

Centura Board of Education Regular Meeting
Monday, July 13, 2026 6:00 PM
Centura Public Schools: District Board Room
201 N. Hwy 11
Cairo, NE 68824

Agenda

1. Opening The Meeting:
 - 1.1. Call to order: The regular July Meeting of the Centura Public Schools' Board of Education is called to order on Monday, July 13, 2026, at 6:00 P.M. in the Board Room 201 Highway 11, Cairo, NE 68824.
 - 1.2. Pledge of Allegiance and Recognition of Nebraska Open Meetings Act.
 - 1.3. Roll Call of Board Members:
 - 1.3.1. Motion to excuse or not excuse absent Board Members.
 - 1.4. Centura Vision Statement: A Community About Students, Excellence and Innovation!
 - 1.5. Centura Mission Statement: Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.
2. Approval of the Agenda.
3. Public hearing to discuss, consider and receive input on School Board Policy 5045: Student Fees.
4. Recognition of visitors and public comment per Centura Public Schools Policy No. 2009.
5. Discuss monthly financial reports:
6. Approval of Consent Agenda:
 - 6.1. Minutes from previous month's meeting(s):
 - 6.2. General Fund Claims Total: \$796,474.93 (Payroll = \$521,900.91; Payables = \$274,574.02)
 - 6.3. Building Fund Claims Total: \$4,358.00
 - 6.4. Depreciation Fund Claims Total: \$16,454.88
7. Information Items: Reports
 - 7.1. Superintendent Report:
 - 7.2. Board President Report:
 - 7.3. Board Committee Reports:
 - 7.3.1. Facilities, Finance and Transportation Committee:
 - 7.3.2. Staff and Community Relations Committee:
8. Action Items:
 - 8.1. Human Resources:
 - 8.1.1. Approval of certified staff resignation(s).
 - 8.1.2. Approval of certified staff contract(s).
 - 8.2. Discuss, consider and take all necessary action on student fees for school year 2026/2027.
 - 8.3. Discuss, consider, and take all necessary action to select a method to publish notices of meetings.
 - 8.4. Discuss, consider and take all necessary action on changes to Policy 5035: Student Discipline.
 - 8.5. Discuss, consider and take all necessary action regarding changes to Policy 5066: Early Graduation.

- 8.6. Discuss, consider and take all necessary action to changes on Policy 6009: Grade Placement and Academic Credits of Transfer Students.
- 8.7. Discuss, consider and take all necessary action regarding changes to Policy 6038: Student Use of AI Tools.
- 8.8. Discuss, consider and take all necessary action regarding the 2026-2027 Centura Public School Staff Handbook.
- 8.9. Discuss, consider and take all necessary action on setting guest (substitute) teacher pay rates for the 2026-2027 school year.
9. Discussion/Information Items:
 - 9.1. 2024/2025 Annual Report Distribution
 - 9.2. Budget update
10. Advanced Planning:
 - July 16, 2026 Board Retreat
 - August 6, 2026 Staff Return
 - August 10, 2026 5pm Committee of the Whole
 - August 10, 2026 6pm Regular Board Meeting
 - August 20, 2026 Area Membership Meeting (Kearney)
 - September 14, 2026 5pm Committee of the Whole
 - September 14, 2026 6pm Regular Board Meeting
 - September 23, 2026 School Pictures
11. Meeting Adjournment.

5045 Student Fees

5045 Student Fees

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

A. Definitions.

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

B. Listing of Fees Charged by this District.

1. Guidelines for Clothing Required for Specified Courses and Activities.

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

2. Safety Equipment and Attire.

The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items.

The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects.

The district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.

5. Technological Devices

The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the device off district property. The maximum dollar amount of this convenience fee charged by the district will be \$40. As with all school property, students may be charged for damage to such devices, the amount to be determined on an individual basis.

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

6. Extracurricular Activities.

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

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

- Optional Student Activity Annual Pass: \$40
 - Covers admission to all extracurricular events
- Student Participation Fee: \$50
 - Required of all students who participate in NSAA-sanctioned athletics and/or other activities
- Future Business Leaders of America: \$30 plus expenses if attending State or National Conference
- Future Farmers of America: \$25 plus expenses for the purchase of the jacket and attending State or National Convention
- National Honor Society: \$10
- Competitive Robotics: \$20
- Cheerleading: Students must purchase uniforms and shoes selected by the sponsor and/or student group.
- Football: Students must provide their own football shoes, undergarments, and mouthguards
- Golf: Students must provide their own golf shoes, undergarments, and clubs.
- Softball and Baseball: Students must provide their own shoes, gloves, and undergarments.
- Basketball, Track, Volleyball, and Wrestling: Students must provide their own shoes and undergarments.

7. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

8. Transportation Costs.

The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

9. Copies of Student Files or Records.

The district will charge a fee for making copies of a student's files or records for the parents or guardians of such students. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of \$0.10 per page for reproduction of student records.

10. Participation in After-School Services.

The district will charge reasonable fees for participation in after school services offered by the district pursuant to statute. The dollar amount charged by the district for these services shall be \$60 per month from August to May. Additional fees may be charged for students who are not picked up on time.

11. Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

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

- Breakfast Program – Grades K-5
 - Regular Price \$2.00
- Breakfast Program – Grades 6-12
 - Regular Price \$2.00
- Lunch Program – Grades K-5
 - Regular Price \$3.25
- Lunch Program – Grades 6-12
 - Regular Price \$3.40

12. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. The following list details the maximum dollar amount of all musical extracurricular activities fees and the equipment or attire required for participation in musical extracurricular activities:

- Band: \$30 uniform cleaning fee
 - Students must provide their own instruments and marching band shoes. If students are unable to provide their own instrument and there is one available, they may rent an instrument for an annual \$50 refundable deposit.

13. Contributions Class Extracurricular Activities.

Students are eligible to participate in a number of extracurricular activities during high school, including but not limited to class field trips, prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district requests class dues to be paid to cover these opportunities outside of the classroom. However, if this requirement presents a financial burden, families are encouraged to utilize the

district's waiver policy. Class Dues are set each year before the start of the school year.

14. Credit Recovery.

Students failing a class required for graduation will repeat that course when available in the schedule. If availability doesn't fit in the schedule, the student will be responsible for paying for the online credit recovery course.

C. Waiver Policy.

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

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent, which will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

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

F. Fund-Raising Activities

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

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve as a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: June 15, 2026

Fees Document

5045 Student Fees

2026-2027 School Year

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

- Optional Student Activity Annual Pass: \$40
 - o Covers admission to all extracurricular events
- Student Participation Fee: \$50
 - o Required of all students who participate in NSAA-sanctioned athletics and/or other activities
- Future Business Leaders of America: \$30 plus expenses if attending State or National Conference
- Future Farmers of America: \$25 plus expenses for the purchase of the jacket and attending State or National Convention
- National Honor Society: \$10
- Competitive Robotics: \$20
- Cheerleading: Students must purchase uniforms and shoes selected by the sponsor and/or student group.
- Football: Students must provide their own football shoes, undergarments, and mouthguards
- Golf: Students must provide their own golf shoes, undergarments, and clubs.
- Softball and Baseball: Students must provide their own shoes, gloves, and undergarments.
- Basketball, Track, Volleyball, and Wrestling: Students must provide their own shoes and undergarments.
- Band: \$30 uniform cleaning fee
 - o Students must provide their own instruments and marching band shoes. If students are unable to provide their own instrument and there is one available, they may rent an instrument for an annual \$50 refundable deposit.
- Class Dues:
 - o Freshman Year=\$20.00
 - o Sophomore Year=\$30.00
 - o Junior Year = \$50.00
 - o Senior Year = \$40.00

5045 Student Fees

2026-2027 School Year

Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

	<u>Lunch Fees</u>	<u>Breakfast Fees</u>
○ Student grades K-5	\$ 3.25	\$ 2.00
○ Student grades 6-12:	\$ 3.40	\$ 2.00
○ Milk:	\$.50	\$.50
○ 6-12 Second Entree	\$ 1.65	\$.85
○ Adults:	\$5.00	\$ 3.00
○ Snacks (Cash only)	\$2.00	\$ 2.00

Technological Devices.

The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the device off district property. The maximum dollar amount of this convenience fee charged by the district will be \$40.

As with all school property, students may be charged for damage to such devices, the amount to be determined on an individual basis.

- Keys/Screen \$75
- Bag \$20
- Charging Block \$20
- Charging Cord \$10
- Total Replacement: Up to current replacement cost

5045
Student Fees

2026-2027 School Year

Waiver Policy.

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

Centura Public Schools

MONTHLY FINANCIAL REPORT TO THE BOARD

July 2026

General Fund Expenses for July		
	2024-2025	2025-2026
GF Payable	\$187,695.23	\$274,574.02
GF Payroll	\$512,067.43	\$521,900.91
Total	\$699,762.66	\$796,474.93

General Fund Receipts for June		
	2024-2025	2025-2026
State Aid	\$109,123.00	\$90,975.00
SPED State Pmt	\$188,554.00	\$98,181.00
Buffalo County	\$46,914.88	\$14,950.27
Hall County	\$207,728.99	\$121,704.99
Howard County	\$147,371.42	\$121,145.85
Sherman County	\$15,003.30	\$10,593.24
Other Receipts	\$15,112.32	\$9,656.07
Total	\$729,807.91	\$467,206.42

GENERAL FUND			
Three Year Comparison			
EXPENSES			
MONTH	2023-24	2024-2025	2025-2026
September	\$739,055	\$728,156	\$755,284.37
October	\$663,668	\$667,145	\$655,756.03
November	\$655,628	\$648,094	\$648,054.11
December	\$715,008	\$729,498	\$714,464.92
January	\$632,011	\$635,889	\$733,184.87
February	\$613,913	\$737,187	\$660,730.33
March	\$596,945	\$608,934	\$611,351.87
April	\$602,092	\$639,431	\$696,195.77
May	\$629,941	\$645,331	\$651,113.34
June	\$650,136	\$713,529	\$674,752.85
July	\$560,400	\$699,763	\$796,474.93
YTD Total	\$7,058,797	\$8,316,118	\$7,597,363
Annual Budget	\$8,282,000	\$9,145,550	\$10,003,717
Budget % Spent	85.23%	90.93%	75.95%

GENERAL FUND			
Three Year Comparison			
REVENUE			
MONTH	2023-24	2024-25	2025-26
September	\$1,527,019.03	\$1,429,688.29	\$1,025,216.95
October	\$365,893.40	\$524,689.88	\$411,806.30
November	\$195,581.90	\$193,179.68	\$102,859.92
December	\$392,528.41	\$374,442.70	\$393,039.47
January	\$1,340,823.48	\$945,361.77	\$949,881.42
February	\$759,909.13	\$1,491,463.11	\$1,466,867.70
March	\$323,589.33	\$614,778.41	\$355,369.81
April	\$424,447.71	\$408,919.15	\$422,466.12
May	\$2,176,961.83	\$2,387,349.87	\$2,811,055.98
June	\$687,633.31	\$729,807.91	\$467,206.42
YTD Total	\$8,553,696.26	\$9,293,137.78	\$8,405,770.09

Items to Note:

Apple Financial Services	\$100,051.43
<i>Apple Computer Lease</i>	
Savvas	\$77,065.97
<i>Science Curriculum</i>	
ESU 10	\$12,915.32
<i>SPED Services</i>	
Frontline	\$9,461.10
<i>Time & Attendance</i>	
Software Unlimited	\$8,000.00
<i>Yearly Sub.</i>	
Amazon	\$8,104.62
<i>HS & ELM Supplies 26-27</i>	
Stukent	\$5,370.00
<i>CTE Bundle</i>	
Inland Truck	\$4,315.44
<i>3 Bus DOTs and Repairs</i>	

**Treasurer's Report for the 2025-26 School Year
as of June 30, 2026**

General Fund

Beginning Balance		<u>\$4,054,238.06</u>		
June	Income	<u>\$467,206.42</u>		
June	Expenses	(\$674,752.85) <	\$0.00	June expenditures
June	Adjustments		<u>\$0.00</u>	June Pre-pay
Ending Balance		<u>\$3,846,691.63</u>	<u>\$0.00</u>	

Cash Found In: Balance Per Bank	\$3,936,489.13
Outstanding Checks	(\$89,797.50)
Adjustments	
Total	<u>\$3,846,691.63</u>

General Fund CD's

#202828	\$209,127.68	Western National	3.6%	Matures 04-11-2027
#15608	\$158,916.36	Pathway Bank	3.55%	Matures 04-19-2027
#45419	\$108,769.44	Pathway Bank	3.6%	Matures 01-23-2027
#45435	\$108,769.45	Pathway Bank	3.6%	Matures 01-23-2027
#118240	\$178,246.58	Pathway Bank	3.55%	Matures 04-11-2027
#881244 (MM)	<u>\$274,546.01</u>	Pathway Bank	1.66%	Money Market
Total	<u>\$1,038,375.52</u>			

Building Fund

Beginning Balance	\$1,008,894.04
June Income	\$10,855.43
June Expenses	(\$4,358.00)
June Adjustments	\$0.00
Ending Balance	<u>\$1,015,391.47</u>

Cash Found In:	
Checking Acct.	\$1,015,391.47
Outstanding Checks	\$0.00
Total	<u>\$1,015,391.47</u>

Depreciation Fund

Beginning Balance	<u>\$242,135.81</u>
June Income	<u>\$234.49</u>
June Expenses	<u>(\$16,454.88)</u>
Ending Balance	<u>\$225,915.42</u>

Cash Found In: Checking Acct.	\$225,915.42
Outstanding Checks	\$0.00
Total	<u>\$225,915.42</u>

Unemployment Fund

Beginning Balance		\$15,622.39
June	Income	\$0.00
June	Expenses	\$0.00
Ending Balance		<u>\$15,622.39</u>

Cash Found In:	
Checking Acct	\$15,622.39
Outstanding Checks	\$0.00
Total	<u>\$15,622.39</u>

Student Fees

Beginning Balance		\$0.00
June	Income	\$0.00
June	Expenses	\$0.00
Ending Balance		<u>\$0.00</u>

Cash Found In:		
	Checking Acct.	\$0.00
	Total	<u>\$0.00</u>

Activity Accounts

Beginning Balance		\$133,820.97
June	Income	\$13,258.34
June	Expenses	(\$32,486.47)
June	Adjustments	
Ending Balance		<u>\$114,592.84</u>

Cash Found In:		
	Checking Acct.	\$35,933.82
	Outstanding Checks	(\$7,149.23)

Activity Fund CDS

#118	\$10,000.00	Boelus State Ban 1.5%. Matures 03/4/27
#259	\$20,000.00	Boelus State Ban 3.7% Matures 09/24/2026
#427	\$20,000.00	Boelus State Ban 3.7% Matures 12/18/2026
#1229	\$23,181.47	Boelus State Ban 1.50% Matures 07/19/26
Money Market	\$12,626.78	Boelus State Bank
	<u>\$114,592.84</u>	

Lunch Account

Beginning Balance		\$59,361.63
June	Income	\$6,654.38
June	Expenses	(\$14,266.94)
June	Adjustments	
Ending Balance		<u>\$51,749.07</u>

Cash Found In:	Checking Acct.	\$52,521.30
	Outstanding Checks	(\$772.23)
	Total	<u>\$51,749.07</u>

Fund: 01 General Fund

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	Taxes Levied by School District	0.00	221,414.58	4,182,119.18	0.00	(4,182,119.18)
01 1115	Carline Taxes	0.00	0.00	6,665.42	0.00	(6,665.42)
01 1125	Motor Vehicle Taxes	0.00	20,370.25	234,038.32	0.00	(234,038.32)
01 1140	PENALTIES & INTEREST ON TAXES	0.00	274.29	4,901.77	0.00	(4,901.77)
01 1510	Interest on Investments	0.00	2,458.58	14,989.03	0.00	(14,989.03)
01 1740	Student Fees	0.00	0.00	2,571.65	0.00	(2,571.65)
01 1800	REVENUE FROM COMMUNITY SERVICES ACTIVITIES	0.00	0.00	7,335.00	0.00	(7,335.00)
01 1911	Local License Fees	0.00	300.00	1,010.00	0.00	(1,010.00)
01 1990	Miscellaneous Local Revenue	0.00	5,160.00	18,857.80	0.00	(18,857.80)
Subtotal: LOCAL RECIEPTS		0.00	249,977.70	4,472,488.17	0.00	(4,472,488.17)
01 2110	County Fines and License Fees	0.00	2,716.56	25,758.98	0.00	(25,758.98)
Subtotal: COUNTY AND ESU RECEIPTS		0.00	2,716.56	25,758.98	0.00	(25,758.98)
01 3110	State Aid	0.00	90,975.00	909,768.00	0.00	(909,768.00)
01 3120	Special Education-School Age	0.00	98,181.00	710,228.00	0.00	(710,228.00)
01 3125	SPED Transportation-School Age	0.00	0.00	28,220.00	0.00	(28,220.00)
01 3130	Homestead Exemption	0.00	24,717.66	99,023.16	0.00	(99,023.16)
01 3131	Property Tax Credit	0.00	(1,098.99)	1,896,151.52	0.00	(1,896,151.52)
01 3180	Pro-Rate Motor Vehicle	0.00	0.00	14,576.15	0.00	(14,576.15)
01 3400	State Apportionment	0.00	0.00	102,312.71	0.00	(102,312.71)
01 3535	High Ability Learners	0.00	0.00	3,801.00	0.00	(3,801.00)
01 3551	Career Education (CTE)	0.00	0.00	7,500.00	0.00	(7,500.00)
Subtotal: STATE RECEIPTS		0.00	212,774.67	3,771,580.54	0.00	(3,771,580.54)
01 4505	Title I-Part A ESSA	0.00	0.00	36,768.00	0.00	(36,768.00)
01 4516	IDEA PART B PRESCHOOL	0.00	0.00	805.00	0.00	(805.00)
01 4518	IDEA Part B (611) Base/EP	0.00	0.00	69,827.00	0.00	(69,827.00)
01 4521	IDEA Non-Public	0.00	0.00	3,392.00	0.00	(3,392.00)
01 4708	MEDICAID IN PUBLIC SCHOOLS	0.00	1,737.49	25,150.40	0.00	(25,150.40)
Subtotal: FEDERAL RECEIPTS		0.00	1,737.49	135,942.40	0.00	(135,942.40)
Fund Total:		0.00	467,206.42	8,405,770.09	0.00	(8,405,770.09)

Revenue Summary Report
Processing Month: 06/2026

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	0.00	467,206.42	8,405,770.09	0.00	(8,405,770.09)

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	General Fund	
Amazon Capital Services	1119-747Y-RN7M	L. Hamik Class Supplies 26-27	218.65
Amazon Capital Services	116D-MDHL-GHM9	K. Sliva SPED Supplies 26-27	147.82
Amazon Capital Services	133M-6CFC-FDKW	T. Dvorak Class Supplies 26-27	108.94
Amazon Capital Services	13FP-KWRY-G6JH	A. Bartley 1st Grade Supplies 26-27	120.59
Amazon Capital Services	13QP-3C9Y-GJTD	G. Alexander Class Supplies 26-27	150.07
Amazon Capital Services	13QP-3C9Y-PV4R	Business Off. & Transportation Supplies	270.16
Amazon Capital Services	14D4-46T4-DW6L	D. Lemburg 5th Grade Supplies 26-27	56.74
Amazon Capital Services	14D4-46T4-DXPG	S. Hargens Title 1 Supplies 26-27	58.43
Amazon Capital Services	14MC-KPNT-GQVK	L. Hermann 2nd Grade Supplies 26-27	64.00
Amazon Capital Services	16NV-V3H6-KX31	Maintenance Supplies	213.74
Amazon Capital Services	174X-G7XK-HGGK	L. Hermann 2nd Grade Supplies 26-27	65.68
Amazon Capital Services	17XL-T1CQ-J9MX	1-1 replacement charging cords	76.93
Amazon Capital Services	196F-NFDT-KGMM	K. Steffen Elm Tech Supplies 26-27	98.28
Amazon Capital Services	19WH-7Y1G-CD4Y	E. Taukiueva SPED Supplies 26-27	4.99
Amazon Capital Services	1CQH-73MQ-HC6C	S. Berry Class Supplies 26-27	205.20
Amazon Capital Services	1FYN-GCDY-FFDY	K. Steffen Class Supplies 26-27	87.85
Amazon Capital Services	1FYN-GCDY-XK17	ELM Library Supplies	47.51
Amazon Capital Services	1FYP-HLPM-61MC	K. Hawkins Class Supplies 26-27	120.27
Amazon Capital Services	1GKW-MCGL-KGMF	ELM Principal Supplies	6.79
Amazon Capital Services	1H1W-M961-FXN7	ELM Dry Erase Board	188.72
Amazon Capital Services	1HJT-VKYN-GX1H	K. Hawkins Class Supplies 26-27	322.20
Amazon Capital Services	1JFW-C6MD-4YG1	G. Alexander Class Supplies 26-27	111.80
Amazon Capital Services	1KD-QQFJ-G3FT	B. Knopik 5th Grade Supplies 26-27	126.14
Amazon Capital Services	1KYH-1J6C-JG1W	B. Hostetler Kindergarten Supplies 26-27	143.08
Amazon Capital Services	1L9P-YLWF-3JTM	Maintenance Supplies	345.00
Amazon Capital Services	1LV3-KLRX-CPP6	E. Taukiueva SPED Supplies 26-27	4.99
Amazon Capital Services	1LWN-F4VD-P1RG	Canceled ELM Office Supplies	(157.50)
Amazon Capital Services	1MMJ-61LL-GXHF	A. Edwardson Class Supplies 26-27	232.24
Amazon Capital Services	1MTJ-3RX6-NFQH	S. Frankforter Early Childhood Supplies	119.93
Amazon Capital Services	1NFC-GDJ9-F6MD	J. Kaslon Class Supplies 26-27	237.20
Amazon Capital Services	1NVL-FFRL-HL9C	B. Ford Class Supplies 26-27	181.76
Amazon Capital Services	1NW9-JVMX-HRDF	N. Ruhl Class Supplies 26-27	97.67
Amazon Capital Services	1PQR-TTX9-CQP3	R. Dibbern Kindergarten Supplies 26-27	166.87
Amazon Capital Services	1PT7-6166-TGH4	Custodial Supplies	17.98
Amazon Capital Services	1PWT-J7WP-F43G	Trumler/Yochim 4th Grade Supplies 26-27	167.94
Amazon Capital Services	1RH1-M7YP-F37G	Elm Library/Media Supplies	100.53
Amazon Capital Services	1RNT-WNLG-FW3N	N. Bernal Class Supplies 26-27	276.55
Amazon Capital Services	1RWY-XYCN-HR9L	D. Voigt Class Supplies 26-27	615.36
Amazon Capital Services	1RXD-VMXG-FY3V	G. Alexander Class Supplies 26-27	23.49
Amazon Capital Services	1TJH-W9YL-FN31	Hadenfeldt/Bierhaus 3rd Grade Supplies	433.28
Amazon Capital Services	1TVH-36CC-DM1Y	Elm & HS Library Supplies	421.74
Amazon Capital Services	1TXM-KKX4-DYLM	Cleaning Supplies Maintenance	134.97
Amazon Capital Services	1TXM-KKX4-GYJN	ELM Office Supplies	767.09
Amazon Capital Services	1TXM-KKX4-GYJN-1	Missing ELM Office Supplies	(38.98)
Amazon Capital Services	1TXM-KKX4-JN7G	D. Rath Class Supplies 26-27	218.45
Amazon Capital Services	1VG3-XCHQ-F3FF	T. Reiman Counselor Supplies 26-27	196.97
Amazon Capital Services	1VP6-71YP-FG3M	R. Sullivan 2nd Grade Supplies	42.74
Amazon Capital Services	1VWF-4KVQ-FY1F	K. Vieth 1st Grade Supplies 26-27	77.33
Amazon Capital Services	1W6G-FHPQ-FJYC	E. Taukiueva SPED Supplies 26-27	139.87
Amazon Capital Services	1XM6-GVNG-3943	1-1 replacement charging cords	184.99
Amazon Capital Services	FC3-C1Q4-4RY9	L. Hermann 2nd Grade Supplies 26-27	81.58
Total Amazon Capital Services			8,104.62
Amplify Education, Inc.	INV-465735	Amplify CKLA	320.55
Amplify Education, Inc.	INV-470328	Amplify DIBELS 8th Ed. mCLASS	1,568.00
Total Amplify Education, Inc.			1,888.55

Vendor Name	Invoice Number	Description	Amount
Apple Financial Services	50761	Apple Computer Equipment	100,051.43
Total Apple Financial Services			100,051.43
AS Central Services	April & Ma-0002	Distance Education Services	0.00
Total AS Central Services			0.00
Aurora Coop	7,484,699	Gasoline	758.00
Total Aurora Coop			758.00
Black Hills Energy	June 2026-0001	Natural Gas	1,644.72
Total Black Hills Energy			1,644.72
Blacktop Chiropractic	126	DOT Physical S. Luhn	80.00
Total Blacktop Chiropractic			80.00
Bomgaars	43257959	Voigts Class Supplies	49.98
Total Bomgaars			49.98
Boys Town	CINV-00020-0004	SPED Tuition Boys Town- May 2026	0.00
Total Boys Town			0.00
Carl Dietz Consulting, LLC	Consulting 2026	Financial Consulting Services 1yr	2,500.00
Total Carl Dietz Consulting, LLC			2,500.00
Centurylink	June 2026	Communications	160.55
Total Centurylink			160.55
Column Software PBC	6409CE87-0080	BOE Notices	10.45
Total Column Software PBC			10.45
Culligan of Grand Island	20260709	Science Room DI Tank Service	318.50
Total Culligan of Grand Island			318.50
Eakes Office Solutions	INV780645	Copiers - Contract	41.79
Eakes Office Solutions	INV784025	Copiers - Contract	1,494.65
Eakes Office Solutions	INV784159	Copiers - Contract	54.95
Eakes Office Solutions	INV785659	Copiers - Contract	4,564.10
Eakes Office Solutions	INV787592	Copiers - Contract	71.00
Total Eakes Office Solutions			6,226.49
Ecolab	4232210-0001	Service-Pest Control	121.02
Total Ecolab			121.02
ESU #10	June 2026-0001	ESU10 SPED Services	12,915.32
Total ESU #10			12,915.32
ESU #7	LP26-27	Lastpass Licenses 26-27	112.00
Total ESU #7			112.00
ESU #9	26740	SPED ESU Assit @ Summit Acad. May 2026	1,624.00
Total ESU #9			1,624.00

Vendor Name	Invoice Number	Description	Amount
Frontline Technologies Group LLC	INVUS239082	Time & Attendance Implementation	3,680.00
Frontline Technologies Group LLC	INVUS239083	Time & Attendance from 7/1-6/30/27	5,781.10
Total Frontline Technologies Group LLC			9,461.10
Genesis Inc.	06260088	Medium Barn Owl Pellets	85.45
Total Genesis Inc.			85.45
GO Physical Therapy	May 2026-0002	SPED OT/PT/SLP Services	0.00
Total GO Physical Therapy			0.00
Grone's Outdoor Power	250254	Maintenance Part	3.05
Total Grone's Outdoor Power			3.05
Hamilton	11191416	Communications	18.37
Total Hamilton			18.37
Heartland Disposal	262499-0001	Service-garbage disposal	993.17
Total Heartland Disposal			993.17
Hometown Leasing	28015577326	Copiers	113.29
Total Hometown Leasing			113.29
Howard Greely RPPD	June 2026-0001	Service-electricity	7,997.72
Total Howard Greely RPPD			7,997.72
Inland Truck Parts & Service	IN-2015104	Bus 15 DOT/Service/Repair	3,099.36
Inland Truck Parts & Service	IN-2015105	Bus 17 DOT Inspection & Service	917.55
Inland Truck Parts & Service	IN-2015108	Bus 22 DOT Inspection	298.53
Total Inland Truck Parts & Service			4,315.44
INSECT LORE	INV3333629	Insect Lore Lady bug land/Catepillars	88.93
Total INSECT LORE			88.93
J&D Automotive	240595	Oil and Filter for Mini Van	54.98
Total J&D Automotive			54.98
Jackson Services, Inc.	5808521-0002	Rug Service	0.00
Total Jackson Services, Inc.			0.00
Johnson Controls, Inc.	1-137860096424	Signed Agreement July-Sept 2026	3,582.00
Total Johnson Controls, Inc.			3,582.00
KSB School Law	21714-0001	Legal Services	500.00
Total KSB School Law			500.00
Learning Without Tears	INV253129	Cursive Handwriting student & teacher ed	648.95
Total Learning Without Tears			648.95
Level Data, LLC	INV03405	Level Data add-on to PowerSchool	500.00
Total Level Data, LLC			500.00

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Vendor Name	Invoice Number	Description	Amount
MCGRAW-HILL EDUCATION, INC	140834410001	World History Voices & Perspectives	1,192.94
Total MCGRAW-HILL EDUCATION, INC			1,192.94
Menards	25966	Maintenance Supplies	27.76
Menards	27119	Maintenance Supplies	9.08
Menards	27196	Maintenance Supplies	37.40
Menards	27840	Maintenance Supplies	346.87
Total Menards			421.11
NALCD	20260709	Membership 26-27 Kaela Heneger	50.00
Total NALCD			50.00
NE Assoc for Curriculum, Instruction & Assessment	20260709	Membership Dues 26-27 Kaela Heneger	40.00
NE Assoc for Curriculum, Instruction & Assessment	20260709-0001	Membership Dues 26-27 Janet Brown	40.00
NE Assoc for Curriculum, Instruction & Assessment	20260709-0002	Membership Dues 26-27 Melissa Beberniss	40.00
Total NE Assoc for Curriculum, Instruction & Assessment			120.00
NE ASSOC OF SCHOOL BOARDS	N-56172	Law Conf. K. Heneger	185.00
Total NE ASSOC OF SCHOOL BOARDS			185.00
NE COUNCIL OF SCHOOL ADMIN	91558	NCE Conf. A. Edwardson	300.00
Total NE COUNCIL OF SCHOOL ADMIN			300.00
Phonograph-Herald	32337	BOE Notices	8.62
Phonograph-Herald	32341	BOE Notices	9.05
Phonograph-Herald	32349	BOE Notices	151.31
Phonograph-Herald	32350	BOE Notices	26.51
Total Phonograph-Herald			195.49
Platte Valley Communications	062626047-0001	Service-Bus repeater	30.00
Total Platte Valley Communications			30.00
Prairie Hills Wireless LLC	191254-0001	Backup Internet	49.95
Total Prairie Hills Wireless LLC			49.95
PRO-ED, INC	3132688	PRO-ED Edmark readers/functional words	337.70
Total PRO-ED, INC			337.70
Protex Central, Inc.	172360	Fire Alarm Inspection & Batteries	600.84
Protex Central, Inc.	172414	Serviced Fire Extinguisher Hydrotest	510.00
Total Protex Central, Inc.			1,110.84
Robinson, Bev	March 2026-0002	SPED Transportation Mileage Reimburse.	0.00
Total Robinson, Bev			0.00
Robinson, Lanny	May 2026-0002	SPED Transportation Mileage Reimburse	0.00
Total Robinson, Lanny			0.00
Savvas Learning Company	7029295560	K-12 Savvas Learning Company Science	64,994.99
Savvas Learning Company	7029300197	K-12 Savvas Learning Company Science	12,070.98
Total Savvas Learning Company			77,065.97

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Vendor Name	Invoice Number	Description	Amount
Servi-Tech, Inc.	H-996311	Wastewater Analysis	133.00
Servi-Tech, Inc.	H-996320	Sampler Rental	220.00
Total Servi-Tech, Inc.			353.00
Software Unlimited, Inc.	20260628-090	Software Unlimited/Web Link 9/1-8/31/26	8,000.00
Total Software Unlimited, Inc.			8,000.00
Studies Weekly	561292	NE Studies Weekly: Past & Present	225.87
Total Studies Weekly			225.87
Stukent, Inc	35717	Stukent CTE Bundle	5,370.00
Total Stukent, Inc			5,370.00
Teaching Strategies, LLC	INV240725	Creative Curriculum Preschool & Pre K	8,798.00
Total Teaching Strategies, LLC			8,798.00
US Bank	999057560934	Robotics Parts & Tool Storage	1,883.95
US Bank	Easy Timeclock June	Easy Timeclock June 2026	57.00
US Bank	ESI June 2026	ESI June 2026 Telephone Bill	1,165.38
US Bank	Menards 6/16	Maintenance Supplies Crows Nest	252.12
US Bank	Menards 6/16/26	Maintenance Supply	59.39
US Bank	Menards 6/18	Maintenance Supplies Crows Nest	93.27
US Bank	Menards 6/18/26	Maintenance Supplies Crows Nest	31.34
US Bank	Wabi Sabi 5/27	SPED ESY Services	100.00
US Bank	Wabi Sabi 6/4	SPED ESY Services	290.00
Total US Bank			3,932.45
Village of Cairo	June 2026-0001	Service-water	507.40
Total Village of Cairo			507.40
Voyager Sopris Learning Inc.	88288224	VoyagerSopris REWARDS Student Books	159.50
Total Voyager Sopris Learning Inc.			159.50
Wex Bank	113552962-0001	Monthly Transportation Fuel	1,096.72
Total Wex Bank			1,096.72
Zones of Regulation, Inc, The	10197	The Zones of Regulation® Digital renewal	144.00
Total Zones of Regulation, Inc, The			144.00
Fund Number 01			274,574.02
Checking Account ID 1			274,574.02

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Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
01	General Fund								
1100	REGULAR INSTRUCTIONAL PROGRAMS	0.00	318,584.65	2,825,949.52	0.00	(2,825,949.52)	0.00	27,394.66	(2,853,344.18)
1150	LIMITED ENGLISH PROF PROGRAMS	0.00	2,615.30	28,652.15	0.00	(28,652.15)	0.00	0.00	(28,652.15)
1160	PROVERTY PROGRAMS	0.00	68,361.54	746,465.81	0.00	(746,465.81)	0.00	0.00	(746,465.81)
1190	EARLY CHILDHOOD ED PROGRAMS	0.00	19,830.59	133,145.73	0.00	(133,145.73)	0.00	101.00	(133,246.73)
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	0.00	33,952.39	591,051.97	0.00	(591,051.97)	0.00	291.98	(591,343.95)
1291	SPED Instructional Programs-Ages 3-5	0.00	259.12	3,446.38	0.00	(3,446.38)	0.00	0.00	(3,446.38)
1292	SPED Instructional 0-2	0.00	259.12	3,446.38	0.00	(3,446.38)	0.00	0.00	(3,446.38)
2110	ATTENDANCE AND SOCIAL WORK SERVICES	0.00	0.00	24,278.22	0.00	(24,278.22)	0.00	0.00	(24,278.22)
2120	GUIDANCE SERVICES	0.00	14,842.38	164,618.92	0.00	(164,618.92)	0.00	0.00	(164,618.92)
2141	Psychological Serv SPED School Age	0.00	6,509.60	77,715.40	0.00	(77,715.40)	0.00	0.00	(77,715.40)
2151	Speech Path SPED School Age	0.00	9,222.52	152,634.56	0.00	(152,634.56)	0.00	0.00	(152,634.56)
2152	Speech Pathology SPED-Age 3-5	0.00	336.04	8,543.77	0.00	(8,543.77)	0.00	0.00	(8,543.77)
2153	SPED Speech Path 0-2	0.00	24.97	2,460.02	0.00	(2,460.02)	0.00	0.00	(2,460.02)
2161	Occupational Therapy SPED School Age	0.00	0.00	13,186.95	0.00	(13,186.95)	0.00	0.00	(13,186.95)
2162	Occ Therapy SPED Age 3-5	0.00	0.00	1,744.55	0.00	(1,744.55)	0.00	0.00	(1,744.55)
2163	Occ Therapy SPED Age 0-2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2171	Physical Therapy SPED School Age	0.00	0.00	8,831.14	0.00	(8,831.14)	0.00	0.00	(8,831.14)
2172	Physical Therapy SPED Age 3-5	0.00	0.00	2,744.57	0.00	(2,744.57)	0.00	0.00	(2,744.57)
2173	PT SPED 0-2	0.00	0.00	906.80	0.00	(906.80)	0.00	0.00	(906.80)
2181	Vision Services SPED School Age	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2182	Vision Services SPED 3-4	0.00	818.96	1,940.24	0.00	(1,940.24)	0.00	0.00	(1,940.24)
2190	OTHER PUPIL SUPPORT SERVICES	0.00	869.43	8,080.13	0.00	(8,080.13)	0.00	0.00	(8,080.13)
2211	School Improvement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2212	Instruction and Curriculum Dev	0.00	9,005.76	31,640.33	0.00	(31,640.33)	0.00	27,745.70	(59,386.03)
2213	Instructional Staff Training	0.00	520.00	3,257.83	0.00	(3,257.83)	0.00	40.00	(3,297.83)
2220	Library/Media Sevices	0.00	9,896.43	125,038.93	0.00	(125,038.93)	0.00	4,478.62	(129,517.55)
2230	Instruction-Related Technology	0.00	106,948.77	286,842.15	0.00	(286,842.15)	0.00	7,597.34	(294,439.49)
2240	Academic Student Assessment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2310	BOARD OF EDUCATION	0.00	1,455.94	25,998.77	0.00	(25,998.77)	0.00	0.00	(25,998.77)
2320	EXECUTIVE ADMINISTRATION	0.00	17,061.33	188,626.89	0.00	(188,626.89)	0.00	0.00	(188,626.89)
2330	District Legal Services	0.00	500.00	7,823.28	0.00	(7,823.28)	0.00	0.00	(7,823.28)
2410	Office of Principal	0.00	56,801.11	652,711.66	0.00	(652,711.66)	0.00	798.70	(653,510.36)
2510	GENERAL ADMIN-BUSINESS SERVICE	0.00	10,703.41	83,838.13	0.00	(83,838.13)	0.00	1,230.77	(85,068.90)
2580	Admin Technology Services	0.00	9,573.10	15,596.41	0.00	(15,596.41)	0.00	0.00	(15,596.41)
2610	Operation of Buildings	0.00	12,837.24	384,691.61	0.00	(384,691.61)	(1,003.64)	227.00	(383,914.97)
2620	Maintenance of Buildings	0.00	45,178.69	384,796.25	0.00	(384,796.25)	0.00	3,175.00	(387,971.25)
2630	Care and Upkeep of Grounds	0.00	353.00	19,129.85	0.00	(19,129.85)	0.00	2,350.00	(21,479.85)
2650	Vehicle Acquisition and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2660	Safety & Security	0.00	0.00	1,762.85	0.00	(1,762.85)	0.00	0.00	(1,762.85)
2670	Safety	0.00	1,110.84	6,354.47	0.00	(6,354.47)	0.00	0.00	(6,354.47)
2710	Vehicle Operation-Regular Educ	0.00	14,912.63	258,473.13	0.00	(258,473.13)	0.00	0.00	(258,473.13)
2712	Vehicle Operation-School Age SPED	0.00	809.00	35,811.13	0.00	(35,811.13)	0.00	0.00	(35,811.13)
3300	COMMUNITY SERVICES	0.00	0.00	11,893.49	0.00	(11,893.49)	0.00	0.00	(11,893.49)
3535	High Ability Leaners	0.00	0.00	1,997.19	0.00	(1,997.19)	0.00	147.76	(2,144.95)
3551	CTE Grant	0.00	0.00	6,284.36	0.00	(6,284.36)	0.00	0.00	(6,284.36)
3599	Safety Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4700	Building Improvements	0.00	0.00	10,436.67	0.00	(10,436.67)	0.00	0.00	(10,436.67)
6200	Title I, Part A ESSA	0.00	6,320.29	67,302.73	0.00	(67,302.73)	0.00	0.00	(67,302.73)
6406	IDEA Preschool (619) Base	0.00	2.50	13,661.26	0.00	(13,661.26)	0.00	0.00	(13,661.26)
6408	IDEA Part B - Base/EP	0.00	11,411.17	147,321.51	0.00	(147,321.51)	0.00	0.00	(147,321.51)
6412	IDEA Part B Proportionate Share	0.00	1,226.24	10,920.57	0.00	(10,920.57)	0.00	0.00	(10,920.57)
6700	Fed Voc & Applied Tech Ed (Carl Perkins)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6992	REAP	0.00	3,360.87	36,911.08	0.00	(36,911.08)	0.00	0.00	(36,911.08)

Expenditure Report by Function/Object -
Summary

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Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
6994	Homeless	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6998	ESSER III Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8000	TRANSFERS (OUTGOING)	0.00	0.00	27,129.15	0.00	(27,129.15)	0.00	0.00	(27,129.15)
01	General Fund	0.00	796,474.93	7,646,094.89	0.00	(7,646,094.89)	(1,003.64)	75,578.53	(7,720,669.78)

Expenditure Report by Function/Object -
Summary

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Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
Grand Total:	0.00	796,474.93	7,646,094.89	0.00	(7,646,094.89)	(1,003.64)	75,578.53	(7,720,669.78)

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Outstanding AP</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0101	ACTIVITIES	(63,792.27)	11,598.34	2,350.00	0.00	0.00	(73,040.61)
05 704 0102	SPIRIT SQUAD	(712.86)	1,200.00	1,112.82	0.00	0.00	(800.04)
05 704 0103	FOOTBALL	3,761.84	874.00	0.00	0.00	0.00	2,887.84
05 704 0104	GIRLS BASKETBALL	5,244.00	3,925.05	4,350.00	0.00	0.00	5,668.95
05 704 0105	BOYS BASKETBALL	8,931.03	525.00	0.00	0.00	0.00	8,406.03
05 704 0106	VOLLEYBALL	221.80	0.00	29.78	0.00	0.00	251.58
05 704 0107	CROSS COUNTRY / TRACK	1,378.83	677.86	109.92	0.00	0.00	810.89
05 704 0109	GOLF	(136.41)	0.00	0.00	0.00	0.00	(136.41)
05 704 0110	WRESTLING	376.96	0.00	0.00	0.00	0.00	376.96
05 704 0111	Girls Softball	8,107.89	425.00	450.00	0.00	0.00	8,132.89
05 704 0112	BOYS BASEBALL	803.66	0.00	0.00	0.00	0.00	803.66
05 704 0113	Girls Wrestling	(557.86)	0.00	0.00	0.00	0.00	(557.86)
05 704 0225	Class of 2025	1,280.86	0.00	0.00	0.00	0.00	1,280.86
05 704 0226	Class of 2026	1,894.74	847.80	0.00	0.00	0.00	1,046.94
05 704 0227	Class of 2027	0.00	0.00	0.00	0.00	0.00	0.00
05 704 0228	Class of 2028	160.00	0.00	0.00	0.00	0.00	160.00
05 704 0229	Class of 2029	295.00	0.00	0.00	0.00	0.00	295.00
05 704 0230	Class of 2030	176.57	0.00	0.00	0.00	0.00	176.57
05 704 0231	Class of 2031	118.20	0.00	0.00	0.00	0.00	118.20
05 704 0300	Grant Accounts	0.00	56.67	0.00	0.00	0.00	(56.67)
05 704 0301	Summer Reading Prog	100.00	0.00	500.00	0.00	0.00	600.00
05 704 0302	ART	212.05	0.00	0.00	0.00	0.00	212.05
05 704 0303	BOOKFAIR	1,109.24	0.00	200.00	0.00	0.00	1,309.24
05 704 0304	DUNLAP GRANTS	(31,605.72)	10,050.73	0.00	0.00	0.00	(41,656.45)
05 704 0306	GREENHOUSE	9,136.55	0.00	0.00	0.00	0.00	9,136.55
05 704 0307	COURTESY FUND	203.62	27.73	0.00	0.00	0.00	175.89
05 704 0308	BAND	9,240.06	0.00	0.00	0.00	0.00	9,240.06
05 704 0309	PRESCHOOL	(4,225.00)	0.00	0.00	0.00	0.00	(4,225.00)
05 704 0310	REVOLVING FUND	1,787.93	0.00	0.00	0.00	0.00	1,787.93
05 704 0311	SHOP	3,425.86	0.00	0.00	0.00	0.00	3,425.86
05 704 0313	GENERAL CONCESSIONS	11,669.85	640.06	557.57	0.00	0.00	11,587.36
05 704 0314	WOODS	1,482.07	547.96	0.00	0.00	0.00	934.11
05 704 0315	HELPING HANDS - ELEM	2,207.70	0.00	0.00	0.00	0.00	2,207.70
05 704 0316	FACULTY FUND	(213.44)	0.00	0.00	0.00	0.00	(213.44)
05 704 0317	ELEM COURTESY	530.67	0.00	0.00	0.00	0.00	530.67
05 704 0318	SPANISH CLUB	41.14	0.00	0.00	0.00	0.00	41.14
05 704 0319	Robotics	1,664.58	0.00	0.00	0.00	0.00	1,664.58
05 704 0320	Strength & Conditioning	1,151.25	407.27	0.00	0.00	0.00	743.98
05 704 0321	Centura Wellness	2,710.03	0.00	0.00	0.00	0.00	2,710.03
05 704 0322	Computer Fee	19,528.00	0.00	0.00	0.00	0.00	19,528.00

Fund: 05 ACTIVITY

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Outstanding AP</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0323	Library	1,000.00	0.00	0.00	0.00	0.00	1,000.00
05 704 0324	Elementary Playground	2,694.00	0.00	0.00	0.00	0.00	2,694.00
05 704 0325	BACK PACK PROGRAM	16,681.54	0.00	0.00	0.00	0.00	16,681.54
05 704 0328	Prom Committee	1,303.08	0.00	0.00	0.00	0.00	1,303.08
05 704 0400	FFA	25,330.57	683.00	0.00	0.00	0.00	24,647.57
05 704 0401	YEARBOOK	(1,373.00)	0.00	0.00	0.00	0.00	(1,373.00)
05 704 0403	ALUMNI	24.00	0.00	0.00	0.00	0.00	24.00
05 704 0404	CBI	4,819.87	0.00	0.00	0.00	0.00	4,819.87
05 704 0405	SPEECH	1,573.85	0.00	0.00	0.00	0.00	1,573.85
05 704 0406	DRAMA - One Act	4,260.57	0.00	0.00	0.00	0.00	4,260.57
05 704 0407	CHARACTER COUNCIL - ELEMENTARY	267.76	0.00	0.00	0.00	0.00	267.76
05 704 0408	FBLA	1,258.42	0.00	3,548.00	0.00	0.00	4,806.42
05 704 0410	MEDIA CLASS	1,756.52	0.00	0.00	0.00	0.00	1,756.52
05 704 0411	FFA SCHOLARSHIPS	4,294.00	0.00	0.00	0.00	0.00	4,294.00
05 704 0412	MIXED CHORUS	6,389.69	0.00	0.00	0.00	0.00	6,389.69
05 704 0413	NHS	246.54	0.00	0.00	0.00	0.00	246.54
05 704 0415	STUDENT COUNCIL	3,960.31	0.00	0.00	0.00	0.00	3,960.31
05 704 0502	INTEREST	51,912.12	0.00	37.81	0.00	0.00	51,949.93
05 704 0503	MONEY MARKET	748.30	0.00	12.44	0.00	0.00	760.74
05 704 0600	24/7 Student Insurance	8,964.41	0.00	0.00	0.00	0.00	8,964.41
Fund Total: 05		133,820.97	32,486.47	13,258.34	0.00	0.00	114,592.84

Centura Public Schools

07/09/2026 10:20 PM

Expenditure Report by Function/Object - Detail

Page: 1

User ID: STUBANDR

Account Number	Account Description	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
06	Hot Lunch Fund								
3100	Food Service Operations								
06 3100 110 001	Salaries Non-Instructional Staff	0.00	0.00	81.50	0.00	(81.50)	0.00	0.00	(81.50)
06 3100 110 002	Salaries Non-Instructional Staff	0.00	0.00	81.50	0.00	(81.50)	0.00	0.00	(81.50)
110	Salaries Non-Instructional Staff	0.00	0.00	163.00	0.00	(163.00)	0.00	0.00	(163.00)
06 3100 130 001	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 130 002	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
130	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 150 001	Addtl Compensation Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
150	Addtl Compensation Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 210 001	Group Insurance Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 210 002	Group Insurance Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210	Group Insurance Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 220 001	Social Security Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 220 002	Social Security Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
220	Social Security Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 230 001	Retirement Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 230 002	Retirement Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230	Retirement Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 237 001	Increased Retirement Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 237 002	Increased Retirement Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
237	Increased Retirement Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 350 001	Technical Services	0.00	0.00	835.90	0.00	(835.90)	0.00	0.00	(835.90)
06 3100 350 002	Technical Services	0.00	0.00	835.90	0.00	(835.90)	0.00	0.00	(835.90)
350	Technical Services	0.00	0.00	1,671.80	0.00	(1,671.80)	0.00	0.00	(1,671.80)
06 3100 431 001	Non Tech Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 431 002	Non Tech Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
431	NON-TECHNOLOGY RELATED REPAIRS & MAINTEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 570 001	Food Service Management	0.00	6,738.72	133,425.87	0.00	(133,425.87)	0.00	0.00	(133,425.87)
06 3100 570 002	Food Service Management	0.00	6,738.72	133,425.92	0.00	(133,425.92)	0.00	0.00	(133,425.92)
570	Food Service Management	0.00	13,477.44	266,851.79	0.00	(266,851.79)	0.00	0.00	(266,851.79)
06 3100 610 001	General Supplies	0.00	0.00	1,076.36	0.00	(1,076.36)	0.00	0.00	(1,076.36)
06 3100 610 002	General Supplies	0.00	0.00	1,076.38	0.00	(1,076.38)	0.00	0.00	(1,076.38)
610	General Supplies	0.00	0.00	2,152.74	0.00	(2,152.74)	0.00	0.00	(2,152.74)
06 3100 733 001	Furniture and Fixtures	0.00	0.00	1,599.50	0.00	(1,599.50)	0.00	0.00	(1,599.50)
06 3100 733 002	Furniture and Fixtures	0.00	0.00	1,599.50	0.00	(1,599.50)	0.00	0.00	(1,599.50)
733	Furniture and Fixtures	0.00	0.00	3,199.00	0.00	(3,199.00)	0.00	0.00	(3,199.00)
06 3100 739 001	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 739 002	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
739	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 810 001	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 810 002	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 890 001	Miscellaneous Expenses	0.00	760.21	976.48	0.00	(976.48)	0.00	0.00	(976.48)
06 3100 890 002	Miscellaneous Expenses	0.00	29.29	29.29	0.00	(29.29)	0.00	0.00	(29.29)
890	Miscellaneous Expenses	0.00	789.50	1,005.77	0.00	(1,005.77)	0.00	0.00	(1,005.77)
3100	Food Service Operations	0.00	14,266.94	275,044.10	0.00	(275,044.10)	0.00	0.00	(275,044.10)
06	Hot Lunch Fund	0.00	14,266.94	275,044.10	0.00	(275,044.10)	0.00	0.00	(275,044.10)

Expenditure Report by Function/Object - Detail

Account Number	Account Description	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
Grand Total:		0.00	14,266.94	275,044.10	0.00	(275,044.10)	0.00	0.00	(275,044.10)

**Centura School Board Committee of the Whole Minutes
District #47-0100 – Howard County Nebraska
Monday, June 15, 2026 5:00 PM
Centura High School; Cairo, NE**

Attendance Taken at 5:01 PM. Absent: Teresa Grabowski, Brooke Schmitt, Present: Sandra Davis, Mark Johnson, Todd Nitsch, Chelsea Schweitzer.

1. Opening The Meeting:

1.1. Call to order: The Committee of the Whole Meeting of the Centura Public Schools' Board of Education is called to order on Monday June 15, 2026 at 5:00 P.M. in the Board Room 201 Highway 11, Cairo, NE 68824.

1.2. Roll Call of Board Members:

1.2.1. Motion to excuse or not excuse Board Members not in attendance.

I move to excuse Teresa Grabowski and Brooke Schmitt from this Committee of the Whole meeting. Passed with a motion by Todd Nitsch and a second by Mark Johnson. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

2. Approval of the Agenda.

I move to approve the agenda as presented. Passed with a motion by Mark Johnson and a second by Todd Nitsch. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

3. Recognition of visitors and public comment per Centura Public Schools Policy No. 2009.

No guests signed in to address the board.

4. Committee of the Whole Discussion/Information Items:

4.1. Review and discuss newly required policies: 3061 ACH Originator Policy; 4065 Staff Use of AI Tools; 6046 Right to Access School Library Materials. Dr. Heneger led the board through discussion of the new policies that are required.

4.2. Review and discuss required policy revisions: 2008 Meetings; 3003 & 3003.1 Bidding for Construction, Remodeling, Repair, or Site Improvements; Bidding for Construction, Remodeling, Repair, or Related Projects; 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds; 3048 Communicable Disease; 4017 Relations with Employee Collective Bargaining Associations; 4019 Workplace Injury Prevention and Safety Committee; 4056 Resignation of Certificated Staff; 5001 Compulsory Attendance and Excessive Absenteeism; 5003 Admission of Part-Time Students; 5004 Option Enrollment; 5035 Student Discipline; 5048 Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions. Dr. Heneger led the board through discussion of the required policy revisions.

4.3. Policy review and discussion (regular cycle review): 5066 Early Graduation; 5067 Student Assistance Team Process; 6001 School Organization; 6002 School Calendar; 6003 Instructional Program; 6005 Academic Credits and Graduation; 6006 Commencement Ceremony; 6007 Senior Recognition. Due to time constraints, Policy 5066 Early Graduation was

reviewed. All additional policies listed will be moved to the July Committee of the Whole meeting.

5. Meeting Adjournment.

I move to adjourn this meeting at 6:19 p.m. Passed with a motion by Mark Johnson and a second by Chelsea Schweitzer. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

Centura Board of Education Regular Meeting Minutes
District #47-0100 – Howard County Nebraska
Monday, June 15, 2026 6:00 PM
Centura High School; Cairo, NE

Attendance Taken at 6:22 PM. Absent: Teresa Grabowski, Brooke Schmitt, Present: Sandra Davis, Mark Johnson, Todd Nitsch, Chelsea Schweitzer.

1. Opening The Meeting:

1.1. Call to order: The regular June Meeting of the Centura Public Schools' Board of Education is called to order on Monday, June 15, 2026 at 6:19 P.M. in the Board Room 201 Highway 11, Cairo, NE 68824.

Notice of the meeting was given in advance thereof, according to law, by proper publication, a designated method for giving notice to the School District, a copy of the proof of publication is available upon request. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in this meeting. All proceeds of the Board of Education were taken while the convened meeting was open to the attendance of the public.

1.2. Pledge of Allegiance and Recognition of Nebraska Open Meetings Act.

Board President Davis led in the Pledge of Allegiance. Then recognized the location of where the current Nebraska Open Meetings Act information was displayed.

1.3. Roll Call of Board Members:

1.3.1. Motion to excuse or not excuse absent Board Members.

I move to excuse Teresa Grabowski and Brooke Schmitt from this board meeting. Passed with a motion by Mark Johnson and a second by Todd Nitsch. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

1.4. Centura Vision Statement: A Community About Students, Excellence and Innovation!

1.5. Centura Mission Statement: Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.

2. Approval of the Agenda.

I move to approve the agenda as presented. Passed with a motion by Mark Johnson and a second by Chelsea Schweitzer. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

3. Recognition of visitors and public comment per Centura Public Schools Policy No. 2009.
No guests signed in to address the board.

4. Discuss monthly financial reports:

5. Approval of Consent Agenda:

I move to approve the consent agenda as presented. Passed with a motion by Todd Nitsch and a second by Mark Johnson. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

5.1. Minutes from previous month's meeting(s):

5.2. General Fund Claims Total: \$674,752.85 (Payables = \$118,137.83; Payroll = \$556,615.02) AGRICULTURAL SERVICES, INC. 222.13, Amazon Capital Services 946.21, Amplify Education, Inc. 2,652.00, AS Central Services 635.74, Aurora Coop 758.00, Black Hills Energy 2,100.98, BLUE CROSS BLUE SHIELD OF NE 313.24, Bomgaars 55.46, Boys Town 3,380.00, BUFFALO COUNTY ELECTION COM 100.00, Centurylink 80.92, Computer Hardware 7,160.00, Eakes Office Solutions 1,931.73, Ecolab 121.02, ESU #10 11,976.32, ESU #9 759.50, First Dakota Indemnity Company 2,585.00, Frankforter, Stephanie 54.38, Garcia, Misty 100.00, GO Physical Therapy 3,980.12, HALL COUNTY ELECTION COMM 1,151.20, Hamilton 32.62, Harmon, Craig 100.00, HD Supply 1,784.84, Heartland Disposal 1,016.26, HEINEMANN PUBLISHING 1,062.50, HOME DEPOT 64.47, Hometown Leasing 103.97, Howard Greely RPPD 7,273.08, J&D Automotive 285.90, Jackson Services, Inc. 284.60, Johnson Controls, Inc. 1,598.54, JourneyEd.com, Inc. 2,191.29, KSB School Law 1,776.50, Lowe, Timothy 100.00, Luhn, Stephanie 100.00, Marcia Brenner Associates 4,800.00, Menards 235.01, Midwest Floor Specialists 6,034.00, Nebraska Safety Center 770.00, OneSource 76.00, Opa! Food Mgt. of NE, LLC 25.00, Pedersen, Clark 100.00, Phillips, Becky 100.00, Phonograph-Herald 165.00, Platte Valley Communications 30.00, Prairie Hills Wireless LLC 49.95, Protex Central, Inc. 808.26, RAS Technology Consultants, Inc. 450.00, READ NATURALLY, INC. 780.00, Robinson, Lanny 2,714.40, S.E. Smith & Sons 10.78, Savvas Learning Company 8,840.00, Servi-Tech, Inc. 434.00, Sewer Rooter & Plumbing, Inc. 1,493.98, SHERMAN COUNTY TREASURER 379.34, Summit Academy LLC 26,224.77, US Bank 2,739.74, Village of Cairo 157.40, Wex Bank 1,791.68, Wilkins Architecture Design Planning 90.00

5.3. Building Fund Claims Total: \$3,420.00

5.4. Depreciation Fund Claims Total: \$0

6. Information Items: Reports

6.1. Superintendent Report:

Dr. Kaela Heneger presented the Superintendent's report. She updated the board on the work being done on policy, handbooks and budget. The Accreditation letter for the 2026-2027 school year has been received. Grant money is being explored for kitchen equipment replacement and security needs. An equipment/vehicle/item replacement plan is being prepared. This will allow better budgeting and use of the depreciation fund. This will be an ongoing project.

6.2. Board President Report:

Sandra Davis presented the Board President's Report. President Davis reported that there will be an on-campus Summer Board Retreat on July 16, 2026. Marcia Herring will help facilitate it, and it was confirmed that representatives from Northland Securities and Wilkins Architecture will be attending. President Davis reported that all 6 board members are planning to attend the NASB Area Meeting held in Kearney in August.

6.3. Board Committee Reports:

6.3.1. Facilities, Finance and Transportation Committee:

Mark Johnson provided the Facilities, Finance and Transportation Committee report. He reported on the recommendation of continuing with the annual Johnson Control contract. He provided a

brief update on the wastewater treatment plan project and said that progress is being made. We are in the planning stage for dirt work. He reported that there was a discussion about the athletic trainer position and potential need for a specific contract. This discussion will be continued. He thanked Dr. Heneger for her work on creating a spreadsheet with projections on how to manage replacement items/equipment moving forward. Meal prices were discussed and are a future agenda item in this current meeting.

7. Action Items:

7.1. Human Resources:

7.1.1. Approval of certified staff resignation(s).

There are no certified staff resignations.

7.1.2. Approval of certified staff contract(s).

There are no certified staff contracts to approve.

7.2. Discuss, review, and take all necessary action regarding new policies required to meet state mandates. 3061 ACH Originator Policy; 4065 Staff Use of AI Tools; 6046 Right to Access School Library Materials

Dr. Heneger explained the policies brought forth are required policies prompted by recent legislation. I move to approve the adoption of new policy numbers 3061, 4065, and 6046. Passed with a motion by Mark Johnson and a second by Todd Nitsch. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

7.3. Discuss, review, and take all necessary action regarding required policy revisions: 2008 Meetings; 3003 & 3003.1 Bidding for Construction, Remodeling, Repair, or Site Improvements; Bidding for Construction, Remodeling, Repair, or Related Projects; 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds; 3048 Communicable Disease; 4017 Relations with Employee Collective Bargaining Associations; 4019 Workplace Injury Prevention and Safety Committee; 4056 Resignation of Certificated Staff 5001 Compulsory Attendance and Excessive Absenteeism; 5003 Admission of Part-Time Students; 5004 Option Enrollment; 5048 Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions. All listed policies were reviewed with recommendations for optional or required changes. I move to approve the required policy revisions to the following policies as presented: 3003, 3003.1, 3004.1, 3048, 4017, 4019, 5004, 5048. Passed with a motion by Chelsea Schweitzer and a second by Todd Nitsch. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2. I move to approve Policy 2008 Meetings as discussed. Passed with a motion by Mark Johnson and a second by Chelsea Schweitzer. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2. I move to approve Policy 4056 Resignation of Certified Staff as discussed. Passed with a motion by Chelsea Schweitzer and a second by Mark Johnson. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2. I move to approve Policy 5001 Compulsory Attendance and Excessive Absenteeism as discussed. Passed with a motion by Todd Nitsch and a second by Mark Johnson. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2.

I move to approve Policy 5003 Admission of Part-Time Students as discussed. Passed with a motion by Chelsea Schweitzer and a second by Todd Nitsch. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

7.4. Review, discuss, and take all necessary action regarding the 2026-2027 Student/Parent Handbook.

Principals Beberniss and Brown answered questions regarding the 2026-2027 student handbook. I move to approve the 2026-2027 Student Handbook as presented. Passed with a motion by Mark Johnson and a second by Chelsea Schweitzer. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

7.5. Review, discuss, and take all necessary action regarding the Johnson Control renewal.

I move to approve the Johnson Control 2026/2027 renewal. Passed with a motion by Todd Nitsch and a second by Mark Johnson. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

7.6. Discuss, review and take all necessary action on setting the school meal prices for School Year 2026/2027.

Dr. Heneger led the board through a discussion on how lunch prices are set and the proposals for the 2026-2027 school year. I move to approve the school meal prices as presented. Passed with a motion by Mark Johnson and a second by Chelsea Schweitzer. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

8. Discussion/Information Items:

8.1. Review the 2024-2025 Annual Report.

Dr. Heneger reported that the Digital Design class put together the required Annual Report for 2024-2025. Moving forward, this will be incorporated into the classroom activity for this class.

9. Advanced Planning: July 13, 2026 5pm Committee of the Whole; July 13, 2026 6pm Regular Board Meeting; July 16, 2026 3:30pm Board Retreat; August 6, 2026 Staff Return; August 10, 2026 5pm Committee of the Whole; August 10, 2026 6pm Regular Board Meeting; August 20, 2026 Area Membership Meetings; September 23, 2026 School Pictures

10. Meeting Adjournment.

I move to adjourn this meeting at 8:00 p.m. Passed with a motion by Todd Nitsch and a second by Mark Johnson. Teresa Grabowski: Absent, Brooke Schmitt: Absent, Sandra Davis: Yea, Mark Johnson: Yea, Todd Nitsch: Yea, Chelsea Schweitzer: Yea; Yea: 4, Nay: 0, Absent: 2

Finance, Facilities, and Transportation Committee Meeting Agendas

July 8, 2026

Members Present: Mark, Sandra

Members Absent: Todd

Agenda and Notes:

- | |
|---|
| Topic: WWTP Update <ul style="list-style-type: none">• Update on timeline and phase 1• Plan on bringing the plan to the August board meeting for approval to go to bid• Bids due mid-September• Project done by August 2027 or sooner |
|---|

**Additional Information
Needed or Questions:**

Two or three Septic tanks will be installed as planned. After working with the state Steve from W-Design found an option of using Advanced Enviro-Septic System for the drainage instead of original plan for the drainage field of using Infiltrator Chambers this had been approved and used in Nebraska in the last year, but has been other place longer. It is better for sandy soils. This would have a smaller foot print and save some money due to less soil, dirt work and closer to the electricity. WDesign has been asked to get information from organizations and places that have this system.

Place on Board Agenda:

Yes

No

Recommendation:

- | |
|---|
| Topic: Athletic Trainer Contract <ul style="list-style-type: none">• Currently getting paid as a head coach for one season.• Proposal from him• He gets 2 periods a day 1st and last of the day for AT.• Prior to that, we spent \$1,500-2,500 monthly and were only here for home activities.• District paid licenses<ul style="list-style-type: none">○ NATA-\$240○ Certification Fee \$200 |
|---|

Additional Information

New Information since June:

Finance, Facilities, and Transportation Committee Meeting Agendas

Needed or Questions:

- Conference survey: Most Conference Schools have a partnership with an AT that checks in weekly and covers events in a multitude of ways. Most are not paying or have minimal costs.
- Starting pay is \$30,000ish GO PT

Place on Board Agenda:**Yes****No****Recommendation:**

Topic:

Board Annual Memberships

- NRCSA \$850.00
- NSBA \$4,872.00
- These are great organizations and totally worth the membership. I have a report to submit and we are required to disclose these memberships on our websites.

**Additional Information
Needed or Questions:**

These will be updated on the website.

**Place on Board
Agenda:****Yes****No****Recommendation:**

Topic:

- Catastrophic Accident Insurance: \$860 a year, with an option for parents to purchase additional insurance.

**Additional Information
Needed or Questions:**

Continuation with policy.

Place on Board Agenda:**Yes****NO****Recommendation:**

Topic:

Guest Teacher Pay (Substitute Pay)

Finance, Facilities, and Transportation Committee Meeting Agendas

- \$145 day
- \$155 On day 11 in the same position
- Think about providing lunch as part of the pay for a whole day.
- Comparison form the Conference Schools

**Additional Information
Needed or Questions:**

Recommendation would be to increase pay for long term guest teachers to \$175. We are also going to include lunch for guest teachers.

Place on Board Agenda:

Yes

No

Recommendation:

Topic:

Talk through our goals with the CDs and money market account.

- Activity Account has a Money Market Account at Boelus. It has had no activity since the spring of 2023. It is at 1.5%
- We do not have any CDs in Special Building Fund may want to look at the Nebraska Liquid Assets Fund.
- Let's look at opportunities to make our money work a little smarter.

**Additional Information
Needed or Questions:**

I will look at options that we have. Possibly a High Yield Savings Account or even a CD instead of the Money Markets. Dr. Heneger will bring back information and start looking at the time lines of all products in relation to our budget needs throughout the year.

Place on Board Agenda:

Yes

No

Recommendation:

Topic: Depreciation Fund Savings & Planning

- [Tracking and planning document](#)

**Additional Information
Needed or Questions:**

Place on Board Agenda:

Yes

No

Recommendation:

Staff & Community Relations Committee Meeting Agendas

June 23, 2026

5:00 pm

Members Present:

- Teresa Grabowski
- Brooke Schmitt
- Sandra Davis

Agenda and Notes:

- Are there groups or individuals we need to connect with to help us understand what changes to the bond plan would have made it a “yes”?
 - Reach out early
 - Work to have people know if it is happening early
 - Share the steps we are taking to improve the facility, how, timeline, cost.
- Communication Planning To Tell Our Story
 - As we make improvements, share our story
 - Opt in to receive information about Centura’s Facility Modernization Planning.
 - Sign Up: Google Form to receive information about the Facility Modernization Planning
<https://docs.google.com/forms/d/e/1FAIpQLSd8pOv9PK46LwLnEYQKOQI7jmFQyL9bpO-4tlrOziyRKYt2Kg/viewform?usp=sharing&ouid=108933475055750182523>
 - Dr. Heneger will start sending the link out in July, We can make some flyers with QR Codes to put up in the community.
 - How often do you commit to sending information?
 - Monthly or quarterly
 - What else do we need to think about

Does Anything Need To Be Added To The Board Agenda For An Action Item?

Not at this time

5045 Student Fees

5045 Student Fees

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

A. Definitions.

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

B. Listing of Fees Charged by this District.

1. Guidelines for Clothing Required for Specified Courses and Activities.

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

2. Safety Equipment and Attire.

The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items.

The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects.

The district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.

5. Technological Devices

The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the device off district property. The maximum dollar amount of this convenience fee charged by the district will be \$40. As with all school property, students may be charged for damage to such devices, the amount to be determined on an individual basis.

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

6. Extracurricular Activities.

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

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

- Optional Student Activity Annual Pass: \$40
 - Covers admission to all extracurricular events
- Student Participation Fee: \$50
 - Required of all students who participate in NSAA-sanctioned athletics and/or other activities
- Future Business Leaders of America: \$30 plus expenses if attending State or National Conference
- Future Farmers of America: \$25 plus expenses for the purchase of the jacket and attending State or National Convention
- National Honor Society: \$10
- Competitive Robotics: \$20
- Cheerleading: Students must purchase uniforms and shoes selected by the sponsor and/or student group.
- Football: Students must provide their own football shoes, undergarments, and mouthguards
- Golf: Students must provide their own golf shoes, undergarments, and clubs.
- Softball and Baseball: Students must provide their own shoes, gloves, and undergarments.
- Basketball, Track, Volleyball, and Wrestling: Students must provide their own shoes and undergarments.

7. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

8. Transportation Costs.

The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

9. Copies of Student Files or Records.

The district will charge a fee for making copies of a student's files or records for the parents or guardians of such students. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of \$0.10 per page for reproduction of student records.

10. Participation in After-School Services.

The district will charge reasonable fees for participation in after school services offered by the district pursuant to statute. The dollar amount charged by the district for these services shall be \$60 per month from August to May. Additional fees may be charged for students who are not picked up on time.

11. Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

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

- Breakfast Program – Grades K-5
 - Regular Price \$2.00
- Breakfast Program – Grades 6-12
 - Regular Price \$2.00
- Lunch Program – Grades K-5
 - Regular Price \$3.25
- Lunch Program – Grades 6-12
 - Regular Price \$3.40

12. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. The following list details the maximum dollar amount of all musical extracurricular activities fees and the equipment or attire required for participation in musical extracurricular activities:

- Band: \$30 uniform cleaning fee
 - Students must provide their own instruments and marching band shoes. If students are unable to provide their own instrument and there is one available, they may rent an instrument for an annual \$50 refundable deposit.

13. Contributions Class Extracurricular Activities.

Students are eligible to participate in a number of extracurricular activities during high school, including but not limited to class field trips, prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district requests class dues to be paid to cover these opportunities outside of the classroom. However, if this requirement presents a financial burden, families are encouraged to utilize the

district's waiver policy. Class Dues are set each year before the start of the school year.

14. Credit Recovery.

Students failing a class required for graduation will repeat that course when available in the schedule. If availability doesn't fit in the schedule, the student will be responsible for paying for the online credit recovery course.

C. Waiver Policy.

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

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent, which will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

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

F. Fund-Raising Activities

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

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve as a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: June 15, 2026

Fees Document

5045 Student Fees

2026-2027 School Year

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

- Optional Student Activity Annual Pass: \$40
 - o Covers admission to all extracurricular events
- Student Participation Fee: \$50
 - o Required of all students who participate in NSAA-sanctioned athletics and/or other activities
- Future Business Leaders of America: \$30 plus expenses if attending State or National Conference
- Future Farmers of America: \$25 plus expenses for the purchase of the jacket and attending State or National Convention
- National Honor Society: \$10
- Competitive Robotics: \$20
- Cheerleading: Students must purchase uniforms and shoes selected by the sponsor and/or student group.
- Football: Students must provide their own football shoes, undergarments, and mouthguards
- Golf: Students must provide their own golf shoes, undergarments, and clubs.
- Softball and Baseball: Students must provide their own shoes, gloves, and undergarments.
- Basketball, Track, Volleyball, and Wrestling: Students must provide their own shoes and undergarments.
- Band: \$30 uniform cleaning fee
 - o Students must provide their own instruments and marching band shoes. If students are unable to provide their own instrument and there is one available, they may rent an instrument for an annual \$50 refundable deposit.
- Class Dues:
 - o Freshman Year=\$20.00
 - o Sophomore Year=\$30.00
 - o Junior Year = \$50.00
 - o Senior Year = \$40.00

5045 Student Fees

2026-2027 School Year

Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

	<u>Lunch Fees</u>	<u>Breakfast Fees</u>
○ Student grades K-5	\$ 3.25	\$ 2.00
○ Student grades 6-12:	\$ 3.40	\$ 2.00
○ Milk:	\$.50	\$.50
○ 6-12 Second Entree	\$ 1.65	\$.85
○ Adults:	\$5.00	\$ 3.00
○ Snacks (Cash only)	\$2.00	\$ 2.00

Technological Devices.

The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the device off district property. The maximum dollar amount of this convenience fee charged by the district will be \$40.

As with all school property, students may be charged for damage to such devices, the amount to be determined on an individual basis.

- Keys/Screen \$75
- Bag \$20
- Charging Block \$20
- Charging Cord \$10
- Total Replacement: Up to current replacement cost

5045
Student Fees

2026-2027 School Year

Waiver Policy.

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

2008 Meetings

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

2. Notice

Method of Publishing Notice of Meetings. The board will publish reasonable advanced notice of all meetings on its website. The notice will contain a statement that the current agenda is available for inspection at the Superintendent's office during normal business hours. The Superintendent or designee may but is not required to provide information about meetings in other ways, such as social media or posting notices in physical locations in the district.

Publication of Notice Method and Regular Meeting Schedule. Four times per year, in a newspaper of general circulation, the board will publish its regular meeting schedule, location of regular meetings, and the designated method of publishing meeting notices.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

3. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.

- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
- c. The meeting minutes shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

The Superintendent will make a copy of the Open Meetings Act available at all meetings.

Adopted on: June 9, 2025

Revised on: June 15, 2026

Reviewed on: _____

5035

Student Discipline

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a Parent to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

Any disciplinary action taken by staff must be consistent with the requirements of other applicable laws, including but not limited to the IDEA, Section 504, and Title IX.

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

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

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

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

Pre-Kindergarten through Second Grade Students

Notwithstanding any other provision of this policy, an elementary school shall not suspend a student in pre-kindergarten through second grade unless the student:

1. Brings a deadly weapon as defined in section 28-109 onto school grounds, into a vehicle owned, leased, or contracted by a school being used for a school purpose or into a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event; or
2. Engages in violent behavior capable of causing physical harm to another student or school employee.

As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.

Makeup Work for Suspended Students

Any student who is suspended must be given an opportunity to complete any classwork and homework missed during the period of suspension, including, but not limited to, examinations ("makeup work"). Any makeup work must be completed and turned in within 2 school days after completion of the suspension. This makeup guideline shall be provided to the student and a Parent at the time of suspension. Suspended students may not be required to attend the school's alternative program for expelled students in order to complete classwork or homework.

Short-Term Suspension

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

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

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a

determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. After the principal has determined that a short-term suspension is necessary, but prior to commencement of the short-term suspension, the student and the Parent will be given oral and written notice of the charges against the student. They will be advised of what the student is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to present evidence of the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal will send a written statement to the student, and the student's Parent, describing:
 - a. The student's conduct, misconduct or violation of the rule or standard;
 - b. The reasons for the action taken;
 - c. The actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension;
 - d. Resources the school is able to provide or recommend to assist the student; and
 - e. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school.
4. An opportunity will be given to the student, and the student's Parent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the Parent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.
5. Students who are short-term suspended must be given the opportunity to complete classwork and homework missed during the period of suspension, including but not limited to examinations, as provided herein.

Emergency Exclusion

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

Weapons and/or Firearms

Weapons. No student may possess, handle, or transmit any weapon while on school grounds, in a school vehicle, or at any school activity or event off school grounds except as permitted by this policy. ***Definition of Weapon.*** The term “weapon” means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No student may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. ***Definition of Firearm.*** The term “firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

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

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

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

Consequences – Weapon. State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

Confiscation of Firearms and Weapons. Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm or weapon possessed in violation of this policy. Any firearm that is confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

Report to Law Enforcement Authorities. All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm to school.

Long-Term Suspension

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

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's Parent. This review shall be limited to newly discovered evidence or evidence of

changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students, or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.
5. **Conclusion of Expulsion.** At the conclusion of an expulsion, the school district will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

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

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

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes. The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct";
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by

- accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
 5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
 6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
 7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
 8. Engaging in bullying as defined in section 79-2,137 and in these policies;
 9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
 10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
 11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
 - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended

- to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
- b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
 - c. Violating school bus rules as set by the school district or district staff;
 - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;
 - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
 - f. Possession of pornography, including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
 - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically), including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
 - h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
 - i. Bullying which shall include cyberbullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing

to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;

- j. Violations of the district's acceptable computer use policy;
- k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
- l. Using any object to simulate possession of a weapon;
- m. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation;
- n. Violation of the school's audio and video recording policy; and
- o. Any other violation of any board policy, handbook provision, or rule or regulation established by a school district staff member pursuant to authority delegated by the board.

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

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

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's Parent with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

- a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
 - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
 - c. Resources the school is able to provide or recommend to assist the student;
 - d. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;
 - e. A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
 - f. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
 - g. A statement that the principal, legal counsel for the school, the student, the student's Parent, or the student's representative has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
 - h. A form on which the student, the student's Parent may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.
3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a

- personal injury to the student himself or herself, other students, school employees, or school volunteers.
4. Nothing in this policy shall preclude the student, the student's Parent, or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.
 5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's Parent may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's Parent must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.
 6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's Parent of the time and place for the hearing.
 7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's Parent, except with the consent of all the parties.
 8. The principal or legal counsel for the school, the student, the student's Parent, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
 9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

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

Reporting Requirement to Law Enforcement

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

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5066

Early Graduation

General Policy. Students most effectively obtain the skills and experience necessary to graduate from high school by completing grades 9 through 12 over the course of 4 years. Unless otherwise permitted by Board policy or other applicable law, students must finish all 4 grade levels in order to graduate.

Requirements for Application. In rare and unique circumstances, the Board may waive the four-year attendance requirement for high school graduation, provided that the student has met the requirements of this policy.

Students must make an application to the high school principal before they may seek permission to graduate early from the Board. The principal may consult with appropriate instructional and guidance staff members in making the determination. The student's application must include:

1. Proof that the student will meet all academic requirements necessary to graduate on or before the proposed graduation date;
2. A transcript showing that the student has no grade lower than "C" in any required course at the time of application;
3. A detailed essay that (a) addresses the reasons for seeking early graduation and (b) articulates the student's post-graduation plans, including goals and objectives justifying the need to graduate early; and
4. A letter from a parent/guardian supporting the application.

The student may submit any additional materials which support the student's efforts to graduate early. Such materials may include, but are not required to include: letters of support from staff and community members; proof of admission in a postsecondary program; and/or any other materials which the student believes to support the student's application.

Consideration by the Board of Education. Along with the application, the Board may consult with members of the administration, staff, or anyone else the Board deems appropriate. The Board will consider, but is not bound by additional recommendation solicited. The Board will grant a student's application only if it determines that the student is best served by permitting the student to graduate early.

Participation in District Activities. Early graduates will be considered graduates of the district at the time the Board confers such status upon them.

Therefore, early graduates will no longer be considered members of the student body and will forfeit those rights and privileges accorded such students. Participants will be allowed to walk at graduation.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: June 15, 2026

6009

Grade Placement and Academic Credits of Transfer Students

Subject to a determination on grade placement based on the criteria set forth below, a student transferring from an accredited school generally will be placed at the grade level that is comparable to the placement in the school from which the student is transferring. Temporary placement may be made until a student's records are received to verify the placement.

Elementary Level Students

The appropriate level of placement for elementary level students may be determined by, but not limited to, consideration of the following information:

- Chronological age
- Previous public school or private school experience
- Diagnostic test data
- Achievement test data
- Criterion-referenced test data

Secondary Level Students

The appropriate level of placement for secondary students may be determined by, but not limited to, consideration of the following information:

- Chronological age
- Previous public school or private school experience and transcript
- Standardized achievement test data
- Criterion-referenced test data
- Final examination test data
- Diagnostic test data

The district will accept credits toward graduation that were awarded by an accredited school district and which, in the professional judgment of the administrative team, are sufficiently rigorous and comparable to the district's offered courses of study. A student transferring into the school district in grades 9-12 will be responsible for meeting all graduation requirement in order to be awarded a diploma from the district.

Students who transfer from an exempt (home) school and/or a non-accredited school may be awarded credits to be counted toward high school graduation requirements at the discretion of the building principal in consultation with the superintendent of schools. The principal will consider all of the factors listed above and will also consider the student's performance on the district's internal benchmark tests.

The district administration, in conjunction with the building principal, will determine the appropriate grade level/credit status of a student transferring from a foreign country.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

6038

Student Use of AI Tools

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

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

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

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

Adopted on: _____

Revised on: _____

Reviewed on: _____



2026-2027

Staff Handbook

Dear Centura Public Schools' Team Members,

Welcome to the 2026-2027 school year! As a community of educators, it is important that we work together in a positive, professional manner as we do the work of educating children for the future. Every action and decision we make as a staff or individual should come back to the question “What is best for our student(s)?” You have been given the opportunity to change the life of a child; the intent of this handbook is to serve as a reference for how we are going to do our work.

This handbook is intended to be used to provide general information about Centura Public Schools and to serve as a guide to the district’s policies, rules, regulations, and other expectations. This year I hope you enjoy the time with students and colleagues, getting to do the meaningful work of education. Please know this is a general guideline and adjustments may need to occur as we live out our mission and adjust to our needs. This resource contains many of the policies, practices, and customs of Centura Public Schools. It is based on the Centura Public Schools Board Policy, but also has many practices and information that are necessary for the day-to-day operation of our buildings.

Each staff member is responsible for becoming familiar with the handbook and knowing the information contained. Although the information found in this document is detailed and specific on many topics, the handbook is not intended to be all-encompassing so as to cover every situation and circumstance that may arise. Situations may arise that are not covered by this handbook. In those instances, staff members should use their own good judgment or consult with the administration. If any information contained in this handbook conflicts with board policy or state statute, the policy or statute will govern. We will work hard to let you know of changes, so you can be up-to-date as to the current policy.

As a member of Centura Public Schools’ Staff you are part of an amazing educational community, with an outstanding staff, parents, and students. We should be proud of our many accomplishments. If you have questions or concerns, which are not covered in the handbook, please feel free to visit with me or the other administrators. I am looking forward to working with and supporting each of you, as you change the world one student at a time.

Educationally,

Dr. Kaela Heneger
Superintendent
Centura Public Schools

Centura Vision/Mission/Goals

Centura Public Schools' Vision

A community about kids, excellence and innovation.

Centura Public School's Mission

Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.

Accreditation Goals

Develop formal processes and procedures to engage stakeholders in meaningful ways that meet their needs allowing the system to utilize and benefit from their unique abilities to support identified needs of the district.

Notice of Nondiscrimination

([Policy 3053](#))

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

Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact Dr. Kaela Heneger at by phone: 308-485-4258 , email: kheneger@centuraps.org, mail: PO Box 430 Cairo, NE 68824, or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

For additional prohibited discrimination and related information, please review school district [Policy 3053– Nondiscrimination](#).

Name: Dr. Kaela Heneger

Title: Superintendent

Address: 201 N. Hwy 11 Cairo, NE 68824

Telephone: (308) 485-4258

E-mail: kheneger@centuraps.org

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Absences

If you know in advance that you will be absent for any pre-planned workshop/event/personal reason, please register ~~an Odie request for absence, the building secretary will secure a guest teacher (substitute teacher).~~ a Frontline request. Once the building principal approves the request, Frontline will assign a substitute or the principal will fill internally if a substitute is not available.

If you have to be absent because of illness or other emergencies the night prior or morning of, ~~call or text to inform the building secretary and principal as soon as the need arises. P~~ please register an ~~Odie~~ Frontline request for absence, ~~the building secretary will secure a sub.~~ Frontline will assign a sub or the principal will fill internally if a substitute is not available.

If for some reason you are unable to submit a Frontline request, please contact your principal immediately.

Elementary Staff:

~~Ginney Spichs - C) 402-984-4411~~

~~Janet Brown - C) 402-759-2499~~

Secondary staff:

~~Ann Kroeger - C) 308-750-2333 Shannon Dvorak -----~~

~~Melissa Beberniss - C) 308-379-6750~~

Employee Personal Illness Leave

After an illness of three (3) consecutive days, a staff member must see a doctor and receive a signed statement indicating the nature and status of the illness. Evidence may also be required regarding the mental or physical health of the employee when the administration has a concern about the employee's health. It shall be within the discretion of the superintendent or the board of education to determine the type and amount of evidence necessary.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding the personal illness leave of such employees shall be followed.

Certificated Employee Vacation, Holidays And Personal Leave

Except in cases of emergency no more than two elementary and two secondary teachers may be gone on combined personal and professional leave on any given day. Every effort should be made by the professional employee to limit absences, with the exception of emergencies. Personal days shall not be taken the day prior to or following a regularly scheduled vacation. Application for personal leave should be submitted to the appropriate

administrator as early as possible for approval except in case of emergency situations. Personal leave may not be accumulated or carried over to a new year..

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding the vacations, holidays and personal leave of such employees shall be followed.

An ~~ODIE~~ Frontline absence request must be completed for every absence.

Classified Or Hourly Staff Absences

Contact your building principal prior via email for planned absences. If absences are unplanned let your building principal know via text.

Hourly Staff: **Please record your absence in the Frontline System**

Salaried Staff: Please record your absence in the ~~ODIE~~ Frontline System

Accidents

All accidents occurring during school hours must be reported to the principal or your direct supervisor and an accident report completed by the faculty member on duty at time of the accident. This will give information necessary for insurance reports and protect the school and school personnel.

Emergency Procedure:

In case of an emergency the staff shall--

- Contact the school nurse; if the nurse cannot be reached, contact the building principal. If it is critical, call emergency personnel, rescue unit-firemen, etc. Office personnel will contact parents. Please refer to the Centura Public Schools Emergency/Crisis Protocol procedures.

In all other emergencies - sickness, possible broken bones, cuts, etc.

- Contact the school nurse, the nurse or administrator will then contact the parents/Guardians.
- If parents cannot be reached, contact an alternate person listed on the emergency form.
- Verbal; contact with school nurse or office personnel.
- When a student has been cared for (in case of an accident), the staff member should complete an accident form and place it in the office.

Assessment Administration (Board Policy 4048)

The purpose of all testing and assessments is to measure students' knowledge, skills or abilities in the area tested. All staff members are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. This policy applies to all national, state, and local assessments, including both standardized and general classroom assessments.

Behavior Referrals

Student behavior should be managed by the **classroom teacher or supervising staff member, first**. Then if needed, the classroom teacher, or staff member can refer that student to the building principal for a behavior referral. The teacher or staff member must notify the principal and/or secretary of the referral. The **Behavioral Entry Google form Power School Behavior Incident tab** will be used to report both positive and negative behaviors.

- **Teacher's Role in Discipline**

The teacher's first objective is to solve the problem within the confines of the classroom. Research the reasons for the behavior and what is causing it to happen. **Make contact with the parent to try to solve the problem**. If the behavior is such that it disrupts the learning in the classroom, then that student shall be sent to the office with an official office referral completed. Teachers need to communicate how they have handled this behavior in the classroom with the administrator **and parent**. This communication is important to prevent the behavior from happening again.

- **Student's Role in Discipline**

If a student receives a behavior referral, once in the office, the student shall listen to the administrator's directive and together a solution will be created to prevent further incidents. Upon returning to the classroom, with the administrator, the student will make an appropriate apology to the person or persons affected by the behavior.

- **Administrator's Role of Discipline**

The administrator will take the information given to them and conduct a meeting with the student. Together the administrator, student, and the information from the teacher will create an understanding of what is expected of the student in the appropriate setting. Disciplinary action will be taken depending on the severity of the behavior. **The administratorAdministrator** will collect information and input from the teacher, in order to collaboratively plan how to prevent other occurrences. Contact with the student's parent(s)/guardian(s), by way of phone

call, will be made when a student receives an office referral at any point during the year and every additional office referral following.

- **Parent/Guardian Role of Discipline**

In the event of an office referral, communication to the parent(s)/guardian(s) will be made by the principal. The parent(s)/guardian(s) will be informed of the infraction and the consequent punishment. Support from the student's parent(s)/guardian(s) is vital for the child's future success. When working together the school and parents can help the student succeed to prevent further incidents.

Bulletins

There will be a daily bulletin posted via e-mail every morning. These bulletins will include business items and any other information that is needed for staff. Staff is responsible for reading the content of these bulletins on a daily basis.

Centura Alerts

Centura alerts will be used to notify staff, students, and parents of any weather days, upcoming events, or any other information that needs to be sent out en masse.

Child Protective Services (Board Policy 4054)

If you have any suspicions or concerns relative to possible neglect/abuse of a child, report these to the principal or counselor immediately. Do not ask too many questions that would potentially create an issue with the witness. The staff member, administrator or counselor can make the official call to Health and Human Services. All staff members, as mandatory reporters, are responsible for reading and understanding the district policy.

Reporting Procedure. School employees who have reasonable cause to believe that a child has been subjected to child abuse or neglect or observe a child being subjected to conditions or circumstances which reasonably would result in child abuse or neglect will report the suspected abuse or neglect according to the following procedure.

1. Any school employee who has reasonable cause to believe that a child has been abused or neglected shall report the suspicion to the building principal immediately. Employees shall also personally report or cause a report to be made to local law enforcement or to the Department of Health and Human Services.
2. When the principal makes a report of suspected child abuse or neglect, he/she shall inform the employee(s) who made the initial report.

3. Nothing in the paragraph above shall hinder a school employee from fulfilling his/her/their obligation to report suspected abuse or neglect if he, she or they have reasonable cause to believe that a child has been abused or neglected.
4. Any doubt or question in reporting such cases shall be resolved in the favor of reporting the suspected abuse or neglect. Consultation between the administrator and school employee is encouraged, keeping in mind that prompt reporting is essential.

Class List/Rosters

Each student enrolled in your classroom shall have a student I.D. number and have all demographic and educational information listed in the School's Information System (SIS). Centura Public Schools utilizes PowerSchool. All efforts will be made to integrate all informational systems to eliminate duplication of student information in all local, state and federal data systems. Please do not enter students into the data systems, if a student is not entered or needs to be deleted contact the building administrator.

Classroom Schedules

Classroom schedules should be posted in the classroom by the end of the second week of school. Daily agenda and objectives should be posted each day for each period, section and/or subject area.

Confidentiality

At times, teachers have access to information that is confidential. This may come from the student, parent, or principal. If the information is given to you in confidence, it should be kept that way. Treat this information with a professional attitude. **Only disclose student issues to the appropriate staff that NEED to know certain information, do not share with those that do not need to know.**

Please Note: No student addresses, phone numbers, pictures or other demographic information can be released without parental permission. Elementary class lists (with 1st names only) can be sent home with each student, if needed.

Daily Schedule

Teachers are to be at the school and in the classroom by 8:00 a.m. The time from 8:00 a.m. to 8:15 a.m. will be used for instructional, non-instructional time, supervision of students, and teachers to take care of any housekeeping chores such as helping students with assignments, giving extra help on daily work, organizing for the day's instructional activities, MTSS interventions, and meeting with grade level partners. Teachers are to

remain at school until **4:00 p.m.**, unless you request and receive permission from the principal to leave early. There will be times when professional responsibilities (i.e. IEP, 504, **MTSS**, meetings, planning, and student tutoring) requires work before or after the designated work hours

Discipline

Classroom Management is the responsibility of the classroom teacher. Teachers will have expectations posted at the beginning of the year. Communication with parents should be immediate to be proactive in changing the behavior. The first contact with parents should not be made by the principal.

Steps of the Behavior Process

- Model
- Practice
- Reinforce
- Retrain

Behavior Management Steps

- Make NO Assumptions
- It's NOT Personal
- Never Attack the Child – Address the Problem
- No Mass Punishments

Discretionary Leave

Discretionary leave is leave that is granted by the administrator for the staff member to take a short amount of time, 30 minutes or less, at the beginning **of the day**, ~~or~~ end of the day, **or at lunch**, but it is not guaranteed. This type of leave would be for medical, dental, legal, business, family, or personal reasons. Please always try to schedule these outside of contract time as much as possible, first.

A form can be found on the website and needs to be filled out prior to granting the leave. Staff members are responsible for securing non-paid coverage for this discretionary leave time, secretaries are not responsible for these coverages. [Discretionary Link](#)

Dress Code (Student) (Board Policy 5031)

If students are in violation of the student dress code, please address the violation immediately and then send the student to the office to change if necessary.

Dress Code (Staff) (Board Policy 4041)

The attire worn by staff members conveys an important image to students and the general public. The appearance of professional staff members shall be appropriate to their assigned duties and indicative of their professional standing in the school and community. There may be other times when faculty members dress in a casual manner but those times will be at the discretion of the building principal. **Denim jeans will be allowed on Fridays, worn with Centura gear.**

I. Staff Expectations in Dress and Appearance

A. General Expectations in Dress and Appearance

1. Certified staff, paraeducators, and office staff should generally dress in business casual attire that is clean and professional.
2. Custodial, maintenance, and transportation staff should dress in attire appropriate to the work they are performing. **If working an event with the public, wear a Centura Staff shirt (will be provided).**

~~B. Unacceptable Forms of Dress and Appearance~~

- ~~1. The following are examples of unprofessional attire which should not be worn by classroom staff during the traditional school day, when students or visitors are in attendance, or when the employee is supervising, directing, or coaching students when the public is in attendance:~~
 - ~~• Athletic wear, including sweat, jogging and wind suits, except when teaching a physical education activity in the gymnasium, on a playing field, or at athletic or other activity practices.~~
 - ~~• Shorts, except when teaching physical education class or at athletic or other activity practices.~~
 - ~~• Blue jeans, except at athletic or other activity practices, or on days considered to be “dress down” days.~~
 - ~~• Hats inside of the building (special dress up days excluded)~~
 - ~~• Rubber soled ‘flip flop’ sandals.~~
 - ~~• Any attire which is excessively wrinkled or torn, so that it is no longer neat and professional.~~
 - ~~• Any attire which is immodest or may distract other employees or students in the learning environment.~~

Enforcement

The superintendent or principal shall maintain the discretion to make determinations on staff dress and appearance. Administrators may temporarily suspend all or a portion of the dress code when other factors support a lower dress

expectation for school employees (e.g., special “casual days” or field days). Any violation of school policy and rules may result in disciplinary action.

Drug Free Workplace (Board Policy 4002)

It is vitally important to have a healthy workforce that is free from the effects of illegal drugs. The use or possession of unlawful drugs in the workplace has a very detrimental effect upon safety and morale of the affected employee, coworkers, and the public at large; and on productivity and the quality of work. **This applies to all buildings, vehicles, and property.**

Federal law requires this school district, as a recipient of federal funds, to maintain a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the district's workplace is prohibited. The term "workplace" includes every location where district employees may be found during their working hours or while they are on duty, regardless of whether the location is within the geographic boundaries of the district. Any employee who violates this policy will be disciplined with measures up to and including discharge. The district may, in its sole discretion, require or allow an employee who violates this policy to participate in and satisfactorily complete a drug abuse assistance or rehabilitation program.

The district shall provide every current employee with a copy of this policy, and shall provide each newly hired employee with a copy upon hiring. Every employee shall be required to signify receipt of a copy of the policy in writing. All district employees must abide by this policy, including those who are not directly engaged in the performance of work pursuant to a federal grant.

An employee must notify his/her supervisor of any conviction of a criminal drug statute for a violation occurring in the workplace within five days. The failure to report such a conviction will be grounds for dismissal. If the employee convicted of such an offense is engaged in the performance of work pursuant to the provisions of a federal grant, the district shall notify the grant agency within 10 days of receiving notice of a conviction from the affected employee or of receiving actual notice of such a conviction.

Educational Telecommunications/Movies

All YouTube, T.V. clips, videos, and computer instructional materials used in the classroom **must have a direct relationship to the instructional curriculum being taught and any movie needs to be cleared through the principal in advance.** Parent permission slips will be required for any non age appropriate ratings.

Duties of Centura Staff

The duties of ~~certified~~ staff include, but are not limited to, the following:

- **Becoming acquainted with board policies, district rules and regulations, and the state laws concerning teachers and pupils.**
- **Attending such education conferences as are required by law or administrative directives.**
- **¶**

- ~~c) Attending school assemblies unless excused by the principal.~~
- Instructing pupils in the proper use of equipment and instructional supplies.
- Reporting in writing to the principal any injury to any child while under the jurisdiction of the school, including athletic injuries.
- Complying with the Teachers Professional Code of Ethics which has been promulgated by the Nebraska Department of Education (92 Neb. Admin. Code § 27) and adopted by the Board of Education of the district.
- Discussing a student only with the child's parents and the superintendent, principal, guidance counselor or classroom teachers who may know the circumstances and have a need to know. It is unprofessional and inappropriate to discuss student or other staff members in the staff lounge.
- Being responsible for students whom they keep in school at times other than during regular school time. Certified staff will be responsible for any special work done by their students, including field trips, joint assemblies, school programs, etc.
- Refraining from joining book clubs or film clubs using the school name.
- Turning in all monies collected to the main office by the end of the school day.
- Clearing all class meetings or trips through the principal's office.
- Participating in Student Assistance Teams pursuant to board policy.
- Assisting with the administration of standardized testing as assigned by the administration.
- Provide homebound instruction as assigned by the administration.
- Performing additional duties as assigned by the administration.

~~EMPLOYEE CODE OF ETHICS¶~~



~~Putting Students First¶~~

~~Teachers must model strong character traits, including perseverance, honesty, respect, lawfulness, fairness, patience, and unity. As an educator, teachers must treat every student with kindness and respect without showing any favoritism, prejudice or partiality. Teachers must maintain confidentiality unless a scenario warrants involvement from parents, school administration, or law enforcement, and never use relationships with students for personal gain.¶~~

~~Showing Commitment on the Job¶~~

~~Educators must commit wholly to the teaching profession itself. A classroom should promote safety, security, and acceptance, and should always avoid bullying, hostility, neglect, dishonesty or offensive conduct. Teachers must~~

~~accurately describe their qualifications, licenses, and credentials to education boards or administration offices that look to hire them.¶¶~~

~~Teachers must also fulfill all contracts, obey school policies, and account for all funds and resources at their disposal. It's up to the teacher to design lesson plans to meet specific state standards and create a well-rounded education plan that appeals to learners of all backgrounds and abilities.¶¶~~

~~Promote and Uphold Healthy Relationships¶¶~~

~~On top of fostering healthy relationships with students, educators must build strong relationships with school staff, parents, guidance counselors, coworkers, and administrators. Teachers must keep from discussing private information about colleagues and students unless disclosure is required under the law.¶¶~~

~~Teachers should always avoid gossip of any kind, including false comments about coworkers or students. Part of the code of ethics requires teachers to cooperate with fellow teachers, parents, and administrators to create an atmosphere that fosters learning and growth. Educators might be called upon to train student teachers who wish to serve as educators, so having the right mindset and attitude can make a positive difference.¶¶~~

~~Never Stop Learning¶¶~~

~~An educator's code of conduct demands attentiveness to continuing education requirements and career development. Teachers must spend time researching new teaching methods, attend classes to maintain their certifications, consult colleagues for professional advice, stay informed on technical advancements for the classroom, and participate in curriculum improvements. A teacher must ensure that their teaching methods are relevant and comprehensive for all students. Teachers must engage in educational research to continuously improve their strategies in the classroom.¶¶~~

Employee Use Of Social Networks (Board Policy 4051)

Staff and District Social Media Use

Social media is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching, and learning skills. The district also uses social media accounts to provide information to district stakeholders. This policy is intended to ensure (1) appropriate use of social media by staff and (2) appropriate control of social media accounts belonging to or affiliated with the district. Staff should also refer to the district's policy on Staff Computer and Internet Usage. Staff members who are uncertain about the applicability of board policy to a particular situation must confer with their supervising

administrator prior to posting on social media.

I. Personal Versus School-Affiliated Social Media Use

A. Personal Social Media Use

1. The school district will not require staff members or applicants for employment to provide the district with their username and password to personal social media accounts.
2. The district will not require staff to add anyone to the list of contacts associated with the staff member's personal social media accounts or require a staff member to change the settings on his or her personal social media accounts so that others can or cannot view their accounts.
3. Staff members whose personal social media use interferes with the orderly operation of the school or who use social media in ways that are not protected by the First Amendment may be subject to discipline by the district.
4. Staff members who wish to begin using or to continue using the school district name, programs, mascot, image or likeness as part of any social media profile must notify their supervising administrator of the use, and must secure the administrator's permission to do so.

B. School-Affiliated Social Media Use

1. Any social media account which purports to be "the official" account of the school district (e.g., "Centurion Football"), or any of its programs, classes or entities will be considered to be an account that is used exclusively for the school district's business purpose. Staff members may not use "official" accounts for personal use.
2. Staff may be required to provide school administration with the username and password to school-affiliated social media accounts, along with names of who has access to post on these accounts. .
3. Staff may be required to interact with specified individuals on school-affiliated social media accounts.
4. When staff use school-affiliated social media accounts to comment on school-related matters, they do not do so as private citizens and are therefore not entitled to First Amendment protections.

II. Staff Expectations in Use of Social Media – Applicable to Both Personal and School-Affiliated Use

A. General Use and Conditions

Staff must comply with all board policies, contract provisions, and applicable rules of professional conduct in their social media usage. They must comply with the board's policy on professional boundaries between staff and students at all times and in both physical and digital environments.

Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information in order to make sure that the publication does not violate the Federal Education Records Privacy Act or any other laws. Staff must also comply with all applicable state and federal record retention requirements, even with regard to personal social media usage.

Staff must comply with all applicable laws prohibiting the use or disclosure of impermissible content, such as copyright laws, accountability and disclosure laws, and any other law governing the use of resources of a political subdivision. Questions about appropriate content should be referred to the staff member's supervising administrator.

B. Acceptable Use

1. Staff may use social media for instructional purposes.
2. Staff may use social media for school-related communication with fellow educators, students, parents, and patrons.
3. Teachers should integrate the use of electronic resources, which may include social media, into the classroom. As the quality and integrity of content on social media is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter.

C. Unacceptable Use

1. Staff shall not access obscene or pornographic material while at school, on school-owned devices or on school-affiliated social media accounts.
2. Staff shall not engage in any illegal activities, including the downloading and reproduction of copyrighted materials.

3. Staff shall not access social media networking sites such as Facebook, Twitter, and Instagram on school-owned devices or during school time unless such access is for an educational activity which has been preapproved by the staff member's immediate supervisor. This prohibition extends to using chat rooms, message boards, or instant messaging in social media applications and includes posting on social networking sites using personal electronic devices.

III. School-Affiliated Digital Content

A. General Use and Conditions for School-Affiliated Accounts

Staff must obtain the permission of their supervising administration prior to creating, publishing, or using any school-affiliated web pages, microblogs, social media pages or handles, or any other digital content which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any content which identifies the school district by name in the account name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated accounts and must only publish content appropriate for the school setting. Staff may not provide the username and password to school-affiliated accounts to any unauthorized individual, including students and volunteers.

B. Moderation of Third Party Content

The purpose of school-related social media accounts is to disseminate information. No school-related or school-affiliated social media account covered by this policy shall permit comments by the public unless otherwise approved by the superintendent. All comment functions for applications such as Facebook and Instagram must be turned to "off" without this approval.

In the event the superintendent permits content created by anyone other than the administrator of the account to appear on the account's pages, such as comments made by students, parents, and patrons, the account administrator must monitor the content to ensure it complies with this policy. Posts, comments, or any other content made on the account's pages may be removed when the content meets any of the following conditions:

1. Is obscene, lewd, or appeals to prurient interests;

2. Contains information relating to a student matter or personnel matter which is protected under or prohibited by state or federal law;
3. Contains threatening, harassing, or discriminatory words or phrases;
4. Incites or is reasonably anticipated to incite violence, illegal activity, or a material and substantial disruption to school operations or activities; or
5. Contains any other threat to the safety of students and staff.

Every account administrator must keep a copy of any removed content and must provide a copy to the superintendent along with written notification for the reason the post has been removed. All questions about the appropriateness of removal must be directed to the superintendent.

Employee Grievance Procedure (Board Policy 4013)

Complaints of employees against fellow employees should be discussed directly between employees. If necessary, complaints shall be brought directly to the immediate supervisor, principal or superintendent and shall be made in a constructive and professional manner. Complaints shall never be made in the presence of other employees, students or outside persons.

A formal grievance procedure is contained in the negotiated contract between the employee's certified bargaining unit and the board. This policy shall not apply to a complaint that has been or could be filed at the employee's discretion under that formal grievance procedure. (See Board Policy 4013 for Employee Grievance Procedure)

Evaluation Process (Board Policy 4030)

All certificated employees to be evaluated shall be notified annually in writing of the evaluation process. A certificated administrator, with the exception of the local board of education when it is evaluating the superintendent, will observe and evaluate each probationary certificated employee for a full instructional period once each semester for the first three years of employment. Each tenured certificated employee for a full instructional period once a school year, every other year. If the probationary certificated employee is a superintendent, he or she shall be evaluated twice during the first year of employment and at least once annually thereafter. The evaluation will include, but not be limited to evaluating the employee's instructional performance, classroom organization and

management, personal conduct, and professional conduct. Evaluation of instructional performance and classroom organization and management is applicable to teachers only. The administrator will provide the employee with a written list of deficiencies, suggestions and a timeline for correcting the deficiencies and improving performance, and sufficient time to improve. The evaluation form will include notice that the employee may respond to the evaluation in writing.

The school district will train administrators in evaluation annually through meetings with the superintendent or other administrator, attendance at regional, state or national workshops, or any other method approved by the superintendent.

For the purposes of this policy, the terms "actual classroom observation" and "entire instructional period" are defined as follows:

Entire Instructional Period. For certificated employees whose classes are held during defined periods of time (e.g., senior high classes), an entire instructional period consists of one such time period. For those whose time periods are not so defined (e.g., elementary classroom teachers), an entire instructional period consists of 40 minutes. The instructional period for those whose work does not necessarily involve continuous instruction for 40-minute periods (e.g., librarians or speech therapists) consists of no less than 40 minutes total during the semester. The entire instructional period for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of an administrator's work during the semester for no less than 40 minutes.

Actual Classroom Observation. Actual classroom observation consists of observing the certificated employee in any activities in a classroom setting. When a certificated employee does not have classroom responsibility (e.g., administrators or librarians), the requirement of "actual classroom observation" will be satisfied by observing the certificated employee performing activities that are typical of his or her position.

This policy and the evaluation instrument shall be included in the teacher handbook which will be distributed to staff members upon their employment and annually thereafter.

Equal Employment Opportunity

The Centura School District shall provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and non-discrimination laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. Employees will support and comply with the district's established equal employment opportunity and non-discrimination policies. Employees shall be given notice of this policy annually. The board shall appoint an employee to serve as non-discrimination compliance coordinator.

Further information and procedures for filing a complaint are available at the website of the Nebraska Equal Opportunity Commission, <http://www.neoc.ne.gov/comp/comp.htm>.

Faculty Lounge

The faculty lounge is an area for staff and faculty only. Students should not be allowed in the lounge during the school day, without permission. Faculty members need to remember that voices do carry and can be heard in the outer office where the public is likely to be present. Appropriate behavior and language should be consistently observed by all staff members. Please keep the atmosphere **positive**.

The faculty lounge should be cleaned and maintained by those who use it. All appliances, tables, counters, cupboards, and equipment should be cleaned on a daily basis by faculty members. Faculty custodians will maintain the routine cleaning of carpets and windows, etc.

Faculty Meetings

Faculty meetings will be held periodically, and will be communicated in the daily bulletin. Faculty meetings will be used to support school improvement initiatives, discuss instructional strategies, technology, and discuss faculty concerns/questions. Other meetings such as: grade level, school improvement, or other committee meetings will be held when the need arises and will be called by the principal or committee chair. Most business items that can be read will be posted in the daily bulletin.

Family And Medical Leave (Fmla)

Qualified employees will be provided leave under the Family and Medical Leave Act (FMLA) as provided in board policy. The school district will utilize the “rolling” 12-month period measured backward from the date an employee uses any FMLA leave.

Field Trips (Board Policy 6027)

All Field trips need to be cleared through the Principal's office using the <https://docs.google.com/forms/d/e/1FAIpQLSd62YYo8SvKRx9nONWoL15DkXC4smnaKHaNIN9TqLFFiXED5w/viewform?usp=dialogField-Trip-Proposals> . This request will be filled out by the contact staff member for the event. Administration will then give the permission to move forward with planning depending on available transportation.

REQUIRED: All field trips need to have a signed parent permission slip prior to being allowed to attend. (Verbal permission is acceptable in certain circumstances with the administrative approval)

Also, anytime you take a group “outside” of the classroom for learning please notify the main office of your location. Exception: Physical Education classes.

Fire Drill

There will be at least one fire drill each month.

Procedures:

- HOLD first, then wait for the official notification.
- Use the exit outlined for use in respect to the room you are in.
- Check for alternative exits in case your exit is blocked.
- Walk at all times.
- See that everyone is out of the building.
- Close windows and doors when leaving the room.
- Instruct students to not stop for coats or equipment when leaving the building.
- Secondary Staff: Clear the building at least 150 feet.
- Elementary Staff: Organize students to the south of the playground swingset.
- Know where fire extinguishers are and who is to use them - but remember your first responsibility is student safety.
- When you have reached the destination, teachers will count students and hold up the correct colored card. If you have a student missing or an extra student, report the student's name(s) to the pod designee and/or administrator.

Fire Exits/Tornado Shelters

Every classroom should be equipped with a map for tornado and fire drills, please note if you do not have one so that copies may be acquired.

Fundraising (Board Policy 5039)

Any employee fundraising campaigns, including online fundraising such as crowdfunding campaigns, **must have prior approval from the Superintendent (or designee) before**

taking any actions when using the employee's position to raise funds. Any person or entity acting on behalf of the district and wishing to conduct a fundraising campaign for the benefit of the district must also begin the process by seeking prior approval from the Superintendent. All money raised through an approved fundraising campaign is subject to normal accounting procedures of the district and any additional procedures that may be required in the approval process. Any information or materials placed on fundraising websites are subject to the same district policies covering publication of materials on the district website.

Approval of requests shall depend on factors including, but not limited to:

- Compatibility with the district's educational program, mission, vision, core values, beliefs, and student achievement goals;
- The district's instructional priorities;
- The manner in which donations are collected and distributed by the fundraising process;
- Equity in funding; and
- Other factors deemed relevant or appropriate by the district.

If approved, the employee shall be responsible for preparing all materials and information related to the fundraising campaign and keeping district administration apprised of the status of the campaign. The employee shall not violate any district policy or guideline and must protect the confidentiality of all student information.

The employee is responsible for compliance with all state and federal laws and other relevant district policies and procedures. All items and money generated are subject to the same controls and regulations as other district property and shall be deposited or inventoried accordingly. No money raised or items purchased shall be distributed to individual employees.

Grading And Assessment

Grading and assessment is a part of each classroom instructional composition. Depending on the grade level/content you teach, grading and all assessment procedures will vary to meet your needs as a teacher.

- **Formative Assessments** shall be used on a daily basis to determine the needs of individual students in each curricular area. **Use this information to adjust lesson plans and instructional strategies.**
- **Summative Assessment** will be used at the designated times during the year. These include: Fall and WinterMAP, Spring NSCAS Growth and summative. MAP and NSCAS Growth assessments will not be used as a semester final grade, this data is used for student individual growth. Usage of a semester final needs to be approved prior to the beginning of semester by the building principal.
- **Report cards** are used to report to parents on a quarterly basis about their children's classroom performance. Progress reports will be provided to parents during the Fall and Spring Parent-Teacher conferences.

Grading System

Elementary Staff:

When percentage grades are used, the following system will be used:

Grades 3-5	Grades K-2 TBA3
A---93-100	A---Advanced
B---85-92	P---Proficient
C---77-84	D---Developing
D---70-76	B---Beginning
F---below 70	

Grades 3rd-5th	Grades K-2
A= 93-100 B= 85-92 C= 77-84 D= 70-76 F= Below 70	Proficiency levels

Secondary Staff:

Most classrooms use the default grade scale that is supplied in Power school. When percentage grades are used, the following system will be used:

Grades 6-12

- A----93-100
- B----85-92
- C----77-84
- D----70-76
- F----below 70

Homework (Board Policy 6017)

Homework should not be sent home without the child's understanding of the learning objective. Homework should be a practice of concepts learned from the school day. Do not use homework as a punishment. The amount of homework needs to be appropriate for the student's age. Do not use homework as your primary assessment for student grades. Avoid using worksheets/seatwork everyday as your daily student assessment, look for authentic ways to have students practice concepts.

It is your responsibility to **enter no less than 2 grades per week** allowing all students the opportunity to be successful. ALL grades including make-up or late work will be graded and updated in a timely fashion. Update PowerSchool gradebook on a weekly basis.

Per Board Policy: Homework consists of assignments made by teachers that students must complete during non-class time. Homework is intended to ensure student learning of certain concepts and/or skills found in the written and taught curriculum.

Teachers must use their professional judgment in determining the length, difficulty, and student readiness to proceed with homework assignments. Homework assignments shall be kept minimal on Wednesday nights, which is traditionally considered "family night" in the community.

Instructional Time

Quality education depends in part on having sufficient time for teaching and learning. By delivering quality lessons, student engagement and learning is maximized. Teachers should make every effort to make effective use of instructional time.

Use of effective instructional strategies can elicit the following outcomes:

- Increased student time on task.
- Improved student behaviors
- Improved student performance.
- Insights into and options for classroom organization.
- Motivation of students.
- Classroom management techniques that work.

Things to remember when planning lessons to maximize instructional time:

- Beginning of Class - Think about what students will be doing upon entering the classroom. (bell ringers, agenda, etc.)
- Transitions/Time - Use clocks and timers to help chunk lessons and keep transitions running quickly and smoothly.
- Response Opportunities - Plan and provide opportunities for students to respond to questions by providing wait time and/or allowing small group or peer collaboration.
- Checking for Understanding - Plan and provide multiple opportunities and ways for students to show their understanding.
- Closure - Reserve time at the end of each learning opportunity for review of content and affirmation that learning objectives have been met. (beginning of homework, exit slips, reflection logs)

Keys/Key Fobs

Staff will not lend or have any duplicate keys made of any school key. Staff will make sure all doors are locked when they enter or leave the building other than regular school hours and are responsible for setting the security system after hours.

Staff members are responsible at all times for all keys issued to them and must keep their keys in a secure location or on the employee's person. Each classroom teacher must check that the doors and windows in his or her room are closed and locked at the end of the school day. Staff must report lost or stolen keys to the building principal immediately.

Learning Objectives/Targets

It is mandatory for teachers to have all their learning objectives/targets posted for students to see for each subject area. (Ex. Use summarization skills to create a one-sentence explanation of chapter 1 in your science text; or use addition skills to add three two-digit numbers.) These can also be the exact standard being taught or the skill being introduced.

Lesson Plans

Being purposeful, organized, and prepared is important in developing worthwhile and high-quality learning activities that will meet your teaching objectives. Good planning will facilitate good instruction.

Written Lesson Plans Should Include at a minimum:

- Standard(s)
- Learning Objectives
- How you plan to check for understanding

Lesson plans are expected to be ready every day; this is the responsibility of each individual teacher. **Lesson plans will be linked to a Lesson Plan Hub each week by Monday morning for the upcoming week. need to be available and easily accessible if needed in an emergency.** Teachers should be prepared to discuss or communicate to all stakeholders about the content being taught.

Locker Room Supervision (Board Policy 4062)

Staff members, coaches, sponsors, and students must comply with the requirements of this policy while using locker rooms at the school district or at other locations.

Staff members, coaches, and sponsors must appropriately supervise students in locker rooms and other locations where students dress, change, or engage in similar activities. This supervision must occur at all times during curricular and extracurricular activities and includes, but is not limited to, the following:

- Entering and walking through the entire locker room at regular and irregular intervals to provide direct supervision and to assess student behavior.
- Maintaining an orderly locker room free from “horseplay” and other prohibited conduct.
- Maintaining a visual presence.
- Adequately addressing any misbehaviors.
- Escorting students to and from the locker room and the activity or instructional area.
- Unlocking the locker room so that students may enter, and locking the locker room after all students have exited the locker room.
- Searching the locker room to determine that all students have exited the locker room before locking it.
- Ensuring that the locker room remains locked during any activity.

If a student is found missing during an activity, the staff member, coach, sponsor or adult designee shall check the locker room for the missing student.

The locker room must be locked at all times when unsupervised.

Only students whose team or activity is currently playing or are in-season or who are involved in a school-sponsored activity that requires or allows presence in the locker room are allowed access to the locker room before or after the regular school day.

Students are not allowed to enter or reenter the locker room without appropriate supervision.

If the staff member, coach, or sponsor is the opposite sex of the students, he or she may designate another adult of the same sex as the students to provide the required locker room supervision. This delegation does not remove ultimate responsibility from the staff member, coach, or sponsor who is subject to the obligations under this policy to ensure

that such obligations are met. By allowing their students to participate in an activity with a cross-gender coach, parents/guardians consent to the entry of the staff member or his or her designee into the locker room at any time as necessary to maintain student safety and order.

Staff members, coaches, and sponsors must remain with students until they are picked up by the parent, guardian, or other authorized person or the student leaves in his or her own transportation. Students must never be left unattended after a game, practice, or other school-sponsored activity. In other words, the staff member, coach, or sponsor should be the first one to arrive at the activity and the last one to leave.

Cell phones and other devices with visual or auditory recording capability may not be used in the locker room at any time or for any reason.

Under no circumstance may a staff member, coach, or sponsor delegate any responsibility under this policy to a student or other minor.

School administrators or their designees may make random checks to assess policy compliance.

MAP/NSCAS Growth Assessments

Administration will share an Assessment Schedule at the beginning of the year indicating when each grade level/content area will participate in the following Summative Assessments

The following are the required MAP assessments and grades responsible for giving them:

- K-2: MAP Growth Fall, Winter, Spring
- 3-8: MAP Growth Fall, Winter and NSCAS Spring
- 9-10: Pre ACT Spring
- 11: ACT Spring

Mileage/Travel Compensation

When driving somewhere on school business, the district prefers that you take a school vehicle with advance clearance through your administrator or transportation director. There may be times that you have to take your own vehicle, but this must be approved through your administrator. If it is approved there is a mileage form in the staff forms section that needs to be filled out and signed by the administrator.

Employees traveling on behalf of the school district and performing approved school district business will be reimbursed for their actual and necessary expenses. Actual and necessary travel expenses shall include, but not be limited to, transportation and/or mileage costs, lodging expenses, meal expenses and registration costs.

It is the policy of the board to pay the actual and necessary expenses incurred by employees at educational workshops, conferences, training programs, official functions, hearings, or meetings, whether incurred within or outside the boundaries of the local government, to include:

1. Registration costs, tuition costs, fees, or charges;
2. Mileage at the current district reimbursement rate or actual travel expense if travel is authorized by commercial or charter means; and
3. Meals and lodging as approved in advance by the superintendent.

Prior to reimbursement of actual and necessary expenses, the employee must submit a detailed receipt indicating the date, purpose and nature of the expense for each claim item. A credit card receipt is generally not considered a detailed receipt. Failure to provide a detailed receipt shall make the expense non-reimbursable.

Milk Expression (Board Policy 4045)

The district will provide reasonable break time for an employee who wishes to express breast milk for her nursing child in a place, other than a bathroom, which is shielded from view and free from intrusion from co-workers and the public for one year after the child's birth.

News And Press Releases

Only individuals who have prior administrative approval may issue press releases or other official communications regarding school activities and events in furtherance of the individual's official responsibilities. The superintendent may delegate responsibility for communicating with the media to building principals, the activities director, event sponsors, and other staff on an ad hoc basis.

Parent Communication

Communication with parents is very important. We cannot assume that parents will contact us. We need to make every effort to keep families informed of the progress of their student(s). This can be a call home, note, or email.

Ask parents to contact you at school and to prearrange appointments whenever possible. Document all parent communications.

Communication via Social Media with students and parents is NOT recommended nor encouraged.

Parent/teacher conferences are another form used to communicate progress or lack thereof for each student. Every teacher needs to be present during conference hours.

Parties-Elementary Staff Only

Student parties are scheduled and held throughout the school year. Parents and guardians are encouraged to celebrate their child's birthday or special event at home, not at school. Parents should not send "treats" to school unless first consulting with the classroom teacher or building administrator. Invitations to personal parties such as birthdays will need to be sent through the mail only. However, invitations that include all boys/all girls or the whole class may be given to classmates at school.

Phone System

Every classroom is equipped with a phone. Each phone has an extension number, and a list of those numbers will be given to each staff member. Long distance calls cannot be made in your classroom. There is a phone in the teacher's lounge that you may use.

Cell phone use is prohibited for students and, therefore, teacher use is also restricted to limited use.

Political Activity By Staff Members (Board Policy 4044)

The Board recognizes its individual employees' rights of citizenship, including, but not limited to, engaging in political activities. An employee of the District may seek an elective office, provided that the staff member does not campaign on school property during working hours, and provided all other legal requirements are met. The District assumes no obligation beyond making such opportunities available.

The following activities are prohibited during an employee's work time (including duty-free lunch and planning periods):

1. Soliciting votes or contributions for or against a particular candidate or ballot proposition.
2. Discussing with students opinions regarding a political candidate or ballot proposition unless the topic is part of the approved curriculum.
3. Preparing, displaying, wearing or distributing campaign literature, materials, or signs for or against a candidate or ballot proposition (this prohibition does not apply to bumper stickers on personal vehicles).
4. Soliciting volunteers to assist with a campaign for or against a political candidate or ballot proposition.
5. Preparing for, organizing, or participating in any political meeting, petition, rally, or event.

6. Other prohibited political activity as defined by state law.

The following activities are prohibited at all times:

1. Using any school district resources including, but not limited to, facsimile machines, copy machines, computers or e-mail accounts, for political campaign activities.
2. Using school district property or facilities for any political campaign activities, unless such use is approved pursuant to school board rules or policy.
3. Spending district funds to urge votes to vote for or against a candidate or ballot proposition
4. Requiring employees to engage in political campaign activities as part of their job duties.
5. Providing employees with additional compensation or benefits for engaging in political activities.
6. Representing an employee's personal political position as the position of the school district or the board of education.
7. Engaging in any other activity prohibited by state law.

Professional Boundaries And Appropriate Relationships Between Employees And Students (Board Policy 4043)

School district employees and student teachers or interns ("employees") are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students and must have appropriate relationships with students. They may be friendly with students, but they are the students' teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees' conduct and interactions with students and to material they post on personal web sites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee's professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an

effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

Sexual Relationships Prohibited. Employees are prohibited from engaging in any relationship that involves sexual contact or sexual penetration with a student while the student is a current student and for a minimum of one year after the date of the student's graduation or the date the student otherwise ceases enrollment. Sexual contact has the same meaning as in section 28-318, and sexual penetration has the same meaning as in section 28-318.

Grooming Prohibited. Employees are prohibited from engaging in grooming with students. Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student's life the sexual contact or sexual penetration would take place.

Unless an employee can clearly and convincingly demonstrate a legitimate educational purpose, grooming behaviors and related conduct that are a violation of this policy include, but are not limited to:

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.
- Displaying sexually inappropriate material or objects.
- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
- Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school.
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.
- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.

- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed.
- Any after-school hours activity with only one student.
- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

Professional Growth (Board Policy 4032)

Every six years, permanent certificated employees shall give evidence of professional growth. Six semester hours of college credit shall be accepted as evidence of professional growth.

The board of education believes the goal of professional self-improvement to be inherent in the responsibilities of each certificated district employee.

Other professional growth activities which may count toward the six-year requirement include non-credit courses, lecture series, workshops, conferences, study groups, local in-service courses, committee service, supervising a student teacher, serving with professional groups, travel of significant educational value, and membership in professional organizations. The employee must receive prior approval from the building principal for any of these activities to count toward professional growth.

No professional growth units will be awarded if the applicant has been paid for a non-college activity either by released time or by an additional amount paid by the school district.

One unit of professional growth credit will generally be equivalent to ten hours of personal time spent on an educational activity.

Purchasing

No purchases are to be made without approval from the office prior to the purchase and the initiation of a purchase order. Local purchases are encouraged as long as costs and

service are competitive. Any major expense should be researched carefully to be sure of the best prices and service to the school. **Final approval for all purchases rests with the Superintendent.**

There is no such thing as a department budget. Money has been allocated for the curricular work of the school district and will be spent in the best interest of all students.

*The school may not honor claims for purchases made outside this procedure and the responsibility will rest upon the staff member making the purchase. **Please complete a Purchase Order and give it to the building principal.***

School Closing

In the event schools are closed because of inclement weather, the decision will be made as early as possible and a notification will be initiated through school administration. The Superintendent will occasionally announce an emergency early school dismissal, late start, or cancellation of school due to extreme heat, snow, ice or any other inclement weather event.

School closings will be announced on the following locations:

School Website: www.centuraps.org
Official School Facebook page
Centura Alert System
Channel 13/NTV

Do not call the superintendent or principal about school closing. Their phone lines must be kept open for further updates. At the beginning of the year, please contact the building secretary to make sure your contact information is up-to-date in the alert system.

School Equipment And Facilities

The school has equipment and facilities which many private individuals do not have, but which occasionally they may desire to use. The school has policies to govern this use by the general public, and staff should never make a commitment to anyone, but rather refer them to the principal in charge to fill out a [request on Bound.facility usage form](#).

Teachers may, upon occasion, borrow tools and equipment for their own use. The only restrictions are that it not be for a profit-making purpose, that it be for a short period of time, that the equipment be available at school when needed, not for personal gain, must be school related in nature, and that the Principal has given approval in advance and knows when the equipment will be used.

School Vehicle Use (Board Policy 4060)

District Transportation Use:

Staff will be provided a bus/vehicle for transportation usage when requested. All requests need to go through the high school secretary, Jana Hudiburgh via email or through the field trips request form. If school transportation is available for professional development opportunities then mileage will not be paid.

Pupil Transportation Vehicles. The transportation of students in a pupil transportation vehicle is governed by the rules of the Nebraska Department of Education and the district's safe pupil transportation plan or safety and security plan. See Title 92, Nebraska Administrative Code, Chapter 91 – Regulations Governing Driver Qualifications and Operational Procedures for Pupil Transportation Vehicles (“Rule 91”) Title 92, Nebraska Administrative Code, Chapter 92 – Regulations Governing the Minimum Equipment Standards and Safety Inspection Criteria for Pupil Transportation Vehicles (“Rule 92”), available on NDE’s website (www.education.ne.gov). A pupil transportation vehicle is any vehicle utilized to carry school children as sponsored and approved by the school board and that conforms to the Nebraska Department of Education definitions of pupil transportation vehicles listed as School Bus, Activity Bus, Small Vehicle, or Coach Bus.

School Vehicles Other Than Those Transporting Students. School district employees, board members, and other elected or appointed school district officials (collectively “school personnel”) who are not transporting children are authorized to use a school district vehicle to travel to a designated location or to their home when the primary purpose of the travel serves a school district purpose. School district vehicles may not be used for personal purposes unless the vehicle, or the use of it, is provided to an employee as a condition of an employment contract or it is leased to school personnel as allowed by law. School personnel must operate school vehicles in accordance with all applicable federal, state, and local laws.

Driver Qualifications. School personnel who wish to use a vehicle owned or leased by the school district and who are not transporting students must:

- Possess and provide a copy of a valid Motor Vehicle operator's license.
- Be able to read and comprehend driving regulations and written test questions.
- Obtain and provide a copy of his or her current driving record from the department of motor vehicles at least one time per school year to the superintendent or his or her designee.
- Be at least 19 years of age.

School personnel must notify the superintendent or his or her designee about any change in their driving status or eligibility.

School personnel who have been convicted of any of the following or who meet any of the following conditions will not be allowed to drive a school district vehicle:

- If the citation or conviction occurred at any time—Motor vehicle homicide or driving under the influence – 3rd or subsequent offense;
- If the citation or conviction occurred within the last 3 years - Driving under the influence of drugs or alcohol, failure to render aid in accident you are involved in, speeding 15 miles per hour or more above the posted speed limit, reckless driving (willful or otherwise), careless driving, leaving the scene of an accident, failure to yield to a pedestrian with bodily injury to the pedestrian, or negligent driving; or
- Have accumulated 10 points or more under an operator's license point system within the last 2 years.

The superintendent or his or her designee has the discretion to prohibit school personnel from driving a school vehicle for a citation or arrest for the above offenses or any other offense or reason. The superintendent or his or her designee will make the final determination about the use of school district vehicles.

Electronic Communication While Driving. Unless the superintendent or a principal grants an exception to allow verbal communication on an as needed basis for specific district-related work based upon an employee's duties and responsibilities, school personnel shall not use any electronic communication device to read a written communication, manually type a written communication, send a written communication, verbally communicate with others, or otherwise communicate with others while operating a school vehicle. This prohibition includes but is not limited to answering or making telephone calls, engaging in telephone conversations, and reading or responding to emails, instant messages, text messages or other visual media.

Tobacco, Alcohol, and Controlled Substances. The use of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted in a school vehicle at any time. The use or possession of any alcohol or controlled substance (unless legally prescribed to school personnel by a physician) is not permitted in a school vehicle at any time. All drivers shall follow and be subject to Drug Free Workplace Policy and Drug Policy Regarding Drivers Policy.

Traffic Accidents, Infractions, Violations, or Citations. School personnel who receive a citation or warning citation from a law enforcement officer or are involved in an accident while operating a school vehicle must report the citation to the superintendent or his or her designee as soon as practicable, but no later than 24 hours of receipt. The superintendent must report his or her accidents, infractions, violations, or citations to the board president.

Staff Use Of AI Tools

As used in this section, artificial intelligence tools (“AI Tools”) means machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Gemini, Claude, and similar technologies. The board wants to encourage staff to use AI tools to support student learning in safe and lawful ways.

This policy works together with the district’s policies on Student Use of AI Tools, Staff Internet and Computer Use, and Staff and District Social Media Use.

Tool Approval. Staff may not use an AI Tool with students or with student information unless a member of the district’s administration has approved it. To use a new tool, staff must request approval from his/her supervising administrator first. Before approving a tool, the district will review the vendor’s privacy and security practices, the kind of student information the tool would use, and whether a written data-sharing agreement with the vendor is required. The district will keep a list of approved AI Tools and the allowed uses for each.

Staff Expectations for Use of AI Tools in Education

Acceptable Use of AI Tools. Staff members must use their own professional oversight for any task they use AI Tools to complete and must carefully review the outputs of all AI Tools. Staff may use approved AI Tools to help with things like:

1. Drafting lesson plans, learning goals, and activities;
2. Assisting in initial review and feedback of student work;
3. Making reading passages or practice problems at different levels;
4. Drafting general messages like newsletters or announcements;
5. Finding resources or summarizing public information;
6. Drafting routine communications.

Protecting Student Information. Staff may upload student information into an AI Tool only when (a) the tool is district-approved, and (b) the vendor is bound by a written data-sharing agreement with terms that meet FERPA, COPPA, PPRA, and applicable state student data privacy laws. For this purpose, student information includes student names, ID numbers, education records, IEPs, Section 504 plans, evaluations, health records, and discipline records. This rule applies whether the staff member uses a district account, a personal account, a free version, or a paid version.

Recording and Transcription Tools. Staff may use AI recording or transcription tools only if:

1. The transcription tool has been approved by an administrator for use in the school context; and

2. All participants to the meeting are informed that the staff member is recording or transcribing the meeting.

The resulting recording or transcript may be subject to the district's retention and confidentiality policies.

Unacceptable Use of AI Tools in Education. Staff may never use AI tools to:

1. Upload FERPA-protected information about students without the express, written authorization from administrators who have assured themselves that such disclosure is lawful;
2. Relying solely on an AI Tool to grade student work that counts toward a grade or transcript or otherwise evaluate student academic progress;
3. Make or share deepfakes or fake images, audio, or video of any real person.
4. Make or share sexual or intimate images of any real person—even if the image is AI-generated;
5. Use AI to harass, bully, threaten, or impersonate any student, staff member, parent, board member, or community member;
6. Use AI to watch, track, or scan faces of students or staff outside of systems the board has approved;
7. Upload materials to AI if the copyright or license does not allow it;
8. Share district AI accounts or passwords with students or others;
9. Use district AI accounts for personal or business reasons; or
10. Use AI to bypass district network security, content filters, or device controls.

If any staff member is uncertain about the application of this policy to any AI Tool use, the staff member will check with a supervising administrator before use.

Student Dismissal

During school hours all students must be dismissed from school through the office. Students who leave early because of appointments are to check out in the office. A parent-guardian must either contact or come to the office to sign a student out. Students will not be called to the office until the parent/guardian arrives, so as not to disrupt their learning.

Student Advisory Expectations: (Secondary Staff Only)

Teachers will be assigned a Student Advisory each day. This is a 15 minute time that will work similar to a “homeroom” concept. This Advisory Time should be the main connection point between students and teachers. Student Advisory is a time to build relationships with students on a different level than through the content you teach.

Guest Substitute Teachers / In House Coverage

It is very difficult for a substitute to take charge of a class for one day. Detailed lesson plans, seating charts and a schedule for classes make a substitute’s teaching day much easier. If your class is well prepared, the substitute is more likely to say “yes” the next time when called.

Requirements/Suggestions for a well prepared room:

- Lesson plans are up to date and easy to follow.
- Teacher’s manuals are accessible/teacher log-ins for curriculum.
- Duplicated sheets are prepared ahead of time.
- Plenty of learning opportunities are planned for children.
- A method is devised for seating arrangements.

Each teacher **must** have a subfolder to include the following:

- Lesson/Activities, by period **or subject** that are up to date and easy to follow.
- Teacher’s manuals are accessible/teacher log-ins for curriculum
- Classroom schedule and procedures
- Duplicated sheets are prepared ahead of time
- Plenty of **learning opportunities** are planned for children - please do not allow free time or study hall.
- Class roster, seating chart, and classroom rules accompanied by *what to do with students who do not follow the classroom rules*
- Individual student needs when applicable
- Fire/Tornado/Intruder procedures and directions including **Class Rosters**

Supervision

Every student is every adult's responsibility. It is the responsibility of all staff to supervise students when in direct vicinity of the students, this includes but is not limited to classrooms, hallways, lunchroom, pods, etc.. Students should be under the supervision of the classroom teachers during class times. No students are to remain in the building after 4:00 p.m. unless accompanied by a teacher or another responsible adult. Staff that have their own children stay after school must provide for their supervision within their classrooms or after school program. Some additional supervision duties will be assigned by the building administrator.

Supplies

All teachers order supplies in the spring for the following fall. However, general classroom supplies can be found in the supply room in each building. Please notify the building secretary if supplies are running low and need to be resupplied.

Surveillance Cameras

Surveillance cameras are in use at all times in areas to exclude restrooms and locker rooms. The conduct of surveillance monitoring or recording, and the use of surveillance cameras at Centura Public Schools are limited to uses that do not violate federal or state constitutional protections against unreasonable search and seizure or other applicable laws including federal and state laws prohibiting wiretapping and electronic surveillance of aural communications.

Only authorized personnel will be involved in, or have access to, surveillance monitoring. Surveillance cameras will be installed and configured to prevent tampering with or unauthorized duplication of recorded information.

Tardiness

We are role models for students. Attendance and punctuality to school and meetings is expected.

Threat Assessment and Response (Board Policy 3039)

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

1. Definitions

- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
 - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
 - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.

- iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.
 - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.
 - ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

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

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

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

3. **Threat Assessment Team**

The threat assessment team (team) shall consist of administrators and members of the district safety and/or crisis teams. Not every team member needs to participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

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

4. Threat Assessment Investigation and Response

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

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

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

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

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

5. Communication with the Public about Reported Threats

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the

identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

6. Coordination with the Crisis Team After Resolution of Threat

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

Ticket Taking Responsibility

Every certified staff member is required to take tickets ~~at least~~ two times at activities. ~~that occur after school hours. You will receive \$20 for the events you take tickets for. each If you take tickets three or more times you will receive a conference activities pass. A~~ sign-up sheet will be ~~shared~~~~available~~ at the beginning of the school year.

Visitors

All visitors to the school, while welcome, are required to report to the office before going anywhere else in the school. Each visitor should have a visitor's pass, worn in a clearly visible manner. Anyone wishing to visit a teacher or a class during the school day should make arrangements with that teacher and the office prior to the visitation. Parents wishing to eat lunch need to contact the school by 9:00 am so that the appropriate amount of food can be ordered. We request that parents not plan visits during the first two weeks or the last two weeks of school. All parents and visitors must enter and exit the building through the main doors during school hours.