

SANDHILLS PUBLIC SCHOOLS
Regular Regular Board of Education June 2025 Meeting

Monday, June 9, 2025

7:00 PM

Sandhills High School Lecture Hall, 107 Gandy Avenue, Dunning, NE 68833

Opening Statement:

Welcome to the Sandhills Public Schools Board of Education Meeting. The agenda sequence is provided as a courtesy only. The board reserves the right to consider each item in any sequence it deems appropriate. Therefore, we encourage visitors to attend the meeting from the beginning.

The Board of Education reserves the right to enter into Executive Session for the protection of the public interest; or the prevention of needless injury to the reputation of an individual, and if the individual has not requested a public meeting.

{{Name: Agenda Item Name}} {{Rationale: Agenda Item Rationale}}

Regular Board Meeting:

1. **Call to order**
2. **Mission Statement**
3. **Nebraska Open Meetings Law** Posted in meeting room

4. **Publication of Meetings** Per Policy 204.07-reasonable advanced notification was made of the meeting. Verification of Publication on minutes in the Thomas County Herald

5. **Roll Call**
6. **Pledge of Allegiance**
7. **Approval of Agenda**
8. **Public Comment** *Thank you for attending the board meeting. Comments from the public should be made during this time. Please introduce yourself and refrain from defamatory or personal comments. Comments should be limited to three minutes.*

9. **Consent Agenda**
 - 9.a. Approve the minutes of the May 12, 2025 regular board meeting
 - 9.b. Approve the Financial Report
 - 9.c. Approve the payment of bills
10. **Annual library report**
11. **Administrative Reports**
 - 11.a. Principal's Report
 - 11.b. Superintendent's Report
12. **Discussion Items**
 - 12.a. Transportation
 - 12.b. Report on facilities
13. **Committee Reports**
 - Policy Committee
 - Building/Facility Committee
 - Coop
 - American Civics
 - Negotiations
 - Transportation
 - Hiring

14.

15. Action Items

15.a. Review and approve 2025-2026 Meal Prices

15.b. Final Reading and approval of Board Policy 504.6 Dress Code and Grooming (formerly Student Appearance)

15.c. First reading and review of Board Policies 502.1 Resident Students and 502.2 Nonresident Students/Option Enrollment, 504.12 Cell Phones and Electronic Communication, 506.01 Student Activity Eligibility, 507.05 COPPA Student Privacy Notice, 508.18 Administration of Naloxone, 605.05 Religious-Based Exclusion, 604.16 Behavioral Intervention and Classroom Management, 604.17 Use of Artificial Intelligence, 1005.03 Parental and Family Involvement, and 1005.13 Parental Access to Library Materials

15.d. Review and approve Board Policies Section 400 Personnel- Policies 401, 402.01 - 403.08

16. **Adjourn Official Meetings Notice:** The next regular board meeting will be held July 14, 2025 in the Sandhills High School lecture hall in Dunning, NE and will begin at 7:00 p.m. The meeting will be open to the public and agendas are kept continually current and available for public inspection in the Superintendent's office during regular business hours with reasonable notice.

NEBRASKA OPEN MEETINGS ACT

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

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

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

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

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

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

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

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

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

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

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

(1) Until January 1, 2025:

(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee or the governing body of a rural or suburban fire protection district, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted in the same three places for each meeting.

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

(iv) In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the public body shall (A) post such notice on its website, if available, and (B) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

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

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

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

(2) Beginning January 1, 2025:

(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (2)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committees, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(B)(I) Posting to the newspaper's website, if available, and (II) posting to a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper.

(ii) In the case of the governing body of a city of the second class or village, any advisory committee of such governing body, or the governing body of a rural or suburban fire protection district, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;

(B)(I) Posting to the newspaper's website, if available, and (II) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(C)(III) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted by the public body in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (2) (b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

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

(3)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (3)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

(ix) The Nebraska Brand Committee;

(x) A local public health department;

(xi) A metropolitan utilities district;

(xii) A regional metropolitan transit authority; and

(xiii) A natural resources district.

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

(i) Reasonable advance publicized notice is given as provided in subsections (1) and (2) of this section, including providing access to a dial-in number or link to the virtual conference;

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

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

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

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

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

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

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

(8)(a) Notwithstanding subsections (3) and (6) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsections (1) and (2) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (5) of this section shall be complied with in conducting such meetings.

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

84-1413.

(9) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (3)(a) of this section may hold a meeting by virtual conferencing if:

(a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;

(b) No action is taken by the public body at the virtual meeting; and

(c) The public body complies with subdivisions (3)(b)(i) and (ii) of this section.

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

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

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

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

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

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

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

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

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

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

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

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written or kept as an electronic record and shall be available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing or keeping the minutes is absent due to a serious illness or emergency.

(6) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

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

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

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

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

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

Revised 07/2024


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PROOF OF PUBLICATION

State of Nebraska)
) ss.
County of Thomas)

Kendra L. Cutler, being first duly sworn, deposes and says she is the Editor of the Thomas County Herald a weekly legal newspaper having a bona fide circulation of more than 300 copies published in Thedford, Nebraska; and said newspaper has been published for at least 52 consecutive weeks prior to publication of attached notice; that said publication is of general circulation; that attached notice was published 1 time(s) on May 8, 2025

Kendra L. Cutler

Subscribed to in my presence and Sworn to before me this 2nd day of June, 2025

Marcia R. Hora
Notary Public

Publication Fee \$ 12.45

Sandhills Schools Board
Public Notice

The Board of Education of Sandhills Public Schools will meet Monday, May 12, 2025 at 7:00 p.m. in the Lecture Hall at the high school in Dunning, Nebraska. All meetings are open to the public. Agendas are kept continually current and available for public inspection in the Superintendent's Office during regular business hours with reasonable notice.
Publish: May 8, 2025
ZNEZ



PROOF OF PUBLICATION

State of Nebraska)
) ss.
County of Thomas)

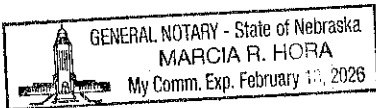
Kendra L. Cutler, being first duly sworn, deposes and says she is the Editor of the Thomas County Herald a weekly legal newspaper having a bona fide circulation of more than 300 copies published in Thedford, Nebraska; and said newspaper has been published for at least 52 consecutive weeks prior to publication of attached notice; that said publication is of general circulation; that attached notice was published 1 time(s) on May 22, 2025

Kendra L. Cutler

Subscribed to in my presence and Sworn to before me this 2nd day of June, 2025

Marcia R. Hora
Notary Public

Publication Fee \$ 172.12



Sandhills Public Schools Board Of Education Proceedings

SANDHILLS PUBLIC SCHOOLS

Regular May

Board of Education

Meeting Minutes

Monday, May 12, 2025

7:00 PM

Sandhills High School

Lecture Hall

Regular Board Meeting

1. Call to order

The regular monthly meeting of the Sandhills Public Schools Board of Education was called to order on May 12, 2025 at 7:01 p.m. in the Sandhills

High School Lecture Hall by President Rory Zutavern.

2. Mission Statement

"To develop KNIGHTS" Knowledgeable, Noble, Independent, Grateful, Honest, Tenacious, and Successful citizens for an ever-changing world." (Approved 11/11/24)

3. Nebraska Open Meetings Law - Posted in the meeting room. The location of the poster was noted.

4. Publication of Meetings

a. Per Policy 204.07 - reasonable advanced notification was made of the meeting.

Verification of Publication of minutes in the *Thomas County Herald*, April 23, 2025.

5. Roll Call

Board Members Present: Dillon Simonson, Jeff Martindale, Michelle Milleson, Rory Zutavern, Jill Thompson, and Reed Larsen. Absent: none. Also present were Superintendent Jamie Isom, Principal Patrick Recoy, and Jaylee Simonson, bookkeeper.

6. Pledge of Allegiance

The pledge of Allegiance was recited by the Board and others in attendance.

7. Approval of Agenda

A motion made by Jill Thompson, seconded by Michelle Milleson to approve the agenda as presented: Yea: Nay: Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea, Voting Nay

None. Motion passed 6-0.

8. Public Comment

The Board sets aside time to hear comments or concerns from patrons. No public comments were made.

9. Consent Agenda

A motion made by Michelle Milleson, seconded by Dillon Simonson to approve the consent agenda: Yea, Nay: Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea, Voting Nay: None. Motion passed 6-0.

9.a. Approve the minutes of the April 14, 2025 regular board meeting

9.b. Approve the Financial Report

9.c. Approve the payment of bills

10. Administrative and Informational Reports

10.a. Activities Director's Report - The year is coming to an end, and the junior high track and field has ended their season with a successful showing; the girl's team placing at all of the meets along with multiple personal records being set by both boys and girls. The high school track and field team will participate in the district track meet on Wednesday, May 14 in Sutherland. High school track also had a very good year with multiple records set throughout the season. The FBLA will induct officers at a ceremony during 8th period on May 16th. Two students participated in district music contest, both receiving a superior rate. The Sandhills-Thedford sports banquet will be held Tuesday, May 13 at the Halsey gym. Adam Kuntz has been named as the Head Volleyball coach for the 2025-2026 season.

10.b. Principal's Report

- The 2024-2025 year is winding down with several celebrations being held including FFA, academic and fine arts awards, and graduation. Kindergarten round-up included six future kindergarteners. End of the year testing is complete, with MAPS test showing significant growth in Math and Reading. The elementary field day, athletic ban-

quet, and district track will help closeout the year. The students last day will be May 20, and teachers last day will be May 21. Final safety drills will be completed during the final week.

10.c. Superintendent's Report - A representative of Facility Advocates was here recently to double check measurements for the new heat exchanger for the high school. He was also able to rework and repair some things

with the current operating system for HVAC at the high school. Work on the gym floor in the activity building continues. The floor has raised and bowed in a few sections of the newly installed floor so Dr. Isom will continue to work with the installer to determine why that has happened and to repair/replace where needed. Dr. Isom has contacted a plumber to review possible repairs in the high school science room; with the hope that work can be completed yet this summer. Work on policy continues with the 300 Administration section being reviewed during May. In June, there will be annual reviews of several mandatory policies in preparation for the coming school year.

The Sandhills Knights Booster club has presented the school with \$2,500 to be used for the benefit of students and staff. Thank you to the Sandhills Knights Boosters! Tentative plans for use of the money include repair/updating of the sound system in the high school auditorium.

10.d. Committee Reports - There were no committee reports presented.

11. Discussion Items

11.a. Transportation - Some movement of students is anticipated before the coming school year which could affect routes. Administration will monitor and bus routes will be discussed as part of future board meeting.

11.b. Report on facilities - Work on the floor in the activity building continues as plans are made to deal with the recent rais-

ing of the newly installed floor in a few sections. Some repair/updating is anticipated during the summer in the high school science room to repair some faucets, shut offs, and the like.

12. Action Items

12.a. Consideration and approval of Reading/Language Arts series to be purchased from Heggerty and CKLA

Mr. Recoy described the process used in the selections of the recommended Reading/Language Arts series and explained questions that were brought up during the May meeting. Those questions related to cost and quantity of purchased and services received.

A motion made by Dillon Simonson, seconded by Reed Larsen to approve purchase of Reading/Language Arts series from Heggerty in the amount of \$9,465.56 and Amplify CKLA in the amount of \$53,145.95. Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea, Voting Nay: none. Motion passed

6-0.

12.b. 12.c. Review and approve Board Policies Section 300 Administration As part of regular policy review, section 300 Administration was reviewed. There were few changes throughout this section of board policy with only minor changes being made to a few policies.

A motion made by Jeff Martindale, seconded by Michelle Milleson Review and approve Board Policy Section 300 Administration. Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea. Voting Nay: none. Motion passed 6-0.

Review Board Policy for Dress Code and Grooming

As per statute 79-2.158, "On or before July 1, 2025, the school board of each school district shall adopt a written dress code and grooming policy to be implemented at the start of the 2025-2026 year...." This policy is

modeled after the NDE model policy. This is the first reading of that policy.

A motion made by Jeff Martindale, seconded by Jill Thompson to approve the first review and reading of Board Policy for Dress Code and Grooming. Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea. Voting Nay: none. Motion passed 6-0.

12.d. Approve 2025-2026 Spanish Program Consortium Agreement A motion made by Michelle Milleson, seconded by Jeff Martindale to approve the agreement and resolution to continue with being part of the Spanish Program Consortium with Palmer Public Schools for the 2025-2026 year. Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea. Voting Nay: None. Motion passed. 6-0

13. Adjourn

The regular meeting of the Board of Education May 12, 2025 was adjourned at 8:07 p.m. by President Rory Zutavern.

OFFICIAL MEETING NOTICE: The next regular meeting of the Sandhills Public Schools Board of Education will be held at the high school lecture hall in Dunning, NE and will begin at 7:00 p.m. on June 9, 2025.

CLAIMS

Ace Hardware	10.57
Ace Industrial Supply, Inc	339.40
Arrow Seed	1,475.94
Calls Garage Inc	450.66
Cash-Wa Distributing	443.16
Consolidated Telephone	304.45
Corporate Payment Systems	2,651.76
Creative Printers	224.29
Custer Public Power	

District	3,068.33
DAS State Accounting - Central	
Finance	396.67
Discount School Supply	10.58
Dunning Water	365.00
Eakes Office Solutions	1,688.38
ESU 10	6,139.61
Flinn Scientific Inc	45.66
Gangung, Kristin	125.00
Glowforge, INC	498.00
HireRight Solutions Inc	306.60
Hometown Leasing	532.28
Ingram Library Services	50.44
Innovative Office Solutions LLC	85.54
MARC	1,738.17
Matheson Tri-Gas Inc	50.80
MCI	55.81
NIBC	275.00
Norms Auto	13.98
Presto X Company	231.79
Quill	607.82
Sandhill Oil Company	9,950.29
School Specialty, Inc	70.31
Spur, The	529.00
Staples	59.03
TEAM Physical Therapy	482.76
Theford Lumber and Supply	217.98
V Bar Trailer Sales	194.43
Voss Lighting	135.00
Waldinger Corporation, The	1,060.00
Wenquist	68.47
Western Nebraska Bank	200.00
Payroll & Liabilities	191,701.04
Total	226,854.00

Publish: May 22, 2025
ZNEZ

SANDHILLS PUBLIC SCHOOLS
Regular May Regular Board of Education Meeting Minutes
Monday, May 12, 2025
7:00 PM
Sandhills High School Lecture Hall

Regular Board Meeting:

1. **Call to order**

The regular monthly meeting of the Sandhills Public Schools Board of Education was called to order on May 12, 2025 at 7:01 p.m. in the Sandhills High School Lecture Hall by President Rory Zutavern.

2. **Mission Statement**

"**To develop KNIGHTS**" **K**nowledgeable, **N**oble, **I**ndependent, **G**rateful, **H**onest, **T**enacious, and **S**uccessful citizens for an ever-changing world." (Approved 11/11/24)

3. **Nebraska Open Meetings Law** – Posted in the meeting room. The location of the poster was noted.

4. **Publication of Meetings**

- a. Per Policy 204.07 – reasonable advanced notification was made of the meeting. Verification of Publication of minutes in the Thomas County Herald, April 23, 2025.

5. **Roll Call**

Board Members Present: Dillon Simonson, Jeff Martindale, Michelle Milleson, Rory Zutavern, Jill Thompson, and Reed Larsen. Absent: none. Also present were Superintendent Jamie Isom, Principal Patrick Recoy, and Jaylee Simonson, bookkeeper.

6. **Pledge of Allegiance**

The pledge of Allegiance was recited by the Board and others in attendance.

7. **Approval of Agenda**

A motion made by Jill Thompson, seconded by Michelle Milleson to approve the agenda as presented: Yea: Nay. Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea. Voting Nay: None. Motion passed 6-0.

8. **Public Comment**

The Board sets aside time to hear comments or concerns from patrons. No public comments were made.

9. **Consent Agenda**

A motion made by Michelle Milleson, seconded by Dillon Simonson to approve the consent agenda: Yea, Nay. Larsen: Yea, Martindale: Yea, Milleson: Yea, Simonson: Yea, Thompson: Yea, Zutavern: Yea. Voting Nay: None. Motion passed 6-0.

9.a. Approve the minutes of the April 14, 2025 regular board meeting

9.b. Approve the Financial Report

9.c. Approve the payment of bills

10. Administrative and Informational Reports

10.a. Activities Director's Report – The year is coming to an end, and the junior high track and field has ended their season with a successful showing; the girl's team placing at all of the meets along with multiple personal records being set by both boys and girls. The high school track and field team will participate in the district track meet on Wednesday, May 14 in Sutherland. High school track also had a very good year with multiple records set throughout the season. The FBLA will induct officers at a ceremony during 8th period on May 16th. Two students participated in district music contest, both receiving a superior rate. The Sandhills-Thedford sports banquet will be held Tuesday, May 13 at the Halsey gym. Adam Kuntz has been named as the Head Volleyball coach for the 2025-2026 season.

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13. Adjourn

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OFFICIAL MEETING NOTICE: The next regular meeting of the Sandhills Public Schools Board of Education will be held at the high school lecture hall in Dunning, NE and will begin at 7:00 p.m. on June 9, 2025.

Cash Receipt Listing by Fund

Fund: 01 GENERAL FUND

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	01 1100	LOCAL DISTRICT TAXES	56,021.20
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	01 1100	LOCAL DISTRICT TAXES	3,603.41
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 1100	LOCAL DISTRICT TAXES	11,239.73
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 1100	LOCAL DISTRICT TAXES	342,849.98
	BROWNCOUNT Brown County Treasure	05/28/2025	Taxes	01 1100	LOCAL DISTRICT TAXES	17,954.26
	LOUPCOUNTY Loup County Treasure	05/28/2025	Taxes	01 1100	LOCAL DISTRICT TAXES	5,069.80
Account Number Total: 01 1100					LOCAL DISTRICT TAXES	436,738.38
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	01 1115	CARLINE TAX	2,399.13
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 1115	CARLINE TAX	229.22
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 1115	CARLINE TAX	6,107.49
Account Number Total: 01 1115					CARLINE TAX	8,735.84
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 1125	MOTOR VEHICLE TAX	4,872.39
Account Number Total: 01 1125					MOTOR VEHICLE TAX	4,872.39
	WESTERNNEB Western Nebraska Bank	05/30/2025	Interest	01 1510	INTEREST	432.31
Account Number Total: 01 1510					INTEREST	432.31
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 1911	LOCAL LICENSE FEES	0.25
Account Number Total: 01 1911					LOCAL LICENSE FEES	0.25
	GENERALFUN General Fund	05/13/2025	Retirement Miller	01 1920	CONTRIBUTIONS & DONATIONS	114.05
Account Number Total: 01 1920					CONTRIBUTIONS & DONATIONS	114.05
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	01 2110	COUNTY FINES/LICENSE FEES	74.19
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 2110	COUNTY FINES/LICENSE FEES	10.06
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 2110	COUNTY FINES/LICENSE FEES	0.65
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 2110	COUNTY FINES/LICENSE FEES	750.00

Cash Receipt Listing by Fund

Fund: 01 GENERAL FUND

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
				Account Number Total: 01 2110	COUNTY FINES/LICENSE FEES	834.90
	STATEOFNEB State of Nebraska	05/30/2025	State Aid	01 3110	STATE AID	18,938.00
				Account Number Total: 01 3110	STATE AID	18,938.00
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 3130	HOMESTEAD EXEMPION	30.93
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 3130	HOMESTEAD EXEMPION	618.45
				Account Number Total: 01 3130	HOMESTEAD EXEMPION	649.38
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	01 3131	PROPERTY TAX CREDIT	25,938.70
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	01 3131	PROPERTY TAX CREDIT	42,796.29
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	01 3131	PROPERTY TAX CREDIT	5,333.24
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	01 3131	PROPERTY TAX CREDIT	9,784.79
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 3131	PROPERTY TAX CREDIT	10,106.15
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	01 3131	PROPERTY TAX CREDIT	17,549.20
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 3131	PROPERTY TAX CREDIT	146,599.34
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 3131	PROPERTY TAX CREDIT	254,540.24
	LOUPCOUNTY Loup County Treasure	05/28/2025	Taxes	01 3131	PROPERTY TAX CREDIT	5,129.97
	LOUPCOUNTY Loup County Treasure	05/28/2025	Taxes	01 3131	PROPERTY TAX CREDIT	8,435.25
				Account Number Total: 01 3131	PROPERTY TAX CREDIT	526,213.17
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	01 3180	PRO-RATED MOTOR VEHICLE	51.00
				Account Number Total: 01 3180	PRO-RATED MOTOR VEHICLE	51.00
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	01 4707	FOREST RESERVE	689.21
				Account Number Total: 01 4707	FOREST RESERVE	689.21
	PATRONS Patrons	05/28/2025	Sale of Property - 4 Chargers	01 5320	SALE OF PROPERTY	316.00
				Account Number Total: 01 5320	SALE OF PROPERTY	316.00

Cash Receipt Listing by Fund

Fund: 01 GENERAL FUND

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
Fund Total: 01						998,584.88

Summary Totals

<u>Account Type</u>		<u>Cash Accounts</u>		<u>Receivable Accounts</u>
Subtotal Revenue	998,584.88	01 101	998,584.88	
Subtotal Expense		Total:	998,584.88	
Subtotal General Ledger				
Total:	998,584.88			

Cash Receipt Listing by Fund

Fund: 08 BUILDING FUND

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	08 1100	TAXES	2,550.03
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	08 1100	TAXES	173.24
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	08 1100	TAXES	16,483.24
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	08 1100	TAXES	529.52
	BROWNCOUNT Brown County Treasure	05/28/2025	Taxes	08 1100	TAXES	863.20
	LOUPCOUNTY Loup County Treasure	05/28/2025	Taxes	08 1100	TAXES	243.61
Account Number Total: 08 1100					TAXES	20,842.84
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	08 1115	CARLINE TAXES	115.34
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	08 1115	CARLINE TAXES	293.63
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	08 1115	CARLINE TAXES	11.02
Account Number Total: 08 1115					CARLINE TAXES	419.99
	WESTERNNEB Western Nebraska Bank	05/30/2025	Interest	08 1510	INTEREST	59.11
Account Number Total: 08 1510					INTEREST	59.11
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	08 3130	HOMESTEAD EXEMPTION	29.73
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	08 3130	HOMESTEAD EXEMPTION	1.48
Account Number Total: 08 3130					HOMESTEAD EXEMPTION	31.21
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	08 3131	PROPERTY TAX CREDIT	1,247.06
	THOMASCOUN Thomas County Treasure	05/13/2025	Taxes	08 3131	PROPERTY TAX CREDIT	2,057.52
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	08 3131	PROPERTY TAX CREDIT	256.40
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	08 3131	PROPERTY TAX CREDIT	470.42
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	08 3131	PROPERTY TAX CREDIT	7,048.08
	BLAINECOUN Blaine County Treasure	05/12/2025	Taxes	08 3131	PROPERTY TAX CREDIT	12,237.55
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	08 3131	PROPERTY TAX CREDIT	485.87
	CUSTERCOUN Custer County Treasure	05/15/2025	Taxes	08 3131	PROPERTY TAX CREDIT	843.71

Cash Receipt Listing by Fund

Fund: 08 BUILDING FUND

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
	LOUPCOUNTY Loup County Treasure	05/28/2025	Taxes	08 3131	PROPERTY TAX CREDIT	246.50
	LOUPCOUNTY Loup County Treasure	05/28/2025	Taxes	08 3131	PROPERTY TAX CREDIT	405.32
				Account Number Total: 08 3131	PROPERTY TAX CREDIT	<u>25,298.43</u>
	LOGANCOUNT Logan Country Treasure	05/13/2025	Taxes	08 3180	PRO-RATE MOTOR VEHICLE	2.45
				Account Number Total: 08 3180	PRO-RATE MOTOR VEHICLE	<u>2.45</u>
					Fund Total: 08	<u>46,654.03</u>

Summary Totals

<u>Account Type</u>		<u>Cash Accounts</u>		<u>Receivable Accounts</u>
Subtotal Revenue	46,654.03	08 101	46,654.03	
Subtotal Expense			Total: <u>46,654.03</u>	
Subtotal General Ledger				
Total:	<u>46,654.03</u>			

Cash Receipt Listing by Fund

Fund: 06 LUNCH FUND

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
	PATRONS Patrons	05/08/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	408.10
	PATRONS Patrons	05/08/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	66.33
	PATRONS Patrons	05/13/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	445.00
	PATRONS Patrons	05/28/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	3,874.05
	PATRONS Patrons	05/28/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	1,215.00
	PATRONS Patrons	05/28/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	221.35
	PATRONS Patrons	05/28/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	1,220.89
	PATRONS Patrons	05/28/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	180.00
	PATRONS Patrons	05/28/2025	Daily Lunch Sales Correction	06 1611	DAILY SALES LUNCH	(1,220.89)
	PATRONS Patrons	05/28/2025	Daily Lunch Sales	06 1611	DAILY SALES LUNCH	1,220.87
Account Number Total: 06 1611					DAILY SALES LUNCH	7,630.70
	STATEOFNEB State of Nebraska	05/16/2025	Free/reduced Lunch	06 4210	FEDERAL REIMBURSEMENT(OF NUTRIT PRGMS)	5,545.89
Account Number Total: 06 4210					FEDERAL REIMBURSEMENT(OF NUTRIT PRGMS)	5,545.89
Fund Total: 06						13,176.59

Summary Totals

<u>Account Type</u>		<u>Cash Accounts</u>		<u>Receivable Accounts</u>
Subtotal Revenue	13,176.59	06 101		13,176.59
Subtotal Expense			Total:	13,176.59
Subtotal General Ledger				
Total:	13,176.59			

District Financial Statement

May 31 , 2025
Financial Statement

		General	Lunch	Operational	Building	Activity
Beginning Balance	5/1/2025	\$788,576.17	\$14,952.13	\$6,000.00	\$157,116.31	\$36,735.82
Revenue Received		\$998,584.88	\$13,176.59	\$54,788.06	\$46,654.03	\$4,916.50
Expenditures		\$222,015.57	\$13,114.89	\$54,788.06	\$79,610.00	\$3,447.63
Ending Balance	5/31/2025	\$1,565,145.48	\$15,013.83	\$6,000.00	\$124,160.34	\$38,204.69

		Depreciation Fund	Activity Building Loan	Building Floor Loan
Beginning Balance	5/1/2025	\$152,440.59	\$425,770.50	\$101,949
Revenue Received		\$51.77		
Expenditures		\$0.00		
Ending Balance	5/31/2025	\$152,492.36	\$425,770.50	

		CD #0114	CD #9867
Ending Balance	5/31/2025	\$116,046.41	\$108,847.33

5/31/2025

FUND	Budget Amount	YTD \$ spent	% of Budget
General	5,203,060.00	2,349,309.76	45.15%
Lunch	178,912.00	129,758.68	72.53%
Building	351,000.00	262,341.47	74.74%
Depreciation	235,307.00	0.00	0.00%
Activities	180,893.00	86,634.39	47.89%
		2,828,044.30	

District Financial Statement

Payroll Register - Totals Combined

	<u>PIK/Gross</u>	<u>Amount</u>	<u>Expense/ Employer</u>	<u>Adjustment Amount</u>	<u>Check Total</u>	<u>Payee ID</u>	<u>Payee Name</u>	
ADD								
BUSREG Bus Driver			1,033.00					
BUSROUTESU Bus Route Supplement			476.45					
BUSSIT Bus Sit Time			28.00					
CUSTODIAN Custodian			6,990.15					
EXTRADUTY Extra Duty			1,530.00					
OT Overtime			1,067.91					
SECRETARY Secretary			1,848.83					
SPEDPARA SPED-Para			1,930.50					
SUBMISC Sub Misc			343.00					
SUBWORET Sub w/o RET			1,552.50					
SUMHELP Summer Help			854.00					
UNUSEDSICK Unused Sick Days			1,755.00					
			19,409.34					
CONTRACT								
BSNSMGR Business Mgr			3,750.00					
COACH Coach			1,783.68					
COACH1 Coach			2,117.44					
COACH2 Coach			360.59					
COACH3 Coach			162.12					
COOK Cook			1,768.17					
KITCHENMGR Kitchen Mgr			2,121.83					
MORNINGSUP Morning Supervisor			113.87					
PRINCIPAL Principal			6,000.00					
SPONSOR Sponsor			1,503.07					
SUPERINT Superintendent			5,416.63					
TEACHER Teacher			88,380.50					
			113,477.90					
DEDUCTION								
403B 403B		100.00			100.00	MGTRUSTCOM	Matrix Trust	A
403BROTH 403BROTH		300.00			300.00	MGTRUSTCOM	Matrix Trust	A
AFLACLAT AFLACLAT		73.84			73.84	AFLAC	Aflac	
COLONIALLI Colonial Life		928.00			928.00	COLONIALLI	Colonial Life and Accident Insurance	
COLONLIFE Col Life		443.47			443.47	COLONIALLI	Colonial Life and Accident Insurance	
DENTAL DENTAL		693.02	802.63		1,495.65	BLUECROSSB	Blue Cross Blue Shield of Nebraska	
DISABILITY DISABILITY		42.95	556.80		599.75	MADISONNA1	Madison National Life	
HEALTH HEALTH			36,045.45		36,045.45	BLUECROSSB	Blue Cross Blue Shield of Nebraska	
NPERSADJUS NPERS ADJUST	3,857.84	114.05			114.05	SPS	Sandhills Public Schools	
SUPPINS SUPPINS		821.92			821.92	AFLAC	Aflac	
VSP VSP		475.69			475.69	VISONSERVI	Vison Service Plan	
		3,992.94	37,404.88	0.00	41,397.82			
RET DEDUCTION								
NPERS RETIREMENT	123,940.75	12,121.39	12,242.62		24,364.01	SANDHILLSP	Sandhills Public School	
		12,121.39	12,242.62	0.00	24,364.01			
TAX								
FIT FIT	118,326.19	6,595.69			6,595.69	SANDHILLSP	Sandhills Public School	
FUTA FUTA	118,670.95					SANDHILLSP	Sandhills Public School	
MEDICARE MEDICARE	126,399.40	1,832.81	1,832.81		3,665.62	SANDHILLSP	Sandhills Public School	
SITNE SIT NE	118,326.19	3,912.61			3,912.61	SANDHILLSP	Sandhills Public School	
SOCSEC SOC SEC	126,399.40	7,836.78	7,836.78		15,673.56	SANDHILLSP	Sandhills Public School	
SUTANE SUTA NE	121,704.95					SANDHILLSP	Sandhills Public School	
WCNE WORK COMP NE	122,998.89					SANDHILLSP	Sandhills Public School	
		20,177.89	9,669.59	0.00	29,847.48			
						Net Pay:	96,595.02	
						Cash Total:	192,204.33	
Non - FIT Taxable Deductions		14,561.05						
Non - SIT Taxable Deductions		14,561.05						

Payroll Register - Totals Combined

<u>PIK/Gross</u>	<u>Amount</u>	<u>Expense/ Employer</u>	<u>Adjustment Amount</u>	<u>Check Total</u>	<u>Payee ID</u>	<u>Payee Name</u>
Non - SOC SEC Taxable Deductions	2,225.61					
Non - MEDICARE Taxable Deductions	2,225.61					
Direct Deposits	95,813.18					
Automatic Payments	400.00					
Adds + Contracts + Deduction Adds	132,887.24					

GENERAL FUND DISBURSEMENT				
MONTH	2023-24	2024-2025	DIFFERENCE	
SEPTEMBER	\$376,497.78	\$299,224.94	\$77,272.84	
OCTOBER	\$265,619.94	\$261,816.13	\$3,803.81	
NOVEMBER	\$328,428.91	\$244,381.81	\$84,047.10	
DECEMBER	\$235,389.20	\$248,084.42	-\$12,695.22	
JANUARY	\$236,630.43	\$250,888.35	-\$14,257.92	
FEBRUARY	\$254,757.91	\$320,663.50	-\$65,905.59	includes floor 50% payment
MARCH	\$287,954.21	\$298,167.49	-\$10,213.28	
APRIL	\$277,113.30	\$244,237.70	\$32,875.60	
MAY	\$247,406.07	\$226,854.00	\$20,552.07	
JUNE	\$227,251.25	\$213,580.20	\$13,671.05	
JULY	\$232,619.98			
AUGUST	\$357,440.91			
TOTALS	\$3,327,109.89	\$2,607,898.54	\$129,150.46	
GENERAL FUND RECEIPTS				
MONTH	2023-2024	2024-2025	DIFFERENCE	
SEPTEMBER	\$590,957.29	\$561,488.63	-\$29,468.66	
OCTOBER	\$270,736.42	\$214,645.88	-\$56,090.54	
NOVEMBER	\$110,524.10	\$18,837.83	-\$91,686.27	
DECEMBER	\$77,494.79	\$161,092.23	\$83,597.44	
JANUARY	\$479,813.72	\$433,140.49	-\$46,673.23	
FEBRUARY	\$324,364.72	\$622,339.43	\$297,974.71	
MARCH	\$99,463.53	\$120,303.27	\$20,839.74	
APRIL	\$75,948.18	\$104,224.72	\$28,276.54	
MAY	\$867,497.18	\$998,584.88	\$131,087.70	
JUNE	\$302,737.64			
JULY	\$36,665.32			
AUGUST	\$48,402.34			
TOTALS	\$3,284,605.23		\$337,857.43	

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
Ace Hardware	20250605	Keys for Van	18.36
Total Ace Hardware			18.36
Art of Education University, The	20250603	Art Curriculum	727.00
Total Art of Education University, The			727.00
Consolidated Telephone	20250605	Telephone	393.44
Total Consolidated Telephone			393.44
Corporate Payment Systems	20250605	Credit Card Charges	595.37
Total Corporate Payment Systems			595.37
Creative Printers, INC	20250605	Board Advertising	184.57
Total Creative Printers, INC			184.57
Custer Public Power District	20250605	Utiilites	2,651.69
Total Custer Public Power District			2,651.69
DAS State Accounting - Central Finance	20250515	Internet	396.67
Total DAS State Accounting - Central Finance			396.67
Dunning Water	20250605	Utilities	365.00
Total Dunning Water			365.00
Eakes Office Solutions	20250605	Elementary Custodial Supplies	371.02
Total Eakes Office Solutions			371.02
ESU 10	20250603	ESU10 Services	6,282.96
Total ESU 10			6,282.96
Flinn Scientific Inc.	20250605	Teaching Supplies	56.65
Total Flinn Scientific Inc.			56.65
Hometown Leasing	20250605	Copiers	532.28
Total Hometown Leasing			532.28
Ingram Library Services	20250605	Library Books	450.41
Total Ingram Library Services			450.41
K C Electric	20250603	Activity Building	425.39
Total K C Electric			425.39
Library Store, The	20250603	Library Supplies	206.55
Total Library Store, The			206.55
MCI	20250605	Telephone	57.69
Total MCI			57.69
NIBC,	20250605	Ice Machines	275.00
Total NIBC,			275.00

Vendor Name	Invoice Number	Description	Amount
PGH&G Attorneys At Law	20250605	Contracts	365.00
Total PGH&G Attorneys At Law			<hr/> 365.00
Presto X Company	20250603	Pest Control	231.79
Total Presto X Company			<hr/> 231.79
Quill	20250603	Office Supplies	76.30
Total Quill			<hr/> 76.30
Sandhill Oil Company	20250605	Fuel/Propane	4,185.68
Total Sandhill Oil Company			<hr/> 4,185.68
Staples	20250603	Custodial Supplies	54.96
Total Staples			<hr/> 54.96
TEAM Physical Therapy	20250603	PT Services	482.76
Total TEAM Physical Therapy			<hr/> 482.76
Theford Lumber and Supply	20250605	Custodial Supplies	458.88
Total Theford Lumber and Supply			<hr/> 458.88
Village of Theford	20250603	Trash Disposal	470.45
Total Village of Theford			<hr/> 470.45
Waldinger Corporation, The	20250603	HVAC Maintenance	1,060.00
Total Waldinger Corporation, The			<hr/> 1,060.00
Fund Number 01			<hr/> 21,375.87
Checking Account ID 1			<hr/> 21,375.87

**Expenditure Report by Function/Object -
Summary**

06/09/2025 08:13 AM

User ID: JJS

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	131,072.08	1,323,471.85	0.00	(1,323,471.85)	0.00	0.00	(1,323,471.85)
1115	CAREER ACADEMY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	0.00	9,049.00	99,767.32	0.00	(99,767.32)	0.00	0.00	(99,767.32)
1291	SPED PROGRAM AGE 3-5	0.00	59.73	622.40	0.00	(622.40)	0.00	0.00	(622.40)
1292	SPED PROGRAM AGE B-2	0.00	59.72	622.39	0.00	(622.39)	0.00	0.00	(622.39)
2120	GUIDANCE SERVICES	0.00	4,236.91	41,100.21	0.00	(41,100.21)	0.00	0.00	(41,100.21)
2130	HEALTH SERVICES	0.00	0.00	10,483.26	0.00	(10,483.26)	0.00	0.00	(10,483.26)
2141	PSYCHOLOGICAL SERVICES SPED SCHOOL AGE	0.00	1,091.32	10,891.86	0.00	(10,891.86)	0.00	0.00	(10,891.86)
2142	PSYCHOLOGICAL SERVICES SPED AGE 3-5	0.00	136.42	1,427.14	0.00	(1,427.14)	0.00	0.00	(1,427.14)
2143	PSYCHOLOGICAL SERVICES SPED B-2	0.00	136.42	1,427.14	0.00	(1,427.14)	0.00	0.00	(1,427.14)
2151	SPEECH PATH & AUDIO SPED SCHOOL AGE	0.00	3,677.78	39,510.32	0.00	(39,510.32)	0.00	0.00	(39,510.32)
2152	SPEECH PATH & AUDIO SERVICES SPED 3-5	0.00	3.48	39.78	0.00	(39.78)	0.00	0.00	(39.78)
2153	SPEECH PATH & AUDIO SERVICES SPED B-2	0.00	3.48	39.78	0.00	(39.78)	0.00	0.00	(39.78)
2161	OCCUPAITIONAL THERAPY SPED SCHOOL AGE	0.00	517.28	5,463.54	0.00	(5,463.54)	0.00	0.00	(5,463.54)
2162	OCCUPATIONAL THERAPY SPED AGE 3-5	0.00	64.66	574.66	0.00	(574.66)	0.00	0.00	(574.66)
2163	OCCUPATIONAL THERAPY SPED B-2	0.00	64.66	574.66	0.00	(574.66)	0.00	0.00	(574.66)
2171	PHYSICAL THERAPY SPED SCHOOL AGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2172	PHYSICAL THERAPY SPED 3-5	0.00	482.76	4,422.00	0.00	(4,422.00)	0.00	0.00	(4,422.00)
2173	PHYSICAL THERAPY SPED B-2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2210	IMPROVEMENT OF INSTRUCTION	0.00	0.00	655.00	0.00	(655.00)	0.00	0.00	(655.00)
2211	SCHOOL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2212	INSTRUCTION/CURR DEV	0.00	0.00	400.00	0.00	(400.00)	0.00	0.00	(400.00)
2213	INSTRUCTIONAL STAFF TRAINING	0.00	0.00	2,636.91	0.00	(2,636.91)	0.00	0.00	(2,636.91)
2220	LIBRARY/MEDIA SERVICES	0.00	3,785.86	33,201.91	0.00	(33,201.91)	0.00	0.00	(33,201.91)
2224	EDUCATIONAL TELEVISION SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2230	INSTRUCTION RELATED TECHNOLOGY	0.00	4,520.17	69,579.36	0.00	(69,579.36)	0.00	0.00	(69,579.36)
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	184.57	12,373.23	0.00	(12,373.23)	0.00	0.00	(12,373.23)
2320	EXECUTIVE ADMINISTRATION	0.00	13,115.92	123,322.19	0.00	(123,322.19)	0.00	0.00	(123,322.19)
2330	DISTRICT LEGAL SERVICES	0.00	365.00	1,944.50	0.00	(1,944.50)	0.00	0.00	(1,944.50)
2410	OFFICE OF PRINCIPAL	0.00	9,505.55	102,515.08	0.00	(102,515.08)	0.00	0.00	(102,515.08)
2510	FISCAL SERVICES	0.00	451.13	25,557.59	0.00	(25,557.59)	0.00	0.00	(25,557.59)
2520	PURCHASING & WAREHOUSE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2560	PUBLIC INFORMATION SERVICES	0.00	0.00	8,950.00	0.00	(8,950.00)	0.00	0.00	(8,950.00)
2570	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2580	ADMINISTRATIVE TECHNOLOGY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2600	OPERATION & MAINTENANCE OF PLANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2610	OPERATON OF BUILDING	0.00	21,610.34	314,477.30	0.00	(314,477.30)	0.00	0.00	(314,477.30)
2620	MAINTENACE OF BUILDING	0.00	231.79	9,367.25	0.00	(9,367.25)	0.00	0.00	(9,367.25)
2630	CARE AND UPKEEP OF GROUNDS	0.00	425.39	20,910.25	0.00	(20,910.25)	0.00	0.00	(20,910.25)
2640	CARE AND UPKEEP OF EQUIPMENT	0.00	0.00	129,025.66	0.00	(129,025.66)	0.00	0.00	(129,025.66)
2650	VEHICLE ACQUISITION AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2660	SECURITY	0.00	0.00	3,809.73	0.00	(3,809.73)	0.00	0.00	(3,809.73)
2670	SAFETY	0.00	0.00	5,886.50	0.00	(5,886.50)	0.00	0.00	(5,886.50)
2680	OPERATION & MAINTENANCE OF PLAN-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2710	REGULAR EDUCATION TRANPORTATION	0.00	3,712.17	60,447.91	0.00	(60,447.91)	0.00	0.00	(60,447.91)
2713	TRANSPORTATION SPED AGE 3-5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2730	VEHICLE SERVICE/MAINTENACE	0.00	0.00	13,376.13	0.00	(13,376.13)	0.00	0.00	(13,376.13)
3300	COMMUNITY SERVICES OPERATIONS	0.00	0.00	10.90	0.00	(10.90)	0.00	0.00	(10.90)
3512	DISTANCE EDUCATION INCENTIVE PAYMENTS	0.00	0.00	1,649.12	0.00	(1,649.12)	0.00	0.00	(1,649.12)
3535	HIGH ABILITY LEARNERS	0.00	95.28	1,337.80	0.00	(1,337.80)	0.00	0.00	(1,337.80)
3551	CAREER EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4300	ARCHITECTURE & ENGINEERING	0.00	0.00	7,500.00	0.00	(7,500.00)	0.00	0.00	(7,500.00)

**Expenditure Report by Function/Object -
Summary**

06/09/2025 08:13 AM

User ID: JJS

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
6200	TITLE I, PART A NCLB IMPROV THE ACADEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6210	TITLE I NCLB IMPROVING BSC PRGRMS ACCNT	0.00	0.00	596.00	0.00	(596.00)	0.00	0.00	(596.00)
6403	IDEA PART B(611) BASE ALLOC-SCHOOL AGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6404	IDEA PART B(611) BASE ALLOC BIRTH TO 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6406	IDEA PRESCHOOL(619) BASE ALLOC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6408	IDEA Part B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6410	IDEA ENROLLMENT/POVERTY(611)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6421	IDEA ARP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6422	IDEA PRESCHOOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6700	FED VOC & APP TECH ED (CARL PERKINS)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6967	TITLE IV PART A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6969	TITLE IV - A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6992	REAP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6996	CARES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6997	ESSERII	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6998	ESSER III	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8000	TRANSFERS (OUTGOING)	0.00	0.00	68,000.00	0.00	(68,000.00)	0.00	0.00	(68,000.00)
01	GFNFRAI FUND	0.00	208,658.87	2,557,968.63	0.00	(2,557,968.63)	0.00	0.00	(2,557,968.63)

**Expenditure Report by Function/Object -
Summary**

06/09/2025 08:13 AM

User ID: JJS

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	208,658.87	2,557,968.63	0.00	(2,557,968.63)	0.00	0.00	(2,557,968.63)

Board Report - Board

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 02 Facility Advocates	Fund Number 02 20250605	DEPRECIATION Contract Work	27,900.00
Total Facility Advocates			<hr/> 27,900.00
Fund Number 02			<hr/> 27,900.00
Checking Account ID 02			<hr/> 27,900.00

Board Report - Board

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 08	Fund Number 08	BUILDING FUND	
Western Nebraska Bank	20250515	Lease Payment	3,895.00
Total Western Nebraska Bank			<hr/> 3,895.00
Fund Number 08			<hr/> 3,895.00
Checking Account ID 08			<hr/> 3,895.00

Board Report - Board

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 6	Fund Number 06	LUNCH FUND	
Cash-Wa Distributing	20250605	Food	4,652.18
Total Cash-Wa Distributing			<hr/> 4,652.18
Ewoldts Grocery	20250605	Food	633.68
Total Ewoldts Grocery			<hr/> 633.68
Fund Number 06			<hr/> 5,285.86
Checking Account ID 6			<hr/> 5,285.86

May 2025 Charges	
Amount	Description
61.64	Caseys - Fuel
174.36	Olive Garden - Science Fair Dinner
294	Fairfield Inn - State Science Fair
20.15	Amazon - Teaching Supplies Elementary
279.90	Axe Holes - FBLA State Activity
154.71	UNL State Museum - 6th Grade Trip
111.82	NASSP - National Honor Society Cords
116.98	Dairy Queen - 6th Grade Trip
44.64	Top Golf - 6th Grade Trip
275.00	Hu Hot - 6th Grade Trip
143.56	Jimmy Johns - 6th grade Trip
443.88	The Amazing Pizza Machine - 6th Grade Trip
72.00	Caseys - Fuel
177.04	IHOP - 6th Grade Trip
340.00	Top Golf - 6th Grade Trip
255.00	Olive Garden - 6th Grade Trip
55.53	UNL Dairy Store - 6th Grade Trip
63.05	Omaha Henry Doorly Zoo - 6th Grade Trip
1,212.00	Double Tree Omaha - Hotels 6th Grade Trip
113.22	Broadway Licensing - Play Scripts
11.88	Walmart - Art Supplies
23.82	Menards - Custodial Supplies
53.18	Amazon - Library Books Elementary
56.73	Caseys - Fuel
46.97	Caseys - Fuel
249.00	NETA - Employee Training
4,850.06	TOTAL DUE
	Activity

Fund: 05 ACTIVITY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704	FUND BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0101	ANNUAL	1,399.92	0.00	0.00	0.00	1,399.92
05 704 0104	ACTIVITIES	2,679.84	515.88	0.00	0.00	2,163.96
05 704 0111	CLASS OF 2024	82.65	0.00	0.00	0.00	82.65
05 704 0112	CLASS OF 2025	1,024.90	547.50	0.00	0.00	477.40
05 704 0116	CLASS OF 2026	1,584.07	0.00	0.00	0.00	1,584.07
05 704 0120	DRAMA	384.03	113.22	0.00	0.00	270.81
05 704 0122	ELEMENTARY	957.48	0.00	0.00	0.00	957.48
05 704 0123	FBLA	1,655.19	365.10	0.00	0.00	1,290.09
05 704 0125	FFA	5,344.11	656.00	0.00	0.00	4,688.11
05 704 0128	CONCESSION STAND	771.82	0.00	0.00	0.00	771.82
05 704 0129	HONOR SOCIETY	504.33	111.82	0.00	0.00	392.51
05 704 0130	MUSIC	2,847.41	0.00	0.00	0.00	2,847.41
05 704 0133	SCHOLARSHIPS	3,156.47	0.00	0.00	0.00	3,156.47
05 704 0135	SIXTH GRADE TRIP	5,952.90	3,281.39	0.00	0.00	2,671.51
05 704 0136	SPEECH	159.11	0.00	0.00	0.00	159.11
05 704 0139	ST FOOTBALL	3,086.99	1,680.00	0.00	0.00	1,406.99
05 704 0141	ST VOLLEYBALL	6,252.47	6,252.47	0.00	0.00	0.00
05 704 0145	DIGITAL DESIGN	361.00	0.00	0.00	0.00	361.00
Fund Total: 05		<u>38,204.69</u>	<u>13,523.38</u>	<u>0.00</u>	<u>0.00</u>	<u>24,681.31</u>

Principal's Report
June 9, 2025

July 21st and 22nd

The school year came to an end with a whirlwind of activities. Teachers closed out the year with meetings covering test scores, home room, and student attendance. Lots of discussions over student attendance and teaching even when kids are gone.

Many teachers started their online training that we normally do at the beginning of the year. By having them available all summer I'm hoping to have more time at the beginning of the year to discuss curriculum and schedules.

The new language arts curriculum has arrived and is being inventoried to be distributed to teachers. Training will be conducted in July with a two day summer curriculum support days at the ESU and ½ day online training provided by Amplify. Continuing training will be provided throughout the school year by both the ESU and Amplify.

Power School and the NDE end of the year information has been prepared and completed. Student data has been transferred to the next school year.

On the activities side of things. Mr. Trosper is away to military training at this time so I will give a brief run down of activities.

- State Golf ended with Brady Haake placing 5th in class D.
- Track sent five competitors to state in 5 events. Connor Sutton medaled in the 800 bringing home 7th place.

Summer open gym and weights began the first week of June and will continue throughout the summer. Camps are running throughout the summer as well.

The NSAA finalized changes for the 2025-2026 school year. Highlights that may affect us are...

- Basketball
 - The higher seed will host class D1 and D2 District Final Games.
 - Contest limitation is 24 total contests in addition to the postseason. Tournament play-in games will not be counted.
- Football
 - In 2025 only, the class D1 & D2 playoffs will be seeded 1-32 with no re-seed after the first round.
 - In 2026, 8-man playoff eligibility will increase to 55. Class D3 will be added. D1 will be the 32 largest 8-man schools. Remaining schools will be split equally between D2 & D3
- Golf
 - Schools can permit 7th and 8th grade students to practice with high school golf teams.
- Volleyball
 - The higher seed will host Class D1 & D2 District Final games.

- Wrestling
 - Class D Boys Wrestling Districts will be assigned with the westernmost 25% of the schools in the class + the next 6 westernmost schools making up the D4 district. Remaining schools will be distributed to the other three districts.
 - 7th and 8th grade team managers are allowed to participate in practice.
 - Organized practice number increased to 8.
 - Teams unable to fill 8 weight classes can opt out of the State Dual Championships and may participate in 18 events.

Superintendents Report

June 9, 2025

1. This month, review of about one third of the 400 Admin section of board policy is included. There are few changes with these. Several other policies are included as a result of updates from the NASB Policy Service. I have left them as a group to deal with first and second reading process outlined in policy, even though most of them don't have much change, but some of them are new or have some major additions or deletions. The dress code policy has been tweaked slightly based on what was received from NASB, but is essentially the same policy that was reviewed last month. I did add it to the agenda for final approval as a single policy.
2. A storm door is being replaced at Halsey in the kitchen. This started with replacing the wood above the door, so some siding has been replaced.
3. Staffing – The Head Cook position has been offered to and accepted by Tiffany Gidden. We had a total of four applicants, we interviewed three as one application was received after the position was filled.
4. Duda hasn't been here yet to look at the science room, so will follow up with that again.
5. Yet again, we are wanting to push review of the student and staff handbooks to the July board meeting. We want to be sure that recent requirements relating to things like dress code and cell phone usage are in place, along with a thorough review to be sure that other things are up to date.
6. The doors to the mechanical room in the activity building have been shortened so that they can open and close, well, at least one of them can reliably. However, the floor, still has 'waves." I talked with Joe at H2I and they are to be sending someone out to cut the floor, as in a relief joint of sorts. I talked with Joe again today, and they are exploring the thought that the raised areas might be an issue the glue and/or moisture issues. He indicated that he would get back to me on Monday with what their plan is going forward. He reminded me that if moisture is the culprit, that is likely not a warranty item. I will send a message to ALICAP too, just in case –

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES

2025/26 PROPERTY TAX REQUEST AUTHORITY CERTIFICATION

SANDHILLS PUBLIC SCHOOLS (05-0071-000)

Total Certified Property Tax Request Authority	\$3,251,954
Additional Base Growth % Allowed with Board Approval	7 %
Additional Property Tax Request Authority Allowed with Board Approval	\$234,994
Maximum Certified Property Tax Request Authority Including Board Approved Amount	\$3,486,948

SECTION A TOTAL BASE REVENUE CALCULATION

2024/25 Property Tax	\$2,898,942
2022/23 Other Non-Property Tax	\$142,930
2023/24 SPED	\$125,253
2024/25 TEEOSA	\$189,939
TOTAL BASE REVENUE CALCULATION	\$3,357,064

SECTION B TOTAL BASE GROWTH PERCENTAGE

Base Growth	3.0000 %
Membership Growth	0.0000 %
LEP Growth	0.0000 %
Poverty Growth	0.1786 %
TOTAL BASE GROWTH RATE PERCENTAGE	3.1786 %

SECTION C TOTAL CALCULATED REVENUE CAP FOR 2025/26

(Section A Total x Section B Total)

TOTAL REVENUE CAP	\$3,463,772
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SECTION D TOTAL PROPERTY TAX REQUEST AUTHORITY FOR 2025/26

(Section C Total Revenue Cap minus sum of items listed in this section)

2023/24 Other Non-Property Tax (minus)	\$115,388
2024/25 SPED (minus)	\$131,337
2025/26 TEEOSA (minus)	\$138,954
2024/25 Unused Property Tax Authority (add)	\$173,861

TOTAL CERTIFIED PROPERTY TAX REQUEST AUTHORITY	\$3,251,954
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SECTIONS E - G ADDITIONAL BOARD APPROVAL INFORMATION

Additional Base Growth % Allowed with Board Approval	7 %
Additional Property Tax Authority Allowed with Board Approval	\$234,994

ALMAXIMUM CERTIFIED PROPERTY TAX REQUEST AUTHORITY INCLUDING BOARD APPROVED	\$3,486,948
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Some numbers may be rounded for presentation. For program contacts and additional information on how data was calculated visit www.education.ne.gov/fos/budgeting-school-district/property-tax-authority

2025/26 BUDGET AUTHORITY AND ALLOWABLE RESERVE PERCENTAGE CERTIFICATION

COUNTY: BLAINE
COUNTY-DISTRICT NUMBER: 05-0071-000
DISTRICT NAME: SANDHILLS PUBLIC SCHOOLS

Certified Budget Authority	\$4,257,060	Budget Based
Allowable Reserve Percentage	45 %	
Access to Prior Year's Unused Budget Authority	\$614	

Certified Budget Authority:

Certified Budget Authority is calculated three ways. The greater of the Budget Based Calculation, the Student Growth Adjustment Calculation, or the Formula Needs Calculation becomes a district's Certified Budget Authority.

Budget Based Calculation: $((GFBE - SGF - SPED - GFLE) \times 1.025)$

Student Growth Adjustment Calculation: $((GFBE - SGF - SPED - GFLE) + (SGA +/- SGACORR))$

Formula Needs Calculation: $((FN \times 1.10) - (SPED \times 1.025))$

		Data Source
GFBE	2024/25 General Fund Budget	2024/25 LC-2 Line B-100
SGF	2024/25 Special Grant Funds	2024/25 LC-2 Line B-110
SPED	2024/25 Special Education Budget	2024/25 LC-2 Line B-120
GFLE	2024/25 General Fund Lid Exclusions (Schedule A)	2024/25 LC-2 Line B-130
SGA	2025/26 Student Growth Adjustment	2025/26 State Aid
SGACORR	2025/26 Student Growth Correction	2025/26 State Aid
FN	2025/26 Formula Needs	2025/26 State Aid

2025/26 Basic Allowable Growth Rate (BAGR) is 2.5%.

Access to Prior Year's Unused Budget Authority:

This amount is equal to the lesser of 2% of 2024/25 adjusted expenditures (2% of LC-2 Line B-140) or 2024/25 Total Unused Budget Authority (LC-2 Line B-175) if the district has Unused Budget Authority available.

Please Note: To access this additional budget growth, the amount must be manually entered on Line A-355 of the 2025/26 LC-2.

For further information on how this data was calculated, see the "Budget Text" document available here www.education.ne.gov/fos/budgeting-school-district. For questions, contact School Finance at (402) 540-0649 or (402) 450-1418.

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES
2025/26 STATE AID CERTIFICATION

SANDHILLS PUBLIC SCHOOLS (05-0071-000)

FORMULA STUDENTS CALCULATION

(Fall Membership	ADM/FM Ratio)	+	Contracted Out	=	Formula Students
(84	0.9998488827)	+	0	=	83.99
KDG Adjustment	(0 students x .5)		times ADM Factor	=	0.00
<i>Total Formula Students</i>					<i>83.99</i>

FORMULA NEEDS CALCULATION

Basic Funding	2,852,295
Poverty Allowance	0
Limited English Proficiency Allowance	0
Focus School & Program Allowance	0
Summer School Allowance	0
Special Receipts Allowance	127,595
Transportation Allowance	90,528
Elementary Site Allowance	0
Distance Education & Telecommunications Allowance	11,497
Averaging Adjustment	0
New School Adjustment	0
Student Growth Adjustment	0
Community Achievement Plan Adjustment	0
Limited English Proficiency Allowance Correction	0
Student Growth Adjustment Correction	0
Poverty Allowance Correction	0
Non Qualified LEP Adjustment	0
Total Calculated Formula Needs	3,081,915
Formula Needs Stabilization	0
Total Formula Needs	3,081,915

FORMULA RESOURCES CALCULATION

Yield From Local Effort Rate	472,657,576 / 100 x 1.0000000000	4,726,576
Net Option Funding		0
Allocated Income Tax Funds		12,521
Other Actual Receipts		254,237
Community Achievement Plan Aid		0
Foundation Aid Included in Resources		75,589
Total Formula Resources		5,068,923

Some numbers may be rounded for presentation. For further information, see the "Tax Equity and Educational Opportunities Support Act" document available on the FOS/State Aid website. For questions, contact (402) 450-0687 or (402) 471-4320.

Note: Due to missing Federal Poverty data for the 2024/25 school year, State Aid was calculated using 2023/24 numbers

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES
2025/26 STATE AID CERTIFICATION

SANDHILLS PUBLIC SCHOOLS (05-0071-000)

STATE AID CALCULATION

Equalization Aid	0
Net Option Funding	0
Allocated Income Tax Funds	12,521
Community Achievement Plan Aid	0
Foundation Aid Included in Resources	75,589
Foundation Aid Outside of Resources	50,392
Total State Aid Calculated	138,502
Prior Year (2025/26) State Aid Correction	452
Total State Aid	138,954
Carryover Adjustment from years prior to 2025/26	0

Some numbers may be rounded for presentation. For further information, see the "Tax Equity and Educational Opportunities Support Act" document available on the FOS/State Aid website. For questions, contact (402) 450-0687 or (402) 471-4320.

Note: Due to missing Federal Poverty data for the 2024/25 school year, State Aid was calculated using 2023/24 numbers

SFA NAME: [TYPE SFA NAME HERE]

Paid Lunch Equity Report for SY 2025-2026

This report provides a summary of the calculations made for SY 2025-26. It details the weighted average paid price requirement, the method SFAs chose to meet the requirement and any shortfall or credit that will need to be carried forward to the next school year. This report will be helpful to have when completing next year's PLE tool so it is recommended that SFAs print and keep this report in their records.

Section 1: SY 2025-26 Weighted Average Paid Price Requirements

A. Requirement to the nearest cent: This unrounded price will be entered into the SY 2026-27 tool to determine the weighted average price requirements	\$3.45
B. Requirement ROUNDED DOWN to the nearest 5 cents:	\$3.40

Section 2: Summary of Calculations

Select the method used to meet the requirement for SY 2025-26
Method 1: Raise the Weighted Average Price of Paid Lunches

Elementary Breakfast = \$2.00	Elementary Lunch = \$3.25
High School Breakfast = \$2.00	High School Lunch = \$3.50
Adult Breakfast = \$3.00	Adult Lunch = \$4.45
Seconds = \$1.50	

extramilk = 0.30 → 0.35

Average weighted Price Adjustments

Increase calculation indicates a increase in price is not necessary but with prices continue to increase a 10% increase is suggested.

2024 - 2025

A. Shortfall Carried Forward to SY 2026-27:	
B. Credit Carried Forward to SY 2026-27:	
C. Weighted Average Price for SY 2025-26:	

New
3.35
~~3.35~~
3.60
4.55

Non-Federal Source Contributions

D. Shortfall Carried Forward to SY 2026-27:	
E. Credit Carried Forward to SY 2026-27:	
F. Amount of Revenue from non-Federal Sources for SY 2025-26:	
G. Non-Federal Revenue Sources:	
H. General Fund Transfer:	

Lunch seconds - \$1.60

New
\$2.10
\$2.10
\$3.10
Breakfast

extra milk - \$0.35

Split Calculations

I. Shortfall Carried Forward to SY 2026-27:	
J. Credit Carried Forward to SY 2026-27:	
K. Weighted Average Price for SY 2025-26:	
L. Amount of Revenue from non-Federal Sources for SY 2025-26:	

2025-2026 Breakfast & Lunch Prices

Elementary Breakfast = \$2.10

High School Breakfast = \$2.10

Adult Breakfast = \$3.10

Seconds = \$1.60

Extra milk = \$0.35

Elementary Lunch = \$3.35

High School Lunch = \$3.60

Adult Lunch = \$4.55

STUDENT DRESS CODE AND GROOMING/STUDENT APPEARANCE

The Board believes student dress or grooming that causes material and substantial disruption to the school environment or presents a threat to the health and safety of students, employees or visitors is not appropriate. Students are expected to adhere to standards of cleanliness, grooming and dress that are compatible with the requirements of a positive learning environment.

The Board expects students to be clean and well-groomed and wear clothes in good repair and appropriate for the time, place and occasion. When in the judgement of a principal, a student's appearance or mode of dress disrupts the educational process or constitutes a threat to health or safety, the student may be required to make modifications.

The Board respects the diverse racial and religious backgrounds of our students. The District's students have the right to visibly express themselves through their attire when associated with race, religion, sex, disability, or national origin, including tribal regalia, natural and protective hairstyles, or adornments. The District will facilitate and encourage a positive learning environment for all students while complying with any applicable health and safety law, rule, regulation, or ordinance.

"Caregiver" in this policy shall include any parent, guardian, or other caregiver who is on record with the District as one of the student's official custodians.

GENERAL PRINCIPLES/STANDARDS

1. Non-Discrimination: The District dress code and grooming policy prohibits discrimination against students based on race, religion, sex, disability, or national origin. *Bullying Prevention and Harassment policies are also referenced below.*
2. Respect for Individuality: Students are allowed to wear religious attire, adornments, and other attire associated with race, national origin or religion, or tribal regalia. Additionally, students' hair should not be permanently or temporarily altered by school personnel. Altering a student's appearance or removing or altering a student's attire without consent from their parent, guardian, or caregiver is not allowed. Additionally, students are permitted to wear natural and protective hairstyles including but are not limited to braids, locks, twists, tight coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.
3. Cultural and Religious Attire: Students are allowed to wear religious attire and tribal regalia in accordance with their race, national origin, or religion *and be protected from bullying and harassment according to district policies.*
4. Prohibited Attire: Attire should not promote violence, drugs, alcohol, profanity, or hate speech. The Sandhills Public School District reserves the right to request immediate attire changes from student.

HEALTH AND SAFETY CONSIDERATION:

In school environments where the use of certain chemicals or equipment poses a direct safety hazard, students may be required to wear protective gear, such as lab coats and safety goggles, which could cover clothing and hairstyles. Similarly, in physical education classes or during sports activities, students may need to modify their attire or secure their hair to ensure the safety of themselves and others. In such cases, a good faith effort to reasonably accommodate students will be made to ensure safety without compromising religious beliefs, grooming practices, or requiring students to permanently alter their appearance. Such accommodations must be applied equally and adopted for nondiscriminatory reasons.

1. Proven Need: Any health and safety standard based on characteristics associated with race, religion, sex, disability or national origin must demonstrate that without implementation of such standard, it is reasonably certain that the health and safety of the student or another individual will be impaired.
2. Least Restrictive Means: Health and safety standards should use the least restrictive means necessary to address the identified health and safety concern. Alternative measures that do not discriminate based on these characteristics associated with race, religion, sex, disability, or national origin should be explored and implemented.

ENFORCEMENT:

Enforcement of violations of this dress code and grooming policy should be consistent with our district's overall discipline plan and applied in a consistent manner. Enforcement of this dress code and grooming policy should not target, disproportionately impact, discriminate, or be applied in a discriminatory manner against any students on the basis of race, religion, sex, disability, or national origin.

TRAINING AND AWARENESS:

The district will communicate the guidelines and expectations in this dress code and grooming policy with students and families in their preferred language(s). While adopting and/or adopting this dress code and grooming policy, school districts should consult a variety of stakeholders, including a diverse group of parents, guardians, and caregivers. School staff may receive training and guidance on this policy to ensure that they are aware of their responsibilities in accommodating students and communicating effectively with parents, guardians, or caregivers.

CONFIDENTIALITY:

The school will handle all information related to students' race, sex, disability, national origin, or religious characteristics in accordance with the Family Educational Rights and Privacy Act (FERPA). Parental consent must be obtained before sharing any information related to the student's appearance or attire with school staff or outside parties involved in an accommodation process related to this policy.

PARENTAL CONSENT:

The Sandhills Public School District is required to make a good faith effort to obtain informed consent from a student's parents, guardians, and/or caregivers in their preferred language, in the case a health and safety stand accommodation is needed. To respect individual identity and parental authority, our process includes the following steps.

1. Initiate Contact: Make a good faith effort to contact the parent/guardian/caregiver using their preferred communication method (phone, email, or in person), explaining clearly and consistently why adjustments to the student's attire and/or grooming may be necessary to meet health and safety standards.
2. Collaborative Solutions: Work collaboratively with the student and parent/guardian/caregiver to find accommodation options in accordance with the student's race, religion, sex, disability or national origin while adhering to health and safety standards. Discuss the potential impact of each accommodation option on the student's well-being and educational experience.
3. Parental Consideration: Allow the parent/guardian/caregiver time to privately discuss the situation with their student and/or family members and make an informed decision.
4. Obtain Consent: Once an accommodation is agreed upon, obtain written consent through a signed document or email exchange, clearly stating the accommodation and health and safety standard that required the accommodation. A copy of this written consent should be provided to the parent/guardian/caregiver.
5. Documentation & Follow Up: Keep written records of all communication and decisions made with the parent/guardian/caregiver for transparency and accountability. This record should be treated in accordance with the Family Educational Rights and Privacy Act (FERPA) and added to the student's confidential file for future reference. After implementation, follow up with the parent/guardian/caregiver within 1-2 weeks to ensure the accommodation was implemented in a satisfactory manner.

RECORD KEEPING:

The Sandhill Public School District establishes a clear and organized process to record efforts made to reasonably accommodate a student's appearance, attire, hairstyle, adornment, or other characteristics associated with race, religion, sex, disability or national origin. Each record must include:

1. The student's name,
2. Federally identified demographic characteristics,

3. Date of occurrence,
4. The health and safety standard relating to the accommodation,
5. Nature of the accommodation requested
6. Staff involved
7. Communication with parent/guardians/caregivers, and
8. The outcome of the effort

The district will regularly review the accumulated records to analyze trends, patterns, and the effectiveness of the accommodation process to identify any areas that may required improvement or adjustments to policies.

DEFINITIONS:

Grooming: the care of a body and its physical appearance, such as personal hygiene routine of brushing one's teeth or combing one's hair

National origin: includes characteristics associated with actual or perceived place of birth, ancestry, or ethnicity including but not limited to, skin color, nature and protective hairstyles, headdress, tribal regalia, and attire.

National and protective hairstyles: include, but are not limited to, braids, locks, twists, right coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.

Race: includes characteristics associated with actual or perceived race, ancestry, or ethnicity including but not limited to, skin color, natural and protective hairstyles, tribal regalia, and attire.

Religious attire and characteristics associated with religion: includes, but is not limited to, natural and protective hairstyles, tribal regalia, burka's hijabs, head wraps, Yakama, cross or other headdress, adornments, and clothing garments used to express or observe one's religious beliefs.

Tribal regalia: includes natural and protective hairstyles and traditional garments, jewelry, or other adornments or similar objects of cultural significance worn by members of an indigenous tribe of the United States or another country. Tribal regalia does not include any dangerous weapon or, except in compliance with an appropriate federal permit, any object that is otherwise prohibited by federal law.

Legal Reference: Hines v. Caston Sch. Corp. 651 N.E.2D 330 (1995)
 Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988).
 Bethal School District v. Fraser, 478 U.S. 675 (1986).
 Tinker v. Des Moines Ind. Comm. Sch. Dist., 393 U.S. 503 (1969).
 Neb. Statute 79-526
Neb. Statute 79-2,158

Cross Reference: 501 Objectives for Equal Educational Opportunities for
 Students

504.18 Harassment
504.20 Bullying Prevention

Approved: August 11, 2003

Reviewed: May 12, 2025, June 9, 2025

Revised: June 9, 2025

RESIDENT STUDENTS

Children who are residents of the school district community will attend the school district without paying tuition. Students whose residency in the district ceases during a school year may continue attending school for the remainder of the school year without payment of tuition.

The residence of a student means the place, abode, or dwelling of the student. Generally, the legal dwelling of minors is the same as their parents. However, a student may establish a dwelling with someone other than the parents and attend public school in the school district without paying tuition if the primary purpose for residing in the school district is not for the purpose of obtaining a free public education. ~~Any student shall also be admitted to the district upon request without paying tuition if at least one of the student's parents resides in the school district.~~

Any student who is a ward of the state or court, or who is residing in a residential setting in the district for reasons other than to receive an education shall be provided educational services in accordance with state statute 79-215 including such reimbursement to the district as may be due under the statute.

Children of military families may enroll preliminarily in the district if a parent presents evidence of military orders that the military family will be stationed in this state during the current or following school year. Such preliminary enrollment or advanced enrollment for a child of a military family shall also apply if such child has an individualized family service plan, has an IEP under the federal IDEA, receives special accommodations or services under section 504, or receives special education as defined in section 79-1125. A student of a military family shall be admitted to the school district without charge upon arrival in Nebraska.

When any person is on active duty as a member of the United States Army, Navy, Marine Corps, or Air Force in the State of Nebraska and is residing on federally owned property, any child of school age of that active duty member who also resides on that property shall be considered a resident of the school district where that property is located in accordance with the statutes. This also applies to children of parents employed by the federal government and residing with their parents on the property of national parks or national monuments within this state.

Each case involving the determination of residence of a student will be decided upon its individual merits by the superintendent. Payment of tuition will not be required in cases where the resident student would otherwise be denied free common school privileges. The burden of proof to supply the necessary documents to demonstrate legal residence shall rest with the person claiming legal residence in the district. *The superintendent shall determine the specific documents required for collecting enrollment, admission, and related information needed for any student to attend and they may be provided through*

electronic means or other means specified by the Nebraska Department of Education.
~~Specific documents required shall be determined by the superintendent.~~

Legal Reference: Neb. Statute 79-215
 Neb. Statute 79-1125
 IDEA, 20 U.S.C. 1400 et seq.
 Section 504, Rehabilitation Act of 1973, 29 U.S.C. 794

Cross Reference: 101 District Organization and Basic Commitments
 503 Student Attendance
 801 Transportation

Approved: August 11, 2003

Reviewed: May 11, 2020, June 9, 2025

Revised: April 9, 2012, July 14, 2025

NONRESIDENT STUDENTS/OPTION ENROLLMENT

Students who are eligible to attend a Nebraska public school but who are not legal residents of the school district may be admitted into the school district in accordance with the option enrollment program authorized by state statutes. Option enrollment students shall be accepted without charge. The option shall be available once during elementary school, once during middle school or junior high school, and once during high school for a total of three times

Applications: Application for option enrollment should be made between September 1 and March 15 for enrollment during the following and subsequent school years. Upon agreement of the school boards of the resident district and the option (receiving) district, deadlines for application and approval of the option may be waived. Following the March 15 deadline, applications requesting admittance must contain a release approval from the resident school district, or if the student is an option student at the time of such application *and applying to become an option student at a subsequent option school district, a release approval from the option school the student is attending at the time of such application. See policy 502.01 for preliminary enrollment of children of military families.*

When No Release Approval is Required: The application for option enrollment does not require a release from the resident district or the option school district the student is attending at the time of such application, and the receiving district the student is applying to attend has forty-five days to issue acceptance or rejection if:

1. after February 1 the student relocated to a different resident district, or
2. the student's option district merged with another district effective after February 1, and;
3. the student's attendance would occur during the next immediate and subsequent school years.

Initial Decision for Acceptance or Rejection: The option school district the student is applying to attend shall provide the resident school district, and if applicable, the option school district the student is attending at the time of such application, with the name of the applicant on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission. If the district rejects an application for a student to option in or out, the district will provide notification by certified mail to the parent/guardian of the specific reasons for rejection including a description of services

and accommodations required that the district does not have the capacity to provide, and the process for appealing the decision to the State Board of Education.

Attendance at Option District: In general, the option student shall attend the option district until graduation unless the student relocates in a different resident school district, transfers to a private or parochial school, or chooses to return to the resident school district, or options into a subsequent option school district, except that no student may use the enrollment option program other than as provided in state statutes.

No option student shall attend an option school for less than one year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end of his or her senior year, transfers to a private or parochial school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district or the previous option school district the student was attending immediately prior.

Setting Standards for Acceptance or Rejection of an Option Request: The board shall adopt a resolution and publish its specific standards for acceptance and rejection of applications as an option school prior to October 15 of each school year for the next school year. Standards will conform to those set forth by state statute. These may include the capacity of a program, class, grade level, or school building.

The board shall also adopt standards and conditions for acceptance or rejection of a request for release of a resident student submitting an option application after March 15. Such standards shall not include the failure to meet the March 15 deadline.

Capacity for the district's special education services shall be determined on a case-by-case basis as determined by the Director of Special Education or designee. If the district receives an option enrollment application indicating the student has an individualized education program under the Individuals with Disabilities Education Act or may be eligible to receive special education or related services, it shall be evaluated to determine if the appropriate class, grade level, or school building in the district has the capacity to provide the student with the appropriate services and accommodations.

The standards shall not include previous academic achievement, athletic or other extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings except as allowed by law.

Option Priorities: An option district shall give first priority for enrollment to siblings of option students within the requirements of state statutes. The board shall follow statutes regarding the application of a student who relocates in a different district but wants to continue attending his or her original resident district or current option district.

Acceptance or Rejection Procedures: The option district shall notify the parent/guardian and the resident district whether the application is accepted or rejected within sixty days after submission. False or substantively misleading information submitted by a parent/guardian on an application to an option district may be cause for the option district to reject a previously accepted application prior to the student's attendance.

If an application is rejected by the option school district or if the resident school district rejects a request for release, the rejecting school district shall provide written notification to the parent or guardian stating (a) the specific reasons for the rejection including, for students with an individualized education program under the Individuals with Disabilities Education Act, or with a diagnosed disability as defined in section 79-1118.01, a description of services and accommodations required that the school district does not have the capacity to provide, and (b) the process for appealing such rejection to the State Board of Education. Such notification shall be sent by certified mail.

The parent or legal guardian may appeal a rejection to the State Board of Education by filing a written request, together with a copy of the rejection notice, with the State Board of Education. Such request and copy of the notice must be received by the board within thirty days after the date the notification of the rejection was received by the parent or legal guardian. The hearing shall be held in accordance with the Administrative Procedure Act and shall determine whether the procedures of sections 79-234 to 79-241 have been followed. Any rejection based upon capacity limitations established under section 79-238 shall be the responsibility of the school district to prove in any appeal filed with the state board.

Reporting to the Department of Education: The district shall provide to NDE required information relating to all applications rejected by the option school district. Such information shall include, but not be limited to, (a) the number of applications rejected in each public school in such district, (b) an explanation why each application was rejected, and (c) whether each application for option enrollment indicated that the student had an individualized education program under the Individuals with Disabilities Education Act or had been identified as a student with a disability as defined in section 79-1118.01.

STUDENT DRESS CODE AND GROOMING/STUDENT APPEARANCE

The Board believes student dress or grooming that causes material and substantial disruption to the school environment or presents a threat to the health and safety of students, employees or visitors is not appropriate. Students are expected to adhere to standards of cleanliness, grooming and dress that are compatible with the requirements of a positive learning environment.

The Board expects students to be clean and well-groomed and wear clothes in good repair and appropriate for the time, place and occasion. When in the judgement of a principal, a student's appearance or mode of dress disrupts the educational process or constitutes a threat to health or safety, the student may be required to make modifications.

The Board respects the diverse racial and religious backgrounds of our students. The District's students have the right to visibly express themselves through their attire when associated with race, religion, sex, disability, or national origin, including tribal regalia, natural and protective hairstyles, or adornments. The District will facilitate and encourage a positive learning environment for all students while complying with any applicable health and safety law, rule, regulation, or ordinance.

"Caregiver" in this policy shall include any parent, guardian, or other caregiver who is on record with the District as one of the student's official custodians.

GENERAL PRINCIPLES/STANDARDS

1. Non-Discrimination: The District dress code and grooming policy prohibits discrimination against students based on race, religion, sex, disability, or national origin. *Bullying Prevention and Harassment policies are also referenced below.*
2. Respect for Individuality: Students are allowed to wear religious attire, adornments, and other attire associated with race, national origin or religion, or tribal regalia. Additionally, students' hair should not be permanently or temporarily altered by school personnel. Altering a student's appearance or removing or altering a student's attire without consent from their parent, guardian, or caregiver is not allowed. Additionally, students are permitted to wear natural and protective hairstyles including but are not limited to braids, locks, twists, tight coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.
3. Cultural and Religious Attire: Students are allowed to wear religious attire and tribal regalia in accordance with their race, national origin, or religion *and be protected from bullying and harassment according to district policies.*
4. Prohibited Attire: Attire should not promote violence, drugs, alcohol, profanity, or hate speech. The Sandhills Public School District reserves the right to request immediate attire changes from student.

HEALTH AND SAFETY CONSIDERATION:

In school environments where the use of certain chemicals or equipment poses a direct safety hazard, students may be required to wear protective gear, such as lab coats and safety goggles, which could cover clothing and hairstyles. Similarly, in physical education classes or during sports activities, students may need to modify their attire or secure their hair to ensure the safety of themselves and others. In such cases, a good faith effort to reasonably accommodate students will be made to ensure safety without compromising religious beliefs, grooming practices, or requiring students to permanently alter their appearance. Such accommodations must be applied equally and adopted for nondiscriminatory reasons.

1. Proven Need: Any health and safety standard based on characteristics associated with race, religion, sex, disability or national origin must demonstrate that without implementation of such standard, it is reasonably certain that the health and safety of the student or another individual will be impaired.
2. Least Restrictive Means: Health and safety standards should use the least restrictive means necessary to address the identified health and safety concern. Alternative measures that do not discriminate based on these characteristics associated with race, religion, sex, disability, or national origin should be explored and implemented.

ENFORCEMENT:

Enforcement of violations of this dress code and grooming policy should be consistent with our district's overall discipline plan and applied in a consistent manner. Enforcement of this dress code and grooming policy should not target, disproportionately impact, discriminate, or be applied in a discriminatory manner against any students on the basis of race, religion, sex, disability, or national origin.

TRAINING AND AWARENESS:

The district will communicate the guidelines and expectations in this dress code and grooming policy with students and families in their preferred language(s). While adopting and/or adopting this dress code and grooming policy, school districts should consult a variety of stakeholders, including a diverse group of parents, guardians, and caregivers. School staff may receive training and guidance on this policy to ensure that they are aware of their responsibilities in accommodating students and communicating effectively with parents, guardians, or caregivers.

CONFIDENTIALITY:

The school will handle all information related to students' race, sex, disability, national origin, or religious characteristics in accordance with the Family Educational Rights and Privacy Act (FERPA). Parental consent must be obtained before sharing any information related to the student's appearance or attire with school staff or outside parties involved in an accommodation process related to this policy.

PARENTAL CONSENT:

The Sandhills Public School District is required to make a good faith effort to obtain informed consent from a student's parents, guardians, and/or caregivers in their preferred language, in the case a health and safety stand accommodation is needed. To respect individual identity and parental authority, our process includes the following steps.

1. Initiate Contact: Make a good faith effort to contact the parent/guardian/caregiver using their preferred communication method (phone, email, or in person), explaining clearly and consistently why adjustments to the student's attire and/or grooming may be necessary to meet health and safety standards.
2. Collaborative Solutions: Work collaboratively with the student and parent/guardian/caregiver to find accommodation options in accordance with the student's race, religion, sex, disability or national origin while adhering to health and safety standards. Discuss the potential impact of each accommodation option on the student's well-being and educational experience.
3. Parental Consideration: Allow the parent/guardian/caregiver time to privately discuss the situation with their student and/or family members and make an informed decision.
4. Obtain Consent: Once an accommodation is agreed upon, obtain written consent through a signed document or email exchange, clearly stating the accommodation and health and safety standard that required the accommodation. A copy of this written consent should be provided to the parent/guardian/caregiver.
5. Documentation & Follow Up: Keep written records of all communication and decisions made with the parent/guardian/caregiver for transparency and accountability. This record should be treated in accordance with the Family Educational Rights and Privacy Act (FERPA) and added to the student's confidential file for future reference. After implementation, follow up with the parent/guardian/caregiver within 1-2 weeks to ensure the accommodation was implemented in a satisfactory manner.

RECORD KEEPING:

The Sandhill Public School District establishes a clear and organized process to record efforts made to reasonably accommodate a student's appearance, attire, hairstyle, adornment, or other characteristics associated with race, religion, sex, disability or national origin. Each record must include:

1. The student's name,
2. Federally identified demographic characteristics,

3. Date of occurrence,
4. The health and safety standard relating to the accommodation,
5. Nature of the accommodation requested
6. Staff involved
7. Communication with parent/guardians/caregivers, and
8. The outcome of the effort

The district will regularly review the accumulated records to analyze trends, patterns, and the effectiveness of the accommodation process to identify any areas that may required improvement or adjustments to policies.

DEFINITIONS:

Grooming: the care of a body and its physical appearance, such as personal hygiene routine of brushing one's teeth or combing one's hair

National origin: includes characteristics associated with actual or perceived place of birth, ancestry, or ethnicity including but not limited to, skin color, nature and protective hairstyles, headdress, tribal regalia, and attire.

National and protective hairstyles: include, but are not limited to, braids, locks, twists, right coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.

Race: includes characteristics associated with actual or perceived race, ancestry, or ethnicity including but not limited to, skin color, natural and protective hairstyles, tribal regalia, and attire.

Religious attire and characteristics associated with religion: includes, but is not limited to, natural and protective hairstyles, tribal regalia, burka's hijabs, head wraps, Yakama, cross or other headdress, adornments, and clothing garments used to express or observe one's religious beliefs.

Tribal regalia: includes natural and protective hairstyles and traditional garments, jewelry, or other adornments or similar objects of cultural significance worn by members of an indigenous tribe of the United States or another country. Tribal regalia does not include any dangerous weapon or, except in compliance with an appropriate federal permit, any object that is otherwise prohibited by federal law.

Legal Reference: Hines v. Caston Sch. Corp. 651 N.E.2D 330 (1995)
 Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988).
 Bethal School District v. Fraser, 478 U.S. 675 (1986).
 Tinker v. Des Moines Ind. Comm. Sch. Dist., 393 U.S. 503 (1969).
 Neb. Statute 79-526
Neb. Statute 79-2,158

Cross Reference: 501 Objectives for Equal Educational Opportunities for
 Students

504.18 Harassment
504.20 Bullying Prevention

Approved: August 11, 2003

Reviewed: May 12, 2025, June 9, 2025

Revised: June 9, 2025

2025 Neb Legislature LB89

Cross Reference: 502 Student Attendance
 504 Student Rights and Responsibilities
 505 Student Discipline
 506.10 *Student Physicals for Athletes*
 508 Student Health and Well-Being
 1006.08 *Public Comment*

Approved August 11, 2003

Reviewed: May 11, 2020, June 9, 2025

Revised: April 9, 2012, July 14, 2025

COPPA STUDENT PRIVACY NOTICE

The District may contract with publishers or online providers to offer online curriculum that aligns with school standards or other services that support the teaching and learning process of the students. These applications or websites are offered for the benefit of the students and our school. Online providers give our school full notice of their collection, use, and disclosure practices.

In order for our students to use these educational programs and services, certain personal identifying information, which may consist of the student's name, username, email address, grade level, age and/or date of birth, may be provided to the website operator strictly for educational purposes. Under the federal law entitled the Children's Online Privacy Protection Act (COPPA), these websites must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. For more information on COPPA, please visit:

<https://www.ftc.gov/business-guidance/privacy-security/childrens-privacy>

The law permits schools such as ours to consent to the collection of personal information on behalf of all of its students strictly for educational purposes, thereby eliminating the need for individual parental consent given directly to the website operator. By acknowledging receipt of the Student/Family Handbook, you consent for our school to provide personal identifying information to operators of approved web-based educational programs and services strictly for educational purposes.

Approved: July 14, 2025

Reviewed: June 9, 2025

Revised _____

APPROVED WEB-BASED EDUCATIONAL PROGRAMS AND SERVICES

Online Website or Service	Primary Purpose	Privacy Policy
<i>*This is a comprehensive list, not all grades use all services.</i>		
Google G-Suite for Education, Classroom, Groups, Meets, Hangouts, Sheets, Sites, Slides	Online teaching and learning framework	https://gsuite.google.com/terms/education_privacy.html , https://cloud.google.com/security/compliance/coppa/
Renaissance Learning: Star Math, Star Reading, Accelerated Reader, Freckle, MyOn, Nearpod	Student assessment and learning support	https://www.renaissance.com/privacy/
Sycamore	Student Information System	https://sycamoreleaf.com/privacy-policy/
Amplify - CKLA	Core Program - ELEM Reading/Language	https://amplify.com/customer-privacy/
Studies Weekly	Core Program - ELEM Social Studies & K-2 Science	https://www.studiesweekly.com/legal/
Heinemann - Math	Core Program - ELEM Math <i>*Starting 8 / 2025</i>	https://www.heinemann.com/products-privacy-policy/
Savaas - Math (formerly Pearson)	Core Program - JH/HS Math	https://www.savvas.com/company/trust-center
IXL	Support Student Learning	https://www.ixl.com/privacypolicy
Prodigy	Support Student Learning	https://www.prodigygame.com/main-en/privacy-policy-for-students/
Quizlet	Support Student Learning	https://quizlet.com/privacy
Quizizz	Support Student Learning	https://quizizz.com/privacy?lng=en
Khan Academy	Support Student Learning	https://www.khanacademy.org/about/privacy-policy
EdPuzzle	Support Student Learning	https://edpuzzle.com/privacycenter
Blooket	Support Student Learning	https://www.blooket.com/privacy
99 Math	Support Student Learning	https://99-math.org/privacy-policy/

Canva	Support Student Learning	https://www.canva.com/policies/privacy-policy/
Prezi	Support Student Learning	https://prezi.com/legal/privacy-policy/
Conjuguemos	Support Student Learning	https://conjuguemos.com/privacy
Gimkit	Support Student Learning	https://www.gimkit.com/privacy
Storyboard That	Support Student Learning	https://www.storyboardthat.com/about/privacy-for-schools
ReadWorks	Support Student Learning	https://www.readworks.org/privacy
Newsela	Support Student Learning	https://newsela.com/legal/newsela-privacy-policy
Xtra Math	Support Student Learning	https://home.xtramath.org/privacy
Typing.com	Support Student Learning	https://www.typing.com/privacypolicy
ABC Mouse	Support Student Learning	https://www.ageoflearning.com/privacy-policies/
Remind	Communication	https://www.remind.com/privacy-policy
Class DoJo	Communication	https://www.classdojo.com/privacy
Sports You	Communication	https://sportsyou.com/legal/privacy-policy

ADMINISTRATION OF NALOXONE (NARCAN)

In order to protect the health and safety of its students, staff and visitors, the district may provide, store, and administer doses of an opioid antagonist, specifically Naloxone, commonly known as Narcan, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing an opioid overdose at the school facilities.

Naloxone is a medication that can reverse an overdose caused by an opioid drug. Naloxone has no potential for abuse and is a non-narcotic and non-addicting prescription medication. Symptoms of an opioid drug overdose typically include:

Slow and shallow, or stopped, breathing.

Unresponsiveness or unconsciousness.

Cold or clammy skin.

Blue lips or fingertips.

Snoring or gurgling sounds.

Procurement of Naloxone

The superintendent, principal, certified school nurse, or designee will be responsible for the procurement of naloxone. A health care provider shall prepare standing orders for administration of the Naloxone.

Storage

Naloxone will be clearly marked and stored in an unlocked storage cabinet in the nurse's office (or other designated area such as with AED). The school nurse will ensure that all other trained staff are aware of the naloxone storage location. Naloxone will be stored in accordance with the manufacturer's instructions to avoid extreme cold, heat and direct sunlight.

Use of Naloxone

Follow the protocol from the health care provider for the administration of naloxone for suspected opioid overdose. A person, if acting with reasonable care, who is in a position to assist a person who is apparently experiencing or who is likely to experience an opioid-related overdose may administer Naloxone without being subject to administrative action or criminal prosecution (Neb. statute 28-470).

Follow Up

After administration of naloxone, the person administering naloxone will report the incident to the building principal that same day. The district will establish procedures for notifying parents/guardians of any minors receiving Naloxone.

Legal Reference: Neb. Statute 28-470

Approved July 10, 2023

Reviewed: June 9, 2025

Revised: _____

BEHAVIORAL INTERVENTION AND CLASSROOM MANAGEMENT

In order to create and maintain a quality educational environment, the district will employ a system of supports for encouraging positive behavior, addressing challenges in a caring and constructive way, and fostering safe and supportive school and classroom environments. These support actions are intended to develop a positive school climate and culture, encourage appropriate student behavior, and provide the necessary supports for academic and behavioral success. Disruptive or unsafe actions sometimes characterized by depression, anxiety, moodiness, anger, extended frustration or conflict with others will be addressed by these support actions to develop self-regulation skills and re-integration into the classroom.

The district will employ the procedures in the accompanying administrative regulation as appropriate, engaging families to address student behavior and communicating with them about student behavioral incidents where needed, plans for remediation and resources for behavior improvement. Collaboration, as appropriate, between educational staff, school psychologists, behavioral specialists, school counselors, and social workers will work to position supports with the student's needs and strengths.

Training

The District or its local ESU will provide training to employees with behavioral management responsibilities. Training must be consistent with the NDE System of Supports in this policy.

The Superintendent will recommend, and the board will approve the hours of training to be provided.

- A. Behavioral awareness training must include, but not be limited to, evidence-based training on a continuum that includes:*
- 1. Recognition of detrimental factors impacting student behavior, including, but not limited to, signs of trauma.*
 - 2. Positive behavior supports and proactive teaching strategies, including, but not limited to, expectations and boundaries.*
 - 3. Verbal intervention and de-escalation techniques.*
 - 4. Access to a registry of local mental health and counseling resources.*
 - 5. Incorporation of all the requirements for the Behavioral Awareness Point of Contact (BAPC) in accordance with Policy 508.19 Behavioral Points of Contact.*

Review

The school district will regularly review and update this policy to confirm its effectiveness and compliance with state statute. Feedback from students, parents, staff, and administrators will be considered in the review process. This policy must be included with any notifications required under the Student Discipline Act.

Legal Reference: Neb. Statute 79-262.01

Cross Reference: 504.03 *Student Conduct*
 505.03 *Suspension and Expulsion of Students*
 508.19 *Behavioral Points of Contact*
 612 *Special Education Services*
 1005.03 *Parental and Family Involvement in the Schools*
 1005.12 *Title 1 Parent and Family Member Engagement*

Approved: July 14, 2025

Reviewed: June 9, 2025

Revised _____

USE OF ARTIFICIAL INTELLIGENCE IN THE SCHOOL

The board recognizes the potential benefits of Artificial Intelligence (AI) in enhancing educational outcomes and requiring innovative teaching practices, in part because this technology is already available to many students at home. This policy aims to ensure the responsible use of AI technologies within the school district along with teaching and homework strategies that consider the probability that students can easily access AI outside the school.

Artificial Intelligence Definition:

AI involves the operation of computer systems that process natural language to perform tasks that normally require human intelligence, such as the construction of complex responses to inquiries, visual perception in images or videos, speech recognition, decision-making, and translation between languages. It can generally expand, modify, and clarify its responses through repeated requests or additional specific directions. Commonly used AI systems include ChatGPT, Bard, Cohere Generate, DALL-E, Claude, and Synthesia but many AI systems are available for specific purposes and it is the administrators' responsibility to choose those suitable for an educational environment.

Ethical Considerations:

Any use of AI as part of the district's instructional program should prioritize its educational value, while avoiding discrimination and minimizing unwanted outcomes. Only AI platforms approved by the district with appropriate filters for preventing the use of discriminatory, hateful or otherwise inappropriate responses shall be used by the district. The use of AI by students to complete homework or assessments shall only be allowed to the extent stated by the teacher for the individual assignment or entirety of the course. The use of AI systems when allowed shall not violate computer use, copyright, plagiarism and intellectual property policies of the district when properly cited.

As always, students are expected to cite original sources for quotations, facts, information, statistics, dates, or the paraphrased statements of others. An AI system should be cited when its generated content is quoted, paraphrased or otherwise used in a student's work. The lack of such citations shall imply the assignment or assessment is entirely the work of the student, free of any AI system's writing, organization, direction, or modification of the student's work.

Student Privacy and Data Protection:

Prior informed consent from parents/guardians should be obtained before allowing student use of AI systems. The district will prevent or strongly discourage any collecting, storing, or analyzing of student data using AI platforms. Measures should be in place to prevent students from using AI to cheat on homework or assessments, including regular monitoring of student use of school computers, and planning homework and assessments to minimize the opportunity to complete them using AI systems. The administrators and staff are cautioned that the use of detection software as a means of monitoring AI use is fallible, difficult to prove, easily subject to claims of harassment, destructive of trust when false accusations are made, and unlikely to be successful with AI systems that are constantly improving.

Equity and Accessibility:

Use of AI systems shall comply with district Equal Educational Opportunity policies. AI-based instructional resources should be tailored to address individual student needs, allowing for personalized learning experiences and accommodating diverse learning styles when possible and appropriate.

Transparency and Rationale:

Students, parents/guardians, and educators should be provided with understandable information about the purpose, limitations, and potential benefits of AI technologies. Clear guidelines should be established to ensure that students are aware of the district's intended appropriate use of AI tools for homework and assessments. Consideration should be taken by the teaching staff that AI availability on district networks for its use as a business tool does not facilitate the misuse of AI in completing homework or compromising academic integrity.

Educator Training and Professional Development:

Educators should receive comprehensive training and ongoing professional development opportunities to understand the benefits and limitations of AI technologies, enabling them to both effectively incorporate and appropriately limit AI in their teaching practices. Educators should be equipped with the knowledge and skills necessary to evaluate and monitor student inputs to AI systems, AI responses to those inputs, and ensure they are both appropriate.

Ongoing Evaluation and Accountability:

Administrators, network supervisors, and teaching staff will establish processes for ongoing evaluation and monitoring of AI technologies used within the school district, including periodic assessments of their impact on student learning. Procedures for reporting concerns, incidents, or breaches related to AI use should be established, ensuring accountability and addressing issues promptly.

Community Engagement and Communication:

The school board will engage with the community, including students, parents/guardians, educators, and relevant stakeholders, to foster understanding, gather comments, and address concerns related to the use of AI in education. Clear and regular communication channels including the district's website should be established to inform the community about the educational purpose, use, and benefits of AI technologies in the school district, along with measures taken to prevent inappropriate use of AI systems.

Implementation:

Administrators will provide procedures and professional development resources to assist with instructional changes that use the best features of AI while reducing the misuse of AI in completing homework and assessments. These procedures will emphasize the use of AI to enhance student education and address the ways traditional homework might be reshaped or redirected by AI's skillful use. Regular reviews will be conducted to ensure this policy's effectiveness, alignment with emerging best practices, and adaptations to address evolving challenges in AI usage.

Cross Reference	102	Educational Philosophy of the District
	501	Objectives for Equal Educational Opportunities for Students
	606.06	Acceptable Use of Computers, Tech. and the Internet
	606.08	Reproduction of Copyrighted Materials

Approved: August 14, 2023

Reviewed: June 9, 2025

Revised _____

NDE STANDARDS FOR SYSTEM OF SUPPORTS

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

2. Procedure for Removal
 - a. *Behavior Documentation: The teacher or staff member documents the behavior leading to the removal, including antecedents, attempted interventions, and the incident itself. A clear, objective description of the behavior is essential.*
 - b. *Safe Transition: The student is escorted to a designated safe space, such as the office or a designated calming area, by trained personnel. Efforts are made to ensure the student remains calm and safe during the transition.*
 - c. *Notification: Parents/guardians are notified as soon as possible about the removal. A detailed account of the behavior and any interventions attempted are shared.*

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

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

Tier 1: Universal Supports			
	<i>District Level</i>	<i>School Level</i>	<i>Classroom Level</i>
<i>Sound Infrastructure & Shared leadership</i>	<i>Develop and maintain a district-wide behavior framework, ensuring alignment with the district's vision and goals. Establish a leadership team to oversee implementation and sustainability.</i>	<i>Create school-level leadership teams to implement the district behavior framework. Build systems to support staff in consistent implementation of universal behavior strategies.</i>	<i>Teachers set up clear, consistent behavior expectations aligned with school and district policies. Classroom routines and physical environments are structured to promote positive behaviors.</i>
<i>Layered Continuum of Support</i>	<i>Ensure all schools have access to evidence-based universal behavior practices and instructional tools for promoting positive behavior.</i>	<i>Develop a school-wide plan for teaching and reinforcing positive behavior expectations for all students.</i>	<i>Integrate the development of emotional and interpersonal skills into daily instruction and explicitly teach expected behaviors.</i>
<i>Data-Based Decision-Making</i>	<i>Implement a district-wide behavior data system for tracking student behavioral incidents, attendance, and other indicators of behavior. Analyze district trends to guide support for schools.</i>	<i>Use behavioral data to assess school culture, climate and adjust universal supports.</i>	<i>Collect and reflect on classroom behavior data to identify patterns or unanticipated signs of distress and adjust teaching practices as needed.</i>
<i>Communication and Collaboration</i>	<i>Share district-wide behavior policies, expectations, and data with all stakeholders, including families and the community.</i>	<i>Develop intervention teams to identify students in need of Tier 2 support and manage their plans.</i>	<i>Teachers collaborate with intervention teams to integrate targeted strategies into the classroom.</i>

Tier 2: Targeted Supports			
	District Level	School Level	Classroom Level
Sound Infrastructure & Shared leadership	<i>Provide a menu of evidence-based Tier 2 intervention and training for implementation.</i>	<i>Develop intervention teams to identify students in need of Tier 2 support and manage their plans.</i>	<i>Teachers collaborate with intervention teams to integrate targeted strategies into the classroom that align with school and district policies.</i>
Layered Continuum of Support	<i>Allocate resources to support targeted interventions, such as additional staff or training for small group supports.</i>	<i>Implement interventions such as mentoring programs, social skills groups, or targeted behavior coaching.</i>	<i>Provide additional supports like daily progress monitoring, structured break.</i>
Data-Based Decision-Making	<i>Use district-wide systems to track the effectiveness of Tier 2 interventions and adjust as needed.</i>	<i>Monitor progress using behavior data: point sheets, observations, or student self-assessments and input data in district-wide systems.</i>	<i>Document daily data on student progress to evaluate the impact of interventions.</i>
Communication and Collaboration	<i>Facilitate communication between schools, families, and community partners about available Tier 2 supports.</i>	<i>Engage families in the intervention process by providing regular updates and involving them in problem solving and goal setting.</i>	<i>Maintain open lines of communication with families about their child's progress and strategies to promote support the behavior goals at home</i>

Tier 3: Intensive, Individualized Supports			
	District Level	School Level	Classroom Level
Sound Infrastructure & Shared leadership	<i>Ensure access to specialized staff to design and oversee intensive interventions.</i>	<i>Assemble a multidisciplinary team to develop and implement Functional Behavioral Assessments (FBAs) and Behavior Intervention Plans (BIPs).</i>	<i>Collaborate with specialists to integrate individualized supports into classroom routines that align with school and district policies.</i>
Layered Continuum of Support	<i>Coordinate external services and resources for students requiring wraparound support beyond the school.</i>	<i>Provide interventions or sessions tailored to the student's unique needs and communicate with external services and resources to align supports for students.</i>	<i>Consistently implement accommodations and modifications, such as sensory supports or de-escalation plans, to address individual behaviors.</i>
Data-Based Decision-Making	<i>Regularly review data on Tier 3 interventions and outcomes to ensure its effectiveness.</i>	<i>Use detailed, frequent data collection to refine and adjust BIPs based on student progress.</i>	<i>Implement daily monitoring and adjust individualized strategies as data indicates.</i>
Communication and Collaboration	<i>Partner with community agencies to align supports for students with complex needs.</i>	<i>Conduct regular meetings with families to review and revise plans based on student progress.</i>	<i>Provide ongoing feedback to families and specialists about the student's daily performance, progress, and needs.</i>

RELIGIOUS-BASED EXCLUSION FROM A SCHOOL PROGRAM

Parents who wish to have their child excluded from a school program because of religious beliefs must inform the principal. The board authorizes the administration to allow the exclusion if it is not disruptive to the education program and it does not infringe on a compelling state or educational interest. Further, the exclusion must not interfere with other school district operations.

In notifying the principal, the parents shall abide by the following:

1. The notice shall be in writing;
2. The objection shall be based on religious beliefs;
3. The objection shall state which activities or studies violate their religious beliefs;
4. The objection shall state why these activities or studies violate their religious beliefs;
and
5. The objection shall state a proposed alternate activity or study.

The principal shall have discretion to make this determination. The factors the principal shall consider when a student requests to be excluded from a program or activity because of religious beliefs include, but are not limited to, staff available to supervise a student who wishes to be excluded, space to house the student while the student is excluded, available principal-approved alternative course of study or activity while the student is excluded, number of students who wish to be excluded, whether allowing the exclusion places the school in a position of supporting a particular religion, and whether the program or activity is required for promotion to the next grade level or for graduation.

Students who are allowed to be excluded from a program or activity which violates their religious beliefs may be required to do an alternate supervised activity or study.

Cross Reference: 604 Instructional Curriculum
 607.02 School Ceremonies and Observances
 1005.03 *Parental and Family Involvement in the Schools*

Approved: September 8, 2003

Reviewed: March 14, 2022, June 9, 2025

Revised: June 9, 2025

PARENTAL AND FAMILY INVOLVEMENT IN THE SCHOOLS

It is the policy of the district to provide full access to the parent, *guardians and educational decision makers of students of the district to review: ~~and family members of any student of the district to review textbooks, tests, curriculum and instructional materials, records of a student of any such parent, unless otherwise prohibited by law, and to any surveys of students done by the school district.~~*

1. *textbooks*
2. *tests*
3. *their student's records unless otherwise prohibited by law*
4. *activities information*
5. *digital materials, websites or applications used for learning*
6. *training materials for teachers, administrators and staff*
7. *procedures for the review and approval of training materials, learning materials, and activities*
8. *other curriculum materials used in the school district, and*
9. *any surveys of students done by the school district.*

Summary information regarding the district's curriculum, testing, and surveys will be provided at the beginning of each school year. Requests for access to specific instructional materials should be addressed to the teacher or building principal.

The district will provide guidelines in the student handbook regarding how the district will provide access to parents, guardians, or educational decision makers other than by specific request for the information above, how it will provide access to records of students, and about the school district's testing policy.

Requests by parents and family members to attend and monitor courses, assemblies, counseling sessions and other instructional activities shall also be made to the building principal or teacher. While requests to monitor are usually granted, if the request is denied, reasons for the denial will be provided.

It is the policy of the district to provide as consistent an experience as possible in all classroom instruction, testing, surveys, and other school experiences. It is the policy of the district not to excuse students from classroom instruction, testing, and other school experiences unless an objection is submitted to the building principal or teacher outlining the specific experience, the basis for the objection and a proposed solution for dealing with the objection that would be satisfactory to the parent and family members. (*See Policy 605.05 Religious-Based Exclusion from a School Program.*)

The request for the student to be excused will be reviewed by the building principal and a decision provided to the parents and family members. While verbal objections and decisions are valid, written followup to verbal communications is required from the parent and family members, and the principal. If a student is excused from the requested

activity no penalty will be assessed but an agreed upon alternative activity must be performed to the satisfaction of the teacher and principal.

It is the policy of the district to *notify parents, guardians and educational decisionmakers of students electronically or by mail at least fifteen days prior to the administration of any survey which may be scheduled that includes: use only testing methods and testing instruments that are not of an experimental nature and to avoid using any testing materials or testing techniques that are not generally recognized by educational professionals to be within sound educational standards and both educationally and academically appropriate.* It is the policy of the district to ~~notify parents and family members of any standardized testing that may be scheduled within the school district.~~

1. *sexual information, mental health information, medical information, information on health-risk behaviors, religious information, information on political affiliation, or any other information that the school board deems to be sensitive in nature; or*
2. *a non-anonymous survey requesting students provide information relating to drug, vape, alcohol, or tobacco use.*

~~It is the policy of the district to notify parents and family members of any survey which may be scheduled and to conduct student surveys judiciously, with full consideration of the fact that parents and family members may find items of the survey objectionable.~~

~~The following activities will also be included in the board's plan for parental and family involvement:~~

1. ~~The board will involve parents and family members in the development of the Title I plan, the process for school review of the plan and the process for improvement;~~
2. ~~The board will provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental and family involvement activities to improve student academic achievement and school performance;~~
3. ~~The board will build the schools' and parents' and family members' capacity for strong parental and family involvement;~~
4. ~~The board will coordinate and integrate parental and family involvement strategies under Title I with other programs such as Head Start, Reading First, etc.;~~
5. ~~The board will conduct with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parental and family involvement policy in improving the academic quality of the school served including identifying barriers to greater participation by parents and family members in Title I activities (with particular attention to parents and families who have low income, Limited English Proficient (LEP), minorities, disabilities and low literacy) and use the findings of the evaluation to design strategies for more effective parental and family involvement and to revise, as necessary, the parental and family involvement policies; and~~

~~6. The board will involve parents and family members in Title I activities.~~

Such notice shall describe the nature and types of questions included in the survey, the purposes and age-appropriateness of the survey, how information collected by the survey will be used, who will have access to such information, the steps that will be taken to protect student privacy, and whether and how any findings or results of such survey will be disclosed. Such surveys will be judiciously conducted, with full consideration of the fact that parents and family members may find items of the survey objectionable.

Parents, guardians, and educational decision makers have the right to request that a copy of the survey be sent through the school's electronic notification system or physical mail to the address on file for the student, review the survey in person at the school, and exempt their child from participating in the survey.

Unless required by federal or state law or regulation, school personnel administering any such survey shall not disclose personally identifiable information of a child. No survey requesting sexual information of a student shall be administered to any student in kindergarten through grade six.

The following activities will also be included in the District's plan for parental and family

- 1. The District will involve parents and family members in the development of the Title I plan, the process for school review of the plan and the process for improvement;*
- 2. The District will provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental and family involvement activities to improve student academic achievement and school performance;*
- 3. The District will build the schools' and parents' and family members' capacity for strong parental and family involvement;*
- 4. The District will coordinate and integrate parental and family involvement strategies under Title I with other programs such as Head Start, Reading First, etc.;*
- 5. The District will conduct with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parental and family involvement policy in improving the academic quality of the school served including identifying barriers to greater participation by parents and family members in Title I activities (with particular attention to parents and families who have low income, Limited English Proficient (LEP), minorities, disabilities and low literacy) and use the findings of the evaluation to design strategies for more effective parental and family involvement and to revise, as necessary, the parental and family involvement policies; and*
- 6. The District will involve parents and family members in Title I activities.*

The parent and family members or guardian of a student may have access to that student's records during normal business hours of the district according to Policy 507.01 Student Records Access. *Nothing in this policy shall require the violation of student privacy statutes as referenced below.*

This policy shall be adopted *annually* following a public hearing to receive public comments and suggestions.

Legal Reference: Neb. Statute 79-530 to 533
No Child Left Behind, Title I, Sec. 1118, P.L. 107-110
Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, 20 U.S.C. 1232g,
Protection of Pupil Rights Amendment of 1978, 20 U.S.C.
Children's Online Privacy Protection Act (COPPA) of 1998,
15
U.S.C. 6501 et seq.
Children's Internet Protection Act (CIPA), 47 C.F.R. 54.520

Cross Reference: 507.01 Student Records Access
605.05 *Religious-Based Exclusion from a School Program*
606.03 Objection to Instructional Materials
610.01 *Test or Assessment Selection*
610.02 Test or Assessment Administration
611.01 Student Progress Reports
611.04 Parent Conferences
1002. District Annual Report
1005.01 Public Complaints

Approved: January 12, 2004

Reviewed: August 14, 2023, June 9, 2025

Revised: September 12, 2016, July 14, 2025

PARENTAL ACCESS TO LIBRARY MATERIALS

The Board directs that parents, guardians and persons designated by a court to make educational decisions for a student shall have access to library materials of their student's school.

The District will:

- 1. Require the creation of a catalog of all books for each school's library which may be viewed at the request of the parent, guardian or educational decisionmaker; and*
- 2. Provide the opportunity for such persons to be notified by means of a website or other electronic verification when their student checks out a book from the library. Such notification shall include:*
 - a. The title of the book checked out by the student;*
 - b. The name of the author of the book checked out by the student; and*
 - c. The date the book checked out by the student is due to be returned to the school library.*

This shall only apply to a school library that is located on District property and shall not apply to any other public library regardless if a library contracts with the District for use by students.

Cross Reference: 606.05 Media Centers

Approved: July 14, 2025

Reviewed: June 9, 2025

Revised: _____

REGULATED ELECTRONIC DEVICES

~~Any prohibited items or devices brought to school or school events may be confiscated by district staff. Prohibited items will be turned over to the student's parents or guardian on request unless the object seized is dangerous, contrary to law, or has been turned over to legal authorities.~~

~~Prohibited devices shall include any item which is sufficiently annoying, offensive, unpleasant, or obnoxious that it substantially interferes with or materially disrupts the educational process. Students shall be advised annually through the Student Handbook of items that are prohibited on school grounds or at school activities.~~

~~In addition to any prohibitions on electronic devices defined in the student handbook, students shall not use electronic devices for recording or transmitting photographs, images or sounds of other persons without direct administrative approval and consent of all person(s) being recorded, other than the recording of persons participating in school activities that are open to the public. Students shall not use electronic devices at any time where there is an expectation of privacy. Violations of this policy may result in disciplinary action, including, but not limited to, suspension and expulsion from school.~~

CELL PHONES AND OTHER ELECTRONIC COMMUNICATION DEVICES

The District prohibits the use of cell phones or other electronic communication devices by students while on school property or attending a school instructional function except as provided otherwise below. Violation of this policy may include disciplinary measures under the district's student conduct policies up to and including suspension or expulsion.

Other electronic communication device means any device which transmits by electronic means any writing, sound, visual image, or data of any nature to another electronic communication device. This includes personally owned electronic tablets, "smart" watches, earbuds, headphones, and gaming devices. The term "electronic communication device" includes a cell phone.

Students are not prohibited from using an electronic communication device while on school property or attending a school instructional function under any of the following circumstances:

- 1. When required by a student's individualized education program developed under the Special Education Act and its rules and regulations or a plan developed under section 504 of federal statutes;*
- 2. When authorized by the District for educational purposes during instructional time;*
- 3. In the case of an emergency or perceived threat of danger;*
- 4. When necessary to monitor or manage a student's health care; or*
- 5. When appropriate under District policies or otherwise allowed by an appropriate school employee.*

In addition to any prohibitions on electronic communication devices stated above, students shall not use such devices for recording or transmitting photographs, images or sounds of other persons without direct administrative approval and consent of all person(s) being recorded, other than the recording of persons participating in school activities that are open to the public. Students shall not use electronic devices at any time where there is an expectation of privacy.

This policy does not authorize monitoring, collecting, or otherwise accessing any information on an electronic communication device not owned by or provided for academic use by the school district.

Rules for confiscation of prohibited devices, returning of confiscated devices, and disciplinary measures will be published in the student handbook.

The development of this policy shall include stakeholder participation from students, parents, and educators in each community. It shall be the responsibility of the superintendent, in conjunction with the principal, to implement this policy.

Legal Reference: Rehabilitation Act of 1973, 29 U.S.C. 794
 2025 Neb. Legislative session LB140

Cross Reference: 504.03 Student Conduct
 505 Student Discipline

Approved: August 11, 2003

Reviewed: May 11, 2020, June 9, 2025

Revised: August 13, 2018, July 14, 2025

ROLE OF AND GUIDING PRINCIPLES FOR EMPLOYEES

This series of the board policy manual is devoted to the board's goals and objectives for employees in the performance of their jobs. Employees provide a variety of important services for the children of the school district community. They may be teaching or assisting in the classroom, working in the office, maintaining the facilities, driving or repairing the school buses, or cooking lunches. Each employee plays a vital role in providing an equal opportunity for a quality education for students commensurate with the students' individual needs. While the teachers have the most direct impact on the formal instruction of students, all employees have an impact on the school environment by their dedication to their work and their actions. As role models for the students, employees shall promote a cooperative, enthusiastic, and supportive learning environment for the students.

In striving to achieve a quality education program, the board's goal is to obtain and retain qualified and effective employees. The board shall have complete discretion to determine the number, the qualifications, and the duties of the positions and the school district's standards of acceptable performance. It shall be the responsibility of the superintendent to make recommendations to the board in these areas prior to board action. The board recognizes its duty to bargain collectively with duly certified collective bargaining units.

Board policies in this series relating to general employees shall apply to employees regardless of their position as a certificated employee, support staff, substitute or administrator. Board policies relating to certificated employees shall apply to positions that require a teaching license or administrator's certificate or other professional license, certificate or endorsement, unless administrative positions are specifically excluded from the policy. Support staff policies included in this series shall apply to positions that do not fall within the definition of certificated employee.

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

EQUAL OPPORTUNITY EMPLOYMENT

The Sandhills Public 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.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Nebraska Department of Education for the position for which they apply. In employing individuals, the district will not discriminate in any aspect of employment with regard to race (*including skin color, hair texture, and protective hairstyles*), color, religion, national or ethnic origin, sex, disability, age, marital status, genetic background, veteran status, pregnancy, or childbirth or related medical condition.

Advertisements and notices for vacancies within the district shall contain the following statement: "The Sandhills Public School District is an equal opportunity employer (EOE)." The statement shall also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, shall be directed to the Compliance Coordinator by writing to the Compliance Coordinator, Sandhills Public School District, PO Box 29, Dunning, Nebraska 68833; or by telephoning 308-538-2224.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, ~~10220 North Executive Hills Boulevard 8th Floor, Kansas City, MO 64153-1367, (816) 880-4200~~ or the ~~Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112~~ 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the ~~Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112~~ or by email to OCR.KansasCity@ed.gov.

This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

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>.

Legal Reference: 29 U.S.C. §§ 621-634 (1994).
42 U.S.C. §§ 2000e et seq. (1994).
42 U.S.C. §§ 12101 et seq. (1994).
Neb. Statute 48-1101 et seq. (Nebr. Fair Employment Practice Act)

Cross Reference: 103 Equal Educational Opportunity
404.06 Harassment by Employees
406.02 Certificated Employee Qualifications, Recruitment
and Selection
412.02 Support Staff Qualifications, Recruitment and
Selection

Approved July 14, 2003

Reviewed July 13, 2015, June 9, 2025

Revised _____

EMPLOYEE ORIENTATION

Employees must know their role and duties. New employees may be required to participate in an orientation program for new employees. The employee's immediate supervisor should provide the new employee with a review of the employee's responsibilities and duties. Employees involved in child care, custody or control responsibilities shall be given instruction in the handling of emergency situations which might arise in the course of the employee's work. Payroll procedures and employee benefit programs and accompanying forms will be explained to the employee by the Superintendent or designee. The supervisor may wish to review the staff handbook as part of the orientation process.

Legal Reference: Nebraska Statute 79-802

Cross Reference: 401 Guiding Principles for Employees
405 Employee Conduct and Appearance
407 Certificated Employee Compensation and Benefits
413 Support Staff Compensation and Benefits

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

EMPLOYEE CONFLICT OF INTEREST

Employees' use of their position with the school district for financial gain shall be considered a conflict of interest with their position as employees and may subject employees to disciplinary action.

No employee earning more than one hundred fifty thousand dollars annually in salary and benefits may enter into any contract, agreement, or understanding on the district's behalf that may cause financial benefit to the employee, a member of the employee's immediate family, or a business with which the employee is associated, without prior full disclosure of the conflict to the board, and without prior approval by the board.

Employees have access to information and a captive audience that could award the employee personal or financial gain. No employee may solicit other employees or students for personal or financial gain to the employee or employee's spouse without the approval of the superintendent. If the approval of the superintendent is given, the employee must conduct the solicitations within the conditions set by the superintendent. Further, the superintendent may require the employee to immediately cease such solicitations as a condition of continued employment.

Employees shall not act as an agent or dealer for the sale of textbooks or other school supplies. Employees shall not participate for personal financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to students or to parents. Employees shall not engage in outside work or activities where the source of information concerning the customer, client or employer originates from information obtained because of the employee's position in the school district.

It shall also be a conflict of interest for an employee to engage in any outside employment or activity which is in conflict with the employee's official duties and responsibilities. In determining whether outside employment or activity of an employee creates a conflict of interest, situations in which an unacceptable conflict of interest shall be deemed to exist shall include, but not be limited to, any of the following:

1. The outside employment or activity involves the use of the school district's time, facilities, equipment and supplies or the use of the school district's badge, uniform, business card or other evidences of office to give the employee or the employee's immediate family an advantage or monetary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes

of this section, a person is not "similarly situated" merely by being related to an employee who is employed by the school district.

2. The outside employment or activity involves the receipt of, promise of, or acceptance of more or other consideration by the employee or a member of the employee's immediate family from anyone other than the school district for the performance of any act that the employee would be required or expected to perform as part of the employee's regular duties or during the hours during which the employee performs service or work for the school district.
3. The outside employment or activity is subject to the official control, inspection, review, audit or enforcement authority of the employee during the performance of the employee's duties.

If the outside employment or activity is employment or activity in (1) or (2) above, the employee must cease the employment or activity. If the activity or employment falls under (3), then the employee must:

- Cease the outside employment or activity; or
- Publicly disclose the existence of the conflict and refrain from taking any official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmative action to influence any vote, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

It shall be the responsibility of each employee to be aware of and take the necessary action to eliminate a potential conflict of interest should it arise.

Legal Reference: NDE Rule 27.004.03F

Cross Reference: 202.02 Board Member Conflict of Interest
403.04 Gifts to Employees
403.06 Employee Outside Employment

Approved July 14, 2003

Reviewed June 10, 2024, June 9, 2025

Revised June 10, 2024

EMPLOYEE GRIEVANCES

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 through the respective chain of command. Complaints shall never be made in the presence of other employees, students or outside persons.

~~If 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.~~

Nothing in this policy shall contradict the requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board.

Cross Reference: 301.04 Communication Channels

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

EMPLOYEE RECORDS

The school district shall maintain personnel records on employees. The records are important for the daily administration of the educational program, for implementing board policy, for budget and financial planning, and for meeting state and federal requirements.

The records shall include, but not be limited to, records necessary for the daily administration of the school district, salary records, evaluations, application for employment, references, and other items needed to carry out board policy. Employee personnel files are school district records and are considered confidential records and therefore are not generally open to public inspection or accessibility. Only in certain limited instances, when the employee has given a signed consent, will employee personnel records be accessible to individuals other than the employee or authorized school officials.

The district will not use or require the use of more than the last four digits of an employee's social security number for:

1. Public posting or display to the general public or an employee's coworkers.
2. Transmission over the internet except on a secure or encrypted connection.
3. Accessing an Internet web site unless a password, personal identification number or other unique authentication is required.
4. Use as an employee number for any type of employment-related activity.

The district may use more than the last four digits of an employee's social security number only for:

1. Compliance with state or federal laws, rules or regulations.
2. Voluntary commercial transactions entered into by the employee with the district for the purchase of goods or services.
3. Internal administrative purposes including providing the number to third parties for such purposes as administration of personnel benefits and employment screening and staffing. However, the following internal administrative purposes do not permit use of employee social security numbers:
 - A. As an identification number for occupational licensing.
 - B. As an identification number for drug-testing purposes except when required by state or federal law.
 - C. As an identification number for district meetings.
 - D. In files accessible by any temporary employee unless the temporary employee is bonded or insured under a blanket corporate surety bond or equivalent commercial insurance.
 - E. For posting any type of district information.

Employees may have access to their personnel files, with the exception of letters of reference, and copy items from their personnel files at a time mutually agreed upon

between the superintendent and the employee. The school district may charge a reasonable fee for each copy made. However, employees will not be allowed access to the employment references written on behalf of the employee. Board members will generally only have access to an employee's file when it is necessary and legally allowed because of an employee related matter before the board.

It shall be the responsibility of the superintendent to keep employees' personnel files current. The copy of the employee's records kept at the superintendent's office is the official copy of their records.

It shall be the responsibility of the superintendent to implement this policy.

Legal Reference: Neb. Statute 79-539
 84-1201 et seq.
 Nebraska Laws 2007, LB 674

Cross Reference: 403.01 Release of Credit Information
 404 Employees' Health and Well-Being

Approved July 14, 2003

Reviewed 11/14 & 12/12, 2011, Jun 9, 2025

Revised December 12, 2011

TRANSPORTING OF STUDENTS BY EMPLOYEES

Generally, transportation of students shall be in a motor vehicle owned by the school district and driven by an employee. In some cases, it may be more economical or efficient for the school district to allow an employee of the school district to transport the students in the employee's motor vehicle.

Employees who transport students for school purposes must have the permission of the superintendent.

This policy statement applies to transportation of students for school purposes in addition to the regular bus route transporting students to and from their designated attendance center.

Cross Reference: 402.08 Employee Travel Compensation
 801 Transportation

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

TRANSPORTING OF STUDENTS BY EMPLOYEES

Generally, transportation of students shall be in a motor vehicle owned by the school district and driven by an employee. In some cases, it may be more economical or efficient for the school district to allow an employee of the school district to transport the students in the employee's motor vehicle.

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Cross Reference: 402.08 Employee Travel Compensation
 801 Transportation

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

EMPLOYEE TRAVEL COMPENSATION

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 encourage staff to pursue meaningful professional development. For professional development opportunities that are approved by the administration the School will reimburse employees for the following:~~

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 up to \$500;
2. Mileage at the current district reimbursement rate or actual travel expense if travel is authorized by commercial or charter means; and meals and lodging up to \$500.
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.

Legal Reference: Neb. Statute 13-2201 et seq.

Cross Reference: 206.04 Board Member Compensation and Expenses
402.07 Transporting of Students by Employees
402.11 Credit Cards
801.13 Use of Private Vehicles on School Business

Approved July 14, 2003

Reviewed 11/14 & 12/12, 2011, June 9, 2025

Revised April 8th, 2024

RECOGNITION FOR SERVICE OF EMPLOYEES AND OTHERS

The board recognizes and appreciates service given to the district. Employees, board members, volunteers or others associated with the operations of the district may be honored by the board, administration and staff in an appropriate manner by the awarding of plaques, certificates of achievement, flowers or memorials in times of bereavement, or items of value.

If the form of recognition thought appropriate by the administration and employees involves unusual expense to the school district, the superintendent shall seek prior approval from the board. Any expenditure for recognition of service shall be limited to \$100 per individual per occasion.

The district may authorize, upon a majority vote of the entire board, one recognition dinner each year for elected and appointed officials, employees, or volunteers of the district. In the event that a recognition dinner is authorized by board action, whether for elected and appointed officials, employees, or volunteers jointly or separately, the maximum cost which may be authorized by the board for such dinners shall not exceed \$50 per elected or appointed official, employee, or volunteer in attendance.

Legal Reference: Neb. Statute 13-2203

Cross Reference: 408 Certificated Employee Termination of Employment
 414 Support Staff Termination of Employment

Approved July 14, 2003

Reviewed July 9, 2018, June 9, 2025

Revised August 10, 2018

RECOGNITION FOR SERVICE OF EMPLOYEES AND OTHERS

The board recognizes and appreciates service given to the district. Employees, board members, volunteers or others associated with the operations of the district may be honored by the board, administration and staff in an appropriate manner by the awarding of plaques, certificates of achievement, flowers or memorials in times of bereavement, or items of value.

If the form of recognition thought appropriate by the administration and employees involves unusual expense to the school district, the superintendent shall seek prior approval from the board. Any expenditure for recognition of service shall be limited to \$100 per individual per occasion.

The district may authorize, upon a majority vote of the entire board, one recognition dinner each year for elected and appointed officials, employees, or volunteers of the district. In the event that a recognition dinner is authorized by board action, whether for elected and appointed officials, employees, or volunteers jointly or separately, the maximum cost which may be authorized by the board for such dinners shall not exceed \$50 per elected or appointed official, employee, or volunteer in attendance.

Legal Reference: Neb. Statute 13-2203

Cross Reference: 408 Certificated Employee Termination of Employment
 414 Support Staff Termination of Employment

Approved July 14, 2003

Reviewed July 9, 2018, June 9, 2025

Revised August 10, 2018

EMPLOYEE POLITICAL ACTIVITY

Employees shall not engage in political activity upon property under the jurisdiction of the board. Activities including, but not limited to, posting of political circulars or petitions, the distribution of political circulars or petitions, the collection of or solicitation for campaign funds, solicitation for campaign workers, and the use of students for writing or addressing political materials, or the distribution of such materials to or by students are specifically prohibited.

Violation of this policy may be grounds for disciplinary action.

Cross Reference: 410.05 Certificated Employee Political Leave
 415.05 Support Staff Political Leave

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

CREDIT CARDS

The Superintendent shall determine which employees may use school district credit cards for the purchase of goods and services on behalf of the district or the actual and necessary expenses incurred in the performance of work-related duties. Actual and necessary expenses incurred in the performance of work-related duties may include, but are not limited to, fuel for school district transportation vehicles used for transporting students to and from school and for school-sponsored events, payment of claims related to professional development of the board and employees, and other expenses required by employees and the board in the performance of their duties.

The Superintendent, in consultation with the Board, shall determine the acceptable types of purchases for which the credit card may be used.

Employees using a school district credit card must submit a detailed receipt in addition to a credit card receipt indicating the date, purpose and nature of the expense for each claim item. Failure to provide a proper receipt shall make the employee responsible for expenses incurred and may lead to suspension of the employee's credit card use.

It shall be the responsibility of the board to determine through its annual audit whether the school district credit card use and procedures are appropriately handled.

The superintendent shall be responsible for implementing this policy.

Cross Reference: 206.04 Board Member Compensation and Expenses
 402.08 Employee Travel Compensation

Approved July 14, 2003

Reviewed July 11, 2016, June 9, 2025

Revised August 8, 2016

EMPLOYEE INVOLVEMENT IN DECISION MAKING

The Board will encourage employees to contribute their ideas for the betterment of the district. The staff will be asked to help in developing policies and regulations, in establishing goals and objectives, and in planning curriculum, services, budget and facilities.

In devising rules and procedures for the operation of the schools, administrators will seek the suggestions of those employees who will be affected by such provisions. The professional staff will be given opportunities to contribute to curriculum development and to recommend policies and regulations pertaining to students and instruction.

The superintendent will develop channels for the communication of ideas among staff, administrators and Board members and will inform the Board of staff opinion when presenting recommendations for Board actions.

Cross Reference: 402.13 Communications with Employees

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

COMMUNICATIONS WITH EMPLOYEES

The Board desires to maintain open communication channels between itself and the staff. The basic line of communication will be through the superintendent. The superintendent will develop and recommend to the Board processes for communications between the Board and district employees.

Communications or reports to the Board or Board committee from any staff member or members should be submitted through the superintendent. This procedure will not be construed as denying the right of any employee to address the Board about issues which are neither part of an active administrative procedure, nor disruptive to the operation of the district.

All official communications, policies and directives of staff interest and concern will be communicated to staff members through the superintendent. The superintendent will communicate as appropriate to keep staff fully informed of the Board's concerns and actions.

This does not exclude communications through district committees and committee appointments.

Cross Reference: 301.04 Communication Channels

Approved July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

EMPLOYEE USE OF DISTRICT TECHNOLOGY

The Board of Education believes that the availability of computers and computer technology will enhance the learning opportunities of our students and allow the district to deliver educational services more efficiently. Employees are expected to conduct themselves within the guidelines of district computer use policy as stated in Policy 606.06, Acceptable Use of Computers, Technology and the Internet.

Cross Reference: 504.03 Student Conduct
 505 Student Discipline
 606.06 Acceptable Use of Computers, Technology and the
 Internet

Approved July 14, 2003

Reviewed November 14, 2011, Jun 9, 2025

Revised _____

STAFF CONDUCT WITH STUDENTS

The Board expects all staff members, including teachers, coaches, counselors, administrators, and others to maintain the highest professional, moral, and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers. The term “students” excludes a staff member’s immediate family members.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in and outside of the educational setting; and consistency with the educational mission of the schools.

Staff members are expected to be sensitive to the appearance of impropriety in their conduct with students. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct may constitute a violation of this policy.

Unacceptable Conduct

Examples of unacceptable conduct by staff members include but are not limited to the following:

- *“Grooming,” which includes 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;*
- *Any type of sexual or inappropriate physical contact or engaging in a dating or romantic relationship with a student or former student within one year of the student’s graduation or end of enrollment, or any other conduct that might be considered harassment under Board policies;*
- *Singling out a particular student or students for personal attention and friendship beyond the normal teacher-student relationship;*
- *Associating with students in any situation or activity that includes the presence of alcohol, drugs, or tobacco or that could be considered sexually suggestive;*
- *For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to be supportive but to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student’s school performance;*

- *Sending students on personal errands;*
- *Sexual banter, allusions, jokes, or innuendos with students or discussing sexual topics not related to that employee's instructional curriculum;*
- *Asking a student to keep a secret;*
- *Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;*
- *Addressing students with terms of endearment, pet names, or otherwise in an overly familiar manner; and*
- *Permitting students to address you by your first name, nickname or otherwise in an overly familiar manner.*
- *Being alone with individual students by closing a room door except when dealing with issues of health by appropriate personnel, or being alone with individual students outside of normal school hours;*
- *Maintaining personal contact with a student outside of school by phone, email, Instant Messenger or Internet chat rooms, social networking websites, or letters (beyond homework or other legitimate school business),. Communications between staff, student teachers or interns and the students, when required for school-related purposes shall be handled through means using the district's electronic network;*
- *Exchanging personal gifts (beyond the customary student teacher gifts); and/or*
- *Socializing or spending time with students (including but not limited to activities such as going out for meals or movies, shopping, traveling, and recreational activities) outside of school sponsored events or except as participants in organized community activities.*

Students and/or their parents/guardians are strongly encouraged to notify the principal if they believe a teacher or other staff member may be engaging in conduct that violates this policy.

Staff members requesting an exception to this policy must have clear prior permission from their administrator. Administrators must be notified by the employee of any unintended violation within 24 hours of the incident. Staff violations of this policy may

result in disciplinary action up to and including dismissal. Violations involving sexual or other abuse will also result in referral to the Department of Health and Human Services and/or law enforcement in accordance with the Board's policy on Child Abuse Reporting. Violations by certificated staff may result in referral to the Nebraska Department of Education with consequences including disciplinary action up to and including dismissal.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

This policy shall be included in future employee, student and volunteer handbooks.

Definitions:

~~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;~~

~~Personal communication system means a device or software that provides for communication between two or more parties and is capable of receiving, displaying, or transmitting communication. Personal communication system includes, but is not limited to, a mobile or cellular telephone, an email service, or a social media platform;~~

~~School employee means a person nineteen years of age or older who is employed by a public, private, denominations, or parochial school approved or accredited by the State Department of Education. Neb. Rev. Stat. § 28-720. School employee also includes any person who is contracted with, or otherwise paid by the district and who has access to or interaction with students including all student teachers or interns.~~

~~Sexual contact has the same meaning as in section 28-318;~~

~~Sexual penetration has the same meaning as in section 28-318; and~~

~~Student teacher or intern has the same meaning as in section 79-875.~~

All employees are expected to observe and maintain professional boundaries between themselves and students. A violation of this policy or any violation of professional boundaries is misconduct and will likely result in disciplinary action.

In addition a violation of employee and student boundaries is also a violation of standards of professional conduct which could result in the revocation of a certificated educator's certificate or permit. 92 Nebraska Administrative Code Chapter 27.

Such violations could also result in a referral to the Nebraska Department of Health and Human Services and law enforcement.

All employees are prohibited from engaging in grooming, sexual contact, sexual penetration, or any other activity listed within this policy while any student is attending any school within the district and for one year after the student graduates or otherwise ceases enrollment.

Prohibited Activity:

Engaging in any relationship that involves sexual contact or sexual penetration with a student while the student attends the school where the employee works and for one year after the student graduates or otherwise ceases enrollment.

The following is a non-exclusive list of actions that will be regarded as a violation of the professional boundaries that all employees are expected to maintain with all students. In addition, repeatedly engaging in any of these activities or a combination of these activities are examples of grooming as defined in this policy.

1. Communication with students through any method not approved or not designated by the school district including social networking apps or websites and texting, or other instant messaging, one-on-one with any students.
2. Communication with students on any matters or subjects that do not pertain to school or school-related activities. School or school-related activities include student homework, in class activities, school sponsored sports or clubs or any other school-sponsored activity.
3. Engaging in any kind of behavior or communication that could be reasonably construed as a sexual advance or respond in any positive manner to a student's sexual advance.
4. Being alone with a student anywhere where all doors to such room are closed.
5. Showing a student any inappropriate or sexually suggestive material that is not part of classroom lesson or curriculum known to appropriate school authorities.
6. Telling jokes with sexual themes or subject matter.
7. Invading a student's physical privacy. One example would be walking in on a student changing in a locker room or bathroom when the employee has no duty to be there.
8. Intruding on a student's personal physical space in any manner that makes a student uncomfortable.

- ~~9. Initiating unwanted physical contact.~~
- ~~10. Treating one student differently from other students either by providing privileges or failing to enforce school policy or other disciplinary action.~~
- ~~11. Discussing an educator's private personal matters with a student and inquiring about a student's private personal matters when no basis for concern about the student's health or safety.~~
- ~~12. Providing rides to a student in an employee's personal vehicle without the express written permission of a student's parent or guardian and permission from an administrator unless another school employee is in the vehicle.~~
- ~~13. Meeting with a student outside of school for any reason other than a school sponsored activity or event.~~
- ~~14. Having a student in an employee's home without a student's parent or appropriate chaperone.~~
- ~~15. Giving or receiving gifts to or from one student. A gift to a class or the same gift to a group of students is not prohibited.~~
- ~~16. Consuming alcohol in the presences of any student when the student's parent or guardian is not present or consuming illegal drugs in the presence of students at any time.~~
- ~~17. Providing alcohol or illegal or unauthorized drugs or medications to a student under any circumstances.~~
- ~~18. Any other behavior which could exploit the unique position of trust and authority between a student and employee.~~

Exceptions to these prohibitions may include:

- ~~1. communicating with your own child or another student with whom there is personal relationship that exists independent of that child being a student at the same school where the employee works such as when the student is a relative, neighbor or fellow member of a group or organization outside of the school or school sponsored setting when such communications pertain to such a group or organization.~~
- ~~2. an emergency or concern for that student's immediate health or safety.~~
- ~~3. a singular chance encounter at a public place provided the encounter provided there is no additional violation of this policy.~~

Except in the case of a true emergency, or an unplanned chance encounter, employees should obtain permission in writing from his or her administrator prior to engaging in such communication.

~~Permissible methods to communicate with students outside of school:~~

~~The Superintendent is responsible for informing staff of any apps or social media websites permitted for employees' use in communicating with students on educationally-related matters.~~

~~In addition, employees may utilize:~~

- ~~1. Text messages that include at least one other adult and a student. The adult may either be the student's parent or guardian or another school employee.~~
- ~~2. Use of social media through a district approved social media account as a coach or supervisor of a school sponsored club or activity. However, even approved social media communication must abide by the standards of professional conduct and must be professional in nature and in the best interest of the school district.~~
- ~~3. Use of the school district email system.~~

~~Allowing students to view an educator's social media postings is not a preferred method of communication. Educators are responsible for any social media postings that is viewed by students when such posting violates the standards of professional conduct.~~

~~Permissible ways to engage with students when the employee has concerns about the student's well-being:~~

- ~~1. Contact the guidance counselor and ensure the student's parent or guardian is aware of your concerns.~~
- ~~2. Contact the student's parents or guardian if the concern is not with the parent or guardian.~~
- ~~3. If you believe the student is in immediate danger, contact the Nebraska Department of Health and human services child abuse hotline or contact law enforcement.~~

~~Reporting Violations:~~

~~If any school employee violates this policy or has reason to believe another employee has violated this policy the employee is required to make a report to the superintendent within hours. The school employee also has an obligation to report to the Nebraska Health and Human Services and the Nebraska Department of Education.~~

~~The most serious violations shall be reported immediately. The superintendent the superintendent shall also ensure a report is made to the Nebraska Department of Education, the Nebraska child abuse and neglect hotline and law enforcement authorities as required by law and notify the school board President. If the superintendent is the alleged violator or fails to take appropriate steps, the school board President shall be notified by the school employee.~~

~~Students who feel his or her boundaries have been violated or know of another student whose boundaries have been violated may report to any school employee he or she is comfortable to confide in. That school employee will then have an obligation to report as identified above.~~

~~Reprisal or retaliation for good faith reports made by students or school employees is itself a violation and is prohibited.~~

~~Records retention:~~

~~School employees are required to maintain copies of any and communication exchanged with students via a personal communications system. Such copies must be maintained pursuant to district records retention policies and schedules. The records may be kept electronically or in hard copy or any format easily retrievable by the employee upon request. Any employee who is unable to produce copies of such communications for any reason will be in violation of this policy.~~

~~FERPA and Confidentiality:~~

~~School employees are encouraged to consult their school's policy on confidentiality of personally identifiable student information before posting any information regarding student or student activities online.~~

Legal Reference: Neb. Statute 79-879

Approved: August 8, 2026

Reviewed: June 9, 2025

Revised: July 14, 2025

PROHIBITION ON AIDING SEXUAL ABUSE

The district prohibits any employee, contractor or agent from assisting a school employee, contractor or agent in obtaining a new job if the individual or district knows or has probable cause to believe that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or a student in violation of the law. This prohibition does not include the routine transmission of administrative and personnel files.

This prohibition does not apply under certain conditions specified by the Every Student Succeeds Act (ESSA) such as:

1. The matter has been reported to law enforcement authorities and it has been officially closed or the school officials have been notified by the prosecutor or police after an investigation that there is insufficient information to establish probable cause, or;
2. The individual has been acquitted or otherwise cleared of the alleged misconduct, or;
3. The case remains open without charges for more than 4 years after the information was reported to a law enforcement agency.

Legal Reference: ESSA section 8038, § 8546

Approved: August 8, 2016

Reviewed: June 9, 2025

Revised: June 9, 2025

WORKPLACE PRIVACY

The district will not:

1. Require or request that an employee or applicant provide or disclose any username or password or any other related account information in order to gain access to the employee's or applicant's personal Internet account by way of an electronic communication device; or
2. Require or request that an employee or applicant log into a personal Internet account by way of an electronic communication device in the presence of the employer in a manner that enables the employer to observe the contents of the employee's or applicant's personal Internet account or provides the employer access to the employee's or applicant's personal Internet account; or
3. Require an employee or applicant to add anyone, including the employer, to the list of contacts associated with the employee's or applicant's personal Internet account or require or otherwise coerce an employee or applicant to change the settings on the employee's or applicant's personal Internet account which affects the ability of others to view the content of such account; or
4. Take adverse action against, fail to hire, or otherwise penalize an employee or applicant for failure to provide or disclose any of the information or to take any of the actions specified above.
5. Require an employee or applicant to waive or limit any protection granted under the Workplace Privacy Act as a condition of continued employment or of applying for or receiving an offer of employment.

The district shall maintain its right to control, monitor and review the use of its computers, technology and the Internet as stated in policy 606.06, to access any employee-related information available in the public domain, and conduct investigations related to employee actions prohibited by district policy to the extent those investigations are not expressly prohibited by the Workplace Privacy Act or other applicable state or federal law.

Recording of Conversations in the Workplace

To ensure privacy and confidentiality in the workplace, no person is authorized to record or transmit the sound or image of any person without prior authorization or consent by either the person(s) being recorded or whose sound or image is being transmitted or by the Superintendent. Recording may be done in circumstances where recording is expressly permitted such as (1) recording a Board meeting during open session, (2) at District-sponsored activities where the focus of the recording or transmission is on the student performances or activities, (3) when recording an IEP or similar meeting to facilitate a record of parental involvement in the process or protection of other rights guaranteed by the Individuals with Disabilities Education Act, (4) District-operated security equipment, or (5) other instances required by law or allowed by District policy.

Legal Reference: Neb. Statutes, LB 821 (2016)

Approved: August 8, 2016

Reviewed: June 10, 2024, June 9, 2025

Revised: June 10, 2024

USE OF SCHOOL FACILITIES AND EQUIPMENT BY SCHOOL EMPLOYEES

The superintendent may approve use of school facilities, equipment and other resources by school employees except for those activities which result in personal or corporate gain. Employee personal use of district resources shall not interfere with the operations of the district or any of its educational programs and must not create any significant expense to the district. School vehicles shall not be available for personal use except as provided in individual employee contracts.

Employees are allowed to use public resources within the statutory definition of "incidental" or "de minimis" use for purposes such as research or communication that would otherwise be prohibited by state or federal statutes.

In some cases, employee use of district resources may result in the need to report such use as additional compensation in accordance with IRS codes. The superintendent will inform business personnel when he/she is aware of employee use of district resources requiring such reporting.

Cross Reference: [1006.01](#) Community Use of School Bldgs., Sites and Equip.

Approved: July 14, 2025

Reviewed: June 9, 2025

Revised: _____

RELEASE OF CREDIT INFORMATION

The following information will be released to an entity with whom an employee has applied for credit or has obtained credit: title of position, income, and number of years employed. This information will be released without prior written notice to the employee. Confidential information about the employee will be released to an inquiring creditor with a written authorization from the employee.

If a current or former employee wishes the district to release information to a prospective employer, written consent must be provided on the district's Employee Information Release Form. Even with receipt of the Employee Information Release Form, the district may, at the superintendent's discretion, refuse to release such information. The Employee Information Release Form will be invalid six months after the signing date.

Cross Reference: 402.06 Employee Records

Approved: December 12, 2011

Reviewed: November 14, 2011, June 9, 2025

Revised: _____

EMPLOYEE INFORMATION RELEASE FORM

Under Nebraska state statutes, a current or former employer may disclose the following information about a current or former employee's employment history to a prospective employer of the current or former employee upon receipt of written consent from the current or former employee:

- Date and duration of employment;
- Pay rate and wage history on the date of receipt of written consent;
- Job description and duties;
- The most recent written performance evaluation prepared prior to the date of the request and provided to the employee during the course of his or her employment;
- Attendance information;
- Results of drug or alcohol tests administered within one year prior to the request;
- Threats of violence, harassing acts, or threatening behavior related to the workplace or directed at another employee;
- Whether the employee was voluntarily or involuntarily separated from employment and the reasons for the separation; and
- Whether the employee is eligible for rehire.

I, _____, hereby give consent to any and all prior employers of mine to provide information in accordance with state statutes with regard to my employment with prior employers to the following prospective employer:

_____.

I realize that by disclosing such information the employer shall be presumed to be acting in good faith and shall be immune from civil liability for the disclosure or any consequences of such disclosure to the extent provided by state statutes. I understand that even with receipt of this form the district may, at the superintendent's discretion, refuse to release such information.

(Signature of Current or Former Employee)

(Date)

THIS FORM BECOMES INVALID SIX MONTHS FROM THE ABOVE DATE

CHILD ABUSE REPORTING

All school employees who have reasonable cause to suspect a child is a victim of abuse or neglect, including sexual abuse, or who observe conditions which reasonably would result in abuse or neglect, shall promptly report such incidents to the proper law enforcement authorities and the principal. "Employees" also includes coaches and volunteers participating in interstate amateur athletic competitions. The principal shall ensure that the report has been made to the proper law enforcement authorities.

The employee shall make an oral report to the local law enforcement agency by telephone within a 24-hour period, followed by a written report if necessary. The report will include all information required by law.

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

Cross Reference: 403.03 Abuse of Students by School District Employees
 504.17 Questioning of Students by Outside Agencies
 508 Student Health and Well Being

Approved: July 14, 2003

Reviewed: July 9, 2018, June 9, 2025

Revised: August 13, 2018

ABUSE OF STUDENTS BY SCHOOL DISTRICT EMPLOYEES

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

The superintendent will appoint an investigator and alternate investigator of opposite sexes. The investigator will pass the findings on to the superintendent who will complete any further investigations as deemed necessary and take appropriate final action.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing abuse of students investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

The superintendent is responsible for implementing this policy and for organizing employee training when needed relating to this policy. Procedures shall be reviewed periodically for adequacy and accuracy.

Cross Reference: 403.02 Child Abuse Reporting
 404.06 Harassment by Employees
 505.06 Corporal Punishment

Approved: July 14, 2003

Reviewed November 14, 2011, June 9, 2025

Revised _____

GIFTS TO EMPLOYEES

Pupils and patrons are discouraged from giving personal gifts to school personnel. If gifts are offered, school personnel should minimize such an act and not give publicity or public recognition to such gifts. Any gift of more than \$100.00 approximate value shall be returned with the employee's explanation that such gifts are not allowed by board policy.

On occasion, companies and/or business will give gifts with orders from the school district. Any gift of this nature will become the property of the district if the value is over \$100.00. The gift will be reported to the school administration and a decision will be made on the dispensation.

~~Employees shall not, either directly or indirectly, solicit, accept or receive any gift, series of gifts or honorariums provided by any restricted donor. Items of value not included as "gifts" or "honorariums" are described below. A "restricted donor" is defined as a person or other entity which:~~

- ~~● Is seeking to be, or is a party to, any one or any combination of sales, purchases, leases or contracts to, from or with the school district;~~
- ~~● Will be directly and substantially affected financially by the performance or nonperformance of the employee's official duty in a way that is greater than the effect on the public generally or on a substantial class of persons to which the person belongs as a member of a profession, occupation, industry or region; or~~
- ~~● Is a lobbyist or a client of a lobbyist with respect to matters within the school district's jurisdiction;~~

~~A "gift" is the giving of anything of value in return for which something of equal or greater value is not given or received. However, "gift" does not include any of the following:~~

- ~~● Nonmonetary items with a value of less than (50; 100; other) dollars that are received from any one donor during one calendar year;~~
- ~~● Contributions to a candidate or a candidate's committee;~~
- ~~● Information material relevant to an employee's official function, such as books, pamphlets, reports, documents, periodicals or other information that is recorded in a written, audio or visual format;~~
- ~~● Anything received from a person related within the fourth degree by kinship or marriage, unless the donor is acting as an agent or intermediary for another person not so related;~~
- ~~● An inheritance;~~
- ~~● Anything available or distributed to the general public free of charge without regard to the official status of the employee;~~

- ~~Items received from a charitable, professional, educational or business organization to which the employee belongs as a dues paying member if the items are given to all members of the organization without regard to an individual member's status or positions held outside of the organization and if the dues paid are not inconsequential when compared to the items received;~~
- ~~Actual expenses of an employee for food, beverages, travel and lodging for a meeting, which is given in return for participation in a panel or speaking engagement at the meeting when the expenses relate directly to the day or days on which the employee has participation or presentation responsibilities;~~
- ~~Plaques or items of negligible resale value given as recognition for public service;~~
- ~~Items or services solicited or given to a state, national or regional organization in which the state of Nebraska or a school district is a member for purposes of a business or educational conference, seminar or other meeting or solicited by or given for the same purposes to state, national or regional government organizations whose memberships and officers are primarily composed of state or local government officials or employees for purposes of a business or educational conference, seminar or other meeting;~~
- ~~Items or services received by members or representatives of members as part of a regularly scheduled event that is part of a business or educational conference, seminar or other meeting that is sponsored and directed by any state, national or regional government organization in which the state of Nebraska or a political subdivision of the state of Nebraska is a member or received at such an event by members or representatives of members of state, national or regional government organizations whose memberships and officers are primarily composed of state or local government officials or employees;~~
- ~~Funeral flowers or memorials to a church or nonprofit organization;~~
- ~~Gifts which are given to an employee for the employee's wedding or twenty-fifth or fiftieth wedding anniversary;~~
- ~~Payment of salary or expenses by the school district for the cost of attending a meeting of a subunit of an agency when the employee whose expenses are being paid serves on a board, commission, committee, council or other subunit of the agency and the employee is not entitled to receive compensation or reimbursement of expenses from the school district for attending the meeting; or~~
- ~~Gifts other than food, beverages, travel and lodging received by an employee which are received from a person who is a citizen of a country other than the United States and is given during a ceremonial presentation or as a result of a custom of the other country and is of personal value only to the employee.~~
- ~~Actual registration costs for informational meetings or sessions which assist a public official or public employee in the performance of the person's official functions. The costs of food, drink, lodging and travel are not "registration costs" under this paragraph. Meetings or sessions which a public official or public employee attends for personal or professional certification purposes are not "informational meetings or sessions which assist a public official or public employee in the performance of the person's official functions" under this paragraph.~~

~~An "honorarium" is anything of value that is accepted by, or on behalf of, an employee as consideration for an appearance, speech or article. An honorarium does not include any of the following:~~

- ~~● Actual expenses of an employee for registration, food, beverages, travel or lodging for a meeting, which is given in return for participation in a panel or speaking engagement at a meeting when the expenses relate directly to the day or days on which the employee has participation or presentation responsibilities;~~
- ~~● A nonmonetary gift or series of nonmonetary gifts donated within thirty days to a public body, an educational or charitable organization or a Nebraska state agency; or~~
- ~~● A payment made to an employee for services rendered as part of a private business, trade or profession in which the employee is engaged if the payment is commensurate with the actual services rendered and is not being made because of the person's status as an employee of the district, but, rather, because of some special expertise or other qualification.~~

~~It shall be the responsibility of each employee to know when it is appropriate to accept or reject gifts or an honorarium.~~

Cross References: 402.03 Employee Conflict of Interest
 705.04 Gifts, Grants and Bequests
 706.04 Vendor Relation

Approved: July 14, 2003

Reviewed: November 14, 2011, June 9, 2025

Revised: July 14, 2025

PUBLIC COMPLAINTS ABOUT EMPLOYEES

The board recognizes situations may arise in the operation of the school district which are of concern to parents and other members of the school district community. While constructive criticism is welcomed, the board desires to support its employees and their actions to free them from unnecessary, spiteful, or negative criticism and complaints that do not offer advice for improvement or change.

While speakers may during public meetings offer objective criticism of school operations and programs, the board will not hear personal complaints concerning district personnel nor against any person connected with the school system unless that complaint is an agenda item having followed the process described below. To do so could expose the board to a charge of being party to slander and would prejudice any necessity to act as the final review of administrative recommendations regarding the matter. The board president will direct the patron to the appropriate means for board consideration and disposition of legitimate complaints involving individuals.

~~Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the board. The board will not hear charges against employees in open session unless an employee requests an open session.~~

The board firmly believes concerns should be resolved at the lowest organizational level by those individuals closest to the concern. Whenever a complaint or concern is brought to the attention of the board it will be referred to the administration to be resolved. Prior to board consideration however, the following should be completed:

1. Matters concerning an individual student, teacher, or other employee should first be addressed to the teacher or employee.
2. Unsettled matters from (1) above or problems and questions about individual attendance centers should be addressed to the employee's building principal for certificated employees and the superintendent for support staff. At this level, if requested by the administrator, the complainant shall put the complaint in writing.
3. Unsettled matters regarding certificated employees from (2) above or problems and questions concerning the school district should be directed to the superintendent.
4. If a matter cannot be settled satisfactorily by the superintendent, it may then be brought to the board *in writing*. ~~To bring a concern regarding an employee, the individual may notify the board president for inclusion on the board agenda of a regularly scheduled board meeting in accordance with board policy 204.10. The board will follow policy 1005.01 in handling public complaints.~~

Cross Reference: 204.10 Agenda
204.12 Public Participation at Board Meetings

Approved: July 14, 2003

Reviewed: November 14, 2011, June 9, 2025

Revised: June 9, 2025

EMPLOYEE OUTSIDE EMPLOYMENT

The board believes the primary responsibility of employees is to the duties of their position within the school district as outlined in their job description. The board considers an employee's duties as part of a regular, full-time position as full-time employment. The board expects such employees to give the responsibilities of their positions in the school district precedence over any other employment.

It shall be the responsibility of the superintendent to counsel employees, whether full-time or part-time, if, in the judgment of the superintendent and the employee's immediate supervisor, the employee's outside employment interferes with the performance of the employee's duties required in the employee's position within the school district.

The board may request the employee to cease the outside employment as a condition of continued employment with the school district.

Cross Reference: 402.03 Employee Conflict of Interest
 409.05 Certificated Employee Tutoring

Approved: July 14, 2003

Reviewed: November 14, 2011, June 9, 2025

Revised: _____

EMPLOYEE USE OF SOCIAL NETWORKS

The Superintendent and Administrative Team will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to:

- 1) *Improper fraternization with students using Facebook and similar internet sites or social networks, or via cell phone, texting or telephone.*
 - a) *Teachers may not list current students as "friends" on networking sites.*
 - b) *All e-contacts with students should be through the district's computer and telephone system, except emergency situations.*
 - c) *All contact and messages by coaches with team members shall be sent to all team members, except for messages concerning medical or academic privacy matters, in which case the messages will be copied to the athletic director and the principal.*
 - d) *Teachers will not give out their private cell phone or home phone numbers without prior approval of the district.*
 - e) *Inappropriate contact via e-mail or phone is prohibited.*
- 2) *Inappropriateness of posting items with sexual content*
- 3) *Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol*
- 4) *Examples of inappropriate behavior from other districts, as behavior to avoid*
- 5) *Monitoring and penalties for improper use of district computers and technology*
- 6) *The possibility of penalties, including dismissal from employment, for failure to exercise good judgment in on-line conduct.*

All online communication by District employees during the school day, using District resources, or on behalf of the District is subject to District policies. Employees shall maintain a standard of professional responsibility and conduct, realizing their online actions at work and at home represent the District.

The network systems administrator may periodically conduct internet searches to see if teachers have posted inappropriate materials on-line. When inappropriate use of computers and websites is discovered, the Principals and Superintendent will promptly bring that inappropriate use to the attention of the staff member and may consider and apply disciplinary action up to and including termination.

Approved: July 14, 2025

Reviewed: June 9, 2025, July 14, 2025

Revised: July 14, 2025

EMPLOYEE FUNDRAISING

Any employee fundraising campaigns, including online fundraising such as crowdfunding campaigns, must have prior approval from the Superintendent 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.

Approved: August 14, 2017

Reviewed: July 10, 2017

Revised: August 14, 2017