider and take action to approve the first reading of the revised board policy 3560 - Records Management and Disposition
- 8.10. Discuss, consider and take action to approve the first reading of the revised board policy 5004 - Full-time and Part-time Enrollment
- 8.11. Discuss, consider and take action to approve the first reading of the revised board policy 5005 - Student Residence, Admission and Contracting for Educational Services
- 8.12. Discuss, consider and take action to approve the first reading of the revised board policy 5006 - Option Enrollment & Appendix
- 8.13. Discuss, consider and take action to approve the first reading of the revised board policy 5008 - Attendance
- 8.14. Discuss, consider and take action to approve the first reading of the revised board policy 5101 - Student Discipline
- 8.15. Discuss, consider and take action to approve the first reading of the revised board policy 5205 - Graduation
- 8.16. Discuss, consider and take action to approve the first reading of the revised board policy 8130 - Annual Organizational Meeting
- 8.17. Discuss, consider and take action to approve the first reading of the revised board policy 8342 - Designated Method of Giving Notice of Meetings
- 8.18. Discuss, consider and take action to approve the reaffirmed 6000's policies - Instruction
- 8.19. Discuss, consider and take action to approve the first reading of the revised 6000's policies - Instruction
- 8.20. Discuss, consider and take action to approve the first reading of the revised board policy 6211 – Curriculum Assessments
- 8.21. Discuss, consider and take action to approve the first reading of the revised board policy 6300 – Selection and Review of Instructional and Media Materials
9. Future Meetings
10. Adjournment



## **Norfolk Public Schools Public Comment Information & Guidelines**

The Norfolk Public School's Board of Education values and welcomes input during the public comment times at all monthly Board meetings. Feedback is an essential part of the NPS Board's decision-making process, helping us to better understand and address the needs and concerns of the community. We encourage you to share your thoughts and ideas.

- At the first meeting of the month (2nd Monday), individual speakers will have up to five minutes to address the Board.
- For all other meetings, individual speakers will have up to three minutes, and the Board shall hear up to thirty cumulative minutes of public comment.
- These time limits are per speaker, per meeting, and may not be transferred or assigned to other speakers.
- Persons must be present in order to participate in the public comment section of the meeting. Phone conferencing, recording or other communication via electronic devices will not be allowed.
- Providing printed materials (paper no larger than 8.5 x 11 inches) to the Board is allowed.
- According to state law, members of the public who wish to comment must identify themselves, including their address, the name of the organization they represent and the topic that they wish to address. Public comment cards are available at the media table and need to be completed.
- Concerns related to school personnel need to be addressed to the Superintendent using the approved district protocol. Individuals who make false, defamatory, or slanderous statements during public comments may be held legally liable. Slanderous comments are not protected simply because they are made at a Board meeting.
- Persons attending Board meetings and/or speaking to the Board during public comment or during a public hearing must follow all requirements established by the Board, as well as all Board and staff directions in order to help maintain the order, proper decorum, safety and security, and the non-disruptive functioning of the Board meeting. These include, but are not limited to the following:
  - Refraining from applauding, cheering, jeering, or engaging in speech that defames any individual(s), or stymies or blocks meeting progress.
  - Refraining from the use of audio recordings, video recordings, or any digital still images, posters, signs, costumes, other props and/or photographs.
  - Refraining from abusive, offensive, disruptive, defamatory, hostile or threatening language, gestures, and conduct.
  - Staying in the areas identified by the Board as reserved for the public.
- If at any time persons appearing before the Board do not comply with these or any other Board requirements, the chair shall declare that person or persons out of order and require a change in behavior, delay or recess the meeting, or refuse permission to continue to address the Board, and ultimately may require the person or persons to leave the premises of the Board meeting.
- Board members cannot discuss or act upon matters that are not listed on the agenda. Therefore, Board members will not respond to comments or questions. If persons wish to request that an item be placed on a future Board agenda, contact the Superintendent's office during normal business hours.

**NORFOLK PUBLIC SCHOOLS**  
**INTERIM COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
**ALL FUNDS**  
**For Month Ending May 31, 2026**

Fund/Account	2025-2026 Beginning Balance	Monthly Receipts	Monthly Disbursements	Ending Balance	
QUALIFIED CAPITAL PURPOSE UNDERTAKING FUND (2)	\$1,326,853.67	\$271,533.76	\$44,150.00	\$1,554,237.43	
SPECIAL BUILDING FUND (3)	\$2,946,450.32	\$282,047.59	\$2,250.00	\$3,226,247.91	
DEPRECIATION RESERVE FUND (3)	\$6,049,219.52	\$11,720.53	\$0.00	\$6,060,940.05	
ACTIVITIES ACCOUNT (2)	\$700,043.84	\$79,377.83	\$120,889.29	\$658,532.38	
SUBSIDIARY ACCOUNT (2)	\$426,185.29	\$58,452.92	\$30,156.51	\$454,481.70	
GENERAL FUND (1)	\$17,790,624.32	\$14,790,180.42	4,871,740.19	\$27,709,064.55	
PAYROLL ACCOUNT (2)	\$5,705.64	\$4,247,262.07	\$4,247,261.93	\$5,705.78	
SCHOOL LUNCH FUND (2)	\$821,701.27	\$277,493.77	\$331,029.26	\$768,165.78	
BOND FUND (3)	\$1,223,358.67	\$3,104.90	\$0.00	\$1,226,463.57	
COOPERATIVE FUND (2)	\$166,945.09	\$374.73	\$0.00	\$167,319.82	
EMPLOYEE BENEFIT FUND (2)	\$259,118.36	\$581.62	\$0.00	\$259,699.98	
ATHLETIC FIELD COOPERATIVE FUND (2)	\$122,023.27	\$273.90	\$0.00	\$122,297.17	
CONVENIENCE FEE FUND (2)	\$23,394.05	\$1,078.88	\$3.07	\$24,469.86	
STUDENT FEE FUND (2)	\$585,612.81	\$6,392.13	\$2,784.70	\$589,220.24	
<b>TOTAL ALL FUNDS</b>	<b>\$32,447,236.12</b>	<b>\$20,029,875.05</b>	<b>\$9,650,264.95</b>	<b>\$42,826,846.22</b>	
<b>BALANCES CLASSIFIED BY DEPOSITORY</b>					
(1) BANK FIRST				\$27,709,064.55	
(2) ELKHORN VALLEY BANK				\$4,604,130.14	
(3) MIDWEST BANK				\$10,513,651.53	
<b>TOTAL BALANCES</b>				<b>\$42,826,846.22</b>	



Finance and Facilities Committee Meeting Minutes  
Monday, May 11, 2026 at 4:30 PM  
Location: NPS Central Administration Building

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Attendance:

- Board Members Present: Brenda Carhart (Chair), Steve McNally, Tom Stanton
- NPS Staff Present: Bill McAllister, Erik Wilson, Callan Collins

Meeting began at 4:35 PM

1. Finance Updates
  - a. Claims/Board Bills review
  - b. Monthly expenditure report
2. Board Agenda Items for 5/11/26
  - a. None
3. Facilities/Construction Update
  - a. Review of the priority project list for each building being worked on this summer
4. Other Items:
  - a. Growing Together Partnership
    - i. Plans to renew partnership for another year
  - b. NASB Retreat
    - i. Planning 2nd Board retreat, tentatively scheduled for July, part of the contracted services
5. Upcoming Items:
  - a. June 8, 2026 Board of Education Meeting
    - i. Hearings - Fees
    - ii. Lunch Contract
    - iii. No District summer sale this year; vehicles will instead be auctioned. Board approval will be needed prior to the auction.
6. Conflict Statements for 5/11/26 - Carhart, McNally, Stanton
7. Upcoming Meeting Date: June 8, 2026

Meeting adjourned at 5:15 PM

## Policy Committee Meeting Minutes

Monday, May 18, 2026 at 8:00 AM

Location: Central Office

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### Attendance:

Board Members Present: Cindy Booth, Patti Gubbels, Tom Stanton (Chair)

NPS Staff Present: Bill McAllister, Callan Collins, Erik Wilson, Jared Oswald

- Hearings and Annual Policy Review
  - Hearings to be held prior to 6/8 Board Meeting at 5:15 PM
    - 5416 Student Fees
    - 6400 Parental/Community Involvement in Schools
- Discussion
  - 6113 Electronic Communication Devices and Cell Phones
    - Discussion regarding open campus at the High School. No recommended changes to the policy.
    - Cell phone policy communication will be shared with students, parents, and the community closer to the start of the school year.
    - Board will review revised handbook for 26-27
  - Appendix to Policy 5416 - Student Fees - Revised
    - Proposed changes to the Student Fees for 2026-2027
    - Student Fees Hearing will be held 6/8
- Review of Policies: 6000's - Instruction.
  - The 2nd and final reading will take place at the 6/8 Board Meeting. No changes have been made since the first reading on 5/11.
    - 6020 - The Program of Instruction
    - 6110 - School Instructional Hours
    - 6111 - Classroom Environment
    - 6112 - School Day for Students
    - 6118 - Attendance Area Boundary Line Review
    - 6119 - Attendance Districts
    - 6130 - Limitations on Minimum Class Size
    - 6200 - Objectives of the Instructional Program
    - 6212 - Assessments—Academic Content Standards
    - 6220 - Experimental/Innovative Program
    - 6240 - Homework
    - 6250 - Grading
- Required Policy Updates from Perry Law Firm
  - Policy 1110 - Bulletin Boards - Revised
    - LB 429 added new requirements for “equal access” to teachers by professional organizations and teacher associations.
  - Policy 3560 - Records Management and Disposition - Revised
    - LB 596 updated references in the record retention laws to better reflect current technology and electronic storage capabilities.
  - Policy 5004 - Full-time and Part-time Enrollment - Revised



- Policy 8342 Designated Method of Giving Notice of Meetings - Revised
  - LB 596 amends the Open Meetings Act's notice requirements. Previously, notices of board meetings were required to be published in the newspaper, with several exceptions. Now, notices of regular meetings only need to be published four times per year, but NPS will continue to do so monthly.
- Review of Policies: 6000's - Instruction
  - 6211 Curriculum Assessments - Revised
    - Revised to include district identified and state assessments
  - 6260 Guidance - Reaffirm
  - 6270 Field Trips - Revised
    - Changed 'conductor' to 'facilitator'
  - 6271 School Activity Trip Drivers - Reaffirm
  - 6280 Activities - Reaffirm
  - 6281 Activity Funds Management - Reaffirm
  - 6282 School Colors - Revised
    - Exceptions to the policy will be approved by the Superintendent or designee
  - 6283 Concussions - Reaffirm
  - 6284 Initiations, Hazing, Secret Clubs and Outside Organizations - Reaffirm
  - 6286 Return To Learn From Cancer - Reaffirm
  - 6290 Dedications and Commencement - Reaffirm
  - 6300 Selection and Review of Instructional and Media Materials - Revised
    - Include high-quality instructional materials
  - 6320 Parent Requests for Exclusion - Reaffirm
  - 6360 Recognition of Religious Beliefs and Customs - Reaffirm
  - 6361 Acknowledgment of Religious Holidays - Reaffirm
  - 6362 Religion in the Curriculum - Reaffirm
  - 6363 Purpose of Religion in the Curriculum - Reaffirm
  - 6370 Multicultural Education - Revised
    - Added or Superintendent's designee
  - 6380 Equal Opportunity: Instruction Program - Revised
    - Grammer fix
  - 6390 Controversial Issues - Revised
    - Remove text
  - 6391 Controversial Issues in the Classroom - Reaffirm
  - 6400 Parental/Community Involvement in Schools - Reaffirm
  - 6500 Free and Reduced Price Meals - Reaffirm
  - 6600 Special Education Policies and Regulations - Reaffirm
  - 6700 Firearm Policy - Revised
    - Changed from cops to law enforcement
  - 6800 Computer—Internet Safety and Acceptable Use Policy - Revised
    - Added 'any emerging technology'
  - 6900 Chronic Infectious Disease Practice and Procedure - Reaffirm
  - 6910 Dispensing Medications - Reaffirm
  - 6920 Student Self-Mgmt of Asthma, Anaphylaxis, and/or Diabetes - Reaffirm
  - 6921 Seizure Safe Schools - Reaffirm
  - 6930 Behavioral Points of Contact - Reaffirm
  - 6931 Behavioral Intervention and Classroom Management - Reaffirm

- Next Policy Committee Meeting
  - To be scheduled as needed

The meeting adjourned at 10:41 AM.

Norfolk Public Schools  
Board of Education Regular Meeting  
Monday, May 11, 2026 5:30 PM  
NPS Central Administration Office  
512 West Phillip Avenue  
Norfolk, NE 68701

Teri Bauer: Present  
Cindy Booth: Present  
Brenda Carhart: Present  
Dr. Patti Gubbels: Present  
Steve McNally: Present  
Tom Stanton: Present

1. Date Public Notice appeared in the Norfolk Daily News: May 4, 2026
2. Call to Order
  - A. The Norfolk Public School District's Board of Education regular meeting was called to order at 5:30 PM by President Carhart.
    - 2.1. Roll Call. See attendance above. A statement was made declaring a quorum.
    - 2.2. Declaration of a Legal Meeting. The meeting was declared legal.
3. Pledge of Allegiance
4. Presentations & Special Recognition
  - 4.1. Award for Excellence
    - A. Award for Excellence Recipient — Lisa Dasher, Early Childhood Special Education Teacher, Little Panthers Preschool
5. Public Comments & Communication
  - A. Three members of the community spoke during the public comment period.
6. Information and Discussion Items
  - 6.1. Finance & Facilities Report
    - A. The total amount of claims to be approved on the consent agenda by specific fund are listed below:  
General Fund = \$626,847.54  
Nutrition Fund = \$331,029.26  
Subsidiary Fund = \$30,156.51  
Special Building Fund = \$2,250.00  
QCPUF = \$44,150.00  
Senior High Activity Fund = \$112,428.71  
April 2026 Senior High Activity Fund = \$34,930.00  
Junior High Activity Fund = \$4,552.38  
April 2026 Junior High Activity Fund = \$550.00  
Student Fee Fund = \$2,784.70
  - 6.2. Teaching & Learning Report - Speaker: Jared Oswald
    - Assessment Window Closed
    - Initial Data and Reflecting on Goals

- 6.3. Student Programs Report - Speaker: Lynette Mitzel
  - Targeted Improvement Plan focused on reading has been submitted
  - Attended Data Conference
- 6.4. Student Services Report - Speaker: Chuck Hughes
  - Handbook revisions to be shared
  - Upcoming Dates were
    - May 17: Graduation Ceremony at Senior High at 2:00 pm
    - May 20: Last day of school for students, 11:30 am dismissal
    - May 21: Last day for staff
    - May 27: Norfolk High School summer school begins
    - June 1: All other summer school begins
  - Junior High Cell Phone Report
- 6.5. Human Resources & Accreditation Report - Speaker: Angie Baumann
  - Summer School
  - Classified Intent to Return
  - Prepare for the start of 2026-2027 school year
- 6.6. Superintendent's Report - Speaker: Bill McAllister
  - A. Special thanks were extended to Board Members for their committee work completed throughout the past year, including a review of committee members and meetings. Upcoming events, including graduations, were reviewed. A recap of the Superintendent's three primary goals for the year: safety, academics, and activities.
- 7. Committee Reports
  - 7.1. Finance & Facilities Committee Report
    - A. The Finance and Facilities Committee met on May 11th. The committee discussed and reviewed:
      - Claims/Board bills
      - Facilities update, including priority projects for the summer
  - 7.2. Policy Committee Report
    - A. A recap of the Committee's April 21st meeting was shared, including discussion regarding Policy 6113 – Electronic Communication Devices and Cell Phones, as well as a review of Section 6000 Instruction policies with recommendations for revision or reaffirmation.
  - 7.3. Government Relations Committee Report
    - A. A summary of the Committee's April 22nd meeting was shared, with most of the meeting focused on reflection and discussion regarding the completed legislative session.
  - 7.4. Norfolk Public Schools Foundation Committee Report
    - A. The Norfolk Public Schools Foundation met on April 20th, with Board President Lindsay Schellpeper Simpson calling the meeting to order and all 17 board members in attendance. The board reviewed financial reports, including an update on the investment portfolio presented by Tyler Hefner of Insight Financial. Honors Night will be held on May 14th at 7:00 PM at the Johnny Carson Theater, where student scholarships will be awarded. The Foundation also reported a record-high number of scholarship

applications, with over 400 submitted. In addition, NPSF will once again participate in Norfolk's Big Give, with fundraising efforts supporting Help It Happen classroom grants.

8. Approve Consent Agenda

Motion to approve the consent agenda at 6:11 PM passed with a motion by Dr. Patti Gubbels and a second by Tom Stanton.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Dr. Patti Gubbels: Yea, Steve

McNally: Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

8.1. Minutes of Previous Meetings

A. Minutes from the meeting on April 27th were reviewed.

8.2. Claims

A. Claims were reviewed. Conflict statements were read by Carhart, Stanton, and McNally.

9. Action Items

9.1. Discuss, consider and take action to approve the first reading of the reaffirmed 6000's policies - Instruction

A. No changes were made to the following Board policies. The Policy Committee recommends that they be reaffirmed.

6000 - General Policy Statement

6010 - Scope of Instructional Program

6021 - Copyright Piracy

6114 - Emergencies

6115 - Fire Drills, Crisis Plans

6116 - Emergency Dismissal or Cancellation

6117 - Ceremonies, Observances, and the Pledge of Allegiance

6120 - Safe Schools Policy

6210 - Curriculum - Development and Adoption

6213 - Reading Instruction and Improvement

6215 - Collection of Information Relating to Dyslexia

6230 - Curriculum Guides

Motion to approve the first reading of the reaffirmed 6000's policies (Instruction) as presented at 6:13 PM passed with a motion by Tom Stanton and a second by Steve McNally.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Dr. Patti Gubbels: Yea, Steve

McNally: Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

9.2. Discuss, consider and take action to approve the first reading of the revised 6000's policies - Instruction

A. The Policy Committee reviewed the policies listed below and recommends the proposed revisions.

6020 - The Program of Instruction

6110 - School Instructional Hours

6111 - Classroom Environment

6112 - School Day for Students

6118 - Attendance Area Boundary Line Review

6119 - Attendance Districts

- 6130 - Limitations on Minimum Class Size
- 6200 - Objectives of the Instructional Program
- 6212 - Assessments—Academic Content Standards
- 6220 - Experimental/Innovative Program
- 6240 - Homework
- 6250 - Grading

Motion to approve the first reading of the revised 6000's policies (Instruction) as presented at 6:22 PM passed with a motion by Cindy Booth and a second by Dr. Patti Gubbels.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Dr. Patti Gubbels: Yea, Steve McNally: Yea, Tom Stanton: Yea

Yea: 6, Nay: 0

- 9.3. Discuss, consider and take action to approve the second and final reading of the revised board policy 6113 - Electronic Communication Devices & Cell Phones
  - A. There have been no additional revisions to the policy since the first reading on April 13. Board members discussed the proposed policy revisions requiring cell phones to be turned off and stored in lockers throughout the school day at the Senior High. The discussion included recognition that cell phones can be a distraction in the classroom, along with concerns related to enforcement challenges, consistency across classrooms, and the timing of a potential policy change. Feedback from staff, students, and community members was also discussed.

Motion to approve the second and final reading of the revised board policy 6113 - Electronic Communication Devices & Cell Phones at 6:25 PM passed with a motion by Tom Stanton and a second by Cindy Booth.

Teri Bauer: Nay, Tom Stanton: Nay, Cindy Booth: Yea, Brenda Carhart: Yea, Dr. Patti Gubbels: Yea, Steve McNally: Yea

Yea: 4, Nay: 2

- 10. Future Meetings
  - A. The following regular meeting of the Board of Education will be held on Monday, June 8th, 2026 at 5:30 PM. Prior to the meeting, at 5:15 PM a Student Fees Hearing will be held followed by a Parental Involvement Hearing.
- 11. Adjournment
  - A. The meeting adjourned at 7:16 PM

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Chairperson

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Superintendent

		JUNE 8, 2026		
		NORFOLK PUBLIC SCHOOLS		
		NORFOLK, NEBRASKA		
	<b>GENERAL FUND</b>			
1	ADVANCE AUTO PARTS	SPARK PLUGS	01 2650 610 1 001 000	\$22.52
2	ADVANCE AUTO PARTS	SUPPLIES	01 2650 610 1 001 000	\$36.61
3	ADVANCE AUTO PARTS	ING WIRE SET	01 2650 610 1 001 000	\$14.50
4	ADVANCE AUTO PARTS	SPARK PLUGS	01 2650 610 1 001 000	\$22.52
5	ADVANCE AUTO PARTS	SUPPLIES	01 2650 610 1 001 000	\$26.10
6	ADVANCE AUTO PARTS	SPARK PLUGS	01 2650 610 2 001 000	\$22.52
7	ADVANCE AUTO PARTS	SPARK PLUGS	01 2650 610 2 001 000	\$22.52
8	ADVANCE AUTO PARTS	ING WIRE SET	01 2650 610 2 001 000	\$14.49
9	ADVANCE AUTO PARTS	SUPPLIES	01 2650 610 2 001 000	\$36.60
10	ADVANCE AUTO PARTS	SUPPLIES	01 2650 610 2 001 000	\$26.09
11	<b>ADVANCE AUTO PARTS Total</b>			\$244.47
12	ADVANCE SERVICES, INC	PARA SERVICES	01 1100 340 1 001 003	\$284.79
13	ADVANCE SERVICES, INC	PARA SERVICES	01 1100 340 1 001 003	\$360.77
14	ADVANCE SERVICES, INC	PARA SERVICES	01 1100 340 1 001 003	\$236.26
15	ADVANCE SERVICES, INC	PARA SERVICES	01 1100 340 1 001 003	\$232.73
16	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 003	\$284.79
17	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 003	\$360.77
18	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 003	\$232.73
19	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 003	\$236.26
20	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 005	\$622.87
21	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 005	\$749.98
22	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 005	\$597.19
23	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 1 004 005	\$311.43
24	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 2 004 002	\$2,153.10
25	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 2 004 002	\$2,054.16
26	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 2 004 002	\$1,827.28
27	ADVANCE SERVICES, INC	PARA SERVICES	01 1200 340 2 004 002	\$2,234.08
28	<b>ADVANCE SERVICES, INC Total</b>			\$12,779.19
29	AGPARTS WORLDWIDE, INC	CHROMBOOK PARTS	01 1100 350 1 005 000	\$102.29
30	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	01 1100 650 1 005 000	\$96.51
31	AGPARTS WORLDWIDE, INC	CHROMBOOK PARTS	01 1100 650 1 005 000	\$138.08
32	AGPARTS WORLDWIDE, INC	CHROMBOOK PARTS	01 1100 650 2 005 000	\$138.07
33	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	01 1100 650 2 005 000	\$96.50
34	AGPARTS WORLDWIDE, INC	CHROMBOOK PARTS	01 1100 650 2 005 000	\$102.28
35	<b>AGPARTS WORLDWIDE, INC Total</b>			\$673.73
36	AMAZON CAPITAL SERVICES	ART SUPPLIES	01 1100 610 1 011 000	\$458.94

37	AMAZON CAPITAL SERVICES	ART SUPPLIES	01 1100 610 1 011 000	\$95.64
38	AMAZON CAPITAL SERVICES	UTILITY CART	01 1100 610 1 403 014	\$84.57
39	AMAZON CAPITAL SERVICES	HEADPHONES	01 1100 610 1 403 014	\$19.90
40	AMAZON CAPITAL SERVICES	HEADPHONES	01 1100 610 1 405 014	\$19.90
41	AMAZON CAPITAL SERVICES	HEADPHONES	01 1100 610 1 406 014	\$19.91
42	AMAZON CAPITAL SERVICES	SUPPLIES	01 1100 610 1 406 014	\$29.41
43	AMAZON CAPITAL SERVICES	SUPPLIES	01 1100 610 1 407 014	\$4.01
44	AMAZON CAPITAL SERVICES	HEADPHONES	01 1100 610 1 407 014	\$19.90
45	AMAZON CAPITAL SERVICES	FOAM BALLS	01 1100 610 1 414 014	\$258.16
46	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	01 1100 610 1 418 014	\$15.99
47	AMAZON CAPITAL SERVICES	STANDS	01 1100 610 1 418 014	\$228.84
48	AMAZON CAPITAL SERVICES	TIMERS	01 1100 610 1 430 014	\$15.98
49	AMAZON CAPITAL SERVICES	ENVELOPES	01 1100 610 1 430 014	\$23.79
50	AMAZON CAPITAL SERVICES	LIBRARY SUPPLIES	01 1100 610 1 430 014	\$74.60
51	AMAZON CAPITAL SERVICES	SOAR/PHILANTHROPY PROJECT	01 1100 610 2 110 002	\$131.10
52	AMAZON CAPITAL SERVICES	SUPPLIES	01 1200 610 1 493 014	\$56.42
53	AMAZON CAPITAL SERVICES	LADDERS AND TOOL SETS	01 2220 610 1 030 000	\$367.78
54	AMAZON CAPITAL SERVICES	GLUE STRIPS	01 2220 610 1 423 014	\$12.09
55	AMAZON CAPITAL SERVICES	GLUE STRIPS	01 2220 640 2 106 002	\$15.96
56	AMAZON CAPITAL SERVICES	DESK MOUNT,BATTERIES, JOURNAL	01 2230 650 1 005 000	\$45.24
57	AMAZON CAPITAL SERVICES	MONITOR	01 2230 650 1 005 000	\$42.75
58	AMAZON CAPITAL SERVICES	MONITOR	01 2230 650 2 005 000	\$42.74
59	AMAZON CAPITAL SERVICES	DESK MOUNT,BATTERIES, JOURNAL	01 2230 650 2 005 000	\$45.24
60	AMAZON CAPITAL SERVICES	BATTERIES, LABELS, RUBBERBANDS	01 2410 610 2 141 002	\$66.30
61	AMAZON CAPITAL SERVICES	MARKERS RETURNED	01 2410 610 2 141 002	-\$10.89
62	AMAZON CAPITAL SERVICES	DISINFECTING WIPES, POST ITS	01 2410 610 2 141 002	\$92.84
63	AMAZON CAPITAL SERVICES	PENCILS	01 2410 610 2 141 002	\$188.97
64	AMAZON CAPITAL SERVICES	MARKERS AND COLORED PENCILS	01 2410 610 2 141 002	\$48.68
65	AMAZON CAPITAL SERVICES	HANGING FILES	01 2410 610 2 141 002	\$67.26
66	AMAZON CAPITAL SERVICES	MARKERS AND COLORED PENCILS	01 2410 610 2 141 002	\$23.01
67	AMAZON CAPITAL SERVICES	MICRO SWITCH	01 2620 610 1 001 000	\$35.13
68	AMAZON CAPITAL SERVICES	MICRO SWITCH	01 2620 610 2 001 000	\$35.12
69	AMAZON CAPITAL SERVICES	MOWER BLADES	01 2630 610 1 001 000	\$48.95
70	AMAZON CAPITAL SERVICES	MOWER BLADES	01 2630 610 1 001 000	\$48.95
71	AMAZON CAPITAL SERVICES	MOWER BLADES	01 2630 610 2 001 000	\$48.95
72	AMAZON CAPITAL SERVICES	MOWER BLADES	01 2630 610 2 001 000	\$48.95
73	AMAZON CAPITAL SERVICES	EXHAUST TIP	01 2650 610 1 001 000	\$16.99
74	AMAZON CAPITAL SERVICES	EXHAUST TIP	01 2650 610 2 001 000	\$16.99
75	AMAZON CAPITAL SERVICES	SUPPLIES	01 6200 610 1 028 008	\$125.49
76	AMAZON CAPITAL SERVICES	SUPPLIES	01 6200 610 1 028 008	\$153.16
77	AMAZON CAPITAL SERVICES	SUPPLIES	01 6200 610 1 028 012	\$139.39
78	AMAZON CAPITAL SERVICES	PENCILS AND FOLDERS	01 6200 610 1 028 014	\$138.56
79	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 1 004 000	\$1,916.82

80	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 1 004 000	\$1,745.07
81	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 1 004 000	\$1,376.06
82	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 1 004 000	\$862.29
83	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 1 004 000	\$821.93
84	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 2 004 000	\$1,745.07
85	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 2 004 000	\$1,376.05
86	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 2 004 000	\$862.29
87	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 2 004 000	\$1,916.81
88	AMAZON CAPITAL SERVICES	SUPPLIES	01 6910 610 2 004 000	\$821.93
89	AMAZON CAPITAL SERVICES	FAMILY INVOLVEMENT BOOKS	01 6925 640 1 004 000	\$588.93
90	AMAZON CAPITAL SERVICES	FAMILY INVOLVEMENT BOOKS	01 6925 640 1 004 000	\$320.44
91	AMAZON CAPITAL SERVICES	BOOKS & PERIODICALS	01 6925 640 1 004 000	\$16.25
92	AMAZON CAPITAL SERVICES	FAMILY INVOLVEMENT BOOKS	01 6925 640 2 004 000	\$588.93
93	AMAZON CAPITAL SERVICES	FAMILY INVOLVEMENT BOOKS	01 6925 640 2 004 000	\$320.44
94	AMAZON CAPITAL SERVICES	BOOKS & PERIODICALS	01 6925 640 2 004 000	\$16.25
95	<b>AMAZON CAPITAL SERVICES Total</b>			\$18,757.22
96	ANDERSEN, HOLLY	PARENT MILEAGE	01 2712 332 1 004 000	\$131.23
97	<b>ANDERSEN, HOLLY Total</b>			\$131.23
98	ANDREASEN, TRISHA	STEPS TRAINING	01 1200 330 1 004 010	\$11.00
99	ANDREASEN, TRISHA	STEPS TRAINING	01 2213 330 1 101 010	\$195.25
100	<b>ANDREASEN, TRISHA Total</b>			\$206.25
101	APPEARA	SHIRTS	01 2610 431 1 001 000	\$34.76
102	APPEARA	MOP CLEANING	01 2610 431 1 001 000	\$49.18
103	APPEARA	SHIRTS	01 2610 431 1 001 000	\$34.76
104	APPEARA	MOP CLEANING	01 2610 431 1 001 000	\$49.18
105	APPEARA	MOP CLEANING	01 2610 431 1 001 000	\$49.18
106	APPEARA	SHIRTS	01 2610 431 1 001 000	\$34.76
107	APPEARA	MOP CLEANING	01 2610 431 2 001 000	\$49.18
108	APPEARA	MOP CLEANING	01 2610 431 2 001 000	\$49.18
109	APPEARA	SHIRTS	01 2610 431 2 001 000	\$34.76
110	APPEARA	MOP CLEANING	01 2610 431 2 001 000	\$49.18
111	APPEARA	SHIRTS	01 2610 431 2 001 000	\$34.76
112	APPEARA	SHIRTS	01 2610 431 2 001 000	\$34.76
113	APPEARA	SHIRTS	01 2620 431 1 001 000	\$34.76
114	APPEARA	SHIRTS	01 2620 431 1 001 000	\$34.76
115	APPEARA	SHIRTS	01 2620 431 1 001 000	\$34.76
116	APPEARA	SHIRTS	01 2620 431 2 001 000	\$34.76
117	APPEARA	SHIRTS	01 2620 431 2 001 000	\$34.76
118	APPEARA	SHIRTS	01 2620 431 2 001 000	\$34.76
119	<b>APPEARA Total</b>			\$712.20
120	APPLE INC	13 INCH MACBOOK NEO/ST PAUL'S	01 6969 650 1 028 000	\$499.00
121	<b>APPLE INC Total</b>			\$499.00
122	APPLIANCE EMT	CLOTHES DRYER REPAIR	01 1190 340 1 163 021	\$150.00

123	<b>APPLIANCE EMT Total</b>			\$150.00
124	ARROW STAGE LINES	GIRLS DISTRICK TRACK BUS	01 2710 340 1 001 000	\$640.00
125	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 1 001 000	\$900.00
126	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 1 001 000	\$900.00
127	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 1 001 000	\$900.00
128	ARROW STAGE LINES	GIRLS TRACK BUS	01 2710 340 1 001 000	\$640.00
129	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 1 001 000	\$900.00
130	ARROW STAGE LINES	JR HIGH TRACK BUS	01 2710 340 1 001 000	\$1,280.00
131	ARROW STAGE LINES	TENNIS BUS	01 2710 340 1 001 000	\$1,201.00
132	ARROW STAGE LINES	BASEBALL BUS	01 2710 340 1 001 000	\$900.00
133	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 1 001 000	\$900.00
134	ARROW STAGE LINES	BASEBALL BUS	01 2710 340 1 001 000	\$640.00
135	ARROW STAGE LINES	BOYS SOCCER BUS	01 2710 340 1 001 000	\$900.00
136	ARROW STAGE LINES	GIRLS SOCCER BUS	01 2710 340 1 001 000	\$900.00
137	ARROW STAGE LINES	GOLF BUS	01 2710 340 1 001 000	\$600.50
138	ARROW STAGE LINES	BOYS TRACK BUS	01 2710 340 1 001 000	\$600.50
139	ARROW STAGE LINES	BOYS DISTRICT TRACK BUS	01 2710 340 1 001 000	\$640.00
140	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 1 001 000	\$1,800.00
141	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 2 001 000	\$900.00
142	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 2 001 000	\$900.00
143	ARROW STAGE LINES	BASEBALL BUS	01 2710 340 2 001 000	\$900.00
144	ARROW STAGE LINES	BOYS SOCCER BUS	01 2710 340 2 001 000	\$900.00
145	ARROW STAGE LINES	GIRLS DISTRICK TRACK BUS	01 2710 340 2 001 000	\$640.00
146	ARROW STAGE LINES	GIRLS TRACK BUS	01 2710 340 2 001 000	\$640.00
147	ARROW STAGE LINES	GIRLS SOCCER BUS	01 2710 340 2 001 000	\$900.00
148	ARROW STAGE LINES	BASEBALL BUS	01 2710 340 2 001 000	\$640.00
149	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 2 001 000	\$1,800.00
150	ARROW STAGE LINES	TENNIS BUS	01 2710 340 2 001 000	\$1,201.00
151	ARROW STAGE LINES	JR HIGH TRACK BUS	01 2710 340 2 001 000	\$1,280.00
152	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 2 001 000	\$900.00
153	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 2 001 000	\$900.00
154	ARROW STAGE LINES	GOLF BUS	01 2710 340 2 001 000	\$600.50
155	ARROW STAGE LINES	BOYS TRACK BUS	01 2710 340 2 001 000	\$600.50
156	ARROW STAGE LINES	FIELD TRIP BUS	01 2710 340 2 001 000	\$900.00
157	ARROW STAGE LINES	BOYS DISTRICT TRACK BUS	01 2710 340 2 001 000	\$640.00
158	<b>ARROW STAGE LINES Total</b>			\$30,484.00
159	BARNHILL ENTERPRISES LLC	MATERIALS FOR ORCHESTRA	01 1100 610 2 118 002	\$259.67
160	BARNHILL ENTERPRISES LLC	CONCERT BAND FOLDERS	01 2410 610 2 141 002	\$61.25
161	<b>BARNHILL ENTERPRISES LLC Total</b>			\$320.92
162	BAUER BUILT, INC	SUPPLIES	01 2650 610 1 001 000	\$104.25
163	BAUER BUILT, INC	SUPPLIES	01 2650 610 2 001 000	\$104.25
164	BAUER BUILT, INC	BUS 108 TIRE	01 2710 340 1 001 000	\$26.00
165	BAUER BUILT, INC	BUS 108 TIRE	01 2710 340 2 001 000	\$26.00

166	BAUER BUILT, INC	BUS 108 TIRE	01 2710 610 1 001 000	\$250.25
167	BAUER BUILT, INC	BUS 108 TIRE	01 2710 610 2 001 000	\$250.25
168	<b>BAUER BUILT, INC Total</b>			\$761.00
169	BAUER, RACHEL	STAFF MILEAGE	01 3541 333 1 004 000	\$103.39
170	<b>BAUER, RACHEL Total</b>			\$103.39
171	BEACOM, BAILEY	MONTCLAIR VISIT MEAL	01 2213 330 1 601 005	\$13.99
172	<b>BEACOM, BAILEY Total</b>			\$13.99
173	BLAYLOCK, JILL M	MILEAGE	01 6200 333 1 028 000	\$55.83
174	<b>BLAYLOCK, JILL M Total</b>			\$55.83
175	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 1 004 000	\$1,535.63
176	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 1 004 000	\$1,535.63
177	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 1 004 000	\$1,289.93
178	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 1 004 000	\$1,535.63
179	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 1 004 000	\$1,535.63
180	BLAZERWORKS, LLC	VIRTUAL SPED SERVICES	01 1200 340 1 004 000	\$1,535.63
181	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 2 004 000	\$1,289.92
182	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 2 004 000	\$1,535.62
183	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 2 004 000	\$1,535.62
184	BLAZERWORKS, LLC	VIRTUAL SPED SERVICES	01 1200 340 2 004 000	\$1,535.62
185	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 2 004 000	\$1,535.62
186	BLAZERWORKS, LLC	VIRTUAL RESOURCE SERVICES	01 1200 340 2 004 000	\$1,535.62
187	<b>BLAZERWORKS, LLC Total</b>			\$17,936.10
188	BOMGAARS SUPPLY	DISTRICT SUPPLIES	01 2620 610 1 001 000	\$103.41
189	BOMGAARS SUPPLY	TAPE, CAULK, GREASE	01 2620 610 1 001 000	\$56.51
190	BOMGAARS SUPPLY	COUPLINGS	01 2620 610 1 001 000	\$15.08
191	BOMGAARS SUPPLY	DRAIN SPADE	01 2620 610 1 001 000	\$15.00
192	BOMGAARS SUPPLY	BRASS BUSHING	01 2620 610 1 001 000	\$3.50
193	BOMGAARS SUPPLY	COUPLINGS	01 2620 610 2 001 000	\$15.08
194	BOMGAARS SUPPLY	DISTRICT SUPPLIES	01 2620 610 2 001 000	\$103.41
195	BOMGAARS SUPPLY	TAPE, CAULK, GREASE	01 2620 610 2 001 000	\$56.51
196	BOMGAARS SUPPLY	DRAIN SPADE	01 2620 610 2 001 000	\$14.99
197	BOMGAARS SUPPLY	BRASS BUSHING	01 2620 610 2 001 000	\$3.49
198	BOMGAARS SUPPLY	DISTRICT SUPPLIES	01 2630 610 1 001 000	\$18.50
199	BOMGAARS SUPPLY	DISTRICT SUPPLIES	01 2630 610 2 001 000	\$18.49
200	<b>BOMGAARS SUPPLY Total</b>			\$423.97
201	BSN SPORTS,	BUCKET GOLF/CATCH A BASKET	01 1100 610 1 818 009	\$207.49
202	<b>BSN SPORTS, Total</b>			\$207.49
203	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 104 010	\$262.93
204	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 201 003	\$229.45
205	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 302 004	\$164.49
206	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 430 014	\$482.72
207	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 602 005	\$122.10
208	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 705 008	\$121.48

209	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 819 009	\$134.43
210	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 904 012	\$117.94
211	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 904 012	\$51.58
212	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 2 141 002	\$380.95
213	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 2 209 001	\$1,129.94
214	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1190 610 1 163 021	\$176.82
215	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1200 610 1 004 000	\$443.05
216	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1200 610 2 004 000	\$443.05
217	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1291 610 1 017 000	\$51.77
218	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1292 610 1 017 000	\$51.76
219	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 1 001 000	-\$4,915.06
220	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 1 001 000	\$12.37
221	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 1 001 000	\$4,915.06
222	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 1 001 000	\$2,721.75
223	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 2 001 000	\$12.36
224	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 2 001 000	\$2,721.74
225	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 2 001 000	\$4,915.06
226	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 2 001 000	-\$4,915.06
227	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2620 431 0 001 000	\$22.17
228	CAPITAL BUSINESS SYSTEMS	RM 611 COPIES	01 2410 340 2 209 001	\$15.20
229	<b>CAPITAL BUSINESS SYSTEMS Total</b>			\$9,870.05
230	CDW GOVERNMENT, INC	INTERACTIVE DISPLAY AND MOUNT	01 1100 650 1 005 003	\$1,610.29
231	CDW GOVERNMENT, INC	INTERACTIVE DISPLAY AND MOUNT	01 1100 650 1 005 003	\$61.22
232	CDW GOVERNMENT, INC	SMART BOARD	01 1100 650 1 005 010	\$1,054.75
233	CDW GOVERNMENT, INC	PROJECTOR LAMP	01 1100 650 1 104 010	\$78.12
234	CDW GOVERNMENT, INC	PROJECTOR	01 1100 650 1 430 014	\$472.44
235	CDW GOVERNMENT, INC	PROJECTORS AND BULBS	01 2410 650 2 209 001	\$1,086.24
236	CDW GOVERNMENT, INC	PROJECTOR	01 2410 650 2 209 001	\$472.44
237	CDW GOVERNMENT, INC	PROJECTOR	01 2410 650 2 209 001	\$357.42
238	<b>CDW GOVERNMENT, INC Total</b>			\$5,192.92
239	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 000	\$235.46
240	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 003	\$511.40
241	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 004	\$633.86
242	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 005	\$419.26
243	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 008	\$700.82
244	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 009	\$210.37
245	CITY OF NORFOLK	WATER/SEWER	01 2610 410 2 001 000	\$235.46
246	CITY OF NORFOLK	WATER/SEWER	01 2610 410 2 001 002	\$1,611.89
247	CITY OF NORFOLK	TRASH/TREE SERVICES	01 2630 420 1 001 000	\$13.48
248	CITY OF NORFOLK	TRASH/TREE SERVICES	01 2630 420 2 001 000	\$13.47
249	<b>CITY OF NORFOLK Total</b>			\$4,585.47
250	CLASS INTERCOM, LLC	CLASS INTERCOM	01 2310 643 1 010 000	\$2,847.50
251	CLASS INTERCOM, LLC	CLASS INTERCOM	01 2310 643 2 010 000	\$2,847.50

252	<b>CLASS INTERCOM, LLC Total</b>			\$5,695.00
253	CLAUSEN, AIMEE	STAFF MILEAGE	01 1190 333 1 163 021	\$64.74
254	<b>CLAUSEN, AIMEE Total</b>			\$64.74
255	CLAUSSEN, JACOB	ACTIVITY WORKER	01 2190 120 2 001 000	\$34.00
256	<b>CLAUSSEN, JACOB Total</b>			\$34.00
257	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 000	\$192.30
258	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 003	\$97.63
259	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 004	\$97.26
260	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 005	\$97.26
261	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 008	\$97.26
262	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 009	\$97.26
263	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 010	\$97.26
264	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 012	\$94.66
265	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 014	\$194.86
266	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 021	\$97.96
267	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 2 001 000	\$192.30
268	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 2 001 001	\$391.00
269	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 2 001 002	\$197.42
270	<b>CLEARFLY COMMUNICATIONS Total</b>			\$1,944.43
271	COLE PAPERS INC	SCRAPER AND BLADES	01 2610 610 1 001 000	\$362.35
272	COLE PAPERS INC	ROLL TOWELS	01 2610 610 1 001 000	\$815.60
273	COLE PAPERS INC	ROLL TOWELS	01 2610 610 2 001 000	\$815.60
274	COLE PAPERS INC	SCRAPER AND BLADES	01 2610 610 2 001 000	\$362.35
275	<b>COLE PAPERS INC Total</b>			\$2,355.90
276	COLLINS, NICHOLAS	TRACK @ BATTLE CREEK	01 2190 580 2 001 000	\$14.99
277	COLLINS, NICHOLAS	UNIFIED TRACK @ GRAND ISLAND	01 2190 580 2 001 000	\$13.15
278	COLLINS, NICHOLAS	UNIFIED TRACK @ LINCOLN	01 2190 580 2 001 000	\$13.15
279	COLLINS, NICHOLAS	JH TRACK @ WAYNE	01 2190 580 2 001 000	\$12.39
280	COLLINS, NICHOLAS	UNIFIED TRACK @ COLUMBUS	01 2190 580 2 001 000	\$11.75
281	<b>COLLINS, NICHOLAS Total</b>			\$65.43
282	COLUMBUS COMMUNITY	SPEECH LANGUAGE THERAPY EVAL	01 2151 320 1 004 000	\$378.30
283	<b>COLUMBUS COMMUNITY Total</b>			\$378.30
284	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 1 001 000	\$82.75
285	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 1 001 000	\$14.53
286	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 1 001 000	\$103.36
287	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 1 001 000	-\$103.36
288	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 2 001 000	-\$103.35
289	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 2 001 000	\$82.75
290	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 2 001 000	\$103.35
291	CORNHUSKER INTERNATIONAL	VEHICLE PARTS	01 2710 340 2 001 000	\$14.52
292	<b>CORNHUSKER INTERNATIONAL Total</b>			\$194.55
293	CRAVEN OCCUPATIONAL	OT SERVICES	01 2161 320 1 004 000	\$19,106.00
294	CRAVEN OCCUPATIONAL	OT SERVICES	01 2161 334 1 004 000	\$147.69

295	<b>CRAVEN OCCUPATIONAL Total</b>			\$19,253.69
296	DAVIS, RONALD	PARENT MILEAGE	01 2713 332 1 004 021	\$282.75
297	<b>DAVIS, RONALD Total</b>			\$282.75
298	DITTER, KERSTIN	STAFF MILEAGE	01 3541 333 1 004 000	\$103.97
299	<b>DITTER, KERSTIN Total</b>			\$103.97
300	ECHO ELECTRIC	SUPPLIES	01 2620 610 2 001 001	\$372.60
301	ECHO ELECTRIC	SUPPLIES	01 2620 610 2 001 002	\$215.40
302	<b>ECHO ELECTRIC Total</b>			\$588.00
303	EGAN SUPPLY COMPANY	SUPPLIES	01 2610 610 1 001 000	\$1,665.15
304	EGAN SUPPLY COMPANY	SUPPLIES	01 2610 610 2 001 000	\$1,665.15
305	<b>EGAN SUPPLY COMPANY Total</b>			\$3,330.30
306	ELAN FINANCIAL SERVICES	MONTESSORI TRAINING #AH	01 1100 330 1 028 005	\$1,050.00
307	ELAN FINANCIAL SERVICES	CERTIFIED MAILINGS #AL	01 1100 531 2 116 002	\$15.90
308	ELAN FINANCIAL SERVICES	MAPPING KIT #AH	01 1100 610 1 028 005	\$331.50
309	ELAN FINANCIAL SERVICES	LIFE SKILLS SUPPLIES #TA	01 1100 610 1 104 010	\$443.41
310	ELAN FINANCIAL SERVICES	STORAGE CONTAINERS #TA	01 1100 610 1 104 010	\$31.67
311	ELAN FINANCIAL SERVICES	TABLES AND BASKET #TA	01 1100 610 1 104 010	\$268.66
312	ELAN FINANCIAL SERVICES	PHONICS PRACTICE #TA	01 1100 610 1 126 010	-\$1.43
313	ELAN FINANCIAL SERVICES	OFFICE SUPPLIES #PH	01 1100 610 1 201 003	\$110.68
314	ELAN FINANCIAL SERVICES	SUPPLIES #PH	01 1100 610 1 213 003	\$143.10
315	ELAN FINANCIAL SERVICES	CURRICULUM ENRICHMENT #PH	01 1100 610 1 215 003	\$123.16
316	ELAN FINANCIAL SERVICES	SUPPLIES #PH	01 1100 610 1 216 003	\$198.38
317	ELAN FINANCIAL SERVICES	OFFICE SUPPLIES #PH	01 1100 610 1 221 003	\$120.76
318	ELAN FINANCIAL SERVICES	SUPPLIES #PH	01 1100 610 1 223 003	\$61.82
319	ELAN FINANCIAL SERVICES	STUDENT ACTIVITY #JL	01 1100 610 1 300 004	\$2.90
320	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 300 004	\$72.56
321	ELAN FINANCIAL SERVICES	WALL MOUNTS #JL	01 1100 610 1 302 004	\$43.51
322	ELAN FINANCIAL SERVICES	BUILDING SUPPLIES #JL	01 1100 610 1 302 004	\$89.88
323	ELAN FINANCIAL SERVICES	END OF YEAR SUPPLIES #JL	01 1100 610 1 303 004	\$134.68
324	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 304 004	\$123.19
325	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 305 004	\$20.96
326	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 306 004	\$195.27
327	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 307 004	\$128.05
328	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 311 004	\$194.09
329	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #JL	01 1100 610 1 312 004	\$140.31
330	ELAN FINANCIAL SERVICES	KLEENEX #AMYB	01 1100 610 1 430 014	\$139.14
331	ELAN FINANCIAL SERVICES	GENERAL SUPPLIES #AH	01 1100 610 1 602 005	\$15.75
332	ELAN FINANCIAL SERVICES	OFFICE SUPPLIES #AH	01 1100 610 1 602 005	\$168.86
333	ELAN FINANCIAL SERVICES	MINI FRIDGE #AH	01 1100 610 1 602 005	\$125.94
334	ELAN FINANCIAL SERVICES	TIER 2 RESOURCE #AH	01 1100 610 1 602 005	\$34.95
335	ELAN FINANCIAL SERVICES	CLASSROOM SUPPLIES #AH	01 1100 610 1 612 005	\$147.66
336	ELAN FINANCIAL SERVICES	PLASTIC ENVELOPES #AH	01 1100 610 1 613 005	\$6.99
337	ELAN FINANCIAL SERVICES	LAMINATING SHEETS #AH	01 1100 610 1 637 005	\$17.99

338	ELAN FINANCIAL SERVICES	GENERAL SUPPLIES #AH	01 1100 610 1 642 005	\$19.94
339	ELAN FINANCIAL SERVICES	SKETCHBOARDS #AH	01 1100 610 1 642 005	\$53.30
340	ELAN FINANCIAL SERVICES	GENERAL SUPPLIES #AH	01 1100 610 1 664 005	\$14.48
341	ELAN FINANCIAL SERVICES	GENERAL SUPPLIES #AH	01 1100 610 1 664 005	\$53.30
342	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1100 610 1 701 008	\$801.15
343	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1100 610 1 702 008	\$396.86
344	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1100 610 1 702 008	\$236.90
345	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1100 610 1 702 008	\$147.77
346	ELAN FINANCIAL SERVICES	CONTACT PAPER, LAMINATING	01 1100 610 1 705 008	\$53.95
347	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1100 610 1 710 008	\$354.59
348	ELAN FINANCIAL SERVICES	PAPER AND KLEENEX #TL	01 1100 610 1 802 009	\$66.36
349	ELAN FINANCIAL SERVICES	KLEENEX #TL	01 1100 610 1 802 009	\$54.71
350	ELAN FINANCIAL SERVICES	GENERAL SUPPLIES #TL	01 1100 610 1 813 009	\$185.20
351	ELAN FINANCIAL SERVICES	AWARDS #BS	01 1100 610 1 904 012	\$254.29
352	ELAN FINANCIAL SERVICES	SUPPLIES#BS	01 1100 610 1 904 012	\$70.86
353	ELAN FINANCIAL SERVICES	SOAR/PHILANTHROPY PROJECT #BV	01 1100 610 2 110 002	\$41.13
354	ELAN FINANCIAL SERVICES	GUEST DAY GROCERIES #BV	01 1100 610 2 111 002	\$131.79
355	ELAN FINANCIAL SERVICES	CUPCAKE WARS #AL	01 1100 610 2 111 002	\$25.61
356	ELAN FINANCIAL SERVICES	GUEST DAY GROCERIES #AL	01 1100 610 2 111 002	\$43.63
357	ELAN FINANCIAL SERVICES	TABLE CLOTHS #AL	01 1100 610 2 111 002	\$7.19
358	ELAN FINANCIAL SERVICES	SEWING LAB SUPPLIES #BV	01 1100 610 2 111 002	\$36.92
359	ELAN FINANCIAL SERVICES	STUDENT INCENTIVES #AL	01 1100 610 2 135 002	\$17.00
360	ELAN FINANCIAL SERVICES	ECOSYSTEMS UNIT SUPPLIES #AL	01 1100 610 2 137 002	\$116.30
361	ELAN FINANCIAL SERVICES	EGG DROP LAB #BV	01 1100 610 2 138 002	\$62.51
362	ELAN FINANCIAL SERVICES	8TH GRADE SCIENCE LAB SUPPLIES	01 1100 610 2 138 002	\$41.88
363	ELAN FINANCIAL SERVICES	PAWS 4 SUCCESS INCENTIVES #BV	01 1100 610 2 141 002	\$48.35
364	ELAN FINANCIAL SERVICES	INTERVIEW LUNCH #AL	01 1100 610 2 141 002	\$95.85
365	ELAN FINANCIAL SERVICES	WALMART-BREAD SUPPLIES #CL	01 1100 610 2 204 001	\$36.34
366	ELAN FINANCIAL SERVICES	AMAZON-BREAD PANS #MISSYH	01 1100 610 2 204 001	\$47.98
367	ELAN FINANCIAL SERVICES	AMAZON-BREAD PANS #MISSYH	01 1100 610 2 204 001	\$23.99
368	ELAN FINANCIAL SERVICES	TAX REFUND	01 1100 610 2 207 001	-\$19.25
369	ELAN FINANCIAL SERVICES	AMAZON-MILL CABLE #MISSYH	01 1100 610 2 208 001	\$232.91
370	ELAN FINANCIAL SERVICES	SUPPLIES #KS	01 1100 610 2 224 001	\$151.92
371	ELAN FINANCIAL SERVICES	GRADING MARKERS #KS	01 1100 610 2 225 001	\$9.89
372	ELAN FINANCIAL SERVICES	ONLINE PLANBOOK #JL	01 1100 643 1 302 004	\$288.00
373	ELAN FINANCIAL SERVICES	CARDSTOCK PAPER#MISSYH	01 1115 610 2 257 001	\$86.34
374	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1150 610 1 755 008	\$83.05
375	ELAN FINANCIAL SERVICES	STAMPS #MJ	01 1190 610 1 163 021	\$124.80
376	ELAN FINANCIAL SERVICES	ASD CONF LODGING #LM	01 1200 330 1 004 000	\$187.95
377	ELAN FINANCIAL SERVICES	NASES CONFERENCE HOTEL #LM	01 1200 330 1 004 000	\$156.45
378	ELAN FINANCIAL SERVICES	NASES CONFERENCE HOTEL #LM	01 1200 330 2 004 000	\$156.45
379	ELAN FINANCIAL SERVICES	LESSON PIX RENEWAL #LM	01 1200 610 1 004 000	\$459.00
380	ELAN FINANCIAL SERVICES	STUDENT INCENTIVES #TL	01 1200 610 1 020 009	\$66.06

381	ELAN FINANCIAL SERVICES	SUPPLIES #RS	01 1200 610 1 753 008	\$282.61
382	ELAN FINANCIAL SERVICES	LESSON PIX RENEWAL #LM	01 1200 610 2 004 000	\$459.00
383	ELAN FINANCIAL SERVICES	AT HOUSE ACTIVITY #JS	01 1200 610 2 258 001	\$35.93
384	ELAN FINANCIAL SERVICES	STUDENT INCENTIVES #MISSYH	01 1200 610 2 290 001	\$15.99
385	ELAN FINANCIAL SERVICES	SUPPLIES #PH	01 2120 610 1 222 003	\$42.83
386	ELAN FINANCIAL SERVICES	COUCH #AMYB	01 2120 610 1 404 014	\$309.99
387	ELAN FINANCIAL SERVICES	HEALTH OFFICE SUPPLIES #AMYB	01 2130 610 1 425 014	\$17.11
388	ELAN FINANCIAL SERVICES	HEALTH OFFICE SUPPLIES #AL	01 2130 610 2 147 002	\$61.94
389	ELAN FINANCIAL SERVICES	GENERAL SUPPLIES #BS	01 2151 610 1 953 012	\$5.29
390	ELAN FINANCIAL SERVICES	2026 ADMIN DAYS #ANGIEB	01 2210 330 1 901 000	\$117.50
391	ELAN FINANCIAL SERVICES	2026 ADMIN DAYS #ANGIEB	01 2210 330 2 901 000	\$117.50
392	ELAN FINANCIAL SERVICES	CAREER FAIR #ANGIEB	01 2210 810 1 901 000	\$100.00
393	ELAN FINANCIAL SERVICES	CAREER FAIR #ANGIEB	01 2210 810 2 901 000	\$100.00
394	ELAN FINANCIAL SERVICES	NASBO PARKING #ANGIEB	01 2211 580 1 901 000	\$5.25
395	ELAN FINANCIAL SERVICES	NASBO PARKING #ANGIEB	01 2211 580 2 901 000	\$5.25
396	ELAN FINANCIAL SERVICES	ASD CONF LODGING #LM	01 2213 330 1 101 010	\$375.90
397	ELAN FINANCIAL SERVICES	PANTHER TEACHER ACADEMY EOY	01 2214 890 1 901 000	\$43.78
398	ELAN FINANCIAL SERVICES	PANTHER TEACHER ACADEMY EOY	01 2214 890 2 901 000	\$43.78
399	ELAN FINANCIAL SERVICES	LIBRARY BOOK #AL	01 2220 640 2 106 002	\$1.49
400	ELAN FINANCIAL SERVICES	SPEAKER #PH	01 2223 610 1 201 003	\$79.95
401	ELAN FINANCIAL SERVICES	MEMORY CARD #BM	01 2310 650 1 010 000	\$15.99
402	ELAN FINANCIAL SERVICES	MEMORY CARD #BM	01 2310 650 2 010 000	\$15.98
403	ELAN FINANCIAL SERVICES	BOARD RETREAT #BM	01 2310 890 1 033 000	\$88.47
404	ELAN FINANCIAL SERVICES	BOARD RETREAT #BM	01 2310 890 2 033 000	\$88.47
405	ELAN FINANCIAL SERVICES	STAMPS #RS	01 2410 531 1 704 008	\$234.00
406	ELAN FINANCIAL SERVICES	CERTIFITED LETTERS #MISSYH	01 2410 531 2 209 001	\$6.08
407	ELAN FINANCIAL SERVICES	CERTIFITED LETTERS #MISSYH	01 2410 531 2 209 001	\$6.08
408	ELAN FINANCIAL SERVICES	SUPPLIES #PH	01 2410 610 1 201 003	\$347.25
409	ELAN FINANCIAL SERVICES	SUPPLIES #AL	01 2410 610 2 141 002	\$226.43
410	ELAN FINANCIAL SERVICES	REFUND OF DOOR DASH #BV	01 2410 610 2 141 002	-\$9.99
411	ELAN FINANCIAL SERVICES	SCHOOL SUPPLIES #BV	01 2410 610 2 141 002	\$201.74
412	ELAN FINANCIAL SERVICES	SPANISH CLASS SUPPLIES #BV	01 2410 610 2 141 002	\$51.39
413	ELAN FINANCIAL SERVICES	RULERS #AL	01 2410 610 2 141 002	\$110.49
414	ELAN FINANCIAL SERVICES	KLEENEX #MISSYH	01 2410 610 2 209 001	\$175.34
415	ELAN FINANCIAL SERVICES	LABELS FOR ATTENANCE #MISSYH	01 2410 610 2 209 001	\$109.74
416	ELAN FINANCIAL SERVICES	T LICHTY DUES #TL	01 2410 810 1 802 009	\$694.00
417	ELAN FINANCIAL SERVICES	BACKGROUND CHECKS #ANGIEB	01 2510 340 1 001 000	\$3.00
418	ELAN FINANCIAL SERVICES	BACKGROUND CHECKS #ANGIEB	01 2510 340 2 001 000	\$3.00
419	ELAN FINANCIAL SERVICES	POSTAGE#EW	01 2510 531 1 001 000	\$143.90
420	ELAN FINANCIAL SERVICES	POSTAGE#EW	01 2510 531 2 001 000	\$143.90
421	ELAN FINANCIAL SERVICES	BOE MEALS #EW	01 2510 890 1 001 000	\$30.19
422	ELAN FINANCIAL SERVICES	BOE MEALS #EW	01 2510 890 2 001 000	\$30.19
423	ELAN FINANCIAL SERVICES	CABLE FOR THEATRE #KS	01 2620 610 2 715 001	\$34.99

424	ELAN FINANCIAL SERVICES	SENT WRONG ITEM #MISSYH	01 2620 650 2 715 001	-\$35.09
425	ELAN FINANCIAL SERVICES	CARSON THEATRE CABLE #MISSYH	01 2620 650 2 715 001	\$35.09
426	ELAN FINANCIAL SERVICES	HAL SUMMER SCHOOL #RS	01 3535 610 1 027 000	\$68.97
427	ELAN FINANCIAL SERVICES	SUPPLIES #BV	01 3535 610 2 115 002	\$15.00
428	ELAN FINANCIAL SERVICES	DRONE PILOT EXAM #BW	01 3551 610 2 209 001	\$175.00
429	ELAN FINANCIAL SERVICES	DRONE PILOT EXAM #LL	01 3551 610 2 209 001	\$350.00
430	ELAN FINANCIAL SERVICES	AMAZON-FILAMENT DRYER #MISSYH	01 3551 610 2 209 001	\$135.99
431	ELAN FINANCIAL SERVICES	STUDENT SUPPLIES #CH	01 6990 610 1 001 000	\$474.81
432	<b>ELAN FINANCIAL SERVICES Total</b>			\$16,415.48
433	ELECTRONIC CONTRACTING CO	REPLACEMENT OF QSC AMP	01 2620 431 2 715 001	\$2,610.00
434	ELECTRONIC CONTRACTING CO	QSC AMP AND SUPPLIES	01 2620 610 2 715 001	\$11,703.00
435	<b>ELECTRONIC CONTRACTING CO Total</b>			\$14,313.00
436	ELECTRONIC SYSTEMS INC	SERVICE CALLS/REPAIRS	01 2620 431 1 001 000	\$1,406.40
437	ELECTRONIC SYSTEMS INC	SERVICE CALLS/REPAIRS	01 2620 431 1 001 014	\$1,083.00
438	ELECTRONIC SYSTEMS INC	SERVICE CALLS/REPAIRS	01 2620 431 2 001 000	\$1,406.40
439	ELECTRONIC SYSTEMS INC	SERVICE CALLS/REPAIRS	01 2620 431 2 001 001	\$152.00
440	ELECTRONIC SYSTEMS INC	SERVICE CALLS/REPAIRS	01 2620 431 2 001 002	\$435.95
441	<b>ELECTRONIC SYSTEMS INC Total</b>			\$4,483.75
442	ELKHORN INDUSTRIES, INC	POWERWASHER FOR WASHBAY	01 2650 610 1 001 000	\$5,112.50
443	ELKHORN INDUSTRIES, INC	POWERWASHER FOR WASHBAY	01 2650 610 2 001 000	\$5,112.50
444	<b>ELKHORN INDUSTRIES, INC Total</b>			\$10,225.00
445	ELKHORN RURAL PUBLIC POWER	WOODLAND PARK ELECTRICITY	01 2610 621 1 001 012	\$1,955.81
446	<b>ELKHORN RURAL PUBLIC POWER Total</b>			\$1,955.81
447	ELLIOTT, PAIGE	PARENT MILEAGE	01 2713 332 1 004 021	\$63.80
448	<b>ELLIOTT, PAIGE Total</b>			\$63.80
449	ENVISIONS OF NORFOLK, INC	CONTRACTED SPED SERVICES	01 1200 340 2 004 001	\$5,211.00
450	<b>ENVISIONS OF NORFOLK, INC Total</b>			\$5,211.00
451	ESSENTIAL SCREEN	BACKGROUND CHECKS	01 2510 340 1 001 000	\$298.68
452	ESSENTIAL SCREEN	BACKGROUND CHECKS	01 2510 340 2 001 000	\$298.67
453	<b>ESSENTIAL SCREEN Total</b>			\$597.35
454	ESU #3	ASD STEPS TRAINING	01 1200 330 1 004 010	\$35.00
455	ESU #3	ASD STEPS TRAINING	01 2213 330 1 101 010	\$70.00
456	<b>ESU #3 Total</b>			\$105.00
457	ESU #7	CONTRACTED VISION SERVICES	01 2181 591 1 004 000	\$4,834.88
458	ESU #7	CONTRACTED VISION SERVICES	01 2181 591 2 004 000	\$883.92
459	<b>ESU #7 Total</b>			\$5,718.80
460	ESU 8	SPED SERVICES PD TO ESU 8	01 1200 591 1 004 000	\$5,000.00
461	ESU 8	SPED SERVICES PD TO ESU 8	01 1200 591 2 004 000	\$7,290.00
462	ESU 8	LMHP SERVICES	01 2140 591 1 991 000	\$12,076.50
463	ESU 8	LMHP SERVICES	01 2140 591 2 991 000	\$12,076.50
464	ESU 8	SPED SERVICES PD TO ESU 8	01 2141 591 2 014 000	\$7,275.00
465	ESU 8	SPED SERVICES PD TO ESU 8	01 2151 591 2 004 000	\$509.60
466	<b>ESU 8 Total</b>			\$44,227.60

467	EVERYDAY SPEECH LLC	SITE LICENSE	01 1100 643 1 028 000	\$20,507.77
468	<b>EVERYDAY SPEECH LLC Total</b>			\$20,507.77
469	FAIRFIELD INN & SUITES	NDE DATA CONFERENCE	01 2230 330 1 005 000	\$74.98
470	FAIRFIELD INN & SUITES	NDE DATA CONFERENCE	01 2230 330 1 005 000	\$74.98
471	FAIRFIELD INN & SUITES	NDE DATA CONFERENCE	01 2230 330 2 005 000	\$74.97
472	FAIRFIELD INN & SUITES	NDE DATA CONFERENCE	01 2230 330 2 005 000	\$74.97
473	<b>FAIRFIELD INN &amp; SUITES Total</b>			\$299.90
474	FERNAU, JESSICA	STAFF MILEAGE	01 1291 333 1 004 021	\$11.60
475	FERNAU, JESSICA	STAFF MILEAGE	01 1292 333 1 004 000	\$26.03
476	<b>FERNAU, JESSICA Total</b>			\$37.63
477	FLOORING SOLUTIONS	CONFERENCE ROOM CARPET SQUARES	01 1100 610 1 201 003	\$298.70
478	<b>FLOORING SOLUTIONS Total</b>			\$298.70
479	FOX, CINDY	STAFF MILEAGE	01 2130 333 1 004 000	\$50.03
480	FOX, CINDY	STAFF MILEAGE	01 2130 333 2 004 000	\$50.02
481	<b>FOX, CINDY Total</b>			\$100.05
482	FRISCH, VIRGINIA	STAFF MILEAGE	01 1291 333 1 004 021	\$16.39
483	FRISCH, VIRGINIA	STAFF MILEAGE	01 1292 333 1 004 000	\$40.75
484	<b>FRISCH, VIRGINIA Total</b>			\$57.14
485	FRONTLINE TECHNOLOGIES	FRONTLINE RENEWAL 26/27	01 2210 340 1 901 000	\$8,868.16
486	FRONTLINE TECHNOLOGIES	FRONTLINE RENEWAL 26/27	01 2210 340 2 901 000	\$8,868.16
487	<b>FRONTLINE TECHNOLOGIES Total</b>			\$17,736.32
488	FROWICK, BRENNNA	STAFF MILEAGE	01 2151 333 1 004 000	\$27.19
489	<b>FROWICK, BRENNNA Total</b>			\$27.19
490	GASPERS, SANDY	STAFF MILEAGE	01 1200 333 1 004 000	\$24.15
491	GASPERS, SANDY	STAFF MILEAGE	01 1200 333 2 004 000	\$24.14
492	<b>GASPERS, SANDY Total</b>			\$48.29
493	GEARY, LISA	STAFF MILEAGE	01 3535 333 1 027 000	\$37.56
494	GEARY, LISA	STAFF MILEAGE	01 3535 333 1 027 000	\$23.42
495	<b>GEARY, LISA Total</b>			\$60.98
496	GLASER, CASSANDRA	PD TRAINING	01 2213 330 1 601 005	\$13.99
497	<b>GLASER, CASSANDRA Total</b>			\$13.99
498	GROW PHYSICAL THERAPY, LLC	OT SERVICES	01 2162 320 1 004 000	\$6,081.66
499	GROW PHYSICAL THERAPY, LLC	OT SERVICES MILEAGE	01 2162 334 1 004 000	\$113.61
500	GROW PHYSICAL THERAPY, LLC	OT SERVICES	01 2163 320 1 004 000	\$6,081.67
501	GROW PHYSICAL THERAPY, LLC	OT SERVICES MILEAGE	01 2163 334 1 004 000	\$113.61
502	GROW PHYSICAL THERAPY, LLC	PT SERVICES	01 2171 320 1 004 000	\$6,579.13
503	GROW PHYSICAL THERAPY, LLC	PT SERVICES	01 2171 320 2 004 000	\$6,579.13
504	GROW PHYSICAL THERAPY, LLC	PT SERVICES MILEAGE	01 2171 334 1 004 000	\$56.74
505	GROW PHYSICAL THERAPY, LLC	PT SERVICES MILEAGE	01 2171 334 2 004 000	\$56.74
506	GROW PHYSICAL THERAPY, LLC	PT SERVICES	01 2172 320 1 004 000	\$7,292.54
507	GROW PHYSICAL THERAPY, LLC	PT SERVICES MILEAGE	01 2172 334 1 004 000	\$164.87
508	GROW PHYSICAL THERAPY, LLC	PT SERVICES	01 2173 320 1 004 000	\$7,292.54
509	GROW PHYSICAL THERAPY, LLC	PT SERVICES MILEAGE	01 2173 334 1 004 000	\$164.87

510	<b>GROW PHYSICAL THERAPY, LLC Total</b>			\$40,577.11
511	GUARANTEE LANDSCAPING	SOD LAYING	01 2630 340 1 001 014	\$5,995.00
512	<b>GUARANTEE LANDSCAPING Total</b>			\$5,995.00
513	HAISCH, AMY	STAFF MILEAGE	01 2152 333 1 004 021	\$259.33
514	<b>HAISCH, AMY Total</b>			\$259.33
515	HAMPTON INN KEARNEY	HOTEL	01 1200 330 1 004 000	\$92.54
516	HAMPTON INN KEARNEY	HOTEL	01 1200 330 2 004 000	\$92.53
517	HAMPTON INN KEARNEY	NE YOUNG CHILD INSTITUTE HOTEL	01 3541 580 1 004 000	\$319.90
518	<b>HAMPTON INN KEARNEY Total</b>			\$504.97
519	HERITAGE WATER SERVICES	WATER TREATMENT CHEMICALS	01 2620 610 1 001 000	\$387.50
520	HERITAGE WATER SERVICES	WATER TREATMENT CHEMICALS	01 2620 610 2 001 000	\$387.50
521	<b>HERITAGE WATER SERVICES Total</b>			\$775.00
522	HIRSCH, HEATHER	STAFF MILEAGE	01 3541 333 1 004 000	\$174.43
523	<b>HIRSCH, HEATHER Total</b>			\$174.43
524	HOFERER, KIMBERLY	ACTIVITY WORKER	01 2190 120 2 001 000	\$68.00
525	HOFERER, KIMBERLY	ACTIVITY WORKER	01 2190 120 2 001 000	\$548.25
526	<b>HOFERER, KIMBERLY Total</b>			\$616.25
527	HORSLEY, JESSICA	STAFF MILEAGE	01 1100 333 1 001 000	\$101.00
528	HORSLEY, JESSICA	STAFF MILEAGE	01 1100 333 2 001 000	\$100.99
529	<b>HORSLEY, JESSICA Total</b>			\$201.99
530	INTERSTATE BOOKS4SCHOOL	ONE BOOK ONE SCHOOL	01 6200 640 1 028 003	\$330.48
531	<b>INTERSTATE BOOKS4SCHOOL Total</b>			\$330.48
532	J W PEPPER, INC	MUSIC	01 1100 610 1 418 014	\$120.49
533	J W PEPPER, INC	MUSIC	01 1100 610 1 424 014	\$120.50
534	J W PEPPER, INC	ALL STATE MUSIC	01 1100 610 2 207 001	-\$55.00
535	J W PEPPER, INC	ALL STATE MUSIC	01 1100 610 2 207 001	\$50.00
536	J W PEPPER, INC	ALL STATE MUSIC	01 1100 610 2 207 001	\$99.00
537	J W PEPPER, INC	ALL STATE MUSIC	01 1100 610 2 207 001	\$245.99
538	<b>J W PEPPER, INC Total</b>			\$580.98
539	JESSE'S SANITATION LLC	SANITATION SERVICE	01 2610 420 1 001 000	\$2,650.00
540	JESSE'S SANITATION LLC	SANITATION SERVICE	01 2610 420 2 001 000	\$2,650.00
541	<b>JESSE'S SANITATION LLC Total</b>			\$5,300.00
542	JONES, SARA	PD AT MONTCLAIR	01 2213 330 1 601 005	\$13.99
543	<b>JONES, SARA Total</b>			\$13.99
544	KALIN, KAREN	STAFF MILEAGE	01 2151 333 1 004 000	\$53.80
545	<b>KALIN, KAREN Total</b>			\$53.80
546	KASUSKE, ARIC	PD AT MONTCLAIR	01 2213 330 1 601 005	\$16.98
547	<b>KASUSKE, ARIC Total</b>			\$16.98
548	KLEIN, CARRE	STAFF MILEAGE	01 2151 333 1 004 000	\$43.50
549	KLEIN, CARRE	STAFF MILEAGE	01 2151 333 2 004 000	\$43.50
550	<b>KLEIN, CARRE Total</b>			\$87.00
551	LAMIE, KIMBERLY	STAFF MILEAGE	01 1291 333 1 004 021	\$100.92
552	LAMIE, KIMBERLY	STAFF MILEAGE	01 1292 333 1 004 000	\$25.38

553	<b>LAMIE, KIMBERLY Total</b>			\$126.30
554	LAMMERS, NANCY	ACTIVITY WORKER	01 2190 120 2 001 000	\$161.50
555	<b>LAMMERS, NANCY Total</b>			\$161.50
556	LAWNCO	LAWN SERVICE 2026-2028	01 2630 420 1 001 000	\$3,955.84
557	LAWNCO	LAWN SERVICE 2026-2028	01 2630 420 2 001 000	\$3,955.84
558	<b>LAWNCO Total</b>			\$7,911.68
559	LEXIA LEARNING SYSTEMS LLC	LETRS TRAINING	01 6310 330 1 028 000	\$99.00
560	LEXIA LEARNING SYSTEMS LLC	LETRS TRAINING	01 6310 330 1 028 000	\$3,591.00
561	<b>LEXIA LEARNING SYSTEMS LLC Total</b>			\$3,690.00
562	LIBRARY STORE, THE	BOOK COVERS	01 1100 610 1 403 014	\$65.87
563	<b>LIBRARY STORE, THE Total</b>			\$65.87
564	LOVE SIGNS, INC	BUS DECALS	01 2310 531 1 010 000	\$175.00
565	LOVE SIGNS, INC	BUS DECALS	01 2310 531 2 010 000	\$175.00
566	LOVE SIGNS, INC	SIGN PANELS	01 6990 610 1 001 000	\$1,200.00
567	<b>LOVE SIGNS, INC Total</b>			\$1,550.00
568	LUNCHTIME SOLUTIONS, INC.	STUDENT TEACHER MEALS	01 1100 890 1 001 000	\$1,118.53
569	LUNCHTIME SOLUTIONS, INC.	STUDENT TEACHER MEALS	01 1100 890 2 001 000	\$1,118.52
570	<b>LUNCHTIME SOLUTIONS, INC. Total</b>			\$2,237.05
571	MARENEM INC	CLASSROOM SUPPLIES	01 1200 610 1 493 014	\$239.69
572	<b>MARENEM INC Total</b>			\$239.69
573	MARTIN, PATSY	PARENT MILEAGE	01 2713 332 1 004 021	\$150.22
574	<b>MARTIN, PATSY Total</b>			\$150.22
575	MATHER, DANI	PD AT MONTCLAIR	01 2213 330 1 601 005	\$13.99
576	<b>MATHER, DANI Total</b>			\$13.99
577	MCALLISTER, BILL	STATE TRACK MILEAGE	01 2320 333 1 033 000	\$44.95
578	MCALLISTER, BILL	STATE TRACK MILEAGE	01 2320 333 2 033 000	\$44.95
579	<b>MCALLISTER, BILL Total</b>			\$89.90
580	MCBRIDE, STEPHENIE	STAFF MILEAGE	01 1150 333 1 004 000	\$305.44
581	<b>MCBRIDE, STEPHENIE Total</b>			\$305.44
582	MCCLLOUD, MICHELLE	STAFF MILEAGE	01 1200 333 1 004 000	\$53.36
583	MCCLLOUD, MICHELLE	STAFF MILEAGE	01 1200 333 2 004 000	\$53.36
584	<b>MCCLLOUD, MICHELLE Total</b>			\$106.72
585	MENARDS	CEILING TILES	01 1100 610 1 705 008	\$205.04
586	MENARDS	U-BOLTS	01 2620 610 1 001 000	\$7.48
587	MENARDS	MARKING WAND AND PAINT	01 2620 610 1 001 000	\$40.73
588	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$7.39
589	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$22.98
590	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$2.15
591	MENARDS	GLASS CLEANER	01 2620 610 1 001 000	\$30.75
592	MENARDS	TUBE	01 2620 610 1 001 005	\$11.99
593	MENARDS	SUPPLIES	01 2620 610 1 001 014	\$6.98
594	MENARDS	MARKING WAND AND PAINT	01 2620 610 2 001 000	\$40.73
595	MENARDS	U-BOLTS	01 2620 610 2 001 000	\$7.47

596	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$2.14
597	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$22.98
598	MENARDS	GLASS CLEANER	01 2620 610 2 001 000	\$30.75
599	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$7.39
600	MENARDS	GLASS SCRAPER	01 2620 610 2 001 002	\$7.98
601	<b>MENARDS Total</b>			\$454.93
602	METAL DOORS & HARDWARE CO.	DOOR AND INSTALLATION	01 2620 431 1 001 014	\$1,400.00
603	<b>METAL DOORS &amp; HARDWARE CO. Total</b>			\$1,400.00
604	MICROFILM IMAGING SYSTEMS	LASERFICHE SERVICE AGREEMENT	01 2510 340 1 001 000	\$1,263.25
605	MICROFILM IMAGING SYSTEMS	LASERFICHE SERVICE AGREEMENT	01 2510 340 2 001 000	\$1,263.25
606	<b>MICROFILM IMAGING SYSTEMS Total</b>			\$2,526.50
607	MILLER, JOSIE	STAFF MILEAGE	01 2161 333 1 004 000	\$12.69
608	<b>MILLER, JOSIE Total</b>			\$12.69
609	MODEL ELECTRIC INC	REPAIR TO DOOR LOCK	01 2620 431 1 001 000	\$43.50
610	MODEL ELECTRIC INC	CHANGE RTU	01 2620 431 1 001 014	\$812.50
611	MODEL ELECTRIC INC	REPAIR TO DOOR LOCK	01 2620 431 2 001 000	\$43.50
612	MODEL ELECTRIC INC	TRACK OUTLETS	01 2620 431 2 001 001	\$147.00
613	MODEL ELECTRIC INC	INSTALLED PROJECTOR OUTLET	01 2620 431 2 001 001	\$174.00
614	MODEL ELECTRIC INC	CHANGE RTU	01 2620 610 1 001 014	\$1,387.65
615	MODEL ELECTRIC INC	TRACK OUTLETS	01 2620 610 2 001 001	\$33.94
616	MODEL ELECTRIC INC	INSTALLED PROJECTOR OUTLET	01 2620 610 2 001 001	\$67.82
617	<b>MODEL ELECTRIC INC Total</b>			\$2,709.91
618	MUELLER, JULIE	STAFF MILEAGE	01 2152 333 1 004 021	\$36.18
619	MUELLER, JULIE	STAFF MILEAGE	01 2153 333 1 004 000	\$25.16
620	<b>MUELLER, JULIE Total</b>			\$61.34
621	NAPA OF NORFOLK	BATTERY	01 2610 610 1 001 000	\$74.47
622	NAPA OF NORFOLK	DEEP CYCLE BATTERIES	01 2610 610 1 001 010	\$396.34
623	NAPA OF NORFOLK	CORE DEPOSIT	01 2610 610 1 001 010	-\$54.00
624	NAPA OF NORFOLK	BATTERY	01 2610 610 2 001 000	\$74.46
625	NAPA OF NORFOLK	WIPER BLADE	01 2650 610 1 001 000	\$20.99
626	NAPA OF NORFOLK	WIPER BLADE	01 2650 610 2 001 000	\$20.99
627	NAPA OF NORFOLK	STOP LEAK	01 2710 610 1 001 000	\$8.99
628	NAPA OF NORFOLK	STOP LEAK	01 2710 610 2 001 000	\$8.99
629	<b>NAPA OF NORFOLK Total</b>			\$551.23
630	NARANJO, XOCHITI	STAFF MILEAGE	01 6200 333 1 028 004	\$163.67
631	NARANJO, XOCHITI	STAFF MILEAGE	01 6200 333 1 028 012	\$163.67
632	<b>NARANJO, XOCHITI Total</b>			\$327.34
633	NCS PEARSON	STUDENT TESTING	01 2141 610 1 014 000	\$61.11
634	NCS PEARSON	STUDENT TESTING	01 2141 610 1 014 000	\$30.78
635	NCS PEARSON	STUDENT TESTING	01 2141 610 1 014 000	\$108.00
636	NCS PEARSON	STUDENT TESTING	01 2141 610 1 014 000	\$62.02
637	NCS PEARSON	STUDENT TESTING	01 2141 610 2 014 000	\$108.00
638	NCS PEARSON	STUDENT TESTING	01 2141 610 2 014 000	\$61.11

639	NCS PEARSON	STUDENT TESTING	01 2141 610 2 014 000	\$30.78
640	NCS PEARSON	STUDENT TESTING	01 2141 610 2 014 000	\$62.01
641	NCS PEARSON	STUDENT TESTING	01 2142 610 1 014 000	\$24.00
642	NCS PEARSON	STUDENT TESTING	01 2142 610 1 014 000	\$13.59
643	NCS PEARSON	STUDENT TESTING	01 2142 610 1 014 000	\$6.84
644	NCS PEARSON	STUDENT TESTING	01 2142 610 1 014 000	\$13.78
645	<b>NCS PEARSON Total</b>			\$582.02
646	NCSA	A BAUMANN DUES	01 2210 810 1 901 000	\$217.50
647	NCSA	A BAUMANN DUES	01 2210 810 2 901 000	\$217.50
648	<b>NCSA Total</b>			\$435.00
649	NASB	BOARD/SUPERINTENDENT RETREAT	01 2310 330 1 033 000	\$500.33
650	NASB	BOARD/SUPERINTENDENT RETREAT	01 2310 330 2 033 000	\$500.33
651	<b>NASB Total</b>			\$1,000.66
652	NEBRASKA FFA ASSOCIATION	HORSE EVALUATION	01 1100 610 2 208 001	\$40.00
653	<b>NEBRASKA FFA ASSOCIATION Total</b>			\$40.00
654	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 000	\$1,635.80
655	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 003	\$2,276.67
656	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 004	\$1,651.00
657	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 005	\$2,002.07
658	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 008	\$2,007.96
659	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 009	\$1,491.36
660	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 010	\$2,146.63
661	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 014	\$8,416.39
662	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 021	\$1,623.29
663	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 2 001 000	\$1,635.79
664	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 2 001 001	\$35,322.40
665	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 2 001 002	\$11,828.87
666	<b>NEBRASKA PUBLIC POWER Total</b>			\$72,038.23
667	NEBRASKA SAFETY CENTER	TRANSPORTATION COURSES	01 2570 330 1 001 000	\$125.00
668	NEBRASKA SAFETY CENTER	TRANSPORTATION COURSES	01 2570 330 2 001 000	\$125.00
669	<b>NEBRASKA SAFETY CENTER Total</b>			\$250.00
670	NEGRETE, MAYRA	STAFF MILEAGE	01 1150 333 1 004 000	\$16.59
671	NEGRETE, MAYRA	STAFF MILEAGE	01 1200 333 1 004 000	\$12.44
672	NEGRETE, MAYRA	STAFF MILEAGE	01 1200 333 2 004 000	\$12.44
673	<b>NEGRETE, MAYRA Total</b>			\$41.47
674	NIPPON SANZO MATHESON INC	WELDER CONSUMABLES	01 3551 610 2 209 001	\$348.13
675	<b>NIPPON SANZO MATHESON INC Total</b>			\$348.13
676	NORFOLK AREA CHAMBER	GROWING TOGETHER ANNUAL	01 2320 340 1 033 000	\$5,000.00
677	NORFOLK AREA CHAMBER	GROWING TOGETHER ANNUAL	01 2320 340 2 033 000	\$5,000.00
678	<b>NORFOLK AREA CHAMBER Total</b>			\$10,000.00
679	NORFOLK ARTS CENTER	1ST GRADE FIELD TRIP	01 1100 610 1 302 004	\$117.00
680	<b>NORFOLK ARTS CENTER Total</b>			\$117.00
681	NORFOLK AUTO SUPPLY	SUPPLIES	01 2650 610 1 001 000	\$52.30

682	NORFOLK AUTO SUPPLY	SUPPLIES	01 2650 610 2 001 000	\$52.30
683	<b>NORFOLK AUTO SUPPLY Total</b>			\$104.60
684	NORFOLK DAILY NEWS	ADVERTISING	01 2310 540 1 001 000	\$10.86
685	NORFOLK DAILY NEWS	ADS FOR KIND, ROUND UP	01 2310 540 1 010 000	\$428.68
686	NORFOLK DAILY NEWS	DESIGN AN AD	01 2310 540 1 010 000	\$75.00
687	NORFOLK DAILY NEWS	ADVERTISING	01 2310 540 2 001 000	\$10.86
688	NORFOLK DAILY NEWS	ADVERTISING	01 2510 540 1 001 000	\$85.78
689	NORFOLK DAILY NEWS	ADVERTISING	01 2510 540 1 901 000	\$501.00
690	NORFOLK DAILY NEWS	ADVERTISING	01 2510 540 2 001 000	\$85.77
691	NORFOLK DAILY NEWS	ADVERTISING	01 2510 540 2 901 000	\$501.00
692	NORFOLK DAILY NEWS	ADVERTISING	01 6910 350 1 004 000	\$4.86
693	NORFOLK DAILY NEWS	ADVERTISING	01 6910 350 2 004 000	\$4.86
694	<b>NORFOLK DAILY NEWS Total</b>			\$1,708.67
695	NORFOLK MEDICAL GROUP	DOT PHYSICALS	01 2570 340 1 901 000	\$100.00
696	NORFOLK MEDICAL GROUP	DOT PHYSICALS	01 2570 340 2 901 000	\$100.00
697	<b>NORFOLK MEDICAL GROUP Total</b>			\$200.00
698	NORFOLK WINSUPPLY	PIPES	01 2620 610 1 001 000	\$11.30
699	NORFOLK WINSUPPLY	SUPPLIES	01 2620 610 1 001 000	\$59.41
700	NORFOLK WINSUPPLY	SUPPLIES	01 2620 610 1 001 000	\$48.90
701	NORFOLK WINSUPPLY	SUPPLIES	01 2620 610 1 001 021	\$150.24
702	NORFOLK WINSUPPLY	SUPPLIES	01 2620 610 2 001 000	\$59.40
703	NORFOLK WINSUPPLY	SUPPLIES	01 2620 610 2 001 000	\$48.89
704	NORFOLK WINSUPPLY	PIPES	01 2620 610 2 001 000	\$11.30
705	<b>NORFOLK WINSUPPLY Total</b>			\$389.44
706	NWEA	MAP GROWTH/SCIENCE	01 1100 643 1 028 000	\$6,941.25
707	NWEA	MAP GROWTH/SCIENCE	01 1100 643 2 028 000	\$6,941.25
708	<b>NWEA Total</b>			\$13,882.50
709	OHL, CASSIE	STAFF MILEAGE	01 2141 333 1 014 000	\$18.42
710	OHL, CASSIE	STAFF MILEAGE	01 2142 333 1 014 000	\$15.37
711	<b>OHL, CASSIE Total</b>			\$33.79
712	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 000	\$30.00
713	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 000	\$22.00
714	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 000	\$22.00
715	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 003	\$44.00
716	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 004	\$44.00
717	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 005	\$44.00
718	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 008	\$44.00
719	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 009	\$44.00
720	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 010	\$44.00
721	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 012	\$44.00
722	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 014	\$44.00
723	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 1 001 021	\$44.00
724	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 2 001 000	\$30.00

725	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 2 001 000	\$22.00
726	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 2 001 000	\$22.00
727	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 2 001 001	\$70.00
728	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 2 001 002	\$70.00
729	OLSON'S PEST TECHNICIANS	PEST SERVICES	01 2630 340 2 016 001	\$44.00
730	<b>OLSON'S PEST TECHNICIANS Total</b>			\$728.00
731	OMNIFY BENEFITS	FSA PARTICIPANT MONTHLY FEE	01 2510 340 1 001 000	\$146.25
732	OMNIFY BENEFITS	FSA PARTICIPANT MONTHLY FEE	01 2510 340 2 001 000	\$146.25
733	<b>OMNIFY BENEFITS Total</b>			\$292.50
734	PAPER101	COLORED PAPER	01 1100 610 0 001 000	\$2,490.86
735	<b>PAPER101 Total</b>			\$2,490.86
736	PELLET MASTERS	ELECTRIC HAMMER MILL	01 3551 610 2 209 001	\$729.27
737	PELLET MASTERS	ELECTRIC HAMMER MILL	01 6700 610 2 028 001	\$1,965.73
738	<b>PELLET MASTERS Total</b>			\$2,695.00
739	PEREZ, MARIA	PARENT MILEAGE	01 2713 332 1 004 021	\$75.40
740	<b>PEREZ, MARIA Total</b>			\$75.40
741	PERRY,GUTHERY,HAASE	LEGAL SERVICES	01 2330 317 1 001 000	\$993.50
742	PERRY,GUTHERY,HAASE	LEGAL SERVICES	01 2330 317 2 001 000	\$993.50
743	<b>PERRY,GUTHERY,HAASE Total</b>			\$1,987.00
744	PLANBOOK INC	26/27 SUBSCRIPTION	01 1100 610 1 104 010	\$352.00
745	<b>PLANBOOK INC Total</b>			\$352.00
746	POLLARD PUMPING	JET LINE	01 2620 431 1 001 000	\$127.50
747	POLLARD PUMPING	JET LINE	01 2620 431 2 001 000	\$127.50
748	POLLARD PUMPING	JET LINE	01 2620 431 2 001 001	\$635.00
749	<b>POLLARD PUMPING Total</b>			\$890.00
750	PRESENCE LEARNING, INC	SPEECH LANGUAGE CONTRACTED	01 2151 320 1 004 000	\$59,113.48
751	<b>PRESENCE LEARNING, INC Total</b>			\$59,113.48
752	PRIME SECURED	MS DOOR 16 MAGLOCK	01 2670 340 1 035 014	\$57.85
753	<b>PRIME SECURED Total</b>			\$57.85
754	PRIORITY COMMUNICATIONS	STUDENT PHONE	01 1100 610 2 141 002	\$115.00
755	<b>PRIORITY COMMUNICATIONS Total</b>			\$115.00
756	QUAVERED, INC	MUSIC CURRICULUM	01 1100 643 1 028 000	\$42,042.00
757	<b>QUAVERED, INC Total</b>			\$42,042.00
758	QUILL CORPORATION	CARD STOCK PAPER	01 1100 610 1 802 009	\$36.30
759	QUILL CORPORATION	GRAY COLORED PAPER	01 1100 650 2 106 002	\$24.99
760	<b>QUILL CORPORATION Total</b>			\$61.29
761	RASMUSSEN MECHANICAL	A/C PARTS -TECH CENTER	01 2620 431 1 001 000	\$7,397.06
762	RASMUSSEN MECHANICAL	PREVENTIVE MAINTENANCE 2024-	01 2620 431 1 001 000	\$12,117.50
763	RASMUSSEN MECHANICAL	RTU REPLACEMENT SMALL COMMONS	01 2620 431 1 001 014	\$22,675.00
764	RASMUSSEN MECHANICAL	COMPRESSOR ISSUE	01 2620 431 1 001 014	\$1,178.82
765	RASMUSSEN MECHANICAL	RM 108 HEAT PUMP	01 2620 431 1 001 014	\$3,444.79
766	RASMUSSEN MECHANICAL	FAN MOTOR REPLACEMENT	01 2620 431 1 001 014	\$1,889.99
767	RASMUSSEN MECHANICAL	A/C PARTS -TECH CENTER	01 2620 431 2 001 000	\$7,397.05

768	RASMUSSEN MECHANICAL	PREVENTIVE MAINTENANCE 2024-	01 2620 431 2 001 000	\$12,117.50
769	RASMUSSEN MECHANICAL	RTU 5 SERVICED	01 2620 431 2 001 001	\$1,918.80
770	<b>RASMUSSEN MECHANICAL Total</b>			\$70,136.51
771	REALITYWORKS	BUTCHER PORK CUT MODEL	01 6700 610 2 028 001	\$2,837.34
772	<b>REALITYWORKS Total</b>			\$2,837.34
773	REHAN, LACYNDA	STAFF MILEAGE	01 1190 333 1 163 021	\$79.17
774	<b>REHAN, LACYNDA Total</b>			\$79.17
775	REYES, DIANA	PARENT MILEAGE	01 2713 332 1 004 021	\$15.95
776	<b>REYES, DIANA Total</b>			\$15.95
777	RICE-HOFFMAN, AMY	STAFF MILEAGE	01 2130 333 1 004 000	\$44.37
778	<b>RICE-HOFFMAN, AMY Total</b>			\$44.37
779	RICHARDSON, BARBARA	STAFF MILEAGE	01 1150 333 1 004 000	\$26.10
780	RICHARDSON, BARBARA	STAFF MILEAGE	01 1150 333 2 004 000	\$26.10
781	<b>RICHARDSON, BARBARA Total</b>			\$52.20
782	RION EQUIPMENT	LIFT REPAIRS/SERVICE CALLS	01 2620 431 1 001 000	\$170.25
783	RION EQUIPMENT	LIFT REPAIRS/SERVICE CALLS	01 2620 431 2 001 000	\$170.25
784	RION EQUIPMENT	LIFT REPAIRS/SERVICE CALLS	01 2620 610 1 001 000	\$204.18
785	RION EQUIPMENT	LIFT REPAIRS/SERVICE CALLS	01 2620 610 2 001 000	\$204.18
786	<b>RION EQUIPMENT Total</b>			\$748.86
787	RIOS, KARINA	STAFF MILEAGE	01 2151 333 1 004 000	\$5.95
788	<b>RIOS, KARINA Total</b>			\$5.95
789	ROCHESTER 100 INC	BILINGUAL COMMUNICATOR	01 1100 610 1 201 003	\$486.00
790	<b>ROCHESTER 100 INC Total</b>			\$486.00
791	SAFESIDE SHREDDING	SHREDDING	01 1100 340 1 104 010	\$44.00
792	SAFESIDE SHREDDING	SHREDDING	01 1100 340 1 430 014	\$44.00
793	SAFESIDE SHREDDING	SHREDDING	01 1100 610 1 201 003	\$44.00
794	SAFESIDE SHREDDING	SHREDDING	01 1100 610 1 705 008	\$44.00
795	SAFESIDE SHREDDING	SHREDDING	01 2410 340 2 209 001	\$44.00
796	<b>SAFESIDE SHREDDING Total</b>			\$220.00
797	SANCHEZ, ADILENE	PARENT MILEAGE	01 2713 332 1 004 021	\$290.87
798	<b>SANCHEZ, ADILENE Total</b>			\$290.87
799	SCHOLASTIC INC.	SCHOLASTIC SUBSCRIPTION	01 2410 610 2 141 002	\$659.34
800	<b>SCHOLASTIC INC. Total</b>			\$659.34
801	SCHOOL DATEBOOKS	26-27 PLANNERS	01 1100 610 1 101 010	\$205.55
802	<b>SCHOOL DATEBOOKS Total</b>			\$205.55
803	SCHUMACHER, EMILY	PARENT MILEAGE	01 2710 332 2 001 000	\$390.12
804	<b>SCHUMACHER, EMILY Total</b>			\$390.12
805	SERVICEMASTER OF NORFOLK	MONTHLY CLEANINGS	01 2610 420 1 001 000	\$273.00
806	SERVICEMASTER OF NORFOLK	MONTHLY CLEANINGS	01 2610 420 1 001 000	\$1,475.50
807	SERVICEMASTER OF NORFOLK	MONTHLY CLEANINGS	01 2610 420 1 001 008	\$300.00
808	SERVICEMASTER OF NORFOLK	MONTHLY CLEANINGS	01 2610 420 2 001 000	\$273.00
809	SERVICEMASTER OF NORFOLK	MONTHLY CLEANINGS	01 2610 420 2 001 000	\$1,475.50
810	<b>SERVICEMASTER OF NORFOLK Total</b>			\$3,797.00

811	SHAFER, THOMAS W.	ACTIVITY WORKER	01 2190 120 2 001 000	\$25.50
812	<b>SHAFER, THOMAS W. Total</b>			\$25.50
813	SHASHIKANT, KATE	STAFF MILEAGE	01 2151 333 1 004 000	\$4.57
814	<b>SHASHIKANT, KATE Total</b>			\$4.57
815	SHOWALTER, JENNIFER	STAFF MILEAGE	01 1100 333 1 001 000	\$22.19
816	SHOWALTER, JENNIFER	STAFF MILEAGE	01 1100 333 2 001 000	\$22.18
817	<b>SHOWALTER, JENNIFER Total</b>			\$44.37
818	SID #1	WOODLAND PARK WATER	01 2610 410 1 001 012	\$231.51
819	<b>SID #1 Total</b>			\$231.51
820	SIEFKER, KIM	LICENSE RENEWAL	01 2712 890 2 001 000	\$64.00
821	<b>SIEFKER, KIM Total</b>			\$64.00
822	SMITH, DEANN	STAFF MILEAGE	01 2151 333 1 004 000	\$24.54
823	SMITH, DEANN	STAFF MILEAGE	01 2151 333 2 004 000	\$24.54
824	<b>SMITH, DEANN Total</b>			\$49.08
825	SOCIAL THINKING	EXPANSION PACK BUNDLE	01 2151 610 1 253 003	\$81.55
826	<b>SOCIAL THINKING Total</b>			\$81.55
827	SONGCUAN, ALEXANDRA	STAFF MILEAGE	01 2141 333 1 014 000	\$39.30
828	<b>SONGCUAN, ALEXANDRA Total</b>			\$39.30
829	STEPP, JUDY	STAFF MILEAGE	01 1200 333 1 004 000	\$20.63
830	STEPP, JUDY	STAFF MILEAGE	01 1200 333 2 004 000	\$20.62
831	<b>STEPP, JUDY Total</b>			\$41.25
832	SULLIVAN, KATLINN	PARENT MILEAGE	01 2712 332 1 004 000	\$229.68
833	<b>SULLIVAN, KATLINN Total</b>			\$229.68
834	SUPER DUPER PUBLICATIONS	CLASSROOM SUPPLIES	01 2151 610 1 253 003	\$81.90
835	<b>SUPER DUPER PUBLICATIONS Total</b>			\$81.90
836	TAYLOR, AMBER	STAFF MILEAGE	01 2181 333 1 004 000	\$135.47
837	TAYLOR, AMBER	STAFF MILEAGE	01 2181 333 2 004 000	\$135.46
838	<b>TAYLOR, AMBER Total</b>			\$270.93
839	TIME MANAGEMENT SYSTEMS	TECH SUPPORT	01 2510 340 1 001 000	\$522.60
840	TIME MANAGEMENT SYSTEMS	TECH SUPPORT	01 2510 340 2 001 000	\$522.60
841	<b>TIME MANAGEMENT SYSTEMS Total</b>			\$1,045.20
842	TOPP, REBECCA	STAFF MILEAGE	01 1200 333 1 004 000	\$66.49
843	TOPP, REBECCA	STAFF MILEAGE	01 1200 333 2 004 000	\$66.48
844	<b>TOPP, REBECCA Total</b>			\$132.97
845	TRUCK CENTER COMPANIES	PARTS	01 2710 610 1 001 000	\$55.27
846	TRUCK CENTER COMPANIES	PARTS	01 2710 610 2 001 000	\$55.27
847	<b>TRUCK CENTER COMPANIES Total</b>			\$110.54
848	TURF TANK	POSITIONING ROD	01 2630 610 1 001 000	\$140.80
849	TURF TANK	POSITIONING ROD	01 2630 610 2 001 000	\$140.80
850	<b>TURF TANK Total</b>			\$281.60
851	UNIVERSITY OF NEBRASKA	CATERPILLAR TO BUTTERFLY	01 1100 610 1 124 010	\$60.00
852	UNIVERSITY OF NEBRASKA	EMBRYOLOGY PROGRAM	01 1100 610 1 125 010	\$105.00
853	UNIVERSITY OF NEBRASKA	EMBRYOLOGY AND CATEPILLAR TO	01 1100 610 1 213 003	\$110.00

854	UNIVERSITY OF NEBRASKA	EMBRYOLOGY PROGRAM	01 1100 610 1 709 008	\$35.00
855	UNIVERSITY OF NEBRASKA	CATERPILLAR TO BUTTERFLY	01 1100 610 1 805 009	\$20.00
856	UNIVERSITY OF NEBRASKA	EMBRYOLOGY PROGRAM	01 1100 610 1 806 009	\$35.00
857	UNIVERSITY OF NEBRASKA	EMBRYOLOGY PROGRAM	01 1100 610 1 812 009	\$35.00
858	<b>UNIVERSITY OF NEBRASKA Total</b>			\$400.00
859	US BANK VOYAGER FLEET	DISTRICT FUEL CARDS	01 2650 626 1 001 000	\$59.28
860	US BANK VOYAGER FLEET	DISTRICT FUEL CARDS	01 2650 626 2 001 000	\$59.28
861	<b>US BANK VOYAGER FLEET Total</b>			\$118.56
862	VANTILBORGH, ODESSA	INTERNAL COACHING	01 6416 340 1 017 000	\$1,100.00
863	<b>VANTILBORGH, ODESSA Total</b>			\$1,100.00
864	VERIZON WIRELESS	CELL PHONES	01 2670 382 1 035 000	\$158.16
865	VERIZON WIRELESS	CELL PHONES	01 2670 382 2 035 000	\$158.16
866	VERIZON WIRELESS	CELL PHONES	01 2710 382 1 001 000	\$158.16
867	VERIZON WIRELESS	CELL PHONES	01 2710 382 2 001 000	\$158.16
868	VERIZON WIRELESS	CELL PHONES	01 3541 382 1 004 000	\$119.79
869	VERIZON WIRELESS	CELL PHONES	01 6910 382 1 004 000	\$39.93
870	<b>VERIZON WIRELESS Total</b>			\$792.36
871	VOYAGER SORIS LEARNING	STUDENT BOOKS	01 6200 640 1 028 000	\$159.50
872	<b>VOYAGER SORIS LEARNING Total</b>			\$159.50
873	WELCHERT, ELIZABETH	STAFF MILEAGE	01 1150 333 2 004 000	\$71.06
874	<b>WELCHERT, ELIZABETH Total</b>			\$71.06
875	WEST MUSIC COMPANY	CHIME BARS	01 1100 610 1 817 009	\$217.90
876	WEST MUSIC COMPANY	MUSIC STANDS	01 2410 610 2 141 002	\$309.23
877	<b>WEST MUSIC COMPANY Total</b>			\$527.13
878	WESTERN ROOFING	ROOF REPAIRS	01 2620 431 2 001 001	\$2,570.37
879	<b>WESTERN ROOFING Total</b>			\$2,570.37
880	WESTSIDE COMMUNITY SCHOOLS	TUITION	01 1291 561 1 004 021	\$1,417.50
881	<b>WESTSIDE COMMUNITY SCHOOLS Total</b>			\$1,417.50
882	WIELAND, ASHLEY	STAFF MILEAGE	01 1100 333 1 001 000	\$6.22
883	WIELAND, ASHLEY	STAFF MILEAGE	01 1100 333 2 001 000	\$6.22
884	<b>WIELAND, ASHLEY Total</b>			\$12.44
885	WILLIAM V. MACGILL	HEALTH OFFICE SUPPLIES	01 1100 610 2 147 002	\$317.36
886	WILLIAM V. MACGILL	NURSES SUPPLIES	01 2130 610 1 004 000	\$969.68
887	WILLIAM V. MACGILL	NURSES SUPPLIES	01 2131 610 1 004 000	\$171.11
888	<b>WILLIAM V. MACGILL Total</b>			\$1,458.15
889	WINNERS CIRCLE	ENGRAVING	01 1100 610 2 205 001	\$63.75
890	WINNERS CIRCLE	AFE PLAQUES	01 2310 610 1 001 000	\$27.75
891	WINNERS CIRCLE	AFE PLAQUES	01 2310 610 2 001 000	\$27.75
892	WINNERS CIRCLE	STAFF APPRECIATION HONOR YEAR	01 2310 890 1 033 000	\$729.98
893	WINNERS CIRCLE	STAFF APPRECIATION HONOR YEAR	01 2310 890 2 033 000	\$729.98
894	WINNERS CIRCLE	ALL A'S PLAQUE	01 2410 610 2 209 001	\$336.70
895	WINNERS CIRCLE	NAME PLATE	01 2510 610 1 001 000	\$3.00
896	WINNERS CIRCLE	NAME PLATE	01 2510 610 2 001 000	\$3.00

897	<b>WINNERS CIRCLE Total</b>			\$1,921.91
898	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 000	\$581.68
899	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 003	\$264.37
900	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 004	\$558.84
901	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 005	\$868.95
902	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 008	\$1,582.44
903	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 009	\$866.32
904	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 010	\$809.01
905	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 012	\$804.93
906	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 014	\$1,399.03
907	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 1 001 021	\$1,409.52
908	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 2 001 000	\$581.68
909	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 2 001 001	\$2,161.24
910	WOODRIVER ENERGY LLC	3/20-4/21/26 NATURAL GAS	01 2610 621 2 001 002	\$4,385.76
911	<b>WOODRIVER ENERGY LLC Total</b>			\$16,273.77
912	YANKTON MEDICAL CLINIC	COMPREHENSIVE AUDIOMETRY	01 2151 320 1 004 000	\$135.00
913	<b>YANKTON MEDICAL CLINIC Total</b>			\$135.00
914	<b>Grand Total</b>			\$682,816.46
915				
916	<b>NUTRITION FUND</b>			
917	AMAZON CAPITAL SERVICES	FILTERS FOR STEAMERS	02 3100 610 1 001 014	\$244.51
918	<b>AMAZON CAPITAL SERVICES Total</b>			\$244.51
919	ANDERSEN, STEPHANY	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$7.95
920	<b>ANDERSEN, STEPHANY Total</b>			\$7.95
921	ARENDS, BRIANA	GRADUATED-LUNCH ACCT REFUND	02 3100 890 0 001 000	\$21.45
922	<b>ARENDS, BRIANA Total</b>			\$21.45
923	BARRETT, DOUGLAS	GRADUATED-LUNCH ACCT REFUND	02 3100 890 0 001 000	\$38.55
924	<b>BARRETT, DOUGLAS Total</b>			\$38.55
925	BULLOCK, SARAH	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$5.55
926	<b>BULLOCK, SARAH Total</b>			\$5.55
927	CARMAN, CHELSEA	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$97.00
928	<b>CARMAN, CHELSEA Total</b>			\$97.00
929	DILLARD, GEORGE	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$5.05
930	<b>DILLARD, GEORGE Total</b>			\$5.05
931	ESCOBEDO LUGO, ITZEL	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$34.25
932	<b>ESCOBEDO LUGO, ITZEL Total</b>			\$34.25
933	EUCKER, MEGAN	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$92.30
934	<b>EUCKER, MEGAN Total</b>			\$92.30
935	FICK, SHEENA	GRADUATED-LUNCH ACCT REFUND	02 3100 890 0 001 000	\$44.35
936	<b>FICK, SHEENA Total</b>			\$44.35
937	FRISCH, VIRGINIA	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$31.15
938	<b>FRISCH, VIRGINIA Total</b>			\$31.15
939	HOBART SALES & SERVICE	DISHWASHER REPAIR	02 3100 340 1 001 004	\$135.00

940	HOBART SALES & SERVICE	DISHWASHING MACHINE REPAIR	02 3100 340 2 001 001	\$108.00
941	HOBART SALES & SERVICE	DISHWASHER REPAIR	02 3100 610 1 001 004	\$600.78
942	HOBART SALES & SERVICE	DISHWASHING MACHINE REPAIR	02 3100 610 2 001 001	\$256.00
943	<b>HOBART SALES &amp; SERVICE Total</b>			\$1,099.78
944	JOHNSON, TRACY	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$9.90
945	<b>JOHNSON, TRACY Total</b>			\$9.90
946	LAUDENKLOS, MARCELLA	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$17.95
947	<b>LAUDENKLOS, MARCELLA Total</b>			\$17.95
948	LUNCHTIME SOLUTIONS, INC.	APRIL MEALS	02 3100 340 1 001 000	\$159,400.98
949	LUNCHTIME SOLUTIONS, INC.	APRIL MEALS	02 3100 340 2 001 000	\$159,400.97
950	<b>LUNCHTIME SOLUTIONS, INC. Total</b>			\$318,801.95
951	MAJOR REFRIGERATION	REPAIR TO OUTSIDE FREEZER	02 3100 340 2 001 002	\$286.00
952	<b>MAJOR REFRIGERATION Total</b>			\$286.00
953	NPS GENERAL FUND	SWITCH FOR FOOD WARMER #DB	02 3100 610 1 001 014	\$27.82
954	NPS GENERAL FUND	BLOWER MOTOR #DB	02 3100 610 1 001 014	\$252.32
955	<b>NPS GENERAL FUND Total</b>			\$280.14
956	PETERSEN, JAIME	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$13.25
957	<b>PETERSEN, JAIME Total</b>			\$13.25
958	RUSSELL, PAULA	GRADUATED-LUNCH ACCT REFUND	02 3100 890 0 001 000	\$41.90
959	<b>RUSSELL, PAULA Total</b>			\$41.90
960	SAZAMA, TERESA	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$34.95
961	<b>SAZAMA, TERESA Total</b>			\$34.95
962	STERUD, AMANDA	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$40.50
963	<b>STERUD, AMANDA Total</b>			\$40.50
964	STRANC, CHRISTINA	LUNCH ACCT REFUND	02 3100 890 0 001 000	\$7.80
965	<b>STRANC, CHRISTINA Total</b>			\$7.80
966	<b>Grand Total</b>			\$321,256.23
967				
968	<b>SUBSIDIARY FUND</b>			
969	AGPARTS WORLDWIDE, INC	CHROMEBOOK SCREENS	05 2900 610 0 040 000	\$198.90
970	<b>AGPARTS WORLDWIDE, INC Total</b>			\$198.90
971	ALVARADO, KAREN	RETURNED LIBRARY BOOK	05 2900 610 0 044 000	\$17.99
972	<b>ALVARADO, KAREN Total</b>			\$17.99
973	AMAZON CAPITAL SERVICES	SUMMER AFTERSHOCK SUPPLIES	05 2900 610 0 038 000	\$987.98
974	AMAZON CAPITAL SERVICES	HEADPHONES-FOUNDATION GRANT	05 2900 610 0 040 000	\$250.00
975	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	05 2900 610 0 040 000	\$224.83
976	<b>AMAZON CAPITAL SERVICES Total</b>			\$1,462.81
977	BARNHILL ENTERPRISES LLC	NEW INSTRUMENTS AND SUPPLIES	05 2900 610 0 098 000	\$3,869.00
978	BARNHILL ENTERPRISES LLC	REPLACEMENT INSTRUMENT PARTS	05 2900 610 0 098 000	\$1,475.00
979	<b>BARNHILL ENTERPRISES LLC Total</b>			\$5,344.00
980	CREATIVE SITES, LLC	PLAYGROUND STRUCTURE	05 2900 610 0 050 000	\$116,028.00
981	<b>CREATIVE SITES, LLC Total</b>			\$116,028.00
982	CUSTOM SPORTS	MAINTENANCE AND CUSTODIAL	05 2900 610 0 050 000	\$88.00

983	<b>CUSTOM SPORTS Total</b>			\$88.00
984	KILPATRICK, ANA	RETURNED LIBRARY BOOK	05 2900 610 0 044 000	\$12.99
985	<b>KILPATRICK, ANA Total</b>			\$12.99
986	LEXIA LEARNING SYSTEMS LLC	LETRS MATERIALS	05 2900 610 0 081 000	\$99.00
987	LEXIA LEARNING SYSTEMS LLC	LETRS MATERIALS	05 2900 610 0 081 000	\$5,586.00
988	LEXIA LEARNING SYSTEMS LLC	LETRS MATERIALS VOL 2	05 2900 610 0 081 000	\$399.00
989	LEXIA LEARNING SYSTEMS LLC	LETRS MATERIALS	05 2900 610 0 081 000	\$9,177.00
990	<b>LEXIA LEARNING SYSTEMS LLC Total</b>			\$15,261.00
991	MADISON NATIONAL LIFE	JUNE 26 BASIC LIFE INSUR FOR	05 2900 610 0 090 000	\$432.48
992	<b>MADISON NATIONAL LIFE Total</b>			\$432.48
993	MARATHON PRESS INC	YEARBOOKS	05 2900 610 0 044 000	\$2,219.00
994	<b>MARATHON PRESS INC Total</b>			\$2,219.00
995	MIDWEST SCHOOL SERVICES	YEARBOOKS	05 2900 610 0 058 000	\$2,175.00
996	<b>MIDWEST SCHOOL SERVICES Total</b>			\$2,175.00
997	NARANJO, XOCHITI	ONE SCHOOL ONE BOOK SUPPLIES	05 2900 610 0 063 000	\$42.40
998	<b>NARANJO, XOCHITI Total</b>			\$42.40
999	NCSA	MEMBERSHIP M.COLER, E.WILSON	05 2900 610 0 050 000	\$770.00
1000	NCSA	NCSA MEMBERSHIP 26-27	05 2900 610 0 081 000	\$435.00
1001	<b>NCSA Total</b>			\$1,205.00
1002	NPS GENERAL FUND	R.SCHMIT MAY PAYROLL	05 2900 610 0 038 000	\$605.88
1003	NPS GENERAL FUND	R.SCHMIT MAY SOCIAL SECURITY	05 2900 610 0 038 000	\$46.35
1004	NPS GENERAL FUND	R.BASSETT MAY SOCIAL SECURITY	05 2900 610 0 038 000	\$40.52
1005	NPS GENERAL FUND	R.BASSETT MAY PAYROLL	05 2900 610 0 038 000	\$529.63
1006	NPS GENERAL FUND	MUSIC FOR LIFE GRANT	05 2900 610 0 040 000	\$92.26
1007	NPS GENERAL FUND	PBIS STUDENT INCENTIVE #AMYB	05 2900 610 0 040 000	\$26.91
1008	NPS GENERAL FUND	PANTHER PANTRY SUPPLIES #AMYB	05 2900 610 0 040 000	\$74.93
1009	NPS GENERAL FUND	BAND/ORCHESTRA PRIZES #AMYB	05 2900 610 0 045 000	\$177.78
1010	NPS GENERAL FUND	PULLUPS FOR FAMILIES #MJ	05 2900 610 0 055 000	\$209.90
1011	NPS GENERAL FUND	MUSIC FOR LIFE GRANT	05 2900 610 0 058 000	\$631.79
1012	NPS GENERAL FUND	PATCH GRANT SUPPLIES #TA	05 2900 610 0 058 000	\$346.27
1013	NPS GENERAL FUND	WELLNESS SUPPLIES #BS	05 2900 610 0 060 000	\$67.24
1014	NPS GENERAL FUND	WELLNESS SUPPLIES #BS	05 2900 610 0 060 000	\$900.00
1015	NPS GENERAL FUND	WELLNESS SUPPLIES #BS	05 2900 610 0 060 000	\$138.00
1016	NPS GENERAL FUND	SAFETY PATROL AWARDS #PH	05 2900 610 0 061 000	\$17.91
1017	NPS GENERAL FUND	PANTHER PANTRY SUPPLIES #PH	05 2900 610 0 061 000	\$276.36
1018	NPS GENERAL FUND	PANTHER PANTRY SUPPLIES #PH	05 2900 610 0 061 000	\$43.20
1019	NPS GENERAL FUND	MTSS INCENTIVE #JL	05 2900 610 0 063 000	\$25.50
1020	NPS GENERAL FUND	PE SUPPLIES PATCH GRANT #JL	05 2900 610 0 063 000	\$212.97
1021	NPS GENERAL FUND	KIND. ROUND UP LUNCH #JL	05 2900 610 0 063 000	\$63.96
1022	NPS GENERAL FUND	OUTSIDE SEATING-PTO REIMB.#JL	05 2900 610 0 063 000	\$2,855.85
1023	NPS GENERAL FUND	TRAVEL EXPENSES #AH	05 2900 610 0 069 000	\$462.60
1024	NPS GENERAL FUND	SAFETY PATROL INCENTIVE #AH	05 2900 610 0 069 000	\$76.00
1025	NPS GENERAL FUND	4TH GR BOOKS #AH	05 2900 610 0 069 000	\$388.85

1026	NPS GENERAL FUND	KIND. FIELD TRIP #TL	05 2900 610 0 073 000	\$315.00
1027	NPS GENERAL FUND	YO-YO SALES NED SHOW#TL	05 2900 610 0 073 000	\$1,404.00
1028	NPS GENERAL FUND	TRACK SHIRTS-PTO WILL	05 2900 610 0 073 000	\$165.80
1029	NPS GENERAL FUND	SUPPLIES-PATCH GRANT #BS	05 2900 610 0 076 000	\$199.95
1030	NPS GENERAL FUND	BIG RED KENO GRANT-SUBS	05 2900 610 0 081 000	\$912.23
1031	NPS GENERAL FUND	BIG RED KENO PARA SUB	05 2900 610 0 081 000	\$115.12
1032	NPS GENERAL FUND	BIG RED KENO PARA SUB SOCIAL	05 2900 610 0 081 000	\$8.81
1033	<b>NPS GENERAL FUND Total</b>			\$11,431.57
1034	POPPY'S PUMPKIN PATCH	KINDERGARTEN FIELD TRIP	05 2900 610 0 076 000	\$306.00
1035	<b>POPPY'S PUMPKIN PATCH Total</b>			\$306.00
1036	REGALADO, CINTHIA	LIBRARY BOOK RETURNED	05 2900 610 0 044 000	\$18.18
1037	<b>REGALADO, CINTHIA Total</b>			\$18.18
1038	SCHOLASTIC, INC.	BOOK ORDER FOR VENDING MACHINE	05 2900 610 0 076 000	\$713.16
1039	<b>SCHOLASTIC, INC. Total</b>			\$713.16
1040	SISSON, MELISSA	RETURNED LIBRARY BOOK	05 2900 610 0 044 000	\$13.99
1041	<b>SISSON, MELISSA Total</b>			\$13.99
1042	STADIUM SPORTS	CHARACTER CONGRESS SHIRTS	05 2900 610 0 040 000	\$220.00
1043	<b>STADIUM SPORTS Total</b>			\$220.00
1044	TEECO INC	LEASE/RENTAL OF COOLER AND	05 2900 610 0 050 000	\$49.00
1045	TEECO INC	COMMERCIAL WATER AND DELIVERY	05 2900 610 0 050 000	\$34.25
1046	<b>TEECO INC Total</b>			\$83.25
1047	TINKER, JODY	LIBRARY BOOK RETURNED	05 2900 610 0 051 000	\$10.28
1048	<b>TINKER, JODY Total</b>			\$10.28
1049	ULINE	ROUND TRIP TOTES	05 2900 610 0 050 000	\$691.84
1050	<b>ULINE Total</b>			\$691.84
1051	WEST MUSIC COMPANY	REPLACEMENT STICKS AND	05 2900 610 0 098 000	\$261.75
1052	WEST MUSIC COMPANY	REPLACEMENT STICKS AND	05 2900 610 0 098 000	\$521.50
1053	WEST MUSIC COMPANY	INSTRUMENT SUPPLIES	05 2900 610 0 098 000	\$535.41
1054	<b>WEST MUSIC COMPANY Total</b>			\$1,318.66
1055	WINNERS CIRCLE	RIBBONS	05 2900 610 0 095 000	\$231.00
1056	<b>WINNERS CIRCLE Total</b>			\$231.00
1057	<b>Grand Total</b>			\$159,525.50
1058				
1059	<b>SENIOR HIGH ACTIVITY FUND</b>			
1060	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	13 2900 610 2 230 001	\$298.35
1061	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	13 2900 610 2 230 001	\$238.35
1062	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	13 2900 610 2 230 001	\$743.34
1063	<b>AGPARTS WORLDWIDE, INC Total</b>			\$1,280.04
1064	ARENS, HUNTER	SCHOLARSHIP	13 2900 610 2 618 001	\$500.00
1065	<b>ARENS, HUNTER Total</b>			\$500.00
1066	BARRITT, MORGAN	PANTHER BOOSTER SCHOLARSHIP	13 2900 610 2 591 001	\$1,000.00
1067	<b>BARRITT, MORGAN Total</b>			\$1,000.00
1068	BAUMANN, ATLEY	PANTHER BOOSTER SCHOLARSHIP	13 2900 610 2 591 001	\$1,000.00

1069	<b>BAUMANN, ATLEY Total</b>			\$1,000.00
1070	BOWLIFI	UNIFORMS	13 2900 610 2 652 001	\$1,699.78
1071	<b>BOWLIFI Total</b>			\$1,699.78
1072	BRANZ, BROOKLYN	PANTHER BOOSTER SCHOLARSHIP	13 2900 610 2 591 001	\$1,000.00
1073	<b>BRANZ, BROOKLYN Total</b>			\$1,000.00
1074	BRINK, LONDON	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1075	<b>BRINK, LONDON Total</b>			\$500.00
1076	BSN SPORTS	26/27 SEASON EQUIPMENT	13 2900 610 2 537 001	\$11,836.89
1077	<b>BSN SPORTS Total</b>			\$11,836.89
1078	CHEERLEADING COMPANY	SILVER POMS	13 2900 610 2 517 001	\$233.82
1079	<b>CHEERLEADING COMPANY Total</b>			\$233.82
1080	CHESTERMAN COMPANY	COCA COLA SUPPLIES	13 2900 610 2 502 001	\$44.30
1081	<b>CHESTERMAN COMPANY Total</b>			\$44.30
1082	CITY OF NORFOLK	CONCESSION REIMB	13 2900 610 2 502 001	\$182.00
1083	<b>CITY OF NORFOLK Total</b>			\$182.00
1084	CLYDE, JACEYFF	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1085	<b>CLYDE, JACEYFF Total</b>			\$500.00
1086	CONTRERAS, MARI DEL CARMAN	CHROMEBOOK REPLACEMENT REFUND	13 2900 610 2 230 001	\$75.00
1087	<b>CONTRERAS, MARI DEL CARMAN Total</b>			\$75.00
1088	CREIGHTON PREPARATORY	5/18 ENTRY FEE	13 2900 610 2 532 001	\$200.00
1089	<b>CREIGHTON PREPARATORY Total</b>			\$200.00
1090	CROWN AWARDS	END OF SEASON AWARDS	13 2900 610 2 550 001	\$108.38
1091	<b>CROWN AWARDS Total</b>			\$108.38
1092	CUSTOM SPORTS	CAMP SHIRTS	13 2900 610 2 547 001	\$928.00
1093	<b>CUSTOM SPORTS Total</b>			\$928.00
1094	EASLAND, BLAKE	PANTHER BOOSTER SCHOLARSHIP	13 2900 610 2 591 001	\$1,000.00
1095	<b>EASLAND, BLAKE Total</b>			\$1,000.00
1096	ERWIN, JOHN	5/4 SUPERVISION MEAL	13 2900 610 2 533 001	\$13.19
1097	ERWIN, JOHN	5/20 SUPERVISION MEAL	13 2900 610 2 535 001	\$12.89
1098	ERWIN, JOHN	5/21 SUPERVISION MEAL	13 2900 610 2 541 001	\$11.89
1099	<b>ERWIN, JOHN Total</b>			\$37.97
1100	FREMONT SENIOR HIGH SCHOOL	5/12 ENTRY FEE	13 2900 610 2 535 001	\$100.00
1101	FREMONT SENIOR HIGH SCHOOL	5/12 ENTRY FEE	13 2900 610 2 542 001	\$100.00
1102	<b>FREMONT SENIOR HIGH SCHOOL Total</b>			\$200.00
1103	GORDON, MADISON	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1104	<b>GORDON, MADISON Total</b>			\$500.00
1105	HAACK, NIKKI	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1106	<b>HAACK, NIKKI Total</b>			\$500.00
1107	HARCO ATHLETIC	RECONDITIONED HELMETS FOR	13 2900 610 2 537 001	\$6,716.00
1108	<b>HARCO ATHLETIC Total</b>			\$6,716.00
1109	HEALTHY PAWS	MYERS AQUARIUM SUPPLIES	13 2900 610 2 280 001	\$153.12
1110	<b>HEALTHY PAWS Total</b>			\$153.12
1111	JAYMAR BUSINESS FORMS, INC	ACTIVITY FUND CHECKS	13 2900 610 2 507 001	\$322.09

1112	<b>JAYMAR BUSINESS FORMS, INC Total</b>			\$322.09
1113	LAMMERS, CURT	SUPERVISION MEAL REIMB	13 2900 610 2 540 001	\$12.79
1114	<b>LAMMERS, CURT Total</b>			\$12.79
1115	LOPEZ RAMIREZ, EMELY	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1116	<b>LOPEZ RAMIREZ, EMELY Total</b>			\$500.00
1117	LUNCHTIME SOLUTIONS, INC.	FIELD TRIP SACK LUNCHES	13 2900 610 2 563 001	\$91.25
1118	<b>LUNCHTIME SOLUTIONS, INC. Total</b>			\$91.25
1119	MAKSHANTSEV, ALEXANDER	SCHOLARSHIP	13 2900 610 2 618 001	\$500.00
1120	<b>MAKSHANTSEV, ALEXANDER Total</b>			\$500.00
1121	MARATHON PRESS INC	POSTERS	13 2900 610 2 514 001	\$130.00
1122	<b>MARATHON PRESS INC Total</b>			\$130.00
1123	MAXEY, ALEXIS	SCHOLARSHIP	13 2900 610 2 618 001	\$500.00
1124	<b>MAXEY, ALEXIS Total</b>			\$500.00
1125	MIKESVISIONS	TEAM POSTER & SENIOR BANNERS	13 2900 610 2 514 001	\$450.00
1126	<b>MIKESVISIONS Total</b>			\$450.00
1127	NATIONAL FFA ORGANIZATION	JACKETS	13 2900 610 2 276 001	\$264.00
1128	<b>NATIONAL FFA ORGANIZATION Total</b>			\$264.00
1129	NEBRASKA COACHES	26/27 MEMBERSHIPS	13 2900 610 2 597 001	\$545.00
1130	<b>NEBRASKA COACHES Total</b>			\$545.00
1131	NORFOLK COUNTRY CLUB	GOLF INVITE MEALS	13 2900 610 2 529 001	\$174.75
1132	NORFOLK COUNTRY CLUB	PUSH CARTS	13 2900 610 2 529 001	\$1,641.00
1133	<b>NORFOLK COUNTRY CLUB Total</b>			\$1,815.75
1134	NORFOLK FAMILY YMCA	SUMMER CAMP REGISTRATION	13 2900 610 2 513 001	\$2,000.00
1135	<b>NORFOLK FAMILY YMCA Total</b>			\$2,000.00
1136	NPS GENERAL FUND	TRACK CLOSET-RACING BIBS	13 2900 610 2 231 001	\$51.20
1137	NPS GENERAL FUND	AMAZON-FUN RUN SUPPLIES	13 2900 610 2 231 001	\$24.74
1138	NPS GENERAL FUND	WALMART-BANQUET SUPPLIES	13 2900 610 2 276 001	\$150.07
1139	NPS GENERAL FUND	JIMMY JOHNS-BANQUET PREP MEAL	13 2900 610 2 276 001	\$81.02
1140	NPS GENERAL FUND	WALMART-COLLEGE CLUB SUPPLIES	13 2900 610 2 280 001	\$176.37
1141	NPS GENERAL FUND	AMAZON-ANDERSON GRANT	13 2900 610 2 280 001	\$90.30
1142	NPS GENERAL FUND	AMAZON-FISHER GRANT	13 2900 610 2 280 001	\$11.86
1143	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 502 001	\$539.68
1144	NPS GENERAL FUND	HYVEE-HOT DOG BUNS	13 2900 610 2 502 001	\$19.90
1145	NPS GENERAL FUND	HYVEE-HOT DOG BUNS	13 2900 610 2 502 001	\$29.85
1146	NPS GENERAL FUND	HYVEE-HOT DOG BUNS	13 2900 610 2 502 001	\$32.50
1147	NPS GENERAL FUND	HYVEE-HOT DOG BUNS	13 2900 610 2 502 001	\$39.40
1148	NPS GENERAL FUND	BEST BUY-WEIGHT ROOM KINDLES	13 2900 610 2 503 001	\$344.97
1149	NPS GENERAL FUND	TEAMBUILDER-ANNUAL	13 2900 610 2 503 001	\$1,000.00
1150	NPS GENERAL FUND	HYVEE-COMPLETION CEREMONY	13 2900 610 2 503 001	\$174.86
1151	NPS GENERAL FUND	AMAZON-FRONT OFFICE SUPPLIES	13 2900 610 2 503 001	\$20.71
1152	NPS GENERAL FUND	CLOSEOUT BATS-RETURN FEE	13 2900 610 2 507 001	\$31.95
1153	NPS GENERAL FUND	UPS STORE-BASEBALL BAT	13 2900 610 2 507 001	\$18.46
1154	NPS GENERAL FUND	CLOSE OUT BATS-FUNDRAISER	13 2900 610 2 512 001	\$418.99

1155	NPS GENERAL FUND	JIMMY JOHNS-BOOSTER MEAL	13 2900 610 2 512 001	\$92.50
1156	NPS GENERAL FUND	CHURCH'S- 4/24 TEAM MEAL	13 2900 610 2 512 001	\$213.82
1157	NPS GENERAL FUND	RAISING CANE'S-4/30 TEAM MEAL	13 2900 610 2 512 001	\$320.70
1158	NPS GENERAL FUND	DOMINOS-TEAM MEAL	13 2900 610 2 512 001	\$74.93
1159	NPS GENERAL FUND	HYVEE-GAME SUPPLIES	13 2900 610 2 514 001	\$104.02
1160	NPS GENERAL FUND	DOMINOS-5/4 TEAM MEAL	13 2900 610 2 514 001	\$208.66
1161	NPS GENERAL FUND	WALMART-TEAM MEAL SUPPLIES	13 2900 610 2 514 001	\$104.91
1162	NPS GENERAL FUND	DOMINOS-INVITE WORKER MEAL	13 2900 610 2 516 001	\$79.90
1163	NPS GENERAL FUND	AMAZON- ANKLE WEIGHTS	13 2900 610 2 517 001	\$107.60
1164	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 522 001	\$31.45
1165	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 523 001	\$88.76
1166	NPS GENERAL FUND	AMAZON-SPRING PLAY SUPPLIES	13 2900 610 2 523 001	\$36.47
1167	NPS GENERAL FUND	AMAZON-SPRING PLAY SUPPLIES	13 2900 610 2 523 001	\$687.87
1168	NPS GENERAL FUND	AMAZON-SPRING PLAY SUPPLIES	13 2900 610 2 523 001	\$125.93
1169	NPS GENERAL FUND	CUNNINGHAMS-B.GOLF MEAL	13 2900 610 2 529 001	\$60.00
1170	NPS GENERAL FUND	SUBWAY-B.TRACK MEAL	13 2900 610 2 529 001	\$270.00
1171	NPS GENERAL FUND	EMBASSY SUITES-B.GOLF MEAL	13 2900 610 2 529 001	\$70.00
1172	NPS GENERAL FUND	JIMMY JOHNS-BASEBALL MEAL	13 2900 610 2 529 001	\$350.00
1173	NPS GENERAL FUND	PIZZA HUT-G.TENNIS MEAL	13 2900 610 2 529 001	\$207.83
1174	NPS GENERAL FUND	AMAZON-PP YOGA STRAPS	13 2900 610 2 529 001	\$267.30
1175	NPS GENERAL FUND	FIREHOUSE SUBS-G.TRACK MEAL	13 2900 610 2 529 001	\$360.00
1176	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 530 001	\$2,162.23
1177	NPS GENERAL FUND	JOHNNY GOODMAN-DISTRICT	13 2900 610 2 532 001	\$325.00
1178	NPS GENERAL FUND	EMBASSY SUITES-DISTRICT	13 2900 610 2 532 001	\$460.77
1179	NPS GENERAL FUND	EMBASSY SUITES-B.GOLF DISTRICT	13 2900 610 2 532 001	\$70.00
1180	NPS GENERAL FUND	HYVEE-HOSPITALITY SUPPLIES	13 2900 610 2 532 001	\$53.95
1181	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 533 001	\$873.96
1182	NPS GENERAL FUND	HYVEE-HOSPITALITY SUPPLIES	13 2900 610 2 535 001	\$18.98
1183	NPS GENERAL FUND	MENARDS-TRACK CAMERA SUPPLIES	13 2900 610 2 535 001	\$17.42
1184	NPS GENERAL FUND	ATHLETIC LIVE-TRACK MEET	13 2900 610 2 535 001	\$79.00
1185	NPS GENERAL FUND	SUBWAY-DISTRICT MEAL	13 2900 610 2 535 001	\$280.00
1186	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 540 001	\$1,504.20
1187	NPS GENERAL FUND	FREDDYS-DISTRICT MEAL	13 2900 610 2 540 001	\$260.00
1188	NPS GENERAL FUND	HYVEE-HOSPITALITY SUPPLIES	13 2900 610 2 542 001	\$18.98
1189	NPS GENERAL FUND	ATHLETIC LIVE-TRACK MEET	13 2900 610 2 542 001	\$79.00
1190	NPS GENERAL FUND	MENARDS-TRACK CAMERA SUPPLIES	13 2900 610 2 542 001	\$17.42
1191	NPS GENERAL FUND	GAMBINOS PIZZA-DISTRICT MEAL	13 2900 610 2 542 001	\$334.49
1192	NPS GENERAL FUND	BASKETBALL SUBSCRIPTION	13 2900 610 2 547 001	\$197.00
1193	NPS GENERAL FUND	SACRED YOGA-YOGA SESSION	13 2900 610 2 549 001	\$60.00
1194	NPS GENERAL FUND	FREDDYS-DISTRICT MEAL OVERAGE	13 2900 610 2 549 001	\$72.28
1195	NPS GENERAL FUND	CHICK-FIL-A-STATE MEAL	13 2900 610 2 549 001	\$133.41
1196	NPS GENERAL FUND	CHICK-FIL-A- 4/17 TEAM MEAL	13 2900 610 2 549 001	\$435.11
1197	NPS GENERAL FUND	NSAA-STATE TICKETS	13 2900 610 2 549 001	\$57.00

1198	NPS GENERAL FUND	K2 AWARDS-END OF SEASON AWARDS	13 2900 610 2 549 001	\$91.94
1199	NPS GENERAL FUND	FIREHOUSE SUBS-BOOSTER MEAL	13 2900 610 2 551 001	\$7.96
1200	NPS GENERAL FUND	DOMINOS-INVITE WORKER MEAL	13 2900 610 2 551 001	\$79.90
1201	NPS GENERAL FUND	EMBASSY SUITES-DISTRICT MEAL	13 2900 610 2 552 001	\$70.61
1202	NPS GENERAL FUND	CUNNINGHAMS-BOOSTER MEAL	13 2900 610 2 552 001	\$108.50
1203	NPS GENERAL FUND	DQ-TRNMNT MEAL	13 2900 610 2 553 001	\$38.23
1204	NPS GENERAL FUND	WINTER LEAGUE WORKERS	13 2900 610 2 561 001	\$6,820.82
1205	NPS GENERAL FUND	SPAGHETTI WORKS-FIELD TRIP	13 2900 610 2 563 001	\$489.58
1206	NPS GENERAL FUND	HENRY DOORLY-FIELD TRIP	13 2900 610 2 563 001	\$171.00
1207	NPS GENERAL FUND	WALMART-ZOO TRIP SUPPLIES	13 2900 610 2 563 001	\$85.91
1208	NPS GENERAL FUND	AMAZON-CREDIT FOR ITEMS NOT	13 2900 610 2 568 001	-\$49.64
1209	NPS GENERAL FUND	ANDERSONS-TEACHER INCENTIVES	13 2900 610 2 568 001	\$299.48
1210	NPS GENERAL FUND	H.WINGATE & M.LAMM	13 2900 610 2 582 001	\$924.63
1211	NPS GENERAL FUND	BEST BUY-WEIGHT ROOM KINDLES	13 2900 610 2 597 001	\$344.98
1212	NPS GENERAL FUND	SPOTIFY-SUBSCRIPTION	13 2900 610 2 597 001	\$20.41
1213	NPS GENERAL FUND	TEAMBUILDER-ANNUAL	13 2900 610 2 597 001	\$1,000.00
1214	NPS GENERAL FUND	AMAZON-TRAINER SUPPLIES	13 2900 610 2 597 001	\$279.15
1215	NPS GENERAL FUND	HYVEE-INDUCTION RECEPTION	13 2900 610 2 614 001	\$131.63
1216	NPS GENERAL FUND	HYVEE-COLLEGE SIGNING DAY	13 2900 610 2 618 001	\$191.87
1217	NPS GENERAL FUND	KINGS-END OF YEAR BANQUET	13 2900 610 2 624 001	\$92.00
1218	NPS GENERAL FUND	RAISING CANE'S-DISTRICT MEAL	13 2900 610 2 651 001	\$137.88
1219	<b>NPS GENERAL FUND Total</b>			\$25,966.52
1220	NPS-JUNIOR HIGH SCHOOL	5/7 CONCESSION	13 2900 610 2 502 001	\$569.24
1221	NPS-JUNIOR HIGH SCHOOL	4/14 CONCESSION	13 2900 610 2 502 001	\$433.78
1222	<b>NPS-JUNIOR HIGH SCHOOL Total</b>			\$1,003.02
1223	NSAA	5/7 DISTRICT GATE	13 2900 610 2 530 001	\$72.05
1224	<b>NSAA Total</b>			\$72.05
1225	SANCHEZ SANTOS, ARELY	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1226	<b>SANCHEZ SANTOS, ARELY Total</b>			\$500.00
1227	SKIFF, MATT	MENARDS-PAINT REIMB	13 2900 610 2 535 001	\$44.27
1228	SKIFF, MATT	MENARDS-PAINT REIMB	13 2900 610 2 542 001	\$44.27
1229	<b>SKIFF, MATT Total</b>			\$88.54
1230	STADIUM SPORTS	CLASSIC SHIRTS	13 2900 610 2 554 001	\$2,455.00
1231	<b>STADIUM SPORTS Total</b>			\$2,455.00
1232	TEECO INC	WATER COOLER	13 2900 610 2 500 001	\$66.75
1233	TEECO INC	WATER COOLER	13 2900 610 2 500 001	\$80.25
1234	<b>TEECO INC Total</b>			\$147.00
1235	TIBKE, MADISON	PP-VINYLE SPACING RUNNER	13 2900 610 2 529 001	\$275.00
1236	<b>TIBKE, MADISON Total</b>			\$275.00
1237	UNIVERSAL CHEERLEADERS	SUMMER CAMP BALANCE DUE	13 2900 610 2 517 001	\$9,007.00
1238	<b>UNIVERSAL CHEERLEADERS Total</b>			\$9,007.00
1239	UNIVERSAL DANCE	SUMMER CAMP BALANCE DUE	13 2900 610 2 556 001	\$8,646.00
1240	<b>UNIVERSAL DANCE Total</b>			\$8,646.00

1241	WINNERS CIRCLE	END OF SEASON AWARDS	13 2900 610 2 512 001	\$103.88
1242	WINNERS CIRCLE	END OF SEASON AWARDS	13 2900 610 2 519 001	\$107.62
1243	<b>WINNERS CIRCLE Total</b>			\$211.50
1244	YOST, CHARLES	SCHOLARSHIP	13 2900 610 2 618 001	\$500.00
1245	<b>YOST, CHARLES Total</b>			\$500.00
1246	YOSTEN, GAGE	LIONS CLUB SCHOLARSHIP	13 2900 610 2 591 001	\$500.00
1247	<b>YOSTEN, GAGE Total</b>			\$500.00
1248	<b>Grand Total</b>			\$86,697.81
1249				
1250	<b>JUNIOR HIGH ACTIVITY FUND</b>			
1251	ADVANCE SERVICES, INC	WORKED TRACK MEET	14 2900 610 2 857 002	\$60.26
1252	<b>ADVANCE SERVICES, INC Total</b>			\$60.26
1253	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	14 2900 610 2 842 002	\$1,173.35
1254	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	14 2900 610 2 842 002	\$74.45
1255	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	14 2900 610 2 842 002	\$743.34
1256	<b>AGPARTS WORLDWIDE, INC Total</b>			\$1,991.14
1257	BATTLE CREEK HIGH SCHOOL	ENTRY FEE FOR SPEECH MEET	14 2900 610 2 834 002	\$130.00
1258	<b>BATTLE CREEK HIGH SCHOOL Total</b>			\$130.00
1259	GODFATHERS PIZZA NORFOLK	HOSPITALITY RM-TRACK MEET	14 2900 610 2 857 002	\$30.00
1260	<b>GODFATHERS PIZZA NORFOLK Total</b>			\$30.00
1261	GOTHENBURG PUBLIC SCHOOLS	STATE TRACK ENTRY FEE	14 2900 610 2 857 002	\$48.00
1262	<b>GOTHENBURG PUBLIC SCHOOLS Total</b>			\$48.00
1263	NPS GENERAL FUND	PANTHER PANTRY SUPPLIES #AL	14 2900 610 2 830 002	\$56.18
1264	NPS GENERAL FUND	HOSPITALITY ROOM #BV	14 2900 610 2 834 002	\$107.91
1265	NPS GENERAL FUND	ACTIVITY WORKERS MAR22-APR18	14 2900 610 2 835 002	\$172.00
1266	NPS GENERAL FUND	BREWED AWAKENINGS SUPPLIES #AL	14 2900 610 2 841 002	\$40.32
1267	NPS GENERAL FUND	ACTIVITY WORKERS MAR22-APR18	14 2900 610 2 857 002	\$787.47
1268	NPS GENERAL FUND	HOSPITALITY RM #BV	14 2900 610 2 857 002	\$13.70
1269	NPS GENERAL FUND	END OF YEAR TREAT-BOOSTERS	14 2900 610 2 857 002	\$20.79
1270	NPS GENERAL FUND	END OF YEAR TREAT-BOOSTERS	14 2900 610 2 857 002	\$39.66
1271	NPS GENERAL FUND	HOSPITALITY RM #BV	14 2900 610 2 857 002	\$248.87
1272	NPS GENERAL FUND	TRACK MEET LIVE RESULTS #JO	14 2900 610 2 857 002	\$79.00
1273	NPS GENERAL FUND	FESTIVAL HOSPITALITY RM #BV	14 2900 610 2 861 002	\$55.57
1274	NPS GENERAL FUND	FESTIVAL HOSPITALITY RM #BV	14 2900 610 2 861 002	\$40.00
1275	NPS GENERAL FUND	STUCO SUPPLIES #BV	14 2900 610 2 867 002	\$17.82
1276	NPS GENERAL FUND	TEACHER APPRECIATION DAY	14 2900 610 2 867 002	\$157.82
1277	NPS GENERAL FUND	STATE TRACK MEALS #BV	14 2900 610 2 873 002	\$90.00
1278	<b>NPS GENERAL FUND Total</b>			\$1,927.11
1279	STADIUM SPORTS	RECORD BREAKER T'S	14 2900 610 2 873 002	\$56.00
1280	<b>STADIUM SPORTS Total</b>			\$56.00
1281	TEECO INC	MONTHLY LEASE TANK, COOLER	14 2900 610 2 840 002	\$38.00
1282	<b>TEECO INC Total</b>			\$38.00
1283	WINNERS CIRCLE	TRACK INVITE AWARDS	14 2900 610 2 857 002	\$93.36

1284	<b>WINNERS CIRCLE Total</b>			\$93.36
1285	<b>Grand Total</b>			\$4,373.87
1286				
1287	<b>STUDENT FEE FUND</b>			
1288	ARNBURG, ASHLEY	SUMMER SCHOOL FEE REFUND	17 2190 610 0 976 000	\$20.00
1289	<b>ARNBURG, ASHLEY Total</b>			\$20.00
1290	KEN'S BAND INSTRUMENT	INSTRUMENT REPAIR	17 2190 340 2 028 002	\$30.00
1291	<b>KEN'S BAND INSTRUMENT Total</b>			\$30.00
1292	NPS GENERAL FUND	CHROMEBOOK PAYMENT TO GENERAL	17 2190 610 0 672 000	\$92,167.50
1293	NPS GENERAL FUND	AFTERSHOCK CLUB SUPPLIES #AV	17 2190 610 1 669 014	\$70.06
1294	NPS GENERAL FUND	AFTERSHOCK CLUB SUPPLIES #AV	17 2190 610 2 669 002	\$160.12
1295	NPS GENERAL FUND	AFTERSHOCK CLUB SUPPLIES #AV	17 2190 610 2 669 002	\$192.22
1296	NPS GENERAL FUND	CONSUMER SCIENCE SUPPLIES #AL	17 2190 610 2 826 002	\$76.32
1297	<b>NPS GENERAL FUND Total</b>			\$92,666.22
1298	SGW STRINGED INSTRUMENT	BASS REPAIR	17 2190 610 0 028 000	\$185.00
1299	<b>SGW STRINGED INSTRUMENT Total</b>			\$185.00
1300	SOIORIO, MARIA	SUMMER SCHOOL FEE REFUND	17 2190 610 0 976 000	\$20.00
1301	<b>SOIORIO, MARIA Total</b>			\$20.00
1302	<b>Grand Total</b>			\$92,921.22
1303				
1304	<b>MAY 2026 CHECKS:</b>			
1305	<b>SENIOR HIGH ACTIVITY FUND</b>			
1306	CASH	5/9 SPRING PLAY GATES	13 2900 610 2 501 001	\$1,200.00
1307	CASH	5/10 SPRING PLAY GATES	13 2900 610 2 501 001	\$1,200.00
1308	CASH	5/7 BASEBALL DISTRICT GATE	13 2900 610 2 501 001	\$800.00
1309	CASH	5/18 DIPLOMA PICKUP	13 2900 610 2 501 001	\$300.00
1310	CASH	5/30 FUN RUN CONCESSION	13 2900 610 2 501 001	\$400.00
1311	<b>CASH Total</b>			\$3,900.00
1312	FISCHER, COLE	5/7 OFFICIAL	13 2900 610 2 530 001	\$102.00
1313	<b>FISCHER, COLE Total</b>			\$102.00
1314	FLEER, MICHAEL	5/5 OFFICIAL	13 2900 610 2 530 001	\$85.00
1315	<b>FLEER, MICHAEL Total</b>			\$85.00
1316	SILVA, NATHAN	5/5 OFFICIAL	13 2900 610 2 530 001	\$85.00
1317	<b>SILVA, NATHAN Total</b>			\$85.00
1318	TEST, TROY	5/2 ENTRY FEE	13 2900 610 2 530 001	\$160.00
1319	TEST, TROY	5/7 OFFICIAL	13 2900 610 2 530 001	\$70.00
1320	<b>TEST, TROY Total</b>			\$230.00
1321	<b>Grand Total</b>			\$4,402.00
1322				
1323	<b>JUNIOR HIGH ACTIVITY FUND</b>			
1324	MROCZEK, DONALD	TRACK INVITE STARTER 5/7	14 2900 610 2 857 002	\$300.00
1325	<b>MROCZEK, DONALD Total</b>			\$300.00
1326	<b>Grand Total</b>			\$300.00

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**QUITCLAIM DEED**

Madison County School District 59-0002, a/k/a Norfolk Public Schools, a Nebraska public school district and political subdivision, grantor, in consideration of \$1.00 and other good and valuable consideration, quitclaims and conveys to Sharon K. Walde, trustee of the Walde Trust dated October 10, 2013, grantee, all its right, title, and interest in the following-described real estate (as defined in Neb. Rev. Stat. § 76-201):

One acre, square, in the Northeast Corner of the Northeast Quarter of Section 23, Township 26 North, Range 1 East of the 6<sup>th</sup> P.M., Wayne County, Nebraska.

EXECUTED: \_\_\_\_\_, 2026.

MADISON COUNTY SCHOOL  
DISTRICT 59-0002, Grantor

By: \_\_\_\_\_

Name: Brenda Carhart

Title: School Board President

STATE OF NEBRASKA                                    )  
  ) ss:  
COUNTY OF \_\_\_\_\_                                  )

The foregoing instrument was acknowledged before me on \_\_\_\_\_, 2026,  
by Brenda Carhart, President of School Board for Madison County School District 59-0002, grantor.

\_\_\_\_\_  
Notary Public

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InstructionParental/Community Involvement in Schools

Norfolk Public Schools, after having conducted a public hearing concerning parental involvement and participation, declares that it shall be the policy of the District:

1. In the event any parent, guardian, or educational decisionmaker of a student has a complaint or objection to textbooks, tests, curriculum materials, activities, digital materials, websites or applications used for learning, training materials for teachers, administrators, or staff, and any other instructional materials, the parent, guardian, or educational decisionmaker may request a personal conference with appropriate school personnel to discuss such concerns. The Superintendent or designee shall prepare a complaint form which may be used by a parent, guardian, or educational decisionmaker to express objections to any such instructional material. Such complaint forms shall seek information including, but not limited to, the specific instructional material complained of, the reason for the complaint, and a proposed resolution of the complaint by the parent, guardian, or educational decisionmaker.
2. Upon reasonable advance request, a parent, guardian, or educational decisionmaker will be permitted to attend and monitor courses, assemblies, counseling sessions, and other instructional activities unless the school determines that such attendance would substantially interfere with a legitimate school interest, which includes the interests of the child, other students, and the educational staff.
3. Parents, guardians, and educational decisionmakers are encouraged to communicate to school staff when the parent, guardian, or educational decisionmaker believes it to be appropriate for their child to be excused from testing, classroom instruction, learning materials, activities, guest speaker events, and other school experiences that the parent, guardian, or educational decisionmaker finds objectionable. The Superintendent or designee shall make a provision on the complaint form hereinabove referenced for receiving information from a parent, guardian, or educational decisionmaker concerning what specific testing, classroom instruction, or other school experience the parent finds objectionable, the basis for the objection, and a proposed solution for dealing with the objection that would be satisfactory to the parent, guardian, or educational decisionmaker and consistent with the mission of the District and legitimate school interests. Parents, guardians, and educational decisionmakers are encouraged to contact the building principal with any questions about any test, curriculum, or surveys.
4. Upon request of a parent, guardian, or educational decisionmaker the District will provide access to the education records of their child consistent with applicable law. Access will be provided during regular business hours of the school.
5. The District will notify parents, guardians, and educational decisionmakers when their child may be subjected to a standard norm referenced or criterion referenced test or

standardized tests. When reasonable to do so or required by law, the parents, guardians, or educational decisionmakers will be notified of where a sample of such test might be observed and the date upon which such test will be administered. As to all testing by the District, experimental evaluation methodologies, experimental testing instruments and any testing instrument which would tend to inquire into the values, beliefs, or privacy rights of any student, or parent, guardian, or educational decisionmaker of such student shall be prohibited unless a parent, guardian, or educational decisionmaker requests in writing that such tests be administered to their child.

6. Parents, guardians, and educational decisionmakers will be notified in advance of any school-sponsored survey administered to students of the District when the survey concerns one or more of the following areas:
  - Political affiliations or beliefs of the student or the student's parent, guardian, or educational decisionmaker;
  - Mental or psychological problems of the student or the student's family;
  - Sex behavior or attitudes;
  - Illegal, anti-social, self-incriminating, or demeaning behavior;
  - Critical appraisals of other individuals with whom respondents have close family relationships;
  - Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
  - Religious practices, affiliations, or beliefs of the student or student's parent, guardian, or educational decisionmaker; or
  - Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Any survey administered by the District that asks a student to disclose any of the aforementioned topics, including any non-anonymous survey requesting a student provide information relating to drug, vape, alcohol, or tobacco use, then the District will, at least fifteen days prior to the administration of the survey, notify parents, guardians, and educational decisionmakers that their students will receive the survey. This notice must describe the nature and types of questions included in the survey, the purposes and age-appropriateness of the survey, how information collected by the survey will be used, who will have access to such information, the steps that will be taken to protect student privacy, and whether and how any findings or results of such survey will be disclosed. After receiving such notice, parents, guardians, and educational decisionmakers may request a copy of the survey, review the survey, and/or exempt their student from participating in the survey.

No survey requesting sexual information of a student shall be administered to any student in kindergarten through grade six.

No personally identifiable information of any student survey shall be disclosed unless permitted or required by state and federal law.

7. As a general matter substantive decision-making processes will be left to the judgment of the professional staff, administration and the Board of Education, subject to an effort to

receive information from parents, guardians, or educational decisionmakers as to any concerns, objections, or other information such parents, guardians, or educational decisionmakers would wish to provide to the school district concerning a parent's, guardian's, or educational decisionmaker's access, involvement, and participation in activities of the school.

Legal Reference: Neb. Rev. Stat. Sections 79-530 to 79-533  
Family Educational Rights and Privacy Act, 20 U.S.C. 1232g  
Protection of Pupil Rights Amendment, 20 U.S.C. 1232h

Date of Adoption: July 14, 2014  
Date of Reaffirmation: May 11, 2015  
Date of Reaffirmation: May 9, 2016  
Date of Reaffirmation: May 9, 2017  
Date of Revision: June 11, 2018  
Date of Reaffirmation: May 13, 2019  
Date of Reaffirmation: June 8, 2020  
Date of Reaffirmation: December 14, 2020  
Date of Reaffirmation: June 14, 2021  
Date of Reaffirmation: May 9, 2022  
Date of Reaffirmation: June 12, 2023  
Date of Revision: June 23, 2025

StudentsAnti-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.

The school district shall review the anti-bullying policy annually.

Legal Reference:      Neb. Rev. Stat. ' 79-2137  
    Student Discipline Act, Neb. Rev. Stat. ' ' 79-254 to 79-296  
    NDE February 2003 State Board Action; Reaffirmed December  
    2005

Date of Adoption:            May 12, 2014  
 Date of Reaffirmation:      May 11, 2015  
 Date of Reaffirmation:      May 9, 2016  
 Date of Reaffirmation:      May 9, 2017  
 Date of Reaffirmation:      April 9, 2018  
 Date of Reaffirmation:      May 14, 2018  
 Date of Reaffirmation:      May 13, 2019  
 Date of Reaffirmation:      June 8, 2020  
 Date of Reaffirmation:      June 14, 2021  
 Date of Reaffirmation:      February 14, 2022  
 Date of Reaffirmation:      May 9, 2022  
 Date of Reaffirmation:      June 12, 2023  
 Date of Reaffirmation:      June 9, 2025

**Appendix "1" to 2026-2027 Student Fees Policy of  
Norfolk Public Schools**

**Additional Specification of Required Materials and Fees<sup>1</sup>**

<b>Activity</b>	<b>Elementary (K-4)</b>	<b>Middle School (Gr. 5-6)</b>	<b>Junior High (Gr. 7-8)</b>	<b>Senior High (Gr. 9-12)</b>
Participation Fee w/ Activity Card (All NSAA Activities)			\$60.00/year	\$60.00/per year
Band (Methods Books for Lesson)		\$10-\$13.00/year		
Band Instrument Rental (school owned)		<del>\$25.00</del> /\$30.00/semester	\$30.00/semester	\$75.00 per year
<b>Percussion Fees</b>		<b>\$15.00/ semester</b>	<b>\$25.00/ semester</b>	<b>\$75.00 per year</b>
Band Shoes and Gloves				<del>\$60</del> -\$45.00 /year
Band Uniform Cleaning				\$20.00/per year
Baseball Hats and Socks				Up to \$60.00/per year
Cheerleading Uniform: (Shell, Skirt)				<b>\$100</b> \$80/per year
Choir Robe Cleaning				<b>\$20</b> <del>\$15.00</del> /year
Show Choir			Up to \$75/year	Up to \$250.00/per year
Flags/Color Guard				Up to \$300.00/per year
Golf Shirt <del>and Pullover</del>				Up to \$150 /per year
Graduation Cap & Gown				<b>\$80.00 per year</b> <del>\$70.00</del>
Orchestra (Lesson/Method Book)	\$12.00/per year	\$12.00/per year	\$12.00/per year	
Orchestra Instrument Rental (school owned)	<del>\$30.00</del> <del>25.00</del> -Year	<del>\$30.00</del> <del>25.00</del> /semester	<del>\$30.00</del> <del>25.00</del> /semester	<del>\$30.00</del> <del>25.00</del> /semester
Pink Panthers Uniform: (Shell, skirt)				Up to <b>\$100</b> <del>\$80.00</del> /per year
Softball Visor and stirrups				Up to \$60.00/per year
Soccer Shin Guards & Socks				Up to \$55.00/per year
Summer School **High School credit recovery does not require a fee	\$20.00 per session	\$20.00 per session	\$20.00 per session	\$20.00/per session
Swimming				Up to \$10.00 Cap / \$20.00 goggles \$120.00 Swimsuit
Technology Fee			\$35.00/per year	\$35.00/per year
Tennis Uniform (Boys)				Up to \$115.00 /per year
Tennis Uniform (Girls)				Up to \$125.00 /per year
Volleyball				Up to <b>\$75.00</b> <del>\$60.00</del> (Knee Pads & Shorts)/year

<sup>1</sup> This listing is a part of the 2026 - 2027 Student Fees Policy and is intended to provide supplemental information. For additional specifications, refer to the Policy.

StudentsStudent Fees Policy

The Board of Education of Norfolk 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 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 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. The Policy includes Appendix "I," which provides further specifics of student fees and materials required of students which is reviewed and updated each school year. 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 including, but not limited to, pencils, paper, pens, erasers, notebooks, trappers, protractors and math calculators. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. 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 or guardian 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.

(v) Parking. Students may be required to pay for parking on school grounds or at 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 Appendix "1." Admission fees are charged for extracurricular activities and events.

(5) Postsecondary education costs. Students are responsible for postsecondary education costs. The phrase "postsecondary education costs" means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a course in which students receive high school credit and for which the student may also receive postsecondary education credit, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

(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 or 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 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: (1) participation in extracurricular activities and (2) 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 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 fee policy in the Student Handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the student handbook). The 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: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.

#### Out of State Trip Policy

NPS does not financially support extra-curricular competition and camp travel outside of Nebraska further than 175 miles in distance from Norfolk. However, activity groups may utilize their club accounts to fund activities outside this distance and utilize a school vehicle. In these instances, the club account will be charged the district approved mileage rate for the distance above 175 miles (one way). All other expenses will be covered by club accounts.

The district will pay for registration fees in season. Club accounts must fund activities that occur out of season.

Vocational Student Organizations (including, but not limited to DECA, FBLA, FFA, and VICA) that have members qualify for National competition through State-sponsored conferences/conventions will be allowed to attend those conferences. Groups that qualify for National competition through calendar school year competition, which are primarily academic in nature (including, but not limited to Quiz Bowl and Speech/Debate) will also be allowed to attend their competitions. Absences will be counted as school activity and a staff member will be provided to act as an official sponsor for the trip.

Occasionally groups (including, but not limited to Band, Choir, Cheerleaders and Pink Panthers) are invited to make trips or are invited to make trips through summer camps. Student groups that choose to take these trips shall not use school time to organize or plan. Absences for these trips will not be excused if taken during school time. The District will not endorse trips on school days nor provide a staff member to act as an official sponsor for the trip. (Note: If the trip occurs on a “non-contract day, or a non-school day, a staff member may choose to use their own time to participate).

Legal Reference:      Neb. Rev. Stat. §§79-2125 to 79-2135 and Laws 2003, LB 249 (The Public Elementary and Secondary Student Fee Authorization Act)  
                                  Neb. Constitution, Article VII, section 1.  
                                  Neb. Rev. Stat. §§79-241, 79-605, and 79-611(transportation)  
                                  Neb. Rev. Stat. §79-2104 (student files or records)  
                                  Neb. Rev. Stat. §79-715 (eye-protective devices)  
                                  Neb. Rev. Stat. §79-737 (liability of students for damages to school books)  
                                  Neb. Rev. Stat. §79-1104 (before-and-after-school or pre-kindergarten services)  
                                  Neb. Rev. Stat. §§79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

Date of Adoption:              March 9, 2015  
 Date of Reaffirmation:        September 14, 2015  
 Date of Revision:              March 14, 2016  
 Date of Revision                April 11, 2016  
 Date of Revision:              April 10, 2017  
 Date of Reaffirmation:        June 8, 2020  
 Date of Reaffirmation:        May 10, 2021  
 Date of Reaffirmation;        May 9, 2022  
 Date of Reaffirmation:        April 17, 2023  
 Date of Revision:              March 10, 2025

InstructionThe Program of Instruction

The minimum program of instruction in the schools shall be that prescribed by the **state and federal** statutes. The statutory curriculum may be augmented and extended to provide for the educational needs of individual pupils and differing areas in the School District.

Legal Reference: Rule 10: ESSA

Date of Adoption:	June 9, 2014
Date of Revision:	August 8, 2016
Date of Revision:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

InstructionSchool Instructional Hours

Norfolk Public Schools will have a school year consisting of at least (a) for preschool, the time equivalent to 450 hours; (b) for elementary grades kindergarten through grade eight, the time equivalent to 1,032 hours, and (c) for grades nine through twelve, the time equivalent to 1,080 hours.

An instructional hour shall mean a period of time at least sixty (60) minutes, which is actually used for the instruction of students.

Interruptions in the school year of ~~the instructional hours minimums~~ due to extracurricular activities (interscholastic sports, clubs, and contests) will be held to a minimum. All students participating in such events will be required to comply with the District's policies on student attendance for such absences to be excused, including the completion of assignments for missed classes.

The required 1,080, 1,032, and 450 instructional hour minimums shall not include the following:

1. When a school is dismissed for any reason such as tournaments or contests, parent/teacher conferences, funerals, parades, and school picnics;
2. Time scheduled for the school lunch period.

Legal Reference: Neb. Rev. Stat. § 79-101; Neb. Rev. Stat. §§ 79-211 and 79-212;  
NDE Rule 10

Date of Adoption: June 9, 2014  
Date of Reaffirmation: September 12, 2016  
Date of Revision: November 9, 2020

InstructionClassroom Environment

At all times, teachers are expected to organize, maintain and ensure that their classroom is in a safe, orderly and clean condition for student learning. Classrooms should be free from distractions (such as **but not limited to** inappropriate, ~~or~~ unprofessional, **or controversial** posters or ~~other~~ displays **and unapproved technology**) and other apparatus that may cause student health problems (such as essential oils and/or essential oil diffusers). Teachers who are uncertain as to whether their classroom meets this requirement are encouraged to consult with their building principal in a proactive manner.

The District will only permit the Gall-Peters projection map (or a similar cylindrical equal-area projection map) or the AuthaGraph projection map for display or use in the classroom.

Legal Reference: LB 1329 (2024)

Date of Adoption: August 10, 2020  
Date of Reaffirmation: November 11, 2020  
Date of Revision: July 8, 2024

InstructionSchool Day for Students

The school day shall be scheduled in such a way that students are given the best opportunity for their educational growth and development. The length of the day, and the arrangement of time segments within it, need not be uniform for all grade levels.

- A) The length of the school day in the secondary schools shall be no less than 380 minutes.
- B) The hours of opening and closing each type of school shall be determined by the Superintendent of Schools. The time of opening and ending the school day may be modified where transportation or other conditions justify such a change upon the authorization of the Superintendent of Schools provided that the length of school sessions are not shortened.
- C) During the school year, all schools (**excluding Pre-K**) shall be in session five (5) days a week, Monday through Friday, except upon emergency authorization of the Superintendent of Schools or during authorized school breaks.
- D) ~~In designing the student day, the following considerations~~ **characteristics and exceptions to the school day** are to be met:
  - 1. The learning activities of each student are carefully guided and supervised.
  - 2. Each student has opportunities to receive individual assistance from teachers outside of the regular school day.
  - 3. Parents shall be informed of late starts or early dismissal.
  - 4. Early dismissal for student employment shall be subject to approval of the building administration. Parental or guardian permission shall precede any early dismissal for work related activities. Early dismissal of other students shall be for reasons of health, etc., and must be validated by the student's parent or guardian.
  - 5. Changes in the school day shall be subject to the approval of the Superintendent.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	September 14, 2015
Date of Reaffirmation:	September 12, 2016
Date of Reaffirmation:	November 9, 2020

InstructionAttendance Area Boundary Line Review

The Board of Education believes that pupil-teacher ratio is an important equity issue in the learning process of children. Therefore, the Board of Education directs the Superintendent to review attendance center student population annually to insure that pupil-teacher ratio will approach uniformity as much as possible throughout the District.

The Board invests the Superintendent with the authority to change attendance center boundaries and to establish procedures and guidelines for boundary changes to fulfill the intent of this policy. Generally, the procedures and guidelines are:

- A. The Superintendent will consider class size throughout the District and if the educational program in a school is impeded because of class size or if equity in class size is an issue between schools, the Superintendent will initiate a change in attendance center boundaries.
- B. When boundary changes are to be considered, those areas bordering the division line between attendance centers will be considered first for boundary changes.
- C. To the extent practicable, students currently enrolled in an elementary school will be allowed to finish their school years in the same school even though the area in which they live has been assigned to a different school.
- D. To the extent practicable, no student will be moved from one attendance center to another more than once during his/her elementary school years.
- E. Boundary changes will take place at the end of a school year. The parents directly affected will be notified of the proposed boundary changes prior to the last day of school.
- F. Boundary changes will be **discussed with and** reported to the Board prior to implementation.

Date of Adoption: March 9, 2015  
Date of Reaffirmation: September 12, 2016  
Date of Reaffirmation: November 9, 2020

InstructionAttendance Districts

The School District shall be divided in attendance districts for each elementary school. The Superintendent or designee shall have the authority to permit a child to attend a school other than the one in the attendance district in which the child's parents reside, in the event that such attendance will be for the good of the student and does not adversely affect pupil enrollment in either school involved. If a child's parents move from one attendance district to another during the school year, the child shall be permitted to attend either school for the balance of that school year. ~~Additional guidelines are contained in Administrative Rule.~~

Date of Adoption:	March 9, 2015
Date of Reaffirmation:	September 12, 2016
Date of Reaffirmation:	November 9, 2020

Instruction

Limitations on Minimum Class Size

The Superintendent shall implement methods ~~(as outlined in Administrative Rule)~~ when necessary to maintain appropriate class sizes. This may include the reassignment of staff to maximize efficiency and/or effectiveness.

Date of Adoption:	March 9, 2015
Date of Reaffirmation:	September 12, 2016
Date of Revision:	November 9, 2020

InstructionObjectives of the Instructional Program

Norfolk Public Schools' instructional objectives are as follows:

A. To provide quality content and learning opportunities that enable students to attain skills, ~~and~~ knowledge, and attitudes that prepares them to be successful in postsecondary education settings and/or to pursue career and life goals. This shall be accomplished through:

1. ~~The~~ Expectations that students will learn to the best of their ability
2. Subject content, thoughtful standards based learning objectives, research-based instruction, progress monitoring, and learning supports that provide every student the potential to experience success.
3. Positive Expectations of regular attendance, learning participation, parental/guardian involvement, and community support.
4. ~~The~~ Demonstration of relationships that exist within content areas and across the curriculum.
5. Encouragement to pursue extra-curricular activities that meet students' interests and skills.
6. Learning responsible citizenship and understanding our country's founding principles. (This includes history, civics, geography, and economics).
7. Instruction related to scientific inquiry and knowledge about earth science, life sciences, physical sciences, and technology.
8. Instruction related effective Language Arts skills and knowledge in the areas of speaking/listening, reading, writing, information fluency and digital citizenship.
9. Instruction related to problem solving, representations, mathematical communication and connections (numbers, data, algebra, and geometry).
10. Instruction related to physical education literacy, engagement in physical activities, and development of skills for an active and healthy lifestyle.
11. Opportunities to gain knowledge and skills in music and fine arts.
12. Opportunities to explore careers and participate in career ready practices.
13. Recognition of scholastic achievement and social, athletic, and civic contributions.

B. To provide a learning environment that promotes physical, social, and psychological health. This shall be accomplished through:

1. Providing a safe classroom environment characterized by mutual respect, respect for public and private property and preservation of personal dignity.
2. Participation in experiences that contribute to smooth transitions between grade levels, programs, schools, and college/careers.
3. Services and programs that meet specific needs; such as speech therapy, remedial reading, counseling, and health services.

C. To provide personnel, facilities, and programs that promote effective learning and fulfill the Norfolk Public Schools mission, vision, and strategic plan goals and objectives. This shall be accomplished through:

1. Hiring and providing professional development for administrators, teachers, and staff who are competent, dedicated, and support the NPS vision and mission.
2. Providing learning facilities that are appropriate and safe learning environments.
3. Developing and implementing a strategic plan that includes goals and objectives that result in improved student performance and school effectiveness.
4. **Developing student cognitive skills**

Date of Adoption: June 9, 2014  
Date of Revision: October 10, 2016  
Date of Revision: November 9, 2020

InstructionAssessments—Academic Content Standards

The Board of Education adopts the **most recent** academic content standards of the State Board of Education (“State Board”). The adoption of the academic content standards includes the:  
Language Arts standards ~~that were adopted by the State Board in September, 2021~~  
Mathematics standards ~~that were approved by the State Board in September, 2022~~  
Science standards ~~that were adopted by the State Board in September 2017 and~~  
Social Studies standards ~~that were adopted by the State Board in November 2019.~~

Unless other action is taken, the Board of Education adopts the standards of the State Board as such standards are subsequently adopted or amended by the State Board.

The administration shall be responsible for implementing assessments on the state standards in accordance with the procedures established by the State Board and the Department of Education, including conducting assessments in the same subject areas and the same grade levels as established in the state standards, and the reporting of scores and sub-scores.

This policy does not supersede the existing standards adopted by the Board of Education except as set forth herein.

Legal Reference: Neb. Rev. Stat. Sections 79-760 to 79-760.05

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	September 14, 2015
Date of Revision:	August 8, 2016
Date of Reaffirmation:	October 10, 2016
Date of Revision:	July 9, 2018
Date of Revision:	November 9, 2020
Date of Revision:	July 22, 2021
Date of Revision:	August 14, 2023

Instruction

Experimental/Innovative Program

The professional staff of the school system is encouraged to seek improvement of the educational program of the schools.

Experimental programs and "pilot studies" must have the **recommendation of the Curriculum Committee and** approval of the Superintendent or his/her designee.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

InstructionHomework

Norfolk Public Schools believes that homework contributes to the development of our students by building responsibility, self-discipline, academic achievement, and lifelong learning habits, when it has a clear academic purpose that is focused on learning targets. Norfolk Public Schools also values our partnership with parents and believes that strong family involvement is critical to student success. Teachers' professional judgment should be utilized when determining the amount and type of homework assigned, based upon grade level, developmental appropriateness, course, and purpose. The amount of homework will increase gradually from elementary to senior high school. The intent is for students to engage in meaningful homework assignments that strengthen skills, apply concepts, review knowledge, and/or practice procedures ~~based upon~~ **that extend** the learning targets introduced during ~~the school day~~ **classroom instruction**.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	October 10, 2016
Date of Revision:	May 13, 2019
Date of Reaffirmation:	November 9, 2020

InstructionGrading

The district uses grades for the purposes of providing:

1. Teachers with documentation of student academic performance,
2. Students with feedback about what and how well they have learned,
3. Counselors and post-secondary institutions with information to guide student class selections and career choices, and
4. Parents with grade reports that indicate student progress toward learning targets and content standards.

Learning targets and content standards are consistent across schools, grade-level classrooms, and courses in the district. Grades are not used to reflect student behaviors or as punishment.

Grades are assigned by teachers using a standardized (district-wide) percentage range and letter grade scale and are determined using the NPS proficiency target/GPA conversion scale as appropriate. ~~Administrative rule~~ Any grading practice guidelines, developed and implemented by the Superintendent or designee, are based on educational research and explain how grades quantify, detail, and document academic achievement of each student.

Date of Adoption: August 10, 2020  
Date of Reaffirmation: November 9, 2020

Community RelationsBulletin Boards, Display Case, and Posted Material

School bulletin boards, display cases, and posting areas are solely designated for the purposes of conveying information about school activities and programs to students, staff, and the visiting public as deemed appropriate by the ~~respective principals; however, building principals may use their discretion on posting or displaying non-school related information which is not political or commercial in nature. No information, poster or other display may be posted on any school bulletin board, display case or other areas without the prior permission of the building principal. The building principal shall have the final determination as to whether any posting is political and/or commercial in nature, and there shall be no appeal process if the principal denies a request to post or display non-school related information~~ Principal or designee.

Upon request, a professional employees' organization, as defined by state law, shall be granted reasonable access to the physical or electronic mailboxes of certificated employees for purposes consistent with state law and Board Policy. The Superintendent or designee may establish reasonable, content-neutral procedures governing the time, place, and manner of such access to ensure that school business is not disrupted and that the District maintains employee privacy. A professional employees' organization shall also be permitted to provide information to certificated employees, including at employee meetings or orientation sessions, subject to reasonable administrative scheduling and oversight.

Legal Reference: Neb. Rev. Stat. Sec. 79-526—~~Board Authority for Supervision and Control~~  
LB 429 (2026)

Date of Adoption: October 14, 2013  
Date of Reaffirmation: November 12, 2018  
Date of Revision: July 12, 2021  
Date of Reaffirmation: October 10, 2022

## Business Operations

### Records Management and Disposition

1. General Standard. Records should generally be organized, managed, retained and disposed of in accordance with law and the Secretary of State's schedules for retention and disposition of public records.
2. Records Officer. The Superintendent is hereby designated as the records officer of the school district for purposes of this policy. Any questions about the type or category of a record or the required retention period for it should be addressed to the records officer.
3. ~~Electronic Messages. Electronic messages are communications using an electronic system for the conduct of school district business internally, between other state and local government agencies, and with parents, students, patrons and others in the outside world. These messages may be in the form of e-mail, electronic document exchange (electronic fax), and electronic data interchange (EDI). In this policy, the terms electronic messages and e-mail are used, depending on the context, to mean the same thing. The school district's electronic system in which records are collected, organized, and categorized to facilitate preservation, retrieval, use, and disposition is as follows:~~
  - A. ~~End User Management. End user means anyone who creates or receives electronic messages on the school district's electronic system. Electronic messages are to be managed at the end user's desktop rather than from a central point. Each end user is responsible for organizing, managing and disposing of records that are part of his or her desktop computer.~~
  - B. ~~Categories for Retention. Electronic messages fall within three categories: (1) transitory messages; (2) records with a less than permanent retention period; and (3) records with a permanent retention period. End users are to organize, store, retain and dispose of electronic messages according to these three categories. This means determining which electronic messages require long term retention, determining who is responsible for making this decision, and establishing storage and disposition requirements for electronic messages.~~
    - a. ~~Transitory messages. Transitory messages include copies posted to several persons and casual and routine communications similar to telephone conversations. For example, as determined on an individual case by case basis by the end user, transitory messages include certain embryonic materials, notes or drafts; unwanted and unneeded "junk" mail; "personal" mail for employees not related to school business; unsolicited sectarian, religious, partisan, political or commercial messages, or political advertising or advertisements promoting particular personal or religious beliefs, a specific ballot question, or controversial topics or positions. There is no retention requirement for transitory messages. Employees sending or receiving such~~

~~communications may delete them immediately without obtaining approval.~~

~~b. Less than permanent retention records. These records are governed by the retention period for equivalent hard copy records as specified in the approved records retention and disposition schedules. These records should be converted to hard copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. Employees creating or receiving such communications may delete or destroy the records only according to the applicable retention schedule. Questions relating to the retention or destruction of these records should be referred to the records officer.~~

~~c. Permanent/archival retention records. These are records scheduled for transfer to the Nebraska State Historical Society (NSHS). Decisions relating to such records should be made by the records officer in consultation with NSHS, and the State Records Administrator about either transferring the records or maintaining them in the agency of origin. If the transfer decision is made, the method, frequency and format of the transfer should be determined cooperatively by the records officer, the NSHS, and the State Records Administrator.~~

~~C. Electronic Storage Limitations. The district's computer systems may have storage limitations. End users are instructed that electronic messages that are required to be maintained should be converted to hard copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. The retention period for the particular record is the best indicator of which storage medium or format to choose.~~

~~D. Proper Use of Electronic Messages.~~

~~a. Non-Discrimination. Electronic messaging is not permitted to be used to promote discrimination on the basis of sex, disability race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity or other protected status; promote sexual harassment; or to promote personal, political, or religious business or beliefs.~~

~~b. Permissible Use. Electronic messaging is to be used only for purposes that are consistent with the mission of the school district. Electronic messaging is not permitted to be used for personal purposes except for: incidental, intermittent or occasional use which does not interfere with performance of duties as determined by the administration, use that is authorized pursuant to an individual use agreement, and use that represents a form of the employee's compensation. Electronic messaging is not permitted to be used for personal financial gain or for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot~~

~~question. Electronic messaging is not permitted to be used for purposes of assisting a non-profit organization except when and to the extent such use serves a school purpose or facilitates school district business.~~

~~e. Conduct. Employees shall not read electronic messages received by another employee when there is no school purpose for doing so, send electronic messages under another employee's name without the employee's consent or administrative authorization, or change or alter any portion of a previously sent electronic message without administrative authorization.~~

~~d. Other Regulations. Electronic messaging is subject to all requirements of the school district's "Acceptable Use of Computers, Network, Internet and Websites" policy and may be monitored and accessed at any time without prior notice. The school district has complete authority to regulate all electronic messaging. Electronic messaging is a privilege and not a property right and is not a public forum. Electronic messaging is made available subject to all board policy and regulations, these regulations, building guidelines, use agreements, handbook provisions, and all administrative orders or directives as issued from time to time.~~

#### ~~4. Electronic Records~~

~~All books, papers, documents, reports, and records kept by the District may be retained as electronic records. Minutes of the meetings of the school board may be kept as an electronic record.~~

~~3. Electronic Records, Messages, and Data. District records may be created, stored, and maintained in paper or electronic format. Electronic records may include, but are not limited to, (a) email and other electronic communications; (b) digital documents and databases; (c) audio and video recordings; and (d) cloud-based and third-party hosted data. Electronic communications, documentation, and data are District records when they relate to District business and will be retained in accordance with the applicable record retention schedules. Due to system storage limitations, certain categories of electronic data (such as surveillance video or system logs) may be retained for shorter periods than other records, unless required to be preserved by law or otherwise determined by the Superintendent or designee. The District will implement reasonable measures to ensure that electronic records remain accessible, retrievable, and secure for the duration of their required retention period. Employees are responsible for retaining records within their control when they are aware, or reasonably should be aware, that such records may be subject to a records request, audit, investigation, or possible litigation.~~

~~5.4. Litigation Holds. When litigation against the District or its employees is filed or threatened, the District will take all reasonable action to preserve all documents and records that pertain to the issue. Such action will in particular be taken when the litigation may be filed in federal court or otherwise subject to federal rules of discovery.~~

As soon as the District is made aware of pending or threatened litigation, a litigation hold directive will be issued by the records officer or designee. The directive will be given to all persons suspected of having records that may pertain to the litigation issue.

~~The litigation hold directive overrides any records retention schedule that may otherwise call for the disposition or destruction of the records until the litigation hold has been lifted. E-mail and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the records officer until the hold is released.~~

Employees who receive notice of a litigation hold are to preserve all records that pertain to the litigation issue. This includes preserving electronic messages that would otherwise be deleted by the computer system; such messages are to be converted by the recipients of the litigation hold to hard copy (printed) or electronic format which can be retrieved and interpreted (downloaded) for the duration of the litigation hold.

The litigation hold directive overrides any records retention schedule that may otherwise call for the disposition or destruction of the records until the litigation hold has been lifted.

No employee who has been notified of a litigation hold may alter or delete an electronic or other record that falls within the scope of the hold. Violation of the litigation hold may subject the employee to disciplinary actions, up to and including dismissal, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

6.5. Settlement Agreements. A public written or electronic record of all settled claims shall be maintained.

The record for all such claims settled in the amount of fifty thousand dollars or more (or one percent of the total annual budget of the School District, whichever is less) shall include a written executed settlement agreement. The settlement agreement shall contain a brief description of the claim, the party or parties released under the settlement, and the amount of the financial compensation, if any, paid by or to the School District or on its behalf. Any such settlement agreement shall be included as an agenda item on the next regularly scheduled public meeting of the School Board for informational purposes or for approval, if required.

Any such settled claim or settlement agreement shall be a public record. Nonetheless, specific portions of the record may be withheld from the public to the extent permitted or provided by statute.

~~The foregoing does not apply to claims made in connection with insured or self-insured health insurance contracts.~~

Legal Reference: Neb. Rev. Stat. ~~Sections~~ 84-712 through 84-712.09

Neb. Rev. Stat. ~~Sections~~ 84-1201 to 84-1227

~~Laws 2010, LB 742~~

State Records Administrator Guidelines:

Schedule 10: Records of Local School Districts ~~(Feb. 1989)~~

Schedule 24: Local Agencies General Records ~~(March 2005)~~

~~Electronic Imaging Guidelines (March 2003)~~

Date of Adoption: November 11, 2013

Date of Revision: September 14, 2015

Date of Affirmation: November 9, 2015

Date of Revision: December 9, 2019

Date of Revision: May 12, 2025

## Students

### Full-time and Part-time Enrollment

#### Full-time Enrollment

Students must be enrolled in Norfolk 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;
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. non-public school students in accordance with the policies and procedures set forth in this policy.

#### Part-Time Enrollment of Non-Public School Students

The School Board shall allow the part-time enrollment of students who are residents of the school district, or admitted to the District pursuant to state law, and who are also enrolled in a private, denominational, or parochial school or in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements. Such students are referred to herein as “non-public school students.”

The School Board establishes the following guiding principles for enrollment of non-public school students:

- (1) The primary school for a non-public school student is the student's private, denominational, parochial or home school.
- (2) Enrollment of a non-public school student in Norfolk Public Schools is allowed for the purpose of providing enhanced educational opportunities not otherwise available to the non-public school student. It is not to supplant programming of the student's primary school.
- (3) Non-public school students are not to be given priority over full-time students.
- (4) Non-public school students are to be enrolled only in programs or courses that are educationally appropriate for the student.
- (5) Enrollment of non-public 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 non-public 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.

A. Non-Public School Student Enrollment Application Procedures.

1. Application. Parent or guardian must submit an Application of Non-Public School Student for Part-Time Enrollment to the principal of the school the student desires to attend.
2. Deadline for Applications. The application must be received by August 1<sup>st</sup> preceding the school year the student wishes to enroll.
  - a. 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.
  - b. High School Course Exception: The application deadline for a student who desires to enroll in a second semester high school course is December 1<sup>st</sup>.
3. Action on Applications. The principal will review the application and will notify the parent of the approval or denial of the application within 2 weeks of receipt of the application or 2 weeks prior to the start of school or 2 weeks prior to the start of the next semester, whichever is later.
4. Appeals. The parent or 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 or guardian to provide further explanation or information and the appeal may be denied in the event the parent or 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 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.
5. 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.

B. Non-Public School Student Admission

1. Admission Requirements. Students must meet the normal admission requirements. This includes the requirements that the student: be a resident of the District, or admitted to the District pursuant to state law, be of school attendance age and not have graduated or have received a GED.
2. 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.

C. Non-Public School Student Enrollment Standards

1. Maximum Enrollment. Subject to Paragraph D.9. of this Policy, students may not typically enroll in more than 2 middle school, junior high, or high school courses during any one semester. Elementary students may not enroll in programming of greater than 90 minutes of instruction each day.
2. 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 ordinarily not be available for non-public school students.
3. 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.
4. 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.
5. Selection of Courses. Subject to Paragraphs 1 through 4 of this Paragraph C, and all other applicable provisions of this Policy, non-public school students may select their courses.

6. Non-public school students are permitted to apply to a Norfolk Senior High School Career

Academy and enroll in courses within an academy if their application is approved and there is space available in the course. (A student's acceptance into an academy does not guarantee that academy courses will be offered at a time that is convenient for the student or that the student will be able to complete the academy.)

D. Non-Public School Student Policies

1. General Standard. Non-public 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.
2. 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 intra-district transfer procedures.
3. 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 District wide assessments, as full-time students.~~
4. 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.
5. 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.
6. 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 in 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.
7. Transportation. Students enrolled on a part-time basis are not entitled to

transportation or transportation reimbursement, unless otherwise required by law. Full-time students will be given first consideration for parking on the high school campus.

8. 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, 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.
  
9. 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 or 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.

Part-time students participating in extracurricular activities shall meet the following enrollment requirements, consistent with state law:

(a) For activities regulated by an athletics or activities association (including the Nebraska School Activities Association), the student shall be enrolled in five credit hours offered by the District during each semester of participation. The student may elect to enroll in more than five credit hours.

(b) For activities governed by a national or state organization other than the NSAA, the student shall be enrolled in the minimum number of credit hours required by such organization. The student may elect to enroll in more than five credit hours.

(c) For activities not governed by the NSAA or a national or state organization, the student must enroll in at least five credit hours or the

equivalent for middle school students.

Legal Reference: Neb. Rev. Stat. Sec. 79-215, 79-2,136 ~~and Sec. &~~ 79-526  
Title 92, Nebraska Administrative Code, Chapter 10

Date of Adoption: March 10, 2014  
Date of Revision: November 13, 2017  
Date of Revision: March 8, 2021  
Date of Reaffirmation: September 13, 2021  
Date of Revision: August 14, 2023  
Date of Revision: June 23, 2025

StudentsStudent 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~~Residents 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 of the student's parents resides in the School District~~;~~;
2. ~~A homeless student.~~Homeless students. The following definition shall be used to determine which students fit this category:

A homeless individual is one who (1) lacks a fixed, regular, and adequate nighttime residence and (2) 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; or

~~3.4.~~ Are otherwise legally entitled to enroll in 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 the 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. The amount of tuition shall be no less than the average cost per pupil as determined by the previous year's financial report.
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 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 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 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: First, 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 or guardian and such other school district agreeing to have such other school district provide the educational services. Second, 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.

#### Restrictions on Transfer or Disenrollment During Certain Investigations

Notwithstanding any other provision of this policy, upon receipt of notice from the Department of Health and Human Services that a student is the subject of a report of child abuse or neglect involving the student's parent or guardian, the District shall not process or facilitate any request by such parent or guardian to transfer or disenroll the student for a period of 14 days following the District's receipt of the notice, or until the District receives further direction from DHHS, whichever occurs first. If the District receives a request to transfer or disenroll the student during this period by the parent or guardian, the District will promptly notify DHHS.

Legal Reference: Neb. Rev. Stat. ~~1~~Sec. 79-215 (residency and admission)  
Neb. Rev. Stat. ~~1~~Sec. 79-215 (children of military or federal employee parent)  
Neb. Rev. Stat. ~~1~~Sections 79-232 to 79-246 (option enrollment)  
42 U.S.C. § 11431 et. seq. (McKinney–Vento Homeless Assistance Act)  
NDE Rule ~~9~~19  
LB 937 (2026)

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Date of Adoption: March 10, 2014  
Date of Reaffirmation: November 13, 2017  
Date of Reaffirmation: September 13, 2021

StudentsOption EnrollmentA. Process and ~~Time Lines~~ Timelines to Option In

For a student to attend Norfolk Public Schools as an option enrollment student, the student's parent or legal guardian must submit an application to the ~~Norfolk~~ Board of Education of the Norfolk Public School District between September 1 and March 15 for enrollment ~~during~~ in the following ~~and subsequent~~ school ~~years~~ year (the "application period"), ~~unless otherwise permitted by law.~~

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 sixty days after submission.

Provisions for Waiver of Application Deadline

The application deadline ~~will~~ may be waived by the School District for applications to option into the Norfolk 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 in accordance with the capacity standards (Appendix "1"), 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.

B. Rejection of Applications; Reasons

1. Capacity: An option enrollment application shall be rejected ~~in the event~~ if the capacity of a program, class, grade level, or school building operated by the School District would be exceeded by ~~acceptance of~~ accepting 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 Director of Special Education 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 Director or designee determines that the District does not have the capacity to provide the student with the appropriate services and accommodations, then the Director or designee shall send a denial notice to the parent(s) or guardian(s) and include a description of services and accommodations that the District does not have the capacity to provide.

2. Timeliness: An option enrollment application shall be rejected ~~in the event~~ if the application is not filed on or before ~~the April 1<sup>st</sup> immediately preceding the school~~

~~year in which enrollment is sought~~ March 15, and the filing deadline has not been waived.

3. Previous Option Enrollment: An option enrollment application shall be rejected ~~in the event if~~ the student has exhausted ~~their~~ the number of allowable option enrollments ~~in other school districts, as determined by~~ under state law.
4. Other Reasons: An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the School District determines: The application is not ~~submitted on a form prescribed by the State Department of Education, is not~~ completely and accurately ~~filled in~~ submitted, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the School 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.

#### C. Siblings

Notwithstanding anything to the contrary in this policy, the application of a sibling of a student who currently attends the District will be automatically accepted. For purposes of this policy, a "sibling" means a child residing in the same household on a permanent basis who has the same mother or father or who are stepbrother or stepsister to each other. The Superintendent or designee has the discretion to waive the deadline for a sibling's application received after the deadline.

#### D. Priority of Acceptance

Priority shall be ~~accorded in the following order: (1) afforded to~~ those applications required to be given priority by law, ~~(2) those with a sibling in attendance at Norfolk Public Schools, with priority within this group being given to those who had earliest filed applications, and (3) those without an option student sibling in attendance at Norfolk 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 at the same time, priority as between such same-date applications shall be determined on the basis of random drawing.

#### ~~D~~E. Determination of Capacity

The School District will determine and set, on an annual basis, the maximum number of option enrollment applications the School 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. Such determinations may be made in the form of an Appendix "1" to this Policy. 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 Director of Special Education or designee.

**EF.** Releases for Options Out

A request for release of a resident student or option student currently attending Norfolk Public School District who submits an option application after March 15 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.

**FG.** Notification of Acceptance or Rejection

In the case of an application to option enroll into the Norfolk Public School District, the Superintendent or the Superintendent's designee shall notify, in writing, the parent or legal 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 sixty days after submission.

If an option enrollment application or a request for release is rejected by the Norfolk Public School District, the Superintendent or the Superintendent's designee shall provide written notification to the parent or 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.

**GH.** 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 solely by the administration.

An option student shall not be entitled to transportation except as required by law. Transportation or transportation reimbursement will be provided only in the following circumstances:

1. The Public School District may, upon mutual agreement with the parent or legal 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

parents of each option student transported a fee sufficient to recover the additional costs of such transportation.

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.

2. 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.

#### HI. Information Regarding Schools, Programs, Policies and Procedures.

As part of the option enrollment program, the administration shall make information about the Norfolk Public Schools and ~~the~~ 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. Sections 79-232 to 79-246

Date of Adoption: March 10, 2014  
 Date of Revision: August 8, 2016  
 Date of Reaffirmation: November 13, 2017  
 Date of Reaffirmation: September 13, 2021  
 Date of Revision: August 14, 2023  
 Date of Revision: July 8, 2024

**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 15th 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 Appendix "1" to such Policy 5006, 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 Appendix "1" to such Policy 5006, 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 Appendix "1" to such Policy 5006 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\_\_.

**Norfolk PUBLIC SCHOOLS**

Attest: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President

## Appendix “1” to Option Enrollment Policy

The following is Appendix “1” to Policy 5006 for the current school year. The Board of Education hereby sets forth the maximum number of option students for the current 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. Any program, class, grade level, or school building which has “0” as the No. of Option Students is hereby declared unavailable to option students due to lack of capacity.

<b>PROGRAM 2026-2027</b>	<b>PROGRAM CAPACITY</b>	<b>PROJECTED ENROLLMENT</b>	<b>NO. OF OPTION STUDENTS</b>
Kindergarten	336	318	18
First	336	287	49
Second	336	308	28
Third	336	321	15
Fourth	336	318	18
Fifth	336	326	10
Sixth	336	320	16
Seventh	336	326	10
Eighth	336	315	21
Ninth	336	336	0
Tenth	336	339	0
Eleventh	336	336	0
Twelfth	336	357	0

\* 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 District’s Director of Special Education or designee.

**\*\* Siblings of current option students are exempt from any capacity limits.**

Approved Appendix “1” at the Board of Education meeting on October 13, 2025.

StudentsStudent AttendanceAttendance 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.

A. Attendance and Absences.

1. Circumstances of Absences – Definitions. 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, typically require advance approval.

- a. 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:

- (1) Impossible or impracticable barriers outside the control of the parent or child prevent a student from attending school. The parent may be required to provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness (including physical or mental illness), court, death of a family member, or suspension.
    - (2) Other absences as determined by the principal or the principal's designee.

- b. Not School Excused. Absences that are not school excused may result in a report to the county attorney and may be classified as follows:

- (1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes vacations or other events that do not meet the criteria for a School Excused absence.
    - (2) Other absences are those in which the parent has not communicated a reason for the student's absence.

2. Absence Procedure. In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.

Two school days will be allowed to make up work for each day missed, with a maximum of 10 days allowed to make up work. Extensions may be made for extenuating circumstances, at the discretion of the teacher and principal.

3. 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 or 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 or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or 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 or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) 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 Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in Norfolk Public Schools or resides in the Norfolk Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and
- 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 (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- an illness of the child making attendance impossible or impracticable.

The Superintendent or 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:

- 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
- the Superintendent or 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 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 (i) financial hardship, or (ii) 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.

4. Reporting and Responding to Excessive Absenteeism. Any District staff member or board member 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 Superintendent or Superintendent's designee to be the 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 school.
5. Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter which are Not School Excused shall be deemed to have "excessive absences." 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. 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 continues thereafter to have absences of at least twenty days which are Not School Excused, one or more meetings will be held between the school, the child's parent or 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:

- (a) The physical, mental, or behavioral health of the child;
- (b) Educational counseling;
- (c) Referral to community agencies for economic services;
- (d) Family or individual counseling; and

- (e) Assisting the family in working with other community services.

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

6. 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 twenty (20) unexcused absences per school year. The school shall notify the child's family in writing prior to making the referral to the county attorney. Illness (Absences due to illness, including physical or mental illness), that makesmake attendance impossible or impracticable, and that are documented by a credentialed health professional, shall not be the basis for referral to the county attorney. In cases of chronic illness, such documentation will be reviewed each semester.

Legal Reference: Neb. Rev. Stat. Sections 79-201 and 79-209

Date of Adoption:	March 10, 2014
Date of Revision:	July 14, 2014
Date of Reaffirmation:	May 11, 2015
Date of Reaffirmation:	June 13, 2016
Date of Revision:	June 12, 2017
Date of Revision:	December 11, 2017
Date of Reaffirmation:	May 14, 2018
Date of Reaffirmation:	May 13, 2019
Date of Revision:	June 8, 2020
Date of Revision:	December 14, 2020
Date of Reaffirmation;	June 14, 2021
Date of Reaffirmation:	September 13, 2021
Date of Reaffirmation:	May 9, 2022
Date of Revision:	June 12, 2023
Date of Revision:	July 8, 2024
Date of Reaffirmation:	June 9, 2025

StudentsStudent Discipline

- A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent 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 contacts and parent 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 upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.
1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:
    - a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
    - b. 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:

- a. The Principal or the Principal's designee 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.
- b. Prior to commencement of the short-term suspension, the student will be given oral ~~or~~and 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.
- c. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address

- the behavior moving forward, including strategies to maximize the student's continued participation in school..
- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference. The Principal shall document their attempt to make a reasonable effort to hold a conference with the parent or guardian.
  - e. 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.
2. 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 twenty 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. A notice will be given to the student and the parents/guardian when the 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.~~The notice will include a description of (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school..
3. Expulsion:
- a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the 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.~~The notice will include a description of: (i) the

student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school..

- b. Suspensions 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 until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers. 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.
- c. 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.
- d. 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, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.
- e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended 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 parents will be required to sign a discipline agreement.
- f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen 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 the Principal's designee 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 the Principal's designee 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.

- g. 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 or institution accredited by one of the six regional accrediting bodies in the United States.
  - h. Exception for Pre-Kindergarten through Second Grade Students. Notwithstanding the foregoing, ~~no~~ pre-kindergarten through second grade student ~~may~~shall not be suspended ~~from school,~~ unless the student (1) brings a deadly weapon ~~onto~~ school grounds, ~~in~~ a school vehicle, or ~~to~~ a school activity. ~~Instead,~~ or (2) engages in violent behavior capable of causing physical harm to another student or school employee. In all other circumstances, the Principal or ~~Principal's~~ designee may~~shall~~ implement appropriate 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,~~ A student who brings a deadly weapon ~~on school grounds, in a school vehicle, or to a school activity,~~ then the student ~~may be suspended or~~may be expelled in accordance with this Policy's disciplinary procedures.
  - i. 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.
4. Emergency Exclusion: A student may be excluded from school in the following circumstances:

- a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
- b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers described above.

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 his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing may be held, upon a parent's timely request, and a final determination made within ten 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.

5. 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. Such actions may include, but are not limited to, counseling of students, parent 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 the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. 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.
- B. 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, well being or rights of other students, staff or visitors.
  - C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of ~~short-term~~, long-term suspension, expulsion, or mandatory reassignment where it occurs on

school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event. Mandatory reassignment shall be subject to the same procedural requirements and protections as long-term suspension and expulsion.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any 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 some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. 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 section 28-401 of the Nebraska statutes, 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.
8. Public indecency or sexual conduct. 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. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school

- employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
  11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
  12. A repeated violation of any rules established by the school district or school officials 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.
  13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
  14. 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.
  15. Willfully violating the behavioral expectations for riding school buses or vehicles.

A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:

- a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
- b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.

Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing. Bringing a firearm or other dangerous weapon to school for any reason is discouraged;

however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent~~, and.~~
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.

D. 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 or her designee, or at a school-sponsored activity or athletic event, the conduct is grounds for short-term, long-term suspension, expulsion, mandatory reassignment, and any other lesser form of discipline.

1. 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. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:
  - a. Clothing that shows an inappropriate amount of bare skin or underwear or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
  - b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
  - c. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play" or that would damage property (e.g. cleats).
  - d. Head wear including hats, caps, bandannas, scarves, sunglasses, and novelty headbands.
  - e. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, vulgar double meaning, displays weapons, or promotes hate or violence.
  - f. Clothing or jewelry that is gang related~~.~~
  - g. Costumes or clothing normally worn as pajamas or undergarments cannot be worn as outer garments, including novelty or bedroom slippers.

A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in 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.

2. Academic Integrity.

- a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. 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.

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

(1) "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:

(a) Tests (includes tests, quizzes and other examinations or academic performances):

(i) 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.
- (ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae 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.
  - (iii) 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.
  - (iv) 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.
- (b) Student Work (includes papers, essays, lab projects, and other similar academic work):
- i) Use of Another’s Work: Copying another student’s paper, using a paper from an outside entity, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
  - (ii) Use of Artificial Intelligence: Students may not use artificial intelligence or related platforms to assist or complete any assignment, project, test, or other school-related task unless:
    - 1. The student receives advance permission from the teacher for the given assignment or project; or
    - 2. The teacher’s classroom rules or Expectations established artificial intelligence as a permissible resource for students to access
  - (iii) 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 or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.

(iiiiv) 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.

(c) 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.

(2) "Plagiarism" means to take and present as one's own a material portion of the ideas or words of another person or entity 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:

(a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or 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.

(b) 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 means 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.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.

(2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.

(3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor following the Code of Conduct.

E. Law Violations

1. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will 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 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 or her parent or 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.

2. 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 parents or guardian.

Legal Reference: Neb. Rev. Stat. Sections 79-254 to 79-296  
Neb. Rev. Stat. Section 79-2,160

Date of Adoption: March 10, 2014  
Date of Reaffirmation: December 11, 2017  
Date of Revision: July 9, 2018  
Date of Reaffirmation: November 8, 2021  
Date of Revision: March 13, 2023  
Date of Revision: August 14, 2023  
Date of Revision: July 8, 2024  
Date of Revision: June 23, 2025

StudentsGraduation

To participate in commencement exercises and receive a Norfolk 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, **except as otherwise required by state law**. Students who have not completed graduation requirements prior to commencement will receive a diploma at the end of the semester in which all graduation requirements have been completed.

Students who graduate from Norfolk Public Schools must accumulate 230 hours (160 of which must be from Core Classes). The total graduation requirements must include the following core curriculum:

Language Arts, must include: 40

Forty credit hours of language arts with course content that includes composition, verbal communication, literature, research skills, and technical reading and writing.

10 credits of English 9

10 credits of English 10

10 credits of composition/literature

5 credits of speech

5 credits of elective courses in the area of language arts

Social Studies, must include:

Thirty credit hours of social studies/history with course content that includes economics, government, and United States and world history. 30

The following credits will expire Spring 2025:

20 credits of American history

5 credits of world cultures/geography

5 credits of government

Requirements for 2026 graduates will be:

10 credits of World History

10 credits of American History II

5 credits of American Government

5 credits of Economics/World Studies

Science, must include:

Thirty credit hours of science with course content that includes biological, earth/space, and physical science concepts with corresponding science inquiry skills and laboratory experience. 30

10 credits of physical science

10 credits of biology

10 credits of elective courses in the area of science

Mathematics, must include:

Thirty credit hours of mathematics with course content that includes algebraic, geometric, data analysis, and probability concepts. Credits must be obtained in sequence based upon placement in 9<sup>th</sup> grade. 30

10 credits of algebra

10 credits of geometry

10 credits of elective courses in the area of mathematics

Physical Education

Ten credit hours of health and physical education with course content that includes physical exercise and fitness 10

10 credits of elective courses in the area of physical education.

Computer Technology

Five credit hours in the content area of computer technology or student demonstration of mastery of computer technology skills. 5

Electives, must include:

Eighty-five credit hours of elective courses in the content area(s) of the student's choice 85

Graduation requirements for students with identified disabilities will be in accordance with the prescribed course of study as described in the student's 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 has been met.

Additional Requirements:

- I. At least the last two terms shall have been completed in residence at Norfolk Senior High. This two-term resident requirement may include a summer term. If a student cannot meet this graduation requirement and wishes to be considered for graduation, he/she must make application to the Superintendent of Schools, through the Senior High Principal, stating in writing his/her reason for being unable to fulfill the resident requirement.
- II. Any request for exception to the graduation requirements shall be submitted, in writing, to the Senior High Principal at least one semester prior to the anticipated graduation date.

In addition, every student must complete at least one five-credit high school course in personal finance or financial literacy prior to graduation. Each student shall also complete and submit a Free Application for Federal Student Aid prior to graduation, unless the required opt-out form is completed by either: (1) the student's parent or legal 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.

Notwithstanding any other provision of this policy, a student who is or was under the jurisdiction of a juvenile court and placed in out-of-home care at any time during the student's high school enrollment shall be eligible to graduate from the District if (1) the student, at any point in time, was enrolled in high school in the District, and (2) the student has met the minimum graduation requirements established by state law.

Legal Reference:      Neb. Rev. Stat. § 79-729  
                              Neb. Rev. Stat. Sec. 79-3003  
                              NDE Rule 10

Date of Adoption:      April 14, 2014  
Date of Revision:      February 12, 2018  
Date of Revision:      December 13, 2021  
Date of Revision:      August 14, 2023  
Date of Revision:      July 8, 2024

Internal Board Policies - OrganizationAnnual Organizational Meeting

- A. An organizational meeting of the Norfolk School District Board of Education shall be held on or before the third Monday of January of each year for the purposes of seating any new members and electing officers.

The following are procedures for election of officers and other business to take place at the annual organizational meeting of the Board:

1. After new Board members are sworn in, the Board will elect from its members a President, Vice President, Secretary and Treasurer, and those elected will assume office at the organizational meeting.

Upon call for nominations for each office by the Chair, nominations shall be made by written or oral ballot. Voting will be by oral or written ballot on all members nominated and repeated until a majority is achieved for a nominee.

The following outlines the procedure for filling the positions of Board President and Vice President in the event that no candidate receives a majority of votes after five (5) official ballots.

**President Succession Procedure**

If, after five (5) ballots, no Board member has received a majority of votes for the office of President, the following rules of succession shall apply:

1. Retention of Incumbent: The Board member who served as the President during the immediately preceding term shall continue to serve as President.
2. Succession by Vice President: In the event the immediate past President is no longer a member of the Board, the Vice President from the immediately preceding term shall become the President.
3. Succession by Seniority: If both the immediate past President and immediate past Vice President are no longer members of the Board, the Board member with the longest cumulative years of service shall serve as President.
4. Tie-Breaker: If a tie still exists after applying the seniority rule, a coin toss makes the final decision.

**Vice President Succession Procedure**

If, after five (5) ballots, no Board member has received a majority of votes for the office of Vice President, the following rules of succession shall apply:

1. Retention of Incumbent: The Board member who served as the Vice President during the immediately preceding term shall continue to

serve as Vice President.

2. Succession by Seniority (Vacancy): In the event the immediate past Vice President is no longer a Board member, the Board member still available (not already filling the President's role via this policy) with the most cumulative years of service shall serve as Vice President.
3. Tie-Breaker: If a tie still exists after applying the seniority rule, a coin toss makes the final decision.

The vote may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.

2. The President shall assume the chair immediately upon the President's election.
3. All other individuals elected will take office upon the conclusion of the elections.
4. The motions for the officer elections should read: Move that \_\_\_\_\_ be elected as \_\_\_\_\_ (name of office) to serve a term of one year, or until the person's successor is elected and qualified.

B. The order of business for meeting should be as follows:

1. Call to Order and Roll Call
2. Oath of office for most recently elected
3. Review and sign Code of Conduct / Ethics
4. Elections
  - a. President
  - b. Vice President
  - c. Treasurer
  - d. Secretary
5. Approval of committees, positions, and designations
  - a. Consider, discuss and take action to appoint the Recording Secretary of the BOE.
  - b. Consider, discuss and take action to select Legal counsel
  - c. Consider, discuss and take action to approve Committees
  - d. Consider, discuss and take action to select Depository bank(s)
  - e. **Designate the method of advance notice of Board meetings**  
~~Consider, discuss and take action to select District newspaper(s) of record~~
6. Dissemination to each Board member of conflict of interest statutes
7. Other Business listed on the Agenda
8. Adjournment

Date of Adoption: August 11, 2014  
Date of Revision: March 13, 2017  
Date of Revision: September 11, 2017  
Date of Revision: January 28, 2021  
Date of Revision: August 14, 2023  
Date of Revision: April 14, 2025  
Date of Revision: December 8, 2025

**RESOLUTION**

**RESOLVED**, that the official depository of school funds for this School District is hereby designated to be \_\_\_\_\_, and that the designation of any other institution as the depository of school funds is hereby withdrawn.

The above Resolution, having been read in its entirety, member \_\_\_\_\_ moved for its passage and adoption, and member \_\_\_\_\_ seconded the same. After discussion and 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 above Resolution, having been consented to and approved by more than a majority of the members of the School Board of this School District, 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\_\_.

Norfolk Public Schools

**BY:** \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

Internal Board Policies - Methods of OperationDesignated Method of Giving Notice of Meetings

The Board of Education will give advance notice of meetings by ~~one of the following methods: a method designated by the Board at the Board's organizational meeting each January, or as otherwise determined by the Board. The designated method will be recorded in the Board's meeting minutes.~~

~~State law requires at a minimum, at least four times per calendar year, the Board will publish in a newspaper of general circulation the following information: (1) the regular meeting schedule, (2) the location of regular board meetings, and (3) the method of advanced notice designated by the Board. Notwithstanding the foregoing, the Board reserves the right to change the regular meeting schedule or location if circumstances require such a change. Norfolk Public Schools will provide timely advance notice by publishing in a newspaper of general circulation within the District's jurisdiction for each meeting.~~

~~1. Publishing in a newspaper of general circulation within the District's jurisdiction, posting on the newspaper's website, if available, and posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers; or~~

~~2. Posting to the newspaper's website, if available, and posting to a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of the newspaper will be finalized for print prior to the time and date of the meeting.~~

~~The Superintendent is delegated the authority to determine which method of notice to use for a board meeting.~~

~~If a newspaper refuses, neglects, or is unable to timely publish such notice, then notice may be given by (1) posting on the District's website, (2) posting notice on the statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (3) posting such notice in a conspicuous public place within the District. The Board Secretary shall keep a written record of such postings.~~

Notice shall be given a reasonable time in advance of the meeting. Two (2) days advance notice shall be considered sufficient.

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.

The Secretary of the Board of Education, or the Secretary's designee, shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to such news media of the time and place of each meeting and the subjects to be discussed at the meeting.

Weather Delays - In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president or superintendent. The board will communicate the delay to each board member, as well as members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay. Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.

Legal Reference: Neb. Rev. Stat. §§ 79-554; 79-555 & 84-1411

Date of Adoption: August 11, 2014  
Date of Revision: April 10, 2017  
Date of Revision: December 14, 2020  
Date of Revision: February 25, 2021  
Date of Revision: July 8, 2024  
Date of Revision: March 10, 2025  
Date of Revision: November 10, 2025

InstructionGuidance

The classroom teacher is a key figure in the guidance of youth in both the elementary and secondary schools. The counselor and teachers, by pooling their knowledge and resources, accept the students where they are and help them go as far as their potentialities permit. The students are helped to know and develop their abilities and to recognize and accept their limitations, and in this way to better understand themselves.

The guidance program includes five (5) basic services:

1. Inventory Service. Emphasis is placed upon a system of accurate and complete student records that accentuate the uniqueness of the individual students.
2. Informational Service. Information in the areas of occupational, educational and vocational guidance is made available to teachers, students and parents.
3. Counseling Service. Students are encouraged to seek individual counseling when needed. Students with needs beyond that of the counseling program are encouraged to seek the services of private counseling.
4. Placement Service. This service assists students in the selection of appropriate occupations, educational institutions and work experiences, and includes assistance with the completion of post-secondary and financial applications.
5. Follow-up Service. A continuing follow-up of former students through surveys should be pursued in order to evaluate and improve the effectiveness of the school program.

Date of Adoption:	June 9, 2014
Date of Revision:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

InstructionSchool Activity Trip Drivers

Students who attend school sponsored activities as official representatives of the School District, as participants, or as official representatives of a school club or organization must be transported in a vehicle driven by a qualified staff member, a qualified parent of one of the students in the vehicle, or a qualified adult. The Director of Human Resources shall approve the proposed qualified adult prior to the commencement of any activity trip. (This does not apply to practices and rehearsals.)

Date of Adoption:	March 9, 2015
Date of Reaffirmation:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

InstructionActivities

A vital component of a comprehensive education program is a properly supervised activities program. Such activities, properly supervised and kept in proper perspective, shall be maintained in the school program in order to give students opportunities for experiences not possible in classroom activities. Care and consideration should be given by educators, coaches, sponsors and parents to the amount of time these activities take students away from school during school hours or away from studies on "school nights."

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

InstructionActivity Funds Management

School activity funds may be expended only for purposes which may benefit the student body of the school. All rules, regulations, and procedures for the conduct, operation and maintenance of extra-curricular accounts, and for the safe-guarding, accounting and auditing of all monies received and derived therefrom are to contribute to that objective.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

InstructionActivitiesConcussions1. Training.

The Superintendent or designee shall make available training approved by the chief medical officer of the State, to all coaches of school athletic teams, on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury.

2. Education.

The Superintendent or designee shall require that concussion and brain injury information be provided on an annual basis to students and the students' parents or guardians prior to such students initiating practice or competition. The information provided to students and the students' parents or guardians shall include, but need not be limited to:

- a. the signs and symptoms of a concussion;
- b. the risks posed by sustaining a concussion; and
- c. the actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

3. Response to Concussions.

- a. Removal. A student who participates on a school athletic team shall be removed from a practice or game when he or she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school.
- b. Return-to-Play. A student who has been removed from a practice or game as a result of being reasonably suspected of having sustained a concussion or brain injury shall not be permitted to participate in any school supervised team athletic activities involving physical exertion, including, but not limited to, practices or games, until the student: (i) has been evaluated by a licensed health care professional, (ii) has received written and signed clearance to resume participation in athletic activities from the licensed health care professional, and (iii) has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

The coach or administration may require that the student's return to full activities be on a stepwise progression back to full participation, or otherwise establish

conditions for return to participation that are more restrictive than those defined by the licensed health care professional if the coach or an administrator reasonably deems such to be appropriate.

The signature of an individual who represents that he or she is a licensed health care professional on a written clearance to resume participation that is provided to the school shall be deemed to be conclusive and reliable evidence that the individual who signed the clearance is a licensed health care professional. The school is not required to determine or verify the individual's qualifications.

- c. Parent Notification. If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity per the preceding paragraph, the parent or guardian of the student shall be notified by the Superintendent or designee of the date and approximate time of the injury suffered by the student, the signs and symptoms of a concussion or brain injury that were observed, and any actions taken to treat the student.
- d. Return to Learn. The Superintendent or designee shall develop a return to learn protocol for students who have sustained a concussion. The return to learn protocol shall recognize that students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

#### 4. Responsibility of Coaches.

Coaches shall comply with this policy and apply their safety and injury prevention training. A coach who fails to do so is subject to disciplinary action, including but not limited to termination of employment.

#### 5. Students and Parents.

It is recognized that coaches cannot be aware of every incident in which a student has symptoms of a possible concussion or brain injury. As such, students and their parents have a responsibility to honestly report symptoms of a possible concussion or brain injury to the student's coaches on a timely basis.

Legal Reference: Neb. Rev. Stat. §§ 71-9102 to 71-9106

Date of Adoption: June 9, 2014  
Date of Reaffirmation: November 9, 2016  
Date of Revision: December 14, 2020

InstructionInitiations, Hazing, Secret Clubs and Outside Organizations

Initiations. Initiations by classes, clubs or athletic teams are prohibited except with the approval of the administration. Any student who engages in or encourages initiations that have not been approved by the administration is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

The administration may only give consent to initiation activities that are consistent with student conduct expectations and that do not present a risk of physical or mental injury or belittlement.

Hazing. Hazing by classes, clubs, athletic teams or other student organizations are prohibited. Hazing means any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such prohibited hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, sexual conduct, nudity, or any brutal treatment or the performance of any act which endangers the physical or mental health or safety of any person or the coercing of any such activity. Hazing is prohibited even though the person who has been the subject of the hazing consents to the activity. Any student who engages in or encourages hazing is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Secret Organizations. It is unlawful for students to participate in or be members of any secret fraternity or secret organization that is in any degree a school organization. Any student who violates this restriction is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Outside Organizations. It is unlawful for any person, whether a student of the District or not, to enter upon the school grounds or any school building for the purpose of rushing or soliciting, while there, any student to join any fraternity, society, or association organized outside of the schools. Any person who violates this restriction is subject to criminal prosecution and removal and exclusion from school grounds.

Legal Reference: Neb. Rev. Stat. Sections 79-2,101 to 79-2,-102  
Student Discipline Act, Neb. Rev. Stat. §§ 79-254 to 79-296  
Reference Neb. Rev. Stat. §§ 28-311.06 to 28-311.07

Date of Adoption:	June 9, 2014
Date of Revision:	August 8, 2016
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020
Date of Revision:	August 14, 2023

Instruction

Activities

Return to Learn From Cancer

The Superintendent or designee shall make available general literature regarding how to recognize students who have been treated for pediatric cancer and returned to school and may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff.

A 504 or IEP team meeting will be held, as appropriate, to develop individual return to learn accommodations and modifications.

Legal Reference: Neb. Rev. Stat. §§ 79-2, 148

Date of Adoption:	September 14, 2015
Date of Revision:	August 8, 2016
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionDedications and Commencement

Traditions are a cherished part of the community life and Norfolk Public Schools expresses an interest in maintaining those traditions which have a significance to the community. The graduation ceremony is considered an extracurricular activity and participation in it is a privilege.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionParent Requests for Exclusion

Parents may request that their child be excused from the study of a given book, instructional unit or particular literary work. The Principal shall determine whether to grant such requests based on legal requirements relating to the request, the reason given for the request, the effect of the request on the student's educational development and the educational program, and the availability of alternative materials or instruction for the student. In the event the Principal does not grant the request, the parent may request a review be conducted by the Superintendent, based on the same criteria.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionRecognition of Religious Beliefs and Customs

It is accepted that no religious belief or non-belief should be promoted by the school district or its employees, and none should be disparaged. Instead, the school district should encourage all students and staff members to appreciate and be tolerant of each other's religious views. The school district should utilize its opportunity to foster understanding and mutual respect among students and parents, whether it involves race, culture, economic background or religious beliefs. In that spirit of tolerance, students and staff members should be excused from participating in practices which are contrary to their religious beliefs unless there are clear issues of overriding concern that would prevent it.

Norfolk Public Schools recognizes one of its educational goals is to advance the student's knowledge and appreciation of the role our religious heritage has played in the social, cultural and historical development of civilization.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionAcknowledgment of Religious Holidays

The practice of the Norfolk Public School District shall be as follows:

1. The several holidays through the year which have a religious and a secular basis may be observed or recognized in the public schools.
2. The historical and contemporary values and the origin of religious holidays may be explained in an unbiased and objective manner without sectarian indoctrination.
3. Music, art, literature and drama having religious themes or basis are permitted as part of the curriculum for school sponsored activities and programs if presented in a prudent and objective manner and as a traditional part of the cultural and religious heritage of the particular holiday.
4. The use of religious symbols such as a cross, menorah, crescent, Star of David, crèche, symbols of Native American religions or other symbols that are a part of a religious holiday is permitted as a teaching aid or resource provided such symbols are displayed as an example of the cultural and religious heritage of the holiday and are temporary in nature. Among these holidays included are Christmas, Easter, Passover, Hanukkah, Ramadan, Thanksgiving and Halloween.

Date of Adoption:	June 9, 2014
Date of Revision:	September 14, 2015
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionReligion in the Curriculum

Religious institutions and orientations are central to human experience, past and present. An education excluding such a significant aspect would be incomplete. It is essential that the teaching about – and not of – religion be conducted in a factual objective and respectful manner. However, sectarian instruction of any kind is prohibited in this school.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionPurpose of Religion in the Curriculum

The practice of Norfolk Public Schools shall be as follows:

1. The District supports the inclusion of religious literature, music, drama and the arts in the curriculum and in school activities provided it is intrinsic to the learning experience in the various fields of study and is presented objectively.
2. The emphasis on religious themes in the arts, literature and history should be only as extensive as necessary for a balanced and comprehensive study of these areas. Such studies should never foster any particular religious tenets or demean any religious beliefs.
3. Student initiated expressions to questions or assignments which reflect their beliefs or non-beliefs about a religious theme shall be accommodated. For example, students are free to express religious belief or non-belief in compositions, art forms, music, speech and debate.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionControversial Issues in the Classroom

The following administrative and teaching regulations are to be observed:

For Principals:

1. Remind teachers that we do not teach controversial issues, but rather provide opportunities for their study.

For Teachers:

1. Deal with controversial topics as impartially and objectively as possible. Do not intrude your own biases.
2. Handle all such topics in a manner suited to the range of knowledge, maturity, and competence of your students.
3. Have teaching materials dealing with all possible aspects of the topics readily available.
4. Do not manufacture an issue. Take up only those that are current and real.
5. Do not expect or require that the class reach an agreement.
6. Whenever you are in doubt about the advisability of taking up a given "hot" topic, consult with your Principal and or/Superintendent.
7. Remember that the policy of the board is designed to protect you as well as your students from unfair or inconsiderate criticism whenever your students are studying a controversial subject.

Date of Adoption:	July 14, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionFree and Reduced Price Meals

The Norfolk Public Schools has agreed to participate in the National School Lunch Program (NSLP) and accepts responsibility for providing free and reduced price meals to eligible children in the schools under its jurisdiction. The school food authority assures the State Department of Education that the school system will uniformly implement the following policy to determine children's eligibility for free and reduced price meals in all National School Lunch Programs. In fulfilling its responsibilities the school food authority:

- A) Agrees to serve meals free to children from families whose income is at or below that established by the NSLP for free meals.
- B) Agrees to serve meals at a reduced price to children from families whose income is at or below that established by the NSLP for reduced meals listed.
- C) Agrees to provide these benefits to any child whose family income falls within the criteria established by the NSLP for free or reduced meals after deductions are made for the following special hardship conditions which could not reasonably be anticipated or controlled by the household:
  - 1. Unusually high medical expenses
  - 2. Shelter costs in excess of 30 percent of reported income
  - 3. Special education expenses due to the mental or physical condition of a child
  - 4. Disaster or casualty losses

In addition, agrees to provide these benefits to children from families who are experiencing strikes, layoffs and unemployment which cause the family income to fall within the criteria established by the NSLP for free or reduced meals.

- D) Agrees there will be no physical segregation of, nor any other discrimination against, any child because of his inability to pay the full price of the meal. The names of the children eligible to receive free and reduced price meals shall not be published, posted or announced in any manner and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Further assurance is given that children eligible for free or reduced price meals shall not be required to:
  - 1. Work for their meals
  - 2. Use a separate lunch room
  - 3. Go through a separate serving line
  - 4. Enter the lunchroom through a separate entrance
  - 5. Eat meals at a different time
  - 6. Eat a meal different from the one sold to children paying the full price
- E) Agrees in the operation of child nutrition programs, no child shall be discriminated against because of race, sex, color, or national origin.
- F) Agrees to establish and use a fair hearing procedure for parental appeals of the school's decisions on applications and for school officials' challenges to the correctness of

information contained in an application or continued eligibility of any child for free or reduced price meals. During the appeal and hearing the child will continue to receive free or reduced priced meals. A record of all such appeals and challenges and their dispositions shall be retained for three (3) years. Prior to initiating the hearing procedures, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing. The hearing procedure shall provide the following:

1. A publicly-announced, simple method for making an oral or written request for a hearing
  2. An opportunity to be assisted or represented by an attorney or other person
  3. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal
  4. Reasonable promptness and convenience in scheduling a hearing and adequate notice as to the time and place of the hearing
  5. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference
  6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses
  7. The hearing be conducted and the decision made by a hearing official who did not participate in the decision under appeal or in any previous conference
  8. The parties concerned and any designated representative thereof be notified in writing of the decision of the hearing official
- G) Agrees to designate the Superintendent or designee to review applications and make determinations of eligibility. This official will use the criteria outlined in this policy to determine which individual children are eligible for free or reduced price meals.
- H) Agrees to develop and send to each child's parent or guardian a letter as outlined by State Department of Education including an application form for free or reduced price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.
- I) The following information will be available in the office of the Superintendent.
1. Eligibility criteria for free and reduced meals
  2. Parent letter and application
  3. Public release
  4. Collection procedure

Legal Reference: National School Lunch Act, 42 U.S.C. § 1751 et. seq.  
Child Nutrition Act, 42 U.S.C. § 1771 et. seq.

Date of Adoption: July 14, 2014  
Date of Reaffirmation: February 13, 2017  
Date of Reaffirmation: December 14, 2020

InstructionSpecial Education

Norfolk Public Schools adopts this special education policy with the intent that the policy maintains the District's compliance with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

**1. Free Appropriate Public Education**

A free appropriate public education shall be made available to all children with disabilities residing in the District, including children with disabilities who have been suspended or expelled, from date of verification through the school year in which the child is no longer eligible or the student reaches twenty-one (21) years of age, whichever occurs earlier. An Individualized Education Plan ("IEP") will be created for each such child that will enable the student to make progress appropriate in light of the student's unique circumstances.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

**2. Full Educational Opportunity Goal**

The District shall take steps to ensure that its children with verified disabilities, through the age of twenty-one, have available to them the variety of educational programs and services available to children without disabilities in the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

Legal Reference: 92 NAC 51-004.11A

**3. Child Find**

All children from birth to age twenty-one (21) with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated. A practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services. The District will implement multiple methods to provide parents, guardians, and community members with information regarding how to refer a child for an evaluation and the identification process and will publish an annual notice of any significant activity that is designed to identify, locate, or evaluate children to

publicly notify parents, guardians, or appointed surrogates. The District's child find process will be consistent with Federal and Nebraska regulations. Legal Reference: 92 NAC 51-006.01 through 006.01A2

#### **4. Pre-Referral Interventions**

For a school age student, a general education student assistance team (SAT) or a comparable problem solving team shall be used prior to referral for multidisciplinary team evaluation. The SAT or comparable problem solving team shall utilize and document problem solving and intervention strategies to assist the teacher in the provision of general education. If the student assistance team or comparable problem solving team feels that all viable alternatives have been explored, a referral for multidisciplinary evaluation shall be completed. A referral shall include information from the SAT or comparable problem solving team, meeting the requirements of 92 NAC 51-006.01B and a listing of the members of the SAT or comparable problem solving team.

Legal Reference: 92 NAC 51-006.01B

#### **5. Disability Verification and Eligibility**

Eligibility for services will be determined by a multidisciplinary team based on the results of a comprehensive evaluation. The multidisciplinary team will identify whether a child is eligible for special education services based on the disability categories identified by Nebraska and Federal regulations. The multidisciplinary team will rule out the determinant factor is due to a lack of appropriate instruction in reading or math or due to lack of English proficiency. The team will prepare a written report documenting all evaluation findings in accordance with Federal and Nebraska requirements that will be provided to the parent, guardian, or appointed surrogate. When a child is not eligible for services, the multidisciplinary team will determine if general education interventions or strategies are needed.

Legal Reference: 92 NAC 51-006.03; 92 NAC 51-006.04B through 006.04N;

#### **6. Individualized Education Program (IEP)**

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007 by teams that will include all roles identified within Federal and Nebraska rules. Any draft of an IEP that is developed will not be considered final until it is reviewed and revised based on the team, including the parent, guardian, or appointed surrogate, input, and consensus. The district will make reasonable efforts to obtain informed consent from the parent, guardian, or appointed surrogate for special education placement on the IEP form before services are initiated. Revocation of consent for services must be documented by the parent, guardian, or appointed surrogate in writing.

Legal Reference: 92 NAC 51-007

#### **7. Least Restrictive Environment**

To the maximum extent appropriate, children with disabilities, through the age of twenty-one, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled. Placement for a student with a disability will be based upon a completed IEP developed by a group of persons, including the parent, guardian, or appointed surrogate, knowledgeable about the child, the meaning of the evaluation data, and the placement options. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services

cannot be achieved satisfactorily (the “Least Restrictive Environment Rules”). The District will ensure that a continuum of alternative placements is available to meet the needs of children with disabilities, particularly those in disproportionate groups, for special education and related services.

Legal Reference: 92 NAC 51-008.01

### **8. Procedural Safeguards**

Children with disabilities and their parents, guardians, or appointed surrogates shall be afforded the required procedural safeguards. Parents, guardians, and appointed surrogates will be given a copy of their procedural safeguards annually or upon initial referral or parental (parent, guardian, or appointed surrogate) request for evaluation; upon request by a parent, guardian, or appointed surrogate; upon receipt by the school district or approved cooperative of the first occurrence of the filing of a complaint under 92 NAC 51-009.11 and the first occurrence of filing a special education due process case under 92 NAC 55; and in accordance with the discipline procedures in 92 NAC 51-016.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12; 009.14, 006.07

### **9. Disciplinary Removal of Children with Disabilities**

School personnel may remove a child with a disability who violates a code of student conduct from his or her current placement to an appropriate interim alternative educational setting, another setting, or suspension as long as those removals do not constitute a change of placement. The District defines a change of placement as it is defined under 92 NAC 51-016. The school district will ensure that school personnel appropriately consider unique circumstances on a case-by-case basis when determining whether a change in placement has occurred. Within 10 school days of any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the school district, the parent, and relevant members of the student’s IEP shall conduct a manifestation determination pursuant to 92 NAC 51-016. If the conduct which gave rise to the violation of the school code is determined to be a manifestation of the student’s disability, any change of placement for the student will only be made by a student’s IEP team. For disciplinary changes in placement that would exceed ten (10) consecutive school days, if the behavior that gave rise to the violation of the school code is determined not to be a manifestation of the child’s disability, school personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures that would be applied to children without disabilities.

Legal Reference: 92 NAC 51-016

### **10. Evaluation, Identification, and Reevaluation Procedures**

Children with disabilities shall be evaluated, identified, and reevaluated by a team of multidisciplinary qualified professionals in accordance with 92 NAC 51-006. The MDT of a child suspected of having a specific learning disability shall include the additional requirements in accordance with 92 NAC 51-006.04K. The District will make reasonable efforts to obtain written permission for evaluation in accordance with Federal and Nebraska rules. Revocation for consent for evaluation must be documented by the parent, guardian, or appointed surrogate in writing.

The documented results of the evaluation will be provided to parent, guardian, or appointed surrogate and included in student files. All evaluation components will be at district expense. The

District will utilize a variety of assessment instruments to ensure district teams have access to appropriate measures to complete evaluations. The district will follow any publisher guidelines for assessments and will not use outdated or culturally inappropriate tools.

The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. The parent, guardian, or appointed surrogate will be given written notice of the District's decision to either move forward with the Independent Educational Evaluation or to initiate a hearing to determine the appropriateness of the evaluation. If the District agrees to move forward with the evaluation, locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent, guardian, or appointed surrogate from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent, guardian, or appointed surrogate with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.

Legal Reference: 92 NAC 51-006

#### **11. Confidentiality of Personally Identifiable Information**

A system of safeguards will be implemented to protect the confidentiality of student records and information in accordance with law.

Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

#### **12. Transition of Children from Part C to Preschool Programs**

Children participating in early intervention programs under Part C of the IDEA (early intervention services) will be appropriately evaluated, identified, and have services under Part B of the IDEA by age 3 in a manner consistent with 92 NAC 52-008. Children receiving early intervention services under Part C of the IDEA may continue to receive Part C services, upon parental consent, until the August 31st following the child's third birthday. The District will participate in transition planning conferences arranged by the designated lead agency.

Legal Reference: 92 NAC 52-008

#### **13. Children in Nonpublic Schools**

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents, guardians, or appointed surrogates in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 and 015

#### **14. Personnel Standards and Personnel Development**

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately prepared and trained in accordance with IDEA requirements and the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

#### **15. Accessibility of IEP and Responsibility to Implement**

A child's IEP shall be accessible to each regular education teacher, special education teacher, related service provider, and other service provider who is responsible for the IEP's implementation. Each of the aforementioned providers shall be informed of his or her specific responsibilities related to implementing the child's IEP, and the specific accommodations, modifications, and supports that must be provided for the child in accordance with the IEP. All providers who are responsible for the implementation of a child's IEP are expected to implement the child's IEP according to its terms.

#### **16. Participation in and Reporting of State and District Wide Assessments**

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

Legal Reference: 92 NAC 51-004.05

#### **17. Suspension and Expulsion Rates**

The District will examine data, including data disaggregated by race/ethnicity, gender, LEP status, and disability category, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

#### **18. Access to Instructional Materials**

As part of any printed instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of printed instructional materials, the District will enter into a written contract with the publisher of the printed instructional materials to:

- A. Require the publisher to prepare and, on or before delivery of the print instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the printed instructional materials using the National Instructional Materials Accessibility Standard, or
- B. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15

#### **19. Over-Identification and Disproportionality**

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child's native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child. All District special education provisions will be equitably available to all children regardless of race, ethnicity, language, location, transience, income level, and access to medical care.

Legal Reference: 92 NAC 51-006.02C

**20. Prohibition on Mandatory Medication**

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D; 21 U.S.C. §812(c)

**21. Transportation**

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law to access academic, related services, and nonacademic services and activities as determined by the child's IEP. Except when a parent is transporting only his or her child, the District shall require that the driver and vehicle meet the standards required by 92 NAC 91 and 92.

Legal Reference: 92 NAC 51-014.01 through 014.02

**22. Surrogates**

A surrogate will be appointed, and other action taken to ensure the rights of children with a disability as required by law. The surrogate may represent the child in all matters related to the identification, evaluation, and educational placement of a child and the provision of a free appropriate public education to the child.

Legal Reference: 92 NAC 51-009.10

**23. Early Intervention Services – Consent**

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52.

Legal Reference: 92 NAC 52

Legal Reference: 34 CFR Parts 300, 303 and 304  
Neb. Rev. Stat. Sec. 79-1110 to 79-1167  
92 NAC 51, 52 and 55

Date of Adoption:	July 14, 2014
Date of Revision:	September 14, 2015
Date of Reaffirmation:	February 13, 2017
Date of Reaffirmation:	December 14, 2020
Date of Revision:	November 8, 2021
Date of Revision:	July 11, 2022
Date of Revision:	August 14, 2023

InstructionChronic Infectious Disease Practice and Procedure**A. Infectious Diseases**

1. This policy applies to any disease not known to be spread by casual, incidental contact. Such diseases include but are not limited to AIDS and Hepatitis B.
2. The safety and health of the students and staff of Norfolk Public Schools is of ultimate concern. The determination of whether an infected student or employee of the Norfolk Public School System should be permitted to attend classes, participate in school activities or remain on the job will be made on a case-by-case basis.
3. In making this determination the following factors will be taken into consideration:
  - a. The behavior, neurological development and physical condition of the infected person.
  - b. The expected type of interaction with others in the school setting.
  - c. The impact on both the infected person and others in that setting.
4. The determination of whether or not an infected person remains in the school or school system will be based solely on scientific and medical evidence. Legal advice may also be sought by the district.
5. If determination of whether or not an infected person poses an imminent threat to the health and safety of the school, community or the individual's conduct presents a clear threat to the physical safety of himself/herself or others, then with respect to an infected student, Nebraska Revised Statutes Section 79-264 will be followed concerning exclusion from school. With respect to an infected certified employee of the school district, the provision of Nebraska Revised Statutes, Section 79-838 will be followed with respect to leave of absence.
6. If an infected student in grades K through 12 is not permitted to attend classes, the school will make every reasonable effort to provide the student with an adequate alternative education.
7. Any person with an infectious disease will retain the rights of confidentiality and privacy. Information and discussion with regard to the case will be limited to those who must have information to deal with the situation. If necessary, the community will be informed that an infectious disease is present in the school system and that the person will be excluded only if the situation warrants such action based upon medical and legal advice. No information will be given out about the individual, his/her medical record or about the family without written permission of the individual (adult) or parent/legal guardian of the student.

**B. Bloodborne Pathogens**

1. First aid may be rendered in situations involving the presence of blood or other potentially infectious materials (hereinafter "bloodborne pathogen situations") by the school nurse, and by such other employees as the Superintendent shall designate. All non-designated employees shall refer bloodborne pathogen situations to a designated employee, and shall not be required to personally render first aid in bloodborne pathogen situations or be disciplined for failure to personally render first aid in bloodborne pathogen situations.
2. An employee who has an employment related bloodborne pathogen exposure incident (an incident in which another person's blood or other potentially infectious material contacts the employee's eye, mouth, mucous membrane, non-intact skin, or pierced mucous membrane or skin barrier) shall promptly give notice of the incident and details of the incident to the superintendent or the superintendent's designee.
3. The Superintendent shall be authorized and required to take such action and adopt such plans as may be required to place this School District in compliance with OSHA regulations concerning bloodborne pathogens, in the event and at such time as this School District may become subject to OSHA regulation.

Date of Adoption: July 14, 2014  
Date of Reaffirmation: February 13, 2017  
Date of Reaffirmation: December 14, 2020

InstructionDispensing Medications

The administration of medication at school is strongly discouraged except when necessary for the student's health or education. The dosage intervals of many medications can be adjusted so the times for taking the medication come outside school hours. When possible, interval adjustment should be considered before administering medication at school. All medications administered by school district personnel shall be administered in accordance with the Medication Aide Act.

- A. Authorizations for Prescription Medications. Prescription medications which must be administered during school hours may be administered when the following are on file at school:
1. Physician's Authorization: A physician's dated authorization including name of the medication and dosage provided in the original prescription bottle.
  2. Caretaker's Authorization: A caretaker's signed and dated authorization or permission to administer the medication during school. (Note: All references to "caretaker" in this policy shall mean a parent, foster parent, family member, or legal guardian who provides care for the student for whom medication is to be administered. The laws include a "friend" as a caretaker, but the school will not ordinarily recognize such an individual as a "caretaker" for the purposes of medication administration).
  3. Original Packaging: The medication is in its original packaging and is labeled as dispensed by the prescriber or pharmacist. The label must name the child and identify the medication, strength, time interval and route to be administered. Two labeled containers may be requested: one for home and one for school. If needed, the physician may be contacted for clarification on medication administration.
- B. Authorizations for Non-Prescription Medications. If a student must take non-prescription medication during school, procedures 2 and 3 above are to be followed before administration.
- C. Renewal of Authorizations. Medication authorizations must be renewed annually and updated immediately as changes occur.
- D. Documentation of Administration of Medication. The school district shall keep and maintain accurate medication administration records. A record of each dose of medication administered shall be documented reflecting the student's name, and the name of the medication, date, time, dosage, route, the signature and title of the person administering the medication and any unusual observations, and any refusal by the recipient to take and/or receive the medication. Medication documentation shall be kept confidential in accordance with the policies and practices concerning student records, provided that medication administration records shall be available to the Department of Education and the

Department of Health and Human Services Regulation and Licensure for inspection and copying according to the Family Education Rights and Privacy Act (FERPA) requirements. Such medication administration records shall be maintained for not less than two (2) years.

- E. Storage of Medications. Medication shall be stored in a locked or otherwise secure area in accordance with the manufacturer's or dispensing pharmacist's instructions or temperature, light, humidity, or other storage instructions. Only authorized school personnel who are designated by the administration of the school district for administration of medications shall have access to the medications. The school nurse shall establish procedures for monitoring the storage and handling of medication, the medication's expiration date, and the disposal of medication.
- F. Receipt and Disposal of Medications. Medication shall be provided the parent. When medication is received, the amount received should be documented. Medication which is either past the expiration date or not claimed by the parent by the end of the school year shall be destroyed. Procedures for destroying medication shall include witness and documentation.
- G. Administration of Medication by School Personnel.
1. Administration of Medication: Administration of medication includes, but is not limited to:
    - a. Providing medications for another person according to the "five rights" (getting the right drug to the right recipient in the right dosage by the right route at the right time);
    - b. Recording medication provision; and
    - c. Observing, monitoring, reporting, and otherwise taking appropriate actions regarding desired affects, side effects, interactions, and contraindications associated with the medication.
  2. Authorized School Personnel: Administration of medication shall only be done by the following school personnel:
    - a. Health Care Professionals (School Nurses). This means an individual who holds a current license from the Department of Health and Human Services Regulation and Licensure for whom administration of medication is included in the scope of practice. For purposes of this Policy, such individuals are referred to as "school nurses."
    - b. Medication Competent Staff. This means a staff member of the school who has been determined to be competent to administer medication by: (i) a recipient with capability and capacity to make an informed decision about medications (at a minimum, the recipient must be age 19 or older), (ii) a caretaker for the student, or (iii) the health care professional designated by the school to conduct the assessment.

- (1) Determination of Competency by School Nurse: A staff member may be determined to be competent where the staff member:
  - (i) passes a competency assessment every 3 years
  - (ii) that demonstrates the staff member can follow the minimal competencies
  - (iii) to the satisfaction of the school nurse (school nurses are the school district's designated health care professionals).

The school nurse shall provide such training as the school nurse determines in the exercise of professional judgment to be appropriate given the experience level of the staff member and the anticipated medication administration for which the staff member will be responsible.

- (2) Competency Certificate: Upon successful completion of the competency assessment, the school nurse shall maintain the documentation of competency. The documentation may be by letter, certificate, or other written memoranda and shall include: the name of the school staff member who successfully completed the competency assessment; the date the competency assessment was conducted; and, the name, profession, and license number of the school nurse who conducted the competency assessment.
- (3) Maintain Records of Assessments: The school shall maintain written documentation of successful completion of competency assessments, identification of the individual providing direction and monitoring, and acceptance of the responsibility for direction and monitoring for a minimum of two (2) years.
- (4) Direction and Monitoring: A medication competent staff member is to be subject to direction and monitoring, which involves responsibility for observing and taking appropriate action regarding any desired effects, side effects, interactions, and contraindications associated with the medication. The school nurse is identified as a person being responsible for direction and monitoring and for each medication competent staff member is to accept responsibility for direction and monitoring of medication competent staff member in writing.
- (5) Errors. Medication competent staff members are to promptly report any medication errors or concerns to the school nurse.

3. Minimum Competencies:

The minimum competencies to be demonstrated by medication competent staff and to be implemented in practice by all school personnel engaged in medication administration are:

- (1) Maintaining confidentiality.
  - (2) Complying with a competent recipient's right to refuse to take medication and, in the case of a non-competent, recognize the requirement to seek advice and consultation with the physician, physician's designee, or caretaker of the student providing direction and monitoring regarding the procedures and persuasive methods to be used to encourage compliance with medication provision. Recognizing that persuasive methods should not include anything that causes injury to the recipient.
  - (3) Maintaining hygiene and current accepted standards for infection control.
  - (4) Documenting accurately and completely.
  - (5) Safely providing medications according to the "five rights" ("five rights" means getting the right drug to the right recipient in the right dosage by the right route at the right time).
  - (6) Having the ability to understand and follow instructions.
  - (7) Practicing safety in application of procedures for storage, handling and administration of medications.
  - (8) Complying with limitations and conditions under which school personnel may provide medications.
  - (9) Having an awareness of abuse and neglect reporting requirements.
  - (10) Recognizing general unsafe conditions indicating that the medication should not be provided including change in consistency or color of the medication, unlabeled medication or illegible medication label, and those medications that have expired.
  - (11) Recognizing that unsafe conditions should be reported to the caretaker or licensed health care professional responsible for providing direction and monitoring (typically, the school nurse).
  - (12) Recognizing general conditions which may indicate an adverse reaction to medication such as rashes/hives, and general changes in recipient's condition which may indicate inability to receive medications, and that all such conditions shall be reported to the caretaker or licensed health care professional responsible for providing direction and monitoring (typically, the school nurse).
4. Routes of Medication Administered by School Personnel:
- a. Routine Medication via Oral, Inhalation, Topical, and Instillation Routes: School nurses and medication competent staff may provide routine medications (meaning the frequency of administration, amount, strength, and method are specifically fixed) by the following routes:
- (1) Oral, which includes any medication given by mouth including sublingual (placing under the tongue) and buccal (placing between the cheek and gum) routes and oral sprays;
  - (2) Inhalation, which includes inhalers, and nebulizers. Oxygen may be given by inhalation;
  - (3) Topical application of sprays, creams, ointments, and lotions and transdermal patches; and

(4) Instillation by drops, ointments, and sprays into the eyes, ears, and nose.

b. Administration of Medication via Additional Routes, PRN Medication, and Observing and Reporting: School nurses and medication competent staff may provide medication by additional routes not listed in subparagraph “a” above (“additional routes”), provide PRN medication (PRN medication means an administration scheme in which a medication is not routine, is taken as needed, and requires assessment for need and effectiveness), or participate in observing and reporting for monitoring medications only under the following conditions:

(1) In the case of a medication competent staff member, a determination has been made by the school nurse or by the student’s physician or duly licensed health care professional that that these activities can be done safely for the specified recipient by the medication competent staff member and the determination is placed in writing.

(2) Directions for additional routes must be for recipient specific procedures and must be in writing.

(3) Directions for PRN medication must be in writing and include parameters for provision of PRN medication.

(4) Directions for observing and reporting for monitoring medication must be in writing and include the parameters for the observation and reporting.

(5) School personnel administering the medication shall comply with the written directions.

c. Injections: School nurses will ordinarily be responsible for medications that must be provided or administered by injection. A medication competent staff member will not ordinarily administer medications by injection without specific training on injection administration. Students may be authorized to self-administer medication as hereafter provided.

5. Refusal to Administer Medication: School personnel may refuse to give a medication at school if after a reasonable and prudent research by a school health care professional as set forth in subparagraph "e" below, a decision has been made that the dosage prescribed exceeds that which is recommended in the Physician's Desk Reference, Mosby's Nursing Drug Reference, the most recent edition of the Nursing Drug Handbook, or other pharmaceutical manuals handbook; or when a drug or substance is not currently approved by the FDA. When school personnel refuse to carry out a request to administer medication, the principal, Director of Student Services and parent/guardian shall be notified. The attending physician may also be notified, if warranted.

Legal Reference: Neb. Rev. Stat. §§ 71-6718 to 71-6742; NDE Rule 59

Date of Adoption: July 14, 2014  
1<sup>st</sup> Revision: December 8, 2014  
2<sup>nd</sup> Revision: February 13, 2017  
Date of Reaffirmation: December 14, 2020

InstructionSeizure Safe Schools

Each school building will have a “seizure action plan” if the following criteria are met: (1) at least one student in that building has been identified as having a seizure disorder; and (2) that student’s parent or guardian and health care provider have worked with the school to develop a seizure action plan.

Every building with a seizure action plan will have at least one employee who has met the training requirements necessary to administer or assist with the self-administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms.

In accordance with state law, except in the case of an emergency, prior to the administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms by a school employee, a student's parent or guardian must:

1. Provide the school with a written authorization to administer the medication at school;
2. Provide a written statement from the student's health care practitioner containing the following information:
  - a. The student's name;
  - b. The name and purpose of the medication;
  - c. The prescribed dosage;
  - d. The route of administration;
  - e. The frequency that the medication may be administered; and
  - f. The circumstances under which the medication may be administered.
3. Provide the medication to the school in its unopened, sealed package with the intact label affixed by the dispensing pharmacy; and
4. Collaborate with school employees to create a seizure action plan.

If permitted by the student's seizure action plan, a student shall be allowed to possess the supplies, equipment, and medication necessary to treat a seizure disorder in accordance with such seizure action plan.

Any authorization provided by a parent or guardian shall be effective only for the school year in which it is provided and shall be renewed each following school year.

Legal Reference: Neb. Statute 79-3201 to 3207

Date of Adoption: August 14, 2023

InstructionBehavioral Points of Contact

The Superintendent is delegated the authority to designate one or more behavioral awareness and health points of contact for each school building in the District. The behavioral awareness and health point of contact may be an administrator, nurse, psychologist, or another appropriate staff member. Each behavioral awareness and health point of contact will be trained in behavioral awareness and health and have knowledge of community service providers and other resources that are available for the students and families in the District. The District will maintain or have access to a registry of local mental health and counseling resources for students and parents.

The points of contact will be listed on the District's website and in the student handbook.

The Superintendent shall report the designated behavioral awareness and health points of contact to the Nebraska State Department of Education each year when requested by the Department.

In addition, all District employees who interact with students, as determined by the Superintendent, shall receive at least one hour of behavioral and mental health training with a focus on suicide awareness and prevention training each year. The Superintendent or designee shall be responsible for coordinating this training.

Legal Reference: Neb. Rev. Stat. § 79-11,159  
LB 705, § 4 (2023)

Date of Adoption: August 14, 2023

Instruction

Behavioral Intervention and Classroom Management

1. Purpose

The District is committed to creating a learning environment where every individual is valued, respected, and supported. This Policy emphasizes the shared responsibility of individuals for their actions and their ability to learn, grow, and thrive. This Policy further provides a framework for encouraging positive behavior, addressing challenges in a caring and constructive way, and ensuring safe and supportive school and classroom environments.

2. General Principles

As part of the District’s commitment to all students, the Board hereby implements a tiered-system of support to foster a positive school climate and culture, encourage appropriate student behavior, and provide the necessary supports for academic and behavioral success.

This Policy does not replace or alter the Student Discipline Act when behaviors warrant student disciplinary action under that Student Discipline Act.

3. Standards

<b>Tier 1: Universal Supports</b>			
	<b>District Level</b>	<b>School Level</b>	<b>Classroom Level</b>
<b>Sound Infrastructure &amp; Shared Leadership</b>	Develop and maintain a district-wide behavior framework, ensuring alignment with the district's vision and goals. Establish a leadership team to oversee implementation and sustainability.	Create school-level leadership teams to implement the district behavior framework. Build systems to support staff in consistent implementation of universal behavior strategies.	Teachers set up clear, consistent behavior expectations aligned with school and district policies. Classroom routines and physical environments are structured to promote positive behaviors.
<b>Layered Continuum of Support</b>	Ensure all schools have access to evidence-based universal behavior practices and instructional tools for promoting positive behavior.	Develop a school-wide plan for teaching and reinforcing positive behavior expectations for all students.	Integrate the development of emotional and interpersonal skills into daily instruction and explicitly teach expected behaviors.
<b>Data-Based Decision-Making</b>	Implement a district-wide behavior data system for tracking	Use behavioral data to assess school culture,	Collect and reflect on classroom behavior data to identify patterns or

	student behavioral incidents, attendance, and other indicators of behavior. Analyze district trends to guide support for schools.	climate and adjust universal supports.	unanticipated signs of distress and adjust teaching practices as needed.
<b>Communication and Collaboration</b>	Share district-wide behavior policies, expectations, and data with all stakeholders, including families and the community.	Develop intervention teams to identify students in need of Tier 2 support and manage their plans.	Teachers collaborate with intervention teams to integrate targeted strategies into the classroom.
<b>Tier 2: Targeted Supports</b>			
	<b>District Level</b>	<b>School Level</b>	<b>Classroom Level</b>
<b>Sound Infrastructure &amp; Shared leadership</b>	Provide a menu of evidence-based Tier 2 intervention and training for implementation.	Develop intervention teams to identify students in need of Tier 2 support and manage their plans.	Teachers collaborate with intervention teams to integrate targeted strategies into the classroom that align with school and district policies.
<b>Layered Continuum of Support</b>	Allocate resources to support targeted interventions, such as additional staff or training for small group supports.	Implement interventions such as mentoring programs, social skills groups, or targeted behavior coaching.	Provide additional supports like daily progress monitoring and structured break.
<b>Data-Based Decision-Making</b>	Use district-wide systems to track the effectiveness of Tier 2 interventions and adjust as needed.	Monitor progress using behavior data: point sheets, observations, or student self-assessments and input data in district-wide systems.	Document daily data on student progress to evaluate the impact of interventions.
<b>Communication and Collaboration</b>	Facilitate communication between schools, families, and community partners about available Tier 2 supports.	Engage families in the intervention process by providing regular updates and involving them in problem solving and goal setting.	Maintain open lines of communication with families about their child's progress and strategies to promote support the behavior goals at home.
<b>Tier 3: Intensive, Individualized Supports</b>			
	<b>District Level</b>	<b>School Level</b>	<b>Classroom Level</b>
<b>Sound Infrastructure &amp; Shared leadership</b>	Ensure access to specialized staff to design and oversee intensive interventions.	Assemble a multidisciplinary team to develop and implement Functional Behavioral Assessments (FBAs) and Behavior	Collaborate with specialists to integrate individualized supports into classroom routines that align with school and district policies.

		Intervention Plans (BIPs).	
<b>Layered Continuum of Support</b>	Coordinate external services and resources for students requiring wraparound support beyond the school.	Provide interventions or sessions tailored to the student's unique needs and communicate with external services and resources to align supports for students.	Consistently implement accommodations and modifications, such as sensory supports or de-escalation plans, to address individual behaviors.
<b>Data-Based Decision-Making</b>	Regularly review data on Tier 3 interventions and outcomes to ensure its effectiveness.	Use detailed, frequent data collection to refine and adjust BIPs based on student progress.	Implement daily monitoring and adjust individualized strategies as data indicates.
<b>Communication and Collaboration</b>	Partner with community agencies to align supports for students with complex needs.	Conduct regular meetings with families to review and revise plans based on student progress.	Provide ongoing feedback to families and specialists about the student's daily performance, progress, and needs.

4. Addressing Dysregulated Behavioral and Classroom Removal

This Policy outlines a structured approach for managing dysregulated behavior that disrupts the learning environment or poses safety concerns. The aim is to ensure the safety and well-being of all students and staff, while supporting the student in developing self-regulation skills and reintegrating into the classroom.

A. Criteria for Removal

- i. *Safety Concerns*: Immediate removal may occur if a student poses a threat to their own safety, the safety of others, or the environment.
- ii. *Disruption to Learning*: Removal may be necessary if the student's behavior significantly disrupts instruction or the learning environment.
- iii. *Attempted Interventions*: Whenever possible, staff should use de-escalation techniques, behavior redirection, or other Tier 1 or Tier 2 interventions before considering removal. Severe behaviors that endanger safety may bypass prior interventions.

B. Procedure for Removal

- i. *Behavior Documentation*: The teacher or staff member documents the behavior leading to the removal, including antecedents, attempted interventions, and the incident itself. A clear, objective description of the behavior must be included.

- ii. *Safe Transition*: The student is removed to a designated safe space, such as the office or a designated calming area, by trained personnel. Efforts are made to ensure the student remains calm and safe during the transition. An escort will be provided if necessary.
- iii. *Notification*: Parents or guardians are notified as soon as possible about the removal. A detailed account of the behavior and any interventions attempted are shared.

C. Post-Removal Actions

- i. *Restorative Meeting*: A meeting involving the student, parents or guardians, teacher or other designated staff member, and administrator may be scheduled to review the behavior, its impact, and steps to prevent recurrence. The meeting emphasizes restoring relationships and understanding the root cause of the behavior.
- ii. *Behavior Support Plan (if needed)*: For recurring incidents, a behavior support plan is developed or reviewed, including targeted interventions and supports aligned with the student's needs. The plan may include strategies such as check-ins, mentoring, or additional behavioral learning supports.

D. Transition Back to the Classroom

- i. *Reintegration Plan*: The student returns to the classroom with appropriate support, which may include a reintegration checklist, a designated buddy, or frequent check-ins with a trusted adult. Expectations and routines are explicitly reviewed with the student.
- ii. *Ongoing Support and Monitoring*: Follow-up meetings with the student, teacher or other designated staff member, and parents/guardians are scheduled to evaluate progress as needed. Data from behavior observations are used to adjust interventions and supports.
- iii. *Focus on Positive Growth*: A strengths-based approach is applied to recognize and reinforce improvements in behavior.

5. Communication and Collaboration

Families are partners in addressing the student's behavior and supporting reintegration. School staff will provide clear and transparent communication about any incident, the student's plan for return, and available resources. Collaboration may also involve general education, special education, school psychologist, behavior specialists, school counselors, and/or social workers to ensure all supports align with the student's needs and strengths.

6. Required Training

The District will ensure that school employees are trained in behavioral awareness and intervention as required by this Policy and state law. The Superintendent is hereby delegated the authority and responsibility to develop or contract for such training and to ensure that the appropriate staff receive said training as required by state law.

7. Monitoring and Feedback

Parents, guardians, students, advocates and community members are encouraged to provide feedback on this Policy and the District's actions under this Policy. The Superintendent or designee is also directed to provide any feedback to the Board of Education as the Superintendent deems appropriate.

Legal Reference: Neb. Rev. Stat. § 79-262.01

Date of Adoption: June 23, 2025

InstructionStudent Self-Management of Asthma, Anaphylaxis, and/or Diabetes

Students with asthma, anaphylaxis or diabetes will be permitted to self-manage such medical conditions upon:

- (1) written request of the student's parent or guardian;
- (2) authorization of the student's physician;
- (3) receipt of a signed no liability statement from the parent or guardian; and
- (4) development of an asthma or anaphylaxis or a diabetes medical management plan for the student.

Students with such a medical management plan may possess the necessary medication to manage their medical condition upon the conditions established in the plan and not be subject to discipline for such possession. Provided that, if the student uses or allows the medication to be used for any reason other than as prescribed or as provided in the plan or possesses the medication other than as provided in the plan the student shall be subject to discipline in accordance with the student conduct and drug-free school policies.

Legal Reference: Neb. Rev. Stat. §§ 79-224 and 79-225

Date of Adoption: July 14, 2014  
Date of Revision: August 8, 2016  
Date of Reaffirmation: February 13, 2017  
Date of Reaffirmation: December 14, 2020

InstructionField Trips

Field trips shall be considered as instruction and planned as such with definite objectives determined in advance.

Teachers or other certified personnel shall accompany pupils on all field trips and shall assume responsibility for their proper conduct.

When a field trip is made to a place of business or industry, the teacher shall insist that an employee of the host company serve as ~~conductor~~ **facilitator**.

Appropriate education experience and proper supervision shall be supplied for any pupils whose parents do not wish them to participate in a field trip.

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

Instruction

Activities

School Colors

The official colors of Norfolk Public Schools shall be maroon and white. ~~An additional color or colors may be used for trim, but the predominant colors shall remain maroon and white.~~ **Exceptions to this policy must be approved by the Superintendent or the Superintendent's designee.**

Date of Adoption:	June 9, 2014
Date of Reaffirmation:	October 10, 2016
Date of Reaffirmation:	November 9, 2020

## Instruction

### Multicultural Education

Norfolk 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: (a) 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 (b) 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: (a) value and respect their own culture and race and cultures and races other than their own and (b) 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. 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) their professional assessment on the successes of or deficiencies in achieving the multicultural education program philosophy and mission. The Superintendent or 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  
Nebraska State Board of Education Rule 10

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Date of Reaffirmation: May 13, 2019  
Date of Reaffirmation: June 8, 2020  
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Date of Revision: June 14, 2021  
Date of Reaffirmation: May 9, 2022  
Date of Reaffirmation: June 12, 2023  
Date of Reaffirmation: June 9, 2025

InstructionEqual Opportunity: Instruction Program

The school district pledges itself to avoid discriminatory actions, and seeks to foster good human and educational relations which help to attain:

1. Equal rights and opportunities for students and employees in the school community.
2. Equal opportunity for all students to participate in the instructional program of the schools.
3. Continual study and development of curricula toward improving human relations and understanding and appreciating cultural differences.
4. Frequent training opportunities for improving staff responsiveness to educational and social needs.
5. Opportunities in educational programs which are broadly available to pupils which are not solely based upon sex, disability, race, color, religion , veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity ~~of~~ or other protected status.

Date of Adoption:	July 14, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020
Date of Revision:	July 12, 2021

InstructionControversial Issues

Controversial issues exist where there are sharp differences of opinion concerning an idea or a line of action. In order that students may develop intelligent attitudes and understandings concerning significant aspects of living, they should be afforded opportunities within the classroom to deal with such issues to the extent appropriate for their level of maturity and the educational mission of the District.

In considering such issues, it shall be the purpose of our schools to provide students the opportunity:

1. To study controversial issues concerning which the students, at their level of maturity, should have begun to form an opinion or to seek information about.
2. To have access to all relevant, educationally appropriate information., ~~including the materials that circulate freely in the community.~~
3. To study under competent instruction in an atmosphere of freedom from bias and prejudice.
4. To form, and in an appropriate manner and in appropriate forum, to express the students' own judgments on controversial issues.
5. To recognize that reasonable compromise is often an important facet in decision making in our society.
6. To respect the opinions of others.

Date of Adoption:	July 14, 2014
Date of Reaffirmation:	November 9, 2016
Date of Reaffirmation:	December 14, 2020

InstructionFirearm Policy

It shall be the policy of the Norfolk Public School District to undertake all reasonable efforts to prohibit the unlawful possession, the knowingly and intentionally selling, attempting to sell, providing, loaning, delivering, or in any other way transferring the possession of a firearm to a juvenile, and to prevent the unlawful possession of a firearm, including concealed firearms, in a school, on school grounds, in a school owned vehicle, or at a school sponsored activity or athletic event. This policy shall not apply to the issuance of firearms to or possession by members of the Armed Services of the United States, active or reserve, National Guard of the State, or reserve officers training corp, peace officers, off duty cops **law enforcement**, or other duly authorized law enforcement officers when on duty or training or when contracted by a school to provide school security or school event contract services. Further, nothing in this policy shall be construed to require school action when a firearm is lawfully possessed by a person receiving instruction, or instruction under the immediate supervision of an adult instructor, or as to firearms contained within a private vehicle operated by a non-student adult when the firearm is not loaded, is encased, and is either in a locked firearm rack that is on a motor vehicle or is in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied or otherwise fastened with no part of a firearm exposed.

Any unlawful use or possession of a firearm, including concealed firearms, as described in this policy and as described by statute shall as soon as is reasonably possible be reported to an appropriate peace officer. Nothing in this policy shall be construed to prevent the district from carrying out regular disciplinary procedures as have been adopted by the Board of Education or as otherwise authorized by law.

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

Date of Adoption:	July 14, 2014
Date of Revision:	September 14, 2015
Date of Reaffirmation:	February 13, 2017
Date of Reaffirmation:	December 14, 2020
Date of Revision:	August 14, 2023
Date of Reaffirmation:	July 8, 2024

InstructionComputerInternet Safety and Acceptable Use PolicyA. Internet Safety Policy

It is the policy of Norfolk Public Schools to comply with the Children's Internet Protection Act (CIPA) and Children's Online Privacy Protection Act (COPPA). With respect to the District's computer network, the District shall: (a) protect against user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) protect against unauthorized access, including so-called "hacking," and other unlawful activities online; (d) protect against unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (e) obtain verifiable parental consent before allowing third parties to collect personal information online from students; (f) implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors.

1. Definitions. Key terms are as defined in CIPA. "Inappropriate material" for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
2. Access to Inappropriate Material. To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.
3. Inappropriate Network Usage. To the extent practical, steps shall be taken to promote the safety and security of users of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-

called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

4. Supervision and Monitoring. It shall be the responsibility of all members of the District staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent and the Superintendent's designees.
5. Social Networking. Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response. The plan shall be for all students to be provided education on these subjects. The Superintendent or the Superintendent's designee shall be responsible for identifying educational materials, lessons, and/or programs suitable for the age and maturity level of the students and for ensuring the delivery of such materials, lessons, and/or programs to students.
6. Parental Consent. The District shall obtain verifiable parental consent prior to students providing or otherwise disclosing personal information online.
7. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.
8. The District shall comply with the Nebraska Student Online Personal Protection Act and will endeavor to take all reasonable and necessary steps to protect the online privacy of all students.

B. Computer Acceptable Use Policy

This computer acceptable use policy is supplemental to the District's Internet Safety Policy.

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, **any emerging technology**, computers and related technology equipment, all forms of e-mail and electronic communications, and the Internet.
2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and shall require employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access.

The Superintendent and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this Policy.

The technology resources are not a public forum. The District reserves the right to restrict any communications and to remove communications that have been posted.

3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.
4. Unacceptable Uses.

The following are unacceptable uses of the technology resources:

- a. **Personal Gain:** Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
- b. **Personal Matters:** Technology resources shall not be used, and no person shall authorize its use, for personal matters unless the User has entered into a lease agreement or other similar agreement with the School District that makes such use permissible under law.

Occasional use that the Superintendent or designee determines to ultimately facilitate the mission of the District is not prohibited by this provision. Examples of occasional use that may be determined to ultimately facilitate the mission of the District: sending an e-mail to a minor child or spouse; sending an e-mail related to a community group in which an employee is a member where the membership in the community group facilitates the District's mission.

This occasional use exception does not permit use by employees contrary to the expectations of their position. For example, employees may not play games, engage in social media or surf the net for purposes not directly related to their job during duty time; nor may students do so during instructional time.

The occasional use exception also does not permit use of the technology resources for private business, such as searching for or ordering items on the internet for non-school use; or sending an e-mail related to one's own private consulting business.

- c. Campaigning: Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- d. Technology-Related Limitations: Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,
  - 1. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members).
  - 2. Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.
  - 3. Users shall not access resources not specifically granted to the user or engage in electronic trespassing.
  - 4. Users shall not engage in "hacking" to gain unauthorized access to the operating system software or unauthorized access to the system of other users.
  - 5. Users shall not copy, change, or transfer any software without permission from the network administrators.
  - 6. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or similar name.
  - 7. Users shall not engage in any form of vandalism of the technology resources.
  - 8. Users shall follow the generally accepted rules of network etiquette. The Superintendent or designees may further define such rules.
- e. Other Policies and Laws: Technology resources shall not be used for any purpose contrary to any District policy, any school rules to which a student user is subject, or any applicable law. Without limitation, this means that technology resources may not be used:
  - 1. to access any material contrary to the Internet Safety Policy; or to create or generate any such material.
  - 2. to engage in unlawful harassment or discrimination, such as sending e-mails that contain sexual jokes or images.
  - 3. to engage in violations of employee ethical standards and employee standards of performance, such as sending e-mails that are threatening or offensive or which contain abusive language; use of end messages on e-mails that may imply that the District is supportive of a particular religion or religious belief system, a

political candidate or issue, or a controversial issue; or sending e-mails that divulge protected confidential student information to unauthorized persons.

4. to engage in or promote violations of student conduct rules.
  5. to engage in illegal activity, such as gambling.
  6. in a manner contrary to copyright laws.
  7. in a manner contrary to software licenses.
5. Disclaimer. The technology resources are supplied on an “as is, as available” basis. The District does not imply or expressly warrant that any information accessed will be valuable or fit for a particular purpose or that the system will operate error free. The District is not responsible for the integrity of information accessed, or software downloaded from the Internet.
6. Filter. A technology protection measure is in place that blocks and/or filters access to prevent access to Internet sites that are not in accordance with policies and regulations. In addition to blocks and/or filters, the District may also use other technology protection measures or procedures as deemed appropriate.
- Notwithstanding technology protection measures, some inappropriate material may be accessible by the Internet, including material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Users accept the risk of access to such material and responsibility for promptly exiting any such material.
- The technology protection measure that blocks and/or filters Internet access may be disabled only by an authorized staff member for bona fide research or educational purposes: (a) who has successfully completed District training on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of the Superintendent. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for a minor to access a site for bona fide research or other lawful purposes provided the minor is monitored directly by an authorized staff member.
7. Monitoring. Use of the technology resources, including but not limited to Internet sites visited and e-mail transmitted or received, is subject to monitoring by the administration and network administrators at any time to maintain the system and insure that users are using the system responsibly, without notice to the users. Users have no privacy rights or expectations of privacy with regard to use of the District’s computers or Internet system. All technology equipment shall be used under the supervision of the Superintendent and the Superintendent’s designees.
8. Sanctions. Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students and termination of employees. Use that is unethical

may be reported to the Commissioner of Education. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use.

Legal Reference: Children’s Internet Protection Act, 47 USC § 254  
Children’s Online Privacy Protection Act, 15 U.S.C. § 6501

FCC Order adopted August 10, 2011  
47 USC § 254(h)(1)(b); 47 CFR 54.500(b) and 68 FR 36932 (2003) (E-rate restrictions)  
Neb. Rev. Stat. § 49-14,101.01 (Political Accountability and Disclosure Act)

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Date of Revision: September 11, 2017  
Date of Reaffirmation: December 14, 2020

## Instruction

### Curriculum – Assessments

#### 1. State Assessments.

~~The Norfolk Public School District has adopted an assessment plan and has aligned the curriculum with the state approved content standards. The assessment plan includes a schedule and procedures for assessing success in achieving state standards.~~

~~Teachers are to clearly articulate the learning targets and align instruction to the learning targets within each of the content standards. Teachers are to give students instruction on the content prior to students being assessed on each content standard in order to provide learning opportunities for all students.~~

~~The assessments are to be conducted in accordance with the assessment plan schedule. Teachers are to conduct the assessments in a manner that assures it accurately assesses whether or not students are meeting the targets outlined by the content standards.~~

~~Assessment results are to be reported by the teachers in the manner and within the time directed by the administration or designee. The assessment data is to be used to meet state standards, to provide students and parents with information about student progress, to enhance school improvement planning, and to improve instruction. The assessment data is to be evaluated by teachers to monitor student learning and to improve instruction or terminate ineffective teaching practices to ensure students are being given the opportunity to meet the standards.~~

#### 2. Achieving Valid Assessments.

~~Educators are responsible for maintaining the integrity of the assessments to ensure that assessments provide a valid measure of student progress and accomplishments. Educators are not to engage in any practice that may result in assessment results that do not reflect student learning, knowledge, skills or abilities in the area assessed.~~

~~For purposes of this policy, student assessments include both “standardized assessments” (including state assessments, norm referenced tests, and evaluations conducted for special education eligibility) and “coursework assessments” (e.g., classroom tests, quizzes, and other evaluative tools used to assign grades).~~

~~The following specific assessment expectations and rules apply:~~

- ~~a. Integrity of the Assessment Instrument. The integrity of the assessment instrument is to be maintained.~~
  - ~~i. Standardized Assessments. Standardized assessment instruments are not to be made available to students at any time before the student takes the assessment. The assessment instrument is to be maintained in a secure manner.~~

~~ii. Coursework Assessments. Coursework assessment instruments are to be periodically modified to keep the assessments current and prevent students from effectively using “test banks.” For coursework assessments that are given on a repeat basis to students at different times (e.g., a test that is given to students throughout the school day), the educator is to remind students to not share the content of the assessment with students who will be taking the assessment later.~~

~~b. Teaching for Success on Assessments.~~

~~It is appropriate for educators to prepare students to do well on assessments. This is to be accomplished in a manner that assures the assessment accurately reflects the student’s knowledge, and not simply test preparation.~~

~~i. Teach the Content. Educators are to prepare students to do well on assessments by teaching the subject content. Educators are not to “teach to the test” by teaching based solely on the content of the assessment. The content is to be taught to the students over an appropriate amount of time prior to the assessment. “Cramming” assessment content just before the assessment is to be taken is not appropriate. Review of content previously taught is appropriate.~~

~~ii. Practice Tests. Educators are to prepare students by teaching test taking skills independent of the subject matter being assessed. Educators are not to conduct reviews (drills) using earlier (no longer published) versions of the same test, using alternate (parallel) forms of the same published test, or using actual items from the current form of a standardized test that will be administered to students. Educators are not to conduct reviews (drills) using items of identical format (for example, multiple choice) to the exclusion of other formats.~~

~~e. Conditions for Successful Assessments.~~

~~i. Communications. Educators are to communicate to students and parents when assessments will be administered, the purpose of the assessment and how the assessment results will be used. Educators are to motivate students to do their best on assessments. Educators are to read and be familiar with assessment administration directions in advance and communicate the rules to students accurately and clearly.~~

~~ii. Climate. Educators are to have sufficient assessment materials available (e.g., No. 2 pencils, if needed). The classroom is to be arranged to allow comfortable seating. Distractions are to be eliminated. Educators in nearby classrooms are to be informed that the assessment is to be administered so noises from neighboring classrooms are kept at a minimum. Activities or arrangements are to be made for students who finish early so such students do not cause a distraction to other students still taking the assessment.~~

- ~~iii. Security. Educators are to monitor students while administering assessments to ensure students are complying with standards of academic integrity. Students who violate standards of academic integrity are to be reported to the administration.~~
  
- ~~d. Full Participation. Educators are to make efforts to have all eligible students take the assessments. The educator should develop a list of students who will be exempted from assessment and the reason for the exemption and submit the list for review and approval by the Principal.~~
  
- ~~e. Assistance During Assessments.
  - ~~i. Standardized Assessments. Educators are not to provide assistance to students while a standardized assessment is being administered except as provided for in a student's 504 Plan or IEP. This includes giving "hints," giving extra time, reading the tests to students or defining or pronouncing words for students, allowing students access to instructional material related to the content of the assessment (e.g., displaying a map during a social studies assessment) or allowing students access to mechanical aids (e.g., calculators).~~
  
  - ~~ii. Coursework Assessments. For coursework assessments, students may be allowed access to instructional materials or mechanical aids only when all students being given the assessment are given the aids and use of the aids does not hinder the students from learning the content of the lesson.~~~~
  
- ~~f. Student Answers. Assessments are to reflect the students' work as submitted by the students. During the assessments, educators are to monitor students to make sure directions are being followed (e.g., students are using a No. 2 pencil on all "bubble" sheet assessments and completely erase mistaken answers and extra marks on "bubble" sheet assessments). Educators are not to change answers on a student's assessment sheet or otherwise participate in the submission of false or misleading assessment results.~~

~~All employees are to adhere to the Nebraska Student Centered Assessment System (NSCAS) Security Procedures and report breaches in security to Superintendent or the Superintendent's assessment designee for report to the Nebraska Department of Education. Professionalism, common sense, and practical procedures provide the framework for testing ethics.~~

~~Violations of the rules and expectations set forth in this policy will be considered to be a breach of the District's standard of ethics and may result in disciplinary consequences. Educators are to report suspected violations of the expectation to the administration. The administration is to investigate and appropriately respond to violations of the expectations.~~

**A comprehensive assessment system shall be established and maintained. The assessment system will be responsive to federal, state, and district requirements. It will also reflect district-identified content standards and state-approved standards. The comprehensive student assessment system shall be aligned with the written and taught curriculum of Norfolk Public Schools. The assessment system will accomplish the following:**

1. monitor the progress of students in a program, school, or the District;
2. aid in planning and providing classroom instruction appropriate to student needs;
3. assist in making decisions about placement of students;
4. provide information for program monitoring, management, and evaluation.

A comprehensive student assessment system shall consist of district-wide assessments and teacher/classroom assessments. The purposes of the District assessments include analysis of student growth and information on strengths and areas needing improvement in schools and programs. District-wide assessment data will be one source of information used to monitor and adjust our educational program. District assessments shall be valid, reliable, and aligned to the written curriculum. Teacher/classroom assessments will be used to monitor student progress and adjust instruction to optimize individual student learning.

#### Assessment Security

The superintendent, in directing the assessment system, shall hold administrators and staff accountable to follow all required security procedures.

Legal Reference: NDE Rule 10.05; NDE Rule 27.004.02H and 004.03D

Date of Adoption: June 9, 2014  
Date of Revision: October 10, 2016  
Date of Revision: August 12, 2019  
Date of Reaffirmation: November 9, 2020

InstructionSelection and Review of Instructional and Media MaterialsA) Assignment of Responsibility

The Board of Education reserves responsibility for the final acquisition of materials, but the responsibility for the selection of instructional materials is delegated to the Superintendent or Superintendent's designee, with the assistance of the instructional and media staff, to establish procedures and regulations for the selection of instructional and media materials, reviewing their effectiveness, and dealing with complaints concerning instructional materials. The Superintendent may establish committees consisting of teachers and media staff to assist with these responsibilities.

B) Criteria for Instructional Materials

The selection of instructional materials shall be made in accordance with Board of Education policies, legal requirements, state standards and reflect the following philosophy:

1. To provide high-quality, standards-aligned instructional materials to prepare students for success in college, career, and civic life.
2. To provide materials that will stimulate growth in factual knowledge, practical skills, concepts, literary appreciation, aesthetic values, and ethical standards.
3. To provide a background of information which will enable students to make intelligent judgments in their daily life.
4. To provide materials that will enrich and support the curriculum, taking into consideration the varied interest, abilities, and maturity levels of the students served.
5. To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical thinking and analysis.
6. To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
7. To place principle above personal opinion and reason above prejudices in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the instructional materials.

C) Criteria for Media Materials

The selection of media materials shall be made in accordance with Board of Education policies, legal requirements, and with the Library Bill of Rights of the American Library

Association, which Bill of Rights has been accepted by the American Association of School Librarians reflect the following philosophy:

1. To provide a comprehensive collection of instructional materials selected in compliance with basic, written selection principles, and to provide maximum accessibility to these materials.
2. To provide materials that will support the curriculum, taking into consideration the individual's needs, and the varied interest, ability, socio-economic backgrounds, and maturity levels of the students served.
3. To provide materials for teachers and students that will encourage growth in knowledge, and that will develop literary, cultural and aesthetic appreciation, and ethical standards.
4. To provide materials which reflect the ideas and beliefs of religious, social, political, historical, and ethnic groups and their contribution to the American World Heritage and Culture, thereby enabling students to develop an intellectual integrity in forming judgments.
5. To provide a written statement, approved by the local Boards of Education of the procedures for meeting the challenge of censorship of materials in school library media centers.
6. To provide qualified professional personnel to serve teachers and students.

D) Procedures for Reconsideration of Materials

Occasional objections to some materials may be voiced despite the care taken in selection and qualification of the personnel selecting materials. The following procedures apply equally to all complaints whether they be from students, parents, school personnel or district patrons.

1. Complaints should be presented to the Principal of the school where the material is used. The principal will schedule a conference with the concerned patron and attempt to resolve the complaint or concern. If the patron is not satisfied, he/she may file a formal written complaint with the principal.
2. Formal complaints about instructional materials must be presented in writing on a form approved by the superintendent. In the absence of such a form, the complainant shall be required to submit a written complaint setting forth: complainant's identity, material challenged, detailed statement of reason(s) for challenging the material, action the complainant is requesting, and such other information as the Principal may reasonably request.
3. When a formal written complaint is completed and returned to the principal, the principal will discuss the issue and the procedures to be followed in resolving the issues with the person filing the complaint. The principal with whom the complaint was filed shall notify the other school administrators and also advise those faculty

members who may use the instructional material, or the media staff in the case of media material, that a complaint has been filed. The school administrators shall decide whether to appoint a building-level review committee or a district-level review committee to study the complaint. The principals will convene building-level review committees. These building-level committees shall consist of five or more committee members composed of staff and community patrons. The superintendent of schools or his designee will convene district-level review committees. These district-level committees shall consist of five or more members composed of staff and community patrons.

4. The review committees shall consider district philosophy, the professional judgment of teachers, reviews of the material by other competent authorities, compatibility with the school district's adopted curriculum, the teacher's stated goals, as well as the views of the complainant. The review committee will issue a written decision and accompanying rationale to the complainant and the superintendent of schools. The committee's decision may be to remove the material in question from district use, to modify the material for continued uses, or to reject the complaint and continue to use the material.
5. Any materials identified in a complaint may remain in use pending its review and its disposition by the review committee. Principals may, upon written request of parent(s), excuse students from using the material, or may direct teachers to use suitable substitutes, and in the case of challenged media material the Principal may place the material on a reserve shelf where it may be checked out by students only with written parent permission. However, the school shall reserve the right to require students to use material or to engage in activities which are a part of regular and/or required curricular activities.
6. Where the same or essentially the same materials have been the subject of a challenge which has been decided by a review committee, and another complaint is made against the material by either the same or a different person, the complaint shall be considered by the Superintendent, who may deny the complaint without following the review procedure. In considering the complaint, the Superintendent shall consider whether the complaint raises any substantially different issue than that previously decided by the review committee.
7. If the complainant is not satisfied by the committee's decision, he/she may request that the Board of Education reconsider the committee's decision.

E) School Library Materials Access

Norfolk Public Schools uses and maintains a catalog of all books in the district's library, categorized by school building. The catalog can be accessed on the website of each school. The parent, guardian or educational decisionmaker can choose to be notified when the student of such parent, guardian or educational decisionmaker checks out a book from the school library.

Legal Reference:      Neb. Rev. Stat. 79-533.04  
                                 NDE Rule 10.04, 10.06

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