

Board of Education

Monday, June 18, 2018 6:00 PM

High School Media Center, 740 Sherman Ave, Grant, Nebraska 69140

1. Call to Order

1.1. Pledge of Allegiance

1.2. Reminder to public of Open Meetings Law

1.3. Roll Call

1.4. Verification of Notice of Meeting

1.5. Approval of Agenda

2. Consent Agenda

2.1. Consider approving the 21 May 2018 Board minutes

2.2. Approve Payment of the In & Out Claim (Each month the In & Out claim will be voted on separately so that there is no conflict of interest by Board Member Kroeker)

2.3. Approve all other Bills and Payroll

3. Reports

3.1. Principal

3.2. Activities Director

3.3. Curriculum Coordinator

3.4. Technology Director

3.5. Superintendent

4. Public Comment

5. Discussion Items/Action Items

5.1. Review, consider, and take all necessary action to approve new lunch and breakfast prices for the 2018-19 school year. Elementary lunch price \$2.80; Junior-Senior High School lunch price \$3.10; District breakfast price \$1.80.

5.2. A. Review, consider, and take all necessary action to approve changes to the teacher evaluation tool and model. The teacher evaluation tool/model meets the standards and requirements of the Nebraska Department of Education and state statute.

5.3. Hearing on Parental Involvement Policy 5018

- 5.3.1. The board will receive public comment on the Parental Involvement Policy at this time
- 5.3.2. Approve revised policy or reaffirm policy 5018 as written.
- 5.4. Hearing on Title I Parental Involvement Policy BP 5057
- 5.4.1. The board will receive public comment on the Title I Parental Involvement Policy at this time
- 5.4.2. Approval of Title I Parental Involvement Policy
- 5.5. Student Fees Public Hearing
- 5.5.1. The board will receive public comment on the Student Fees Policy at this time.
- 5.5.2. Approve Student Fees Policy BP 5045
- 5.6. Report, review, consider, and take necessary action to approve BP 6020 Multicultural Education. A report regarding the district's multicultural education will accompany this action item.
- 5.7. Review elementary handbook changes.
- 5.8. Review Jr-Snr High School handbook changes
- 5.9. Review, consider, and take all necessary action to approve computer purchases for \$14,850.00.
- 5.10. Approve classified staff salary and benefits increase up to 3.3% for the 2018-2019 school year.
- 5.11. Discuss Village of Elsie storing equipment and products at our Elsie facility.
- 5.12. Discuss the potential of the Building & Construction class building a duplex for the school district.
- 5.13. Discuss and review strategic planning.

6. **Board Committee Reports**

7. **Executive Session**

8. **Adjournment**

Board Secretary

PERKINS COUNTY SCHOOLS
BOARD OF EDUCATION REGULAR MEETING
Monday, May 21, 2018

The regular monthly meeting of the Perkins County Schools Board of Education was called to order in the high school media center on Monday, May 21, 2018 at 7:00pm by President Jayson Bishop. The following board members answered roll call: Jayson Bishop, Ryan Hendricks, Amy Kroeker, Scott Osler, Angie Patrick and Larry Pritchett. Deanne Bishop, Shawn Cole, Dean Freidel, Nicole Long and Renee Seiler were present for part of the meeting, while Phillip Picquet was present for the entire meeting. The Pledge of Allegiance was recited, notation of the posted Open Meetings Law was made, and members Angie Patrick and Scott Osler verified they had seen the published notice of the meeting.

Consent Agenda

This motion to approve the agenda as presented, made by Ryan Hendricks and seconded by Amy Kroeker, Passed. Jayson Bishop: Yes, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yes, Angie Patrick: Yea, Larry Pritchett: Yea
Yea: 6, Nay: 0

Consider approving the 16 April 2018 Board minutes

This motion to approve the 16 April 2018 minutes, made by Scott Osler and seconded by Angie Patrick, Passed. Jayson Bishop: Yes, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yes, Angie Patrick: Yea, Larry Pritchett: Yea
Yea: 6, Nay: 0

Consider approving the 26 April and 16 May 2018 strategic planning meeting minutes

This motion to approve the 26 April and 16 May 2018 strategic planning meeting minutes, made by Amy Kroeker and seconded by Ryan Hendricks, Passed. Jayson Bishop: Yes, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yes, Angie Patrick: Yea, Larry Pritchett: Yea
Yea: 6, Nay: 0

Approve Payment of the In & Out Claim (Each month the In & Out claim will be voted on separately so that there is no conflict of interest by Board Member Kroeker)

This motion, to pay the In & Out claim of \$1,596.59, made by Scott Osler and seconded by Angie Patrick, Passed. Amy Kroeker: Abstain (With Conflict), Jayson Bishop: Yes, Ryan Hendricks: Yea, Scott Osler: Yes, Angie Patrick: Yea, Larry Pritchett: Yea
Yea: 5, Nay: 0, Abstain (With Conflict): 1

Approve all other Bills and Payroll

This motion to pay General Fund claims of \$544,312.08 (Payroll \$206,096.20; Bills \$338,215.88) and Lunch Fund claims of \$25,533.16 (Payroll \$6,110.87; Bills \$19,422.29), made by Ryan Hendricks and seconded by Scott Osler, Passed. Jayson Bishop: Yes, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yes, Angie Patrick: Yea, Larry Pritchett: Yea
Yea: 6, Nay: 0

Public Comment

Mr. Clark
Ms. Woodmancy

Reports
Principals
Activities Director
Curriculum Coordinator
Technology Director
Superintendent

Public Comment

Member Angie Patrick exited the meeting at 8:24pm. She is excused for the remainder of the meeting.

Discussion/Action Items

1. Consider and take all necessary action to combine girls golf with the boys golf program at the start of the 2018-2019 school year.
2. Approve staff resignation/retirement
This motion to approve the staff resignation of Ashley Vlasin and the retirement of Diana Tate with sincere appreciation for their years of service, made by Amy Kroeker and seconded by Ryan Hendricks, Passed. Jayson Bishop: Yea, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yea, Angie Patrick: Excused, Larry Pritchett: Yea
Yea: 5, Nay: 0, Excused: 1
3. Discuss and take all necessary action to approve 2018-2019 elementary teacher contracts for Taren Hendricks, Les Reinke, and K-12 music teacher, Alyssa Yapp
This motion to approve the 2018-2019 elementary teacher contract for Taren Hendricks, made by Amy Kroeker and seconded by Scott Osler, Passed. Ryan Hendricks: Abstain (With Conflict), Jayson Bishop: Yea, Amy Kroeker: Yea, Scott Osler: Yea, Angie Patrick: Excused, Larry Pritchett: Yea
Yea: 4, Nay: 0, Abstain (With Conflict): 1, Excused: 1
This motion to approve the 2018-2019 elementary teacher contract for Les Reinke, made by Scott Osler and seconded by Ryan Hendricks, Passed. Jayson Bishop: Yea, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yea, Angie Patrick: Excused, Larry Pritchett: Yea
Yea: 5, Nay: 0, Excused: 1
This motion to approve the 2018-2019 K-12 music teacher contract for Alyssa Yapp, made by Larry Pritchett and seconded by Scott Osler, Passed. Jayson Bishop: Yea, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yea, Angie Patrick: Excused, Larry Pritchett: Yea
Yea: 5, Nay: 0, Excused: 1
4. Review and discuss buildings and grounds, summer work and long-term plans
5. Discuss and/or take all necessary action to approve LED lighting upgrades to Pritchett gymnasium
6. Discuss and take all necessary action to authorize superintendent Picquet to purchase a new lawn mower

This motion to authorize superintendent Picquet to purchase a new lawn mower from Hughes Farm Supply, made by Scott Osler and seconded by Ryan Hendricks, Passed. Jayson Bishop: Yea, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yea, Angie Patrick: Excused, Larry Pritchett: Yea
Yea: 5, Nay: 0, Excused: 1

7. Discuss and review strategic planning meetings and goals

Board Committee Reports

Executive Session

Adjournment

Next meeting is scheduled for June 18, 2018 at 6:00pm. This motion to adjourn the meeting at 9:25pm, made by Jayson Bishop and seconded by Amy Kroeker, Passed. Jayson Bishop: Yea, Ryan Hendricks: Yea, Amy Kroeker: Yea, Scott Osler: Yea, Angie Patrick: Excused, Larry Pritchett: Yea
Yea: 5, Nay: 0, Excused: 1

Bank Statement Reconciliation

Check Number	Vendor Name	Check Date	Check Amount
Period from 05/01/2018 through 05/31/2018		Description: May 2018	
Cleared Checks			
011483	Lynn Rinehart	01/08/2018	250.00
011606	NATA	02/26/2018	8.80
011648	Hershey High School	04/06/2018	50.00
011659	Dundy County High School	04/18/2018	50.00
011660	Beta Sigma Phi	04/20/2018	397.25
011661	General Fund	04/20/2018	320.00
011662	Hershey High School	04/20/2018	200.00
011663	North Platte St. Pats	04/20/2018	50.00
011664	Hyatt Place	04/23/2018	5,053.52
011666	Poppe's Posies	04/23/2018	103.49
011668	Chase County High School	04/26/2018	80.00
011669	Garden County High School	04/26/2018	35.00
011670	Hitchcock County	04/26/2018	50.00
011671	Rivers Edge Golf Course	04/26/2018	20.00
011672	Stadium Sports	04/26/2018	1,572.50
011673	Hyatt Place	04/26/2018	907.00
011674	Grant Packing	04/27/2018	208.25
011675	Ogallala Public Schools	04/30/2018	60.00
011677	Jon Forney	05/01/2018	200.00
011678	Hatch's Super Foods	05/04/2018	147.73
011679	Jostens	05/04/2018	511.41
011680	The Leadership Center	05/04/2018	272.85
011681	Nebraska FFA Association	05/07/2018	800.00
011682	Four Winds Golf Course	05/08/2018	15.00
011683	Stadium Sports	05/08/2018	5,290.30
011684	Eric Sandberg	05/08/2018	500.00
011685	Avant Garde Photography	05/11/2018	667.50
011686	Adams Bank	05/14/2018	112.00
011687	Creative Sewing & Gifts	05/14/2018	120.63
011689	Jon Forney	05/14/2018	405.95
011690	Golf Team Products Inc	05/14/2018	144.00
011691	Impact Applications Inc	05/14/2018	655.00
011692	M-F Athletic	05/14/2018	739.25
011693	Ted Shiers	05/14/2018	100.00
011694	Sutherland High School	05/14/2018	40.00
011695	Cash-Wa Distributing	05/14/2018	649.93
011696	Jayson Bishop	05/15/2018	280.00
011697	NCA	05/15/2018	745.00
011698	Barefoot	05/15/2018	351.10
011699	The Leadership Center	05/15/2018	1,080.00
011700	Wild Bills Wings & Bowling	05/15/2018	400.00
011701	Triarco	05/15/2018	275.95
011703	Troy Kemling	05/16/2018	22.00
011704	Payment Remittance Center	05/16/2018	631.47
011705	Kearney Country Club	05/16/2018	112.00

Bank Statement Reconciliation

Check Number	Vendor Name	Check Date	Check Amount
011706	Adams Bank	05/18/2018	348.00
011708	Bose Corporation	05/18/2018	608.20
011709	Cash-Wa Distributing	05/18/2018	55.95
011710	Crown Awards	05/18/2018	781.05
011713	Perkins Co Health Foundation	05/18/2018	4,000.00
011714	Brent Turner	05/18/2018	200.00
011716	Tyler Turner	05/18/2018	50.00
011717	Adams Bank	05/18/2018	30.00
011718	NCA	05/18/2018	355.00
011719	Stadium Sports	05/18/2018	162.00
011720	Troy Kemling	05/21/2018	63.00
011721	NCA	05/22/2018	115.00
Cleared Check Total:			31,453.08

Outstanding Checks

011388	Chris Miller	10/30/2017	76.60
011676	Perkins Co Weekend Back Pack Prog.	05/01/2018	515.00
011688	Jayson Bishop	05/14/2018	100.00
011702	Kearney Catholic	05/16/2018	112.00
011707	Jayson Bishop	05/18/2018	150.00
011711	Eric McCormick	05/18/2018	50.00
011712	Patrick McGreer	05/18/2018	150.00
011715	Nick Turner	05/18/2018	150.00
011722	Grant Golf Club	05/31/2018	1,100.00
011723	Holiday Inn Kearney	05/31/2018	558.00
011724	Nebraska FFA Association	05/31/2018	720.00
Outstanding Check Total:			3,681.60

Voided Checks

011658	Jostens	05/04/2018	-491.52
Voided Check Total:			-491.52

Bank Statement Reconciliation

Check Number	Vendor Name	Check Date	Check Amount
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Bank Statement Reconciliation Summary

1. Statement Balance	199,589.75
2. - Outstanding Checks	3,681.60
3. + Outstanding Receipts	<u>0.00</u>
4. Total	195,908.15
5. + Investments	<u>0.00</u>
6. Book Balance	195,908.15

Updated May 31, 2018

2017-18 Perkins County Schools Certificates of Deposit/Investments

	CD INTEREST	MATURITY DATE(S)	CURRENT AMOUNTS
GENERAL FUND			
CD'S/INVESTMENTS			
Nebraska Liquid Asset Fund			\$16.56
Total			\$16.56
DEPRECIATION FUND			
CD'S			
Total			\$0.00
SPECIAL BUILDING FUND			
CD'S			
Total			\$0.00
ACTIVITY FUND CD'S			
Total			\$0.00
EMPLOYEE BENEFIT CD'S			
Commercial State Bank #2816	0.500%	18 Months 11/30/18	\$21,947.01
Total			\$21,947.01
Total Certificates of Deposit/Investments			\$21,963.57

SELECTED Data

Check RegisterArranged by:
Check Number

Check Number	Check Date	Vendor Name	Description	Amount
011676	05/01/2018	Perkins Co Weekend Back Pack	donation	515.00
011677	05/01/2018	Jon Forney	track quad meet official	200.00
011678	05/04/2018	Hatch's Super Foods	supplies	147.73
011679	05/04/2018	Jostens	stoles	511.41
011680	05/04/2018	The Leadership Center	Banquet speaker mileage	272.85
011681	05/07/2018	Nebraska FFA Association	colt registration	800.00
011682	05/08/2018	Four Winds Golf Course	range balls	15.00
011683	05/08/2018	Stadium Sports	helmets and supplies	5,290.30
011684	05/08/2018	Eric Sandberg	Plainsman Award	500.00
011685	05/11/2018	Avant Garde Photography	senior graduation pictures	667.50
011686	05/14/2018	Adams Bank	state track meals	112.00
011687	05/14/2018	Creative Sewing & Gifts	remove & add lettering to jackets	120.63
011688	05/14/2018	Jayson Bishop	helped with activities	100.00
011689	05/14/2018	Jon Forney	helping with activities	405.95
011690	05/14/2018	Golf Team Products Inc	supplies	144.00
011691	05/14/2018	Impact Applications Inc	impact software	655.00
011692	05/14/2018	M-F Athletic	track supplies	739.25
011693	05/14/2018	Ted Shiers	ran clock at BB games	100.00
011694	05/14/2018	Sutherland High School	district entry fee	40.00
011695	05/14/2018	Cash-Wa Distributing	supplies	649.93
011696	05/15/2018	Jayson Bishop	helping with activities	280.00
011697	05/15/2018	NCA	NCA membership	745.00
011698	05/15/2018	Barefoot	FFA officer polos	351.10
011699	05/15/2018	The Leadership Center	colt lodging	1,080.00
011700	05/15/2018	Wild Bills Wings & Bowling	FFA high points trip	400.00
011701	05/15/2018	Triarco	speech supplies	275.95
011702	05/16/2018	Kearney Catholic	practice round	112.00
011703	05/16/2018	Troy Kemling	range balls	22.00
011704	05/16/2018	Payment Remittance Center	supplies	631.47
011705	05/16/2018	Kearney Country Club	practice round	112.00
011706	05/18/2018	Adams Bank	State golf meals	348.00
011707	05/18/2018	Jayson Bishop	football officiating	150.00
011708	05/18/2018	Bose Corporation	PA system	608.20
011709	05/18/2018	Cash-Wa Distributing	supplies	55.95
011710	05/18/2018	Crown Awards	field day ribbons	781.05
011711	05/18/2018	Eric McCormick	football officiating	50.00
011712	05/18/2018	Patrick McGreer	football officiating	150.00
011713	05/18/2018	Perkins Co Health Foundation	pink out funds donation	4,000.00
011714	05/18/2018	Brent Turner	football officiating	200.00
011715	05/18/2018	Nick Turner	football officiating	150.00
011716	05/18/2018	Tyler Turner	FB officiating	50.00
011717	05/18/2018	Adams Bank	state golf meals	30.00
011718	05/18/2018	NCA	NCA membership registration	355.00

SELECTED Data

Check Register

Arranged by:
Check Number

Check Number	Check Date	Vendor Name	Description	Amount
011719	05/18/2018	Stadium Sports	Para shirts	162.00
011720	05/21/2018	Troy Kemling	state golf meal reimb.	63.00
011721	05/22/2018	NCA	NCA clinic	115.00
011722	05/31/2018	Grant Golf Club	rent	1,100.00
011723	05/31/2018	Holiday Inn Kearney	state golf lodging	558.00
011724	05/31/2018	Nebraska FFA Association	colt conference	720.00
			Report Total:	25,642.27

CLAIMS LIST SUMMARY
TO BE APPROVED AT THE JUNE 18, 2018 BOARD MEETING

GENERAL FUND

In & Out Bill	\$ 1,651.47
Payroll	\$ 216,780.47
Bills	<u>\$ 286,081.96</u>
Total	\$ 502,862.43

LUNCH FUND

Payroll	\$ 5,879.08
Bills	<u>\$ 11,437.92</u>
Total	\$ 17,317.00

DEPRECIATION FUND

SPECIAL BUILDING FUND

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
1	GENERAL					
1-1100-110-00-1	Elem Teacher Salary	1,150,640.00	952,117.53	0.00	198,522.47	17.25
1-1100-110-00-2	Sec Teachers Salary	832,857.00	699,331.38	0.00	133,525.62	16.03
1-1100-120-00-1	Elem Substitute Sal	35,000.00	28,083.25	0.00	6,916.75	19.76
1-1100-120-00-2	Sec Substitute Sal	32,000.00	34,405.01	0.00	-2,405.01	-7.51
1-1100-140-00-1	Elem Cler/aides Sal	0.00	0.00	0.00	0.00	0.00
1-1100-140-00-2	Sec Aide Sal	0.00	0.00	0.00	0.00	0.00
1-1100-210-00-1	Elem Soc Sec-dist	89,877.00	72,109.58	0.00	17,767.42	19.76
1-1100-210-00-2	Sec Soc Sec-dist	65,566.00	55,217.46	0.00	10,348.54	15.78
1-1100-220-00-1	Elem Reg Retirement	115,000.00	93,692.94	0.00	21,307.06	18.52
1-1100-220-00-2	Sec Reg Retirement	82,500.00	66,076.36	0.00	16,423.64	19.90
1-1100-230-00-1	Elem Health Insure	325,490.00	269,120.84	0.00	56,369.16	17.31
1-1100-230-00-2	Sec.health Insure	192,800.00	157,743.20	0.00	35,056.80	18.18
1-1100-250-00-0	Insurance Deduction	25,000.00	21,143.91	0.00	3,856.09	15.42
1-1100-283-00-0	Unemployment	2,500.00	0.00	0.00	2,500.00	100.00
1-1100-290-00-2	Pro/Tech Support	12,800.00	14,694.75	0.00	-1,894.75	-14.80
1-1100-318-00-1	Elem ESU Contracted	8,600.00	500.00	0.00	8,100.00	94.18
1-1100-318-00-2	Prof/Tech Services	19,000.00	1,215.75	0.00	17,784.25	93.60
1-1100-318-01-2	Dist Learn Cont Serv	23,000.00	23,000.00	0.00	0.00	0.00
1-1100-319-00-1	High Ability	6,500.00	6,353.18	0.00	146.82	2.25
1-1100-410-00-1	Teaching Supplies	32,000.00	24,561.13	0.00	7,438.87	23.24
1-1100-410-09-2	Teaching Supplies	32,000.00	16,184.02	0.00	15,815.98	49.42
1-1100-416-00-1	Elem Enrichment	3,200.00	3,715.50	0.00	-515.50	-16.10
1-1100-418-00-2	Dual Credit	1,200.00	0.00	0.00	1,200.00	100.00
1-1100-420-00-1	Textbooks	20,000.00	604.72	0.00	19,395.28	96.97
1-1100-420-00-2	Textbooks	20,000.00	6,707.02	0.00	13,292.98	66.46
1-1100-421-00-1	Workbooks	15,000.00	3,073.33	0.00	11,926.67	79.51
1-1100-460-00-1	Computer Software	2,500.00	612.00	0.00	1,888.00	75.52
1-1100-460-00-2	Computer Soft	2,800.00	1,121.61	0.00	1,678.39	59.94
1-1100-460-01-2	Computer Supplies	6,000.00	1,523.53	0.00	4,476.47	74.60
1-1100-530-00-1	Furn And Equip	5,000.00	149.99	0.00	4,850.01	97.00
1-1100-530-00-2	Furn And Equip	14,000.00	2,100.00	0.00	11,900.00	85.00
1-1100-530-01-2	Dist Learn Equip	0.00	0.00	0.00	0.00	0.00
1-1100-530-09-2	Furn And Equip Gen	0.00	0.00	0.00	0.00	0.00
1-1100-560-00-1	Computer Hardware	25,000.00	2,551.19	0.00	22,448.81	89.79
1-1100-560-00-2	Computer Hard	25,000.00	5,394.39	0.00	19,605.61	78.42
1-1100-670-00-1	Travel And Mileage	3,200.00	1,881.50	0.00	1,318.50	41.20
1-1100-670-00-2	Travel & Expense	3,400.00	2,402.14	0.00	997.86	29.34
1-1100-690-00-1	Staff Development Elem	6,000.00	3,520.78	0.00	2,479.22	41.32
1-1100-690-00-2	Staff Development Sec	5,000.00	4,375.95	0.00	624.05	12.48
1-1125-110-00-1	Flex-Spending Instructional	4,500.00	0.00	0.00	4,500.00	100.00
1-1125-140-00-1	Flex-Spending Aides Salary	1,000.00	0.00	0.00	1,000.00	100.00

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
1-1125-210-00-1	Flex-Spending Social Security	500.00	0.00	0.00	500.00	100.00
1-1125-220-00-1	Flex-Spending Retirement	500.00	0.00	0.00	500.00	100.00
1-1125-410-00-1	Flex-Spending Supplies	200.00	0.00	0.00	200.00	100.00
1-1150-110-00-1	LEP Salary	30,000.00	24,973.00	0.00	5,027.00	16.75
1-1150-140-00-1	LEP Para/Aide Salaries	0.00	300.00	0.00	-300.00	0.00
1-1150-210-00-1	LEP Social Security	2,800.00	1,920.44	0.00	879.56	31.41
1-1150-220-00-1	LEP Retirement	3,200.00	2,519.76	0.00	680.24	21.25
1-1150-410-00-1	Limited English Proficiency	1,500.00	217.00	0.00	1,283.00	85.53
1-1150-670-00-1	Travel & Expenses	300.00	0.00	0.00	300.00	100.00
1-1150-690-00-1	Other Misc. Expenses	250.00	0.00	0.00	250.00	100.00
1-1160-110-00-1	Poverty Instructional Salary	23,500.00	19,748.45	0.00	3,751.55	15.96
1-1160-140-00-1	Poverty Aides Salary	12,000.00	8,244.00	0.00	3,756.00	31.30
1-1160-140-00-2	Poverty Aides Salary	0.00	0.00	0.00	0.00	0.00
1-1160-210-00-1	Poverty Instructional Social	2,750.00	2,071.50	0.00	678.50	24.67
1-1160-210-00-2	Poverty Instructional Social	0.00	0.00	0.00	0.00	0.00
1-1160-220-00-1	Poverty Instructional	2,500.00	1,960.76	0.00	539.24	21.56
1-1160-220-00-2	Poverty Instructional	0.00	0.00	0.00	0.00	0.00
1-1160-410-00-1	Poverty-supplies	800.00	104.00	0.00	696.00	87.00
1-1160-420-00-1	Poverty Instructional	0.00	0.00	0.00	0.00	0.00
1-1160-530-00-1	Poverty Instructional	500.00	0.00	0.00	500.00	100.00
1-1160-560-00-2	Poverty Instructional	500.00	0.00	0.00	500.00	100.00
1-1190-110-00-1	Preschool Salary	63,000.00	52,637.98	0.00	10,362.02	16.44
1-1190-120-00-1	Preschool Substitute Salary	300.00	0.00	0.00	300.00	100.00
1-1190-140-00-1	Preschool Aide Salaries	29,000.00	30,373.12	0.00	-1,373.12	-4.73
1-1190-210-00-1	Preschool Social Security	8,500.00	6,192.36	0.00	2,307.64	27.14
1-1190-220-00-1	Preschool Retirement	10,500.00	8,065.23	0.00	2,434.77	23.18
1-1190-230-00-1	Preschool Health Insurance	32,000.00	26,396.80	0.00	5,603.20	17.51
1-1190-410-00-1	Preschool Supplies	2,000.00	2,395.17	0.00	-395.17	-19.75
1-1190-530-00-1	Preschool Furn & Equip	300.00	0.00	0.00	300.00	100.00
1-1200-110-00-1	Spec Ed Teach Salary	50,000.00	39,962.45	0.00	10,037.55	20.07
1-1200-120-00-1	Substitute Salaries	2,000.00	2,404.74	0.00	-404.74	-20.23
1-1200-140-00-1	Aide Salaries	77,800.00	65,980.48	0.00	11,819.52	15.19
1-1200-210-00-1	Social Security	12,000.00	8,191.80	0.00	3,808.20	31.73
1-1200-220-00-1	Retirement	15,000.00	10,437.52	0.00	4,562.48	30.41
1-1200-230-00-1	Health Insurance	53,000.00	44,112.20	0.00	8,887.80	16.76
1-1200-313-00-1	Prof/tech Pupil Serv	159,600.00	138,476.34	0.00	21,123.66	13.23
1-1200-314-00-1	Contract Services	0.00	0.00	0.00	0.00	0.00
1-1200-332-00-1	Mileage To Parents	500.00	0.00	0.00	500.00	100.00
1-1200-410-00-1	Supplies	2,000.00	1,575.14	0.00	424.86	21.24
1-1200-420-00-1	Textbooks	0.00	0.00	0.00	0.00	0.00
1-1200-450-00-1	Av Materials	0.00	0.00	0.00	0.00	0.00
1-1200-530-00-1	Furniture And Equip	1,000.00	0.00	0.00	1,000.00	100.00

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1-1219-110-00-2	Spec. Ed. Salary	41,000.00	33,933.94	0.00	7,066.06	17.23
1-1219-120-00-2	Special Ed Sub	600.00	0.00	0.00	600.00	100.00
1-1219-140-00-2	Aides Salary Sped.	54,000.00	43,963.25	0.00	10,036.75	18.58
1-1219-210-00-2	Soc Sec-dist Share	7,800.00	4,964.34	0.00	2,835.66	36.35
1-1219-220-00-2	Ret . Sped.	9,800.00	7,388.88	0.00	2,411.12	24.60
1-1219-230-00-2	Health Insur Sped.	23,000.00	19,781.70	0.00	3,218.30	13.99
1-1219-313-00-2	Pupil Services	200.00	0.00	0.00	200.00	100.00
1-1219-332-00-2	Mileage To Parent	500.00	0.00	0.00	500.00	100.00
1-1219-360-00-2	Tuition To Other Districts	0.00	0.00	0.00	0.00	0.00
1-1219-410-00-2	Supplies	2,000.00	102.60	0.00	1,897.40	94.87
1-1219-420-00-2	Sec.sped Textbook	0.00	0.00	0.00	0.00	0.00
1-1219-530-00-2	Sec Sped Furn/equip	1,000.00	0.00	0.00	1,000.00	100.00
1-1219-690-00-2	Misc PT other	0.00	0.00	0.00	0.00	0.00
1-1290-313-00-1	Preschool SPED Indirect	1,000.00	0.00	0.00	1,000.00	100.00
1-1291-313-00-1	Preschool 3-5 SPED Indirect	0.00	642.55	0.00	-642.55	0.00
1-1292-313-00-1	Preschool 0-2 SPED Indirect	0.00	367.45	0.00	-367.45	0.00
1-1450-110-00-2	Voc Ag Salary	56,000.00	45,992.88	0.00	10,007.12	17.86
1-1450-120-00-2	Substitute Salaries	1,800.00	1,322.10	0.00	477.90	26.55
1-1450-210-00-2	Soc Sec-dist Share	4,500.00	3,504.07	0.00	995.93	22.13
1-1450-220-00-2	Retirement-dist Shar	5,700.00	4,522.98	0.00	1,177.02	20.64
1-1450-230-00-2	Health Insurance	21,284.00	17,736.60	0.00	3,547.40	16.66
1-1450-410-00-2	Supplies	0.00	0.00	0.00	0.00	0.00
1-1450-420-00-2	Textbooks	0.00	0.00	0.00	0.00	0.00
1-1450-530-00-2	Furniture & Equip	0.00	0.00	0.00	0.00	0.00
1-1450-630-00-2	Dues & Fees	700.00	480.00	0.00	220.00	31.42
1-1450-670-00-2	Travel & Expense	500.00	314.85	0.00	185.15	37.03
1-1450-690-00-2	Other Misc Expenses	0.00	0.00	0.00	0.00	0.00
1-1460-110-00-2	Family Consumer Ed	33,200.00	27,909.60	0.00	5,290.40	15.93
1-1460-120-00-2	Substitute Salaries	200.00	0.00	0.00	200.00	100.00
1-1460-210-00-2	Soc Sec- Dist Share	2,625.00	2,134.41	0.00	490.59	18.68
1-1460-220-00-2	Retirement-dist Shar	3,400.00	2,742.16	0.00	657.84	19.34
1-1460-230-00-2	Health Insurance	7,600.00	6,289.90	0.00	1,310.10	17.23
1-1460-410-00-2	Supplies	1,800.00	1,688.25	0.00	111.75	6.20
1-1460-420-00-2	Textbooks	4,000.00	0.00	0.00	4,000.00	100.00
1-1460-530-00-2	Furniture & Equip	500.00	0.00	0.00	500.00	100.00
1-1460-630-00-2	Dues Fees	0.00	0.00	0.00	0.00	0.00
1-1460-670-00-2	Travel & Expense	0.00	0.00	0.00	0.00	0.00
1-1460-690-00-2	Other Misc Expenses	0.00	0.00	0.00	0.00	0.00
1-1470-110-00-2	D-L Spanish Salary	63,440.00	53,085.26	0.00	10,354.74	16.32
1-1470-210-00-2	Social Security	5,000.00	4,015.70	0.00	984.30	19.68
1-1470-220-00-2	Retirement	6,900.00	5,238.66	0.00	1,661.34	24.07
1-1470-230-00-2	Health Ins employer paid DL	7,550.00	6,289.90	0.00	1,260.10	16.69

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1-1470-410-00-2	Supplies	0.00	1,361.80	0.00	-1,361.80	0.00
1-1470-460-00-2	Textbooks	0.00	0.00	0.00	0.00	0.00
1-1470-530-00-2	Furniture & Equipment	500.00	0.00	0.00	500.00	100.00
1-1470-630-00-2	Postage Phone Fax Costs	0.00	117.11	0.00	-117.11	0.00
1-1470-670-00-2	Travel Expense	0.00	0.00	0.00	0.00	0.00
1-1470-690-00-2	Other Misc Expense	0.00	0.00	0.00	0.00	0.00
1-2120-110-00-1	Elem Guidance Salary	58,700.00	48,968.55	0.00	9,731.45	16.57
1-2120-110-00-2	Guidance Salary	42,100.00	34,909.82	0.00	7,190.18	17.07
1-2120-210-00-1	Social Security	4,550.00	3,464.72	0.00	1,085.28	23.85
1-2120-210-00-2	Soc Sec-dist Share	3,350.00	2,311.57	0.00	1,038.43	30.99
1-2120-220-00-1	Retirement	5,825.00	4,803.35	0.00	1,021.65	17.53
1-2120-220-00-2	Retirement-dist Shar	4,220.00	3,436.46	0.00	783.54	18.56
1-2120-230-00-1	Health Insurance	21,290.00	17,736.60	0.00	3,553.40	16.69
1-2120-230-00-2	Health Insurance	21,290.00	17,736.60	0.00	3,553.40	16.69
1-2120-410-00-1	Supplies	6,300.00	3,707.13	0.00	2,592.87	41.15
1-2120-410-00-2	Supplies	5,200.00	1,767.32	0.00	3,432.68	66.01
1-2120-530-00-1	Furniture & Equip	0.00	0.00	0.00	0.00	0.00
1-2120-530-00-2	Furniture & Equip	0.00	0.00	0.00	0.00	0.00
1-2120-670-00-1	Travel & Mileage	0.00	0.00	0.00	0.00	0.00
1-2120-670-00-2	Travel & Expenses	0.00	0.00	0.00	0.00	0.00
1-2120-690-00-1	Other Misc Expense	0.00	0.00	0.00	0.00	0.00
1-2120-690-00-2	Other Misc Expenses	0.00	0.00	0.00	0.00	0.00
1-2130-140-00-1	Health Services	18,000.00	8,882.55	0.00	9,117.45	50.65
1-2130-210-00-1	Health Soc. Sec.	1,400.00	679.52	0.00	720.48	51.46
1-2130-220-00-1	Health Retirement	2,000.00	0.00	0.00	2,000.00	100.00
1-2130-410-00-1	Health Supplies	1,000.00	980.30	0.00	19.70	1.97
1-2190-120-00-2	Pupil Sup Sub Salary	1,500.00	0.00	0.00	1,500.00	100.00
1-2190-140-00-2	Other Pupil Supp Sal	16,500.00	19,908.40	0.00	-3,408.40	-20.65
1-2190-210-00-2	Soc Sec Dist Share	1,600.00	1,513.28	0.00	86.72	5.42
1-2190-220-00-2	Retirement-dist Shar	1,000.00	982.82	0.00	17.18	1.71
1-2190-336-00-2	Gas And Oil	17,000.00	13,759.09	0.00	3,240.91	19.06
1-2190-338-00-2	Bus Repair & Maint	6,200.00	1,736.25	0.00	4,463.75	71.99
1-2190-410-00-2	Supplies	700.00	0.00	0.00	700.00	100.00
1-2190-641-00-2	Vehicle Glass Repair	650.00	0.00	0.00	650.00	100.00
1-2190-670-00-2	Travel & Expenses	2,000.00	1,103.17	0.00	896.83	44.84
1-2190-690-00-2	Other Misc Expenses	5,000.00	6,199.11	0.00	-1,199.11	-23.98
1-2222-110-00-1	Media Elem Salary	36,000.00	29,902.06	0.00	6,097.94	16.93
1-2222-110-00-2	Media High Salary	0.00	0.00	0.00	0.00	0.00
1-2222-120-00-1	Media Subst. Salary	0.00	0.00	0.00	0.00	0.00
1-2222-120-00-2	Substitute Salaries	0.00	0.00	0.00	0.00	0.00
1-2222-140-00-2	Clerical Aide	18,000.00	17,640.25	0.00	359.75	1.99
1-2222-210-00-1	Social Security	2,900.00	2,263.31	0.00	636.69	21.95

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1-2222-210-00-2	Soc Sec-dist Share	1,500.00	1,316.53	0.00	183.47	12.23
1-2222-220-00-1	Retirement	3,700.00	2,935.60	0.00	764.40	20.65
1-2222-220-00-2	Retirement-dist Shar	1,920.00	1,728.99	0.00	191.01	9.94
1-2222-230-00-1	Health Insurance	7,600.00	6,289.90	0.00	1,310.10	17.23
1-2222-230-00-2	Health Insurance	7,915.00	6,593.90	0.00	1,321.10	16.69
1-2222-410-00-1	Supplies	110.00	113.98	0.00	-3.98	-3.61
1-2222-410-00-2	Supplies	1,000.00	373.02	0.00	626.98	62.69
1-2222-430-00-1	Library Books	1,400.00	892.21	0.00	507.79	36.27
1-2222-430-00-2	Library Mat-books	5,100.00	3,067.33	0.00	2,032.67	39.85
1-2222-440-00-1	Periodicals	1,250.00	59.85	0.00	1,190.15	95.21
1-2222-440-00-2	Periodicals	2,000.00	1,086.60	0.00	913.40	45.67
1-2222-450-00-1	Av Materials	0.00	0.00	0.00	0.00	0.00
1-2222-450-00-2	Audio-visual	0.00	0.00	0.00	0.00	0.00
1-2222-460-00-1	Computer Software	4,200.00	1,645.00	0.00	2,555.00	60.83
1-2222-530-00-1	Furniture And Equip	0.00	0.00	0.00	0.00	0.00
1-2222-530-00-2	Furniture & Equip	1,000.00	0.00	0.00	1,000.00	100.00
1-2222-690-00-1	Other Misc Expenses	0.00	0.00	0.00	0.00	0.00
1-2222-690-00-2	Other Misc Expenses	0.00	0.00	0.00	0.00	0.00
1-2310-240-00-0	ALICAP	88,400.00	88,356.00	0.00	44.00	0.04
1-2310-317-00-0	Legal Services	15,000.00	14,178.80	0.00	821.20	5.47
1-2310-319-00-0	Audit	13,800.00	12,644.95	0.00	1,155.05	8.36
1-2310-350-00-0	Advertising And Prin	7,000.00	4,607.58	0.00	2,392.42	34.17
1-2310-410-00-0	Supplies	500.00	0.00	0.00	500.00	100.00
1-2310-630-00-0	Dues And Fees	9,000.00	7,220.00	0.00	1,780.00	19.77
1-2310-670-00-0	Travel And Mileage	2,000.00	1,251.60	0.00	748.40	37.42
1-2310-690-00-0	Other Misc Expenses	500.00	0.00	0.00	500.00	100.00
1-2320-105-00-0	Gen Adm Salary	130,000.00	107,467.50	0.00	22,532.50	17.33
1-2320-110-00-0	Gen Adm Salary	0.00	0.00	0.00	0.00	0.00
1-2320-140-00-0	Clerical Salary	40,000.00	39,547.75	0.00	452.25	1.13
1-2320-210-00-0	Soc Sec-dist Share	13,332.00	10,928.30	0.00	2,403.70	18.02
1-2320-220-00-0	Retirement-dist Shar	16,800.00	14,134.47	0.00	2,665.53	15.86
1-2320-230-00-0	Health Insurance	29,197.00	24,330.50	0.00	4,866.50	16.66
1-2320-290-00-0	Other Emp Benefits	1,500.00	0.00	0.00	1,500.00	100.00
1-2320-290-00-2	Other Emp Benefits	2,400.00	0.00	0.00	2,400.00	100.00
1-2320-410-00-0	Supplies	700.00	608.91	0.00	91.09	13.01
1-2320-530-00-0	Furniture & Equip	500.00	665.32	0.00	-165.32	-33.06
1-2320-630-00-0	Dues & Fees	2,800.00	2,416.50	0.00	383.50	13.69
1-2320-670-00-0	Travel & Expenses	2,800.00	2,310.22	0.00	489.78	17.49
1-2320-690-00-0	Other Misc Expenses	500.00	995.49	0.00	-495.49	-99.09
1-2410-110-00-1	Elem Princ Salary	75,300.00	62,369.12	0.00	12,930.88	17.17
1-2410-110-00-2	Principal Salary	94,100.00	78,617.33	0.00	15,482.67	16.45
1-2410-140-00-1	Clerical Salary	35,000.00	31,164.12	0.00	3,835.88	10.95

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1-2410-140-00-2	Clerical Salary	150.00	617.50	0.00	-467.50	-311.66
1-2410-210-00-1	Social Security	8,600.00	7,047.19	0.00	1,552.81	18.05
1-2410-210-00-2	Soc Sec-dist Share	7,400.00	6,003.68	0.00	1,396.32	18.86
1-2410-220-00-1	Retirement Dist Shar	11,100.00	9,197.11	0.00	1,902.89	17.14
1-2410-220-00-2	Retirement-dist Shar	9,500.00	7,735.50	0.00	1,764.50	18.57
1-2410-230-00-1	Health Insurance	29,197.00	24,330.50	0.00	4,866.50	16.66
1-2410-230-00-2	Health Insurance	21,284.00	17,736.60	0.00	3,547.40	16.66
1-2410-410-00-1	Supplies	0.00	106.88	0.00	-106.88	0.00
1-2410-410-00-2	Supplies	0.00	0.00	0.00	0.00	0.00
1-2410-530-00-1	Furn And Equip	0.00	0.00	0.00	0.00	0.00
1-2410-530-00-2	Furniture & Equip	0.00	0.00	0.00	0.00	0.00
1-2410-630-00-1	Dues And Fees	1,900.00	1,140.00	0.00	760.00	40.00
1-2410-630-00-2	Dues & Fees	1,000.00	1,120.00	0.00	-120.00	-12.00
1-2410-670-00-1	Travel And Mileage	1,500.00	640.98	0.00	859.02	57.26
1-2410-670-00-2	Travel & Expense	1,500.00	2,162.01	0.00	-662.01	-44.13
1-2410-690-00-1	Other Expense	0.00	0.00	0.00	0.00	0.00
1-2410-690-00-2	Other Misc Expense	0.00	0.00	0.00	0.00	0.00
1-2510-140-00-0	Gen Business Support	48,000.00	41,652.68	0.00	6,347.32	13.22
1-2510-210-00-0	Soc Sec-dist Share	4,000.00	3,186.44	0.00	813.56	20.33
1-2510-220-00-0	Retirement-dist Shar	4,800.00	4,104.50	0.00	695.50	14.48
1-2510-230-00-0	Health Insurance	7,912.68	6,593.90	0.00	1,318.78	16.66
1-2510-327-00-0	Lease/rent Photocopy	26,500.00	27,813.31	0.00	-1,313.31	-4.95
1-2510-341-00-0	Postage	9,000.00	3,868.15	0.00	5,131.85	57.02
1-2510-342-00-0	Telephone	11,000.00	11,109.53	0.00	-109.53	-0.99
1-2510-343-00-0	Internet	0.00	0.00	0.00	0.00	0.00
1-2510-410-00-0	Supplies	16,000.00	9,876.48	0.00	6,123.52	38.27
1-2510-530-00-0	Furniture & Equip	0.00	0.00	0.00	0.00	0.00
1-2510-690-00-0	Other	5,500.00	461.49	0.00	5,038.51	91.60
1-2520-550-00-0	Vehicle Acquisition	40,000.00	0.00	0.00	40,000.00	100.00
1-2610-140-00-1	Elem Custod Salary	78,000.00	62,114.63	0.00	15,885.37	20.36
1-2610-140-00-2	Maint & Hi Cust Sals	73,000.00	64,208.56	0.00	8,791.44	12.04
1-2610-210-00-1	Social Security	5,800.00	4,751.77	0.00	1,048.23	18.07
1-2610-210-00-2	Soc Sec-dist Share	6,200.00	4,885.53	0.00	1,314.47	21.20
1-2610-220-00-1	Retirement	7,500.00	5,513.79	0.00	1,986.21	26.48
1-2610-220-00-2	Retirement Dist Shar	7,000.00	5,997.42	0.00	1,002.58	14.32
1-2610-230-00-1	Health Insurance	7,915.00	6,593.90	0.00	1,321.10	16.69
1-2610-230-00-2	Maint & Hs Cust Health Ins	15,826.00	13,187.80	0.00	2,638.20	16.67
1-2610-321-00-1	Fuel	21,000.00	15,966.15	0.00	5,033.85	23.97
1-2610-321-00-2	Fuel	50,000.00	38,553.21	0.00	11,446.79	22.89
1-2610-322-00-1	Electricity	32,000.00	23,189.69	0.00	8,810.31	27.53
1-2610-322-00-2	Electricity	90,000.00	79,072.69	0.00	10,927.31	12.14
1-2610-323-00-1	Water & Sewer & Madrid Elec	500.00	953.61	0.00	-453.61	-90.72

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Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
1-2610-323-00-2	Water & Sewer	35,000.00	1,919.00	0.00	33,081.00	94.51
1-2610-410-00-1	Supplies	19,000.00	12,909.56	0.00	6,090.44	32.05
1-2610-410-00-2	Supplies	31,000.00	24,027.81	0.00	6,972.19	22.49
1-2610-690-00-0	Other Misc Expenses	250.00	50.00	0.00	200.00	80.00
1-2620-140-00-0	Plnt Maint Salaries	47,476.00	39,563.33	0.00	7,912.67	16.66
1-2620-210-00-0	Soc Sec-dist Share	4,000.00	2,967.40	0.00	1,032.60	25.81
1-2620-220-00-0	Retirement-dist Shar	5,700.00	3,908.00	0.00	1,792.00	31.43
1-2620-318-00-0	Contracted Services	97,000.00	75,926.63	0.00	21,073.37	21.72
1-2620-510-00-0	Improvement to Site/Grounds	26,000.00	2,915.04	0.00	23,084.96	88.78
1-2620-530-00-1	Capital Purchases &	4,000.00	0.00	0.00	4,000.00	100.00
1-2620-530-00-2	Capital Purchases &	4,000.00	0.00	0.00	4,000.00	100.00
1-2620-690-10-0	Imp-to Site/fields	7,000.00	2,875.66	0.00	4,124.34	58.91
1-2620-690-15-0	Upkeep-grnds & Bldgs	10,000.00	3,343.85	0.00	6,656.15	66.56
1-2620-690-20-0	Replcemt-plnt Equip	7,500.00	0.00	0.00	7,500.00	100.00
1-2620-690-25-0	School Imp & Emerg	0.00	0.00	0.00	0.00	0.00
1-2620-690-30-0	Miscellaneous	6,000.00	2,323.56	0.00	3,676.44	61.27
1-2750-140-00-0	Reg Bus Dr Salary	92,000.00	82,802.00	0.00	9,198.00	9.99
1-2750-210-00-0	Social Security	7,700.00	6,288.21	0.00	1,411.79	18.33
1-2750-220-00-0	Retirement	9,600.00	7,837.45	0.00	1,762.55	18.35
1-2750-336-00-0	Gas And Oil	35,000.00	25,732.37	0.00	9,267.63	26.47
1-2750-337-00-0	Tires And Parts	6,000.00	3,753.97	0.00	2,246.03	37.43
1-2750-338-00-0	Bus Repairs & Maint	45,000.00	23,640.21	0.00	21,359.79	47.46
1-2750-540-00-0	Bus Acquisition	0.00	0.00	0.00	0.00	0.00
1-2750-641-00-0	Vehicle Glass Repair	2,000.00	195.00	0.00	1,805.00	90.25
1-2750-690-00-1	Miscellaneous	4,000.00	2,284.35	0.00	1,715.65	42.89
1-2760-140-00-2	SPED Transp Salary	500.00	0.00	0.00	500.00	100.00
1-2760-210-00-2	SPED Transp Soc Sec	100.00	0.00	0.00	100.00	100.00
1-2760-220-00-2	SPED Transp Retirement	100.00	0.00	0.00	100.00	100.00
1-2760-332-00-0	SPED Transp Mileage To	500.00	0.00	0.00	500.00	100.00
1-2900-100-00-1	Early Retirement Salary	0.00	0.00	0.00	0.00	0.00
1-2900-210-00-1	Early Retirement Soc Sec	0.00	0.00	0.00	0.00	0.00
1-3500-690-00-1	Ed.innov.grant Elem	0.00	0.00	0.00	0.00	0.00
1-4200-110-00-0	Title I Salary	68,000.00	57,457.68	0.00	10,542.32	15.50
1-4200-140-00-0	Title I Para	13,490.00	11,464.65	0.00	2,025.35	15.01
1-4200-210-00-0	Title I Social Security	6,300.00	5,091.95	0.00	1,208.05	19.17
1-4200-220-00-0	Title I Retirement	8,000.00	6,787.95	0.00	1,212.05	15.15
1-4200-230-00-0	Title I Insurance	27,000.00	24,330.50	0.00	2,669.50	9.88
1-4200-410-00-0	Title I Supplies	600.00	0.00	0.00	600.00	100.00
1-4210-210-00-1	Title I Acct Soc Sec	340.00	275.18	0.00	64.82	19.06
1-4210-220-00-1	Title I Acct Ret	440.00	380.35	0.00	59.65	13.55
1-4210-318-00-1	Title I Accountability Contract	4,400.00	6,800.00	0.00	-2,400.00	-54.54
1-4320-230-00-0	NCLB Insurance	0.00	0.00	0.00	0.00	0.00

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
1-4330-690-00-0	REAP	0.00	0.00	0.00	0.00	0.00
1-4400-110-00	IDEA Part B	0.00	0.00	0.00	0.00	0.00
1-4403-300-00-0	IDEA-BASE School Age	12,000.00	0.00	0.00	12,000.00	100.00
1-4404-110-00-0	IDEA Salary	0.00	0.00	0.00	0.00	0.00
1-4404-210-00-0	IDEA Social Security	0.00	0.00	0.00	0.00	0.00
1-4404-220-00-0	IDEA Retirement	0.00	0.00	0.00	0.00	0.00
1-4404-230-00	IDEA Benefits/Health Ins	0.00	0.00	0.00	0.00	0.00
1-4404-300-00	IDEA Basic/Contract Services	35,886.00	35,886.00	0.00	0.00	0.00
1-4406-300-00	IDEA Preschool	4,313.00	4,314.00	0.00	-1.00	-0.02
1-4410-300-00-0	IDEA Enrollment Proverty	52,000.00	54,273.00	0.00	-2,273.00	-4.37
1-4411-000-00-0	IDEA Part B	0.00	0.00	0.00	0.00	0.00
1-4412-110-00-0	IDEA Nonpublic Salary	0.00	0.00	0.00	0.00	0.00
1-4412-210-00-0	IDEA Nonpublic Soc Sec	0.00	0.00	0.00	0.00	0.00
1-4412-220-00-0	IDEA Nonpublic Retirement	0.00	0.00	0.00	0.00	0.00
1-4412-300-00-0	IDEA Nonpublic Contract	0.00	0.00	0.00	0.00	0.00
1-4450-300-00-0	Medicaid Pupil Services	0.00	0.00	0.00	0.00	0.00
1-4455-690-00-0	Medicaid Administrative	17,000.00	0.00	0.00	17,000.00	100.00
1-4590-110-00	ARRA Instruction Program	0.00	0.00	0.00	0.00	0.00
1-4590-210-00	ARRA Instruction Program	0.00	0.00	0.00	0.00	0.00
1-4590-220-00	ARRA Retirement	0.00	0.00	0.00	0.00	0.00
1-4590-230-00	ARRA Health Ins	0.00	0.00	0.00	0.00	0.00
1-4610-000-00	Stimulus IDEA Part B	0.00	0.00	0.00	0.00	0.00
1-4610-110-00	Stimulus IDEA Salary	0.00	0.00	0.00	0.00	0.00
1-4610-210-00	Stimulus IDEA Social Security	0.00	0.00	0.00	0.00	0.00
1-4610-220-00	Stimulus IDEA Retirement	0.00	0.00	0.00	0.00	0.00
1-4610-510	Site Improvements	0.00	0.00	0.00	0.00	0.00
1-4610-530-00	Stimulus Capital Outlay	0.00	0.00	0.00	0.00	0.00
1-4630-000-00	IDEA Early Childhood	0.00	0.00	0.00	0.00	0.00
1-4810-000-00	Stimulus Title I purchase	0.00	0.00	0.00	0.00	0.00
1-4810-140-00-0	Stimulus Title I Salary	0.00	0.00	0.00	0.00	0.00
1-4810-210-00-0	Stimulus Title I Social Security	0.00	0.00	0.00	0.00	0.00
1-4810-220-00-0	Stimulus Title I Retirement	0.00	0.00	0.00	0.00	0.00
1-4810-410-00-0	Stimulus-supplies	0.00	0.00	0.00	0.00	0.00
1-4990-690-00-0	REAP FUNDS	15,000.00	515.00	0.00	14,485.00	96.56
1-8000-750-00-0	Trans-lunch Gen Supp	50,000.00	50,000.00	0.00	0.00	0.00
1-8000-752-00-0	Act-gen Fund Support	50,000.00	1,000.00	0.00	49,000.00	98.00
1-8000-759-00-0	Transfer Othr Funds	0.00	0.00	0.00	0.00	0.00
1-9000-759-00-0	Blue Cross Ins Received	0.00	0.00	0.00	0.00	0.00
1-9999-999-99-8	Tax Evaluation	9,414.78	9,414.06	0.00	0.72	0.00
1-9999-999-99-9	Budget Adjust-Protect Budget	1,609,025.54	0.00	0.00	1,609,025.54	100.00

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
	1 Current Year Account Totals:	8,288,648.00	5,249,491.62	0.00	3,039,156.38	36.66
	1 FUND Totals:	8,288,648.00	5,249,491.62	0.00	3,039,156.38	36.66

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
2	CAFETERIA FUND					
2-5000-110-00-0	Payroll	0.00	0.00	0.00	0.00	0.00
2-5000-120-00-0	Part Time Salary	8,000.00	4,710.16	0.00	3,289.84	41.12
2-5000-140-00-0	Payroll	84,327.24	84,024.91	0.00	302.33	0.35
2-5000-210-00-0	Social Security	7,500.00	6,148.09	0.00	1,351.91	18.02
2-5000-220-00-0	Retirement	7,500.00	8,273.79	0.00	-773.79	-10.31
2-5000-230-00-0	Health Insurance	35,000.00	32,969.50	0.00	2,030.50	5.80
2-5000-410-00-0	Food Expense	132,000.84	118,147.34	0.00	13,853.50	10.49
2-5000-690-00-0	Other Expense	3,999.26	2,401.49	0.00	1,597.77	39.95
2-8000-750-00-0	Transfer Lunch Fd to Gen Fd	0.00	217,308.37	0.00	-217,308.37	0.00
2 Current Year Account Totals:		278,327.34	473,983.65	0.00	-195,656.31	-70.29
2	FUND Totals:	278,327.34	473,983.65	0.00	-195,656.31	-70.29

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
3	BUILDING FUND					
3-2620-317-00-0	Legal Services	0.00	0.00	0.00	0.00	0.00
3-2620-318-00-0	Contracted Services	0.00	0.00	0.00	0.00	0.00
3-2620-510-00-0	Improvement to Site/Grounds	0.00	0.00	0.00	0.00	0.00
3-5000-610-00-0	Note Principal Repayment	0.00	935,000.00	0.00	-935,000.00	0.00
3-5000-620-00-0	Note Interest Payment	0.00	7,892.50	0.00	-7,892.50	0.00
3-5000-630-00-0	Fees for Services	0.00	0.00	0.00	0.00	0.00
3 Current Year Account Totals:		0.00	942,892.50	0.00	-942,892.50	0.00
3	FUND Totals:	0.00	942,892.50	0.00	-942,892.50	0.00

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
4	DEPRECIATION FUND					
4-2620-318-00-0	Contracted Services	0.00	63,402.38	0.00	-63,402.38	0.00
	4 Current Year Account Totals:	<u>0.00</u>	<u>63,402.38</u>	<u>0.00</u>	<u>-63,402.38</u>	<u>0.00</u>
	4 FUND Totals:	<u>0.00</u>	<u>63,402.38</u>	<u>0.00</u>	<u>-63,402.38</u>	<u>0.00</u>

ALL Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
5	EMPLOYEE BENEFIT FUND					
5-8000-110-00-0	Employee Benefit	0.00	0.00	0.00	0.00	0.00
5-8000-210-00-0	Employee Benefit Social	0.00	0.00	0.00	0.00	0.00
5-8000-500-00-0	Voluntary Separation Payment	0.00	0.00	0.00	0.00	0.00
5 Current Year Account Totals:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
5	FUND Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Report Totals:	<u>8,566,975.34</u>	<u>6,729,770.15</u>	<u>0.00</u>	<u>1,837,205.19</u>	<u>21.44</u>

Payroll Expense Summary

ALL Data

Arranged by:
Account Number

Fund	Account Number	Account Description	Earning	Withholding	Employer
FUND: 1					
	1-1100-110-00-1	Elem Teacher Salary	100,049.68		
	1-1100-110-00-2	Sec Teachers Salary	76,162.72		
	1-1100-120-00-1	Elem Substitute Sal	3,126.18		
	1-1100-120-00-2	Sec Substitute Sal	4,865.40		
	1-1100-210-00-1	Elem Soc Sec-dist			7,583.22
	1-1100-210-00-2	Sec Soc Sec-dist			6,109.85
	1-1100-220-00-1	Elem Reg Retirement			9,337.46
	1-1100-220-00-2	Sec Reg Retirement			6,864.02
	1-1100-230-00-1	Elem Health Insure			26,504.60
	1-1100-230-00-2	Sec.health Insure			15,774.32
	1-1150-110-00-1	LEP Salary	2,497.30		
	1-1150-210-00-1	LEP Social Security			206.00
	1-1150-220-00-1	LEP Retirement			270.00
	1-1160-110-00-1	Poverty Instructional Salary	1,974.85		
	1-1160-140-00-1	Poverty Aides Salary	912.00		
	1-1160-210-00-1	Poverty Instructional Social Securi			220.86
	1-1160-220-00-1	Poverty Instructional Retirement			205.09
	1-1190-110-00-1	Preschool Salary	5,319.48		
	1-1190-140-00-1	Preschool Aide Salaries	2,253.14		
	1-1190-210-00-1	Preschool Social Security			579.31
	1-1190-220-00-1	Preschool Retirement			719.39
	1-1190-230-00-1	Preschool Health Insurance			2,639.68
	1-1200-110-00-1	Spec Ed Teach Salary	4,011.50		
	1-1200-120-00-1	Substitute Salaries	50.75		
	1-1200-140-00-1	Aide Salaries	4,916.44		
	1-1200-210-00-1	Social Security			677.51
	1-1200-220-00-1	Retirement			859.95
	1-1200-230-00-1	Health Insurance			4,411.22
	1-1219-110-00-2	Spec. Ed. Salary	3,525.61		
	1-1219-140-00-2	Aides Salary Sped.	3,193.90		
	1-1219-210-00-2	Soc Sec-dist Share			418.20
	1-1219-220-00-2	Ret . Sped.			613.65
	1-1219-230-00-2	Health Insur Sped.			1,978.17
	1-1450-110-00-2	Voc Ag Salary	5,209.48		
	1-1450-120-00-2	Substitute Salaries	305.10		
	1-1450-210-00-2	Soc Sec-dist Share			410.31
	1-1450-220-00-2	Retirement-dist Shar			494.49
	1-1450-230-00-2	Health Insurance			1,773.66
	1-1460-110-00-2	Family Consumer Ed	3,069.37		
	1-1460-210-00-2	Soc Sec- Dist Share			234.15
	1-1460-220-00-2	Retirement-dist Shar			288.49
	1-1460-230-00-2	Health Insurance			628.99
	1-1470-110-00-2	D-L Spanish Salary	5,294.29		
	1-1470-210-00-2	Social Security			400.49
	1-1470-220-00-2	Retirement			517.94
	1-1470-230-00-2	Health Ins employer paid DL			628.99
	1-2120-110-00-1	Elem Guidance Salary	5,491.80		
	1-2120-110-00-2	Guidance Salary	4,131.68		
	1-2120-210-00-1	Social Security			389.41
	1-2120-210-00-2	Soc Sec-dist Share			275.59
	1-2120-220-00-1	Retirement			508.82

Payroll Expense Summary

ALL Data

Arranged by:
Account Number

Fund	Account Number	Account Description	Earning	Withholding	Employer
	1-2120-220-00-2	Retirement-dist Shar			396.26
	1-2120-230-00-1	Health Insurance			1,773.66
	1-2120-230-00-2	Health Insurance			1,773.66
	1-2130-140-00-1	Health Services	432.55		
	1-2130-210-00-1	Health Soc. Sec.			33.09
	1-2190-140-00-2	Other Pupil Supp Sal	3,913.82		
	1-2190-210-00-2	Soc Sec Dist Share			299.40
	1-2190-220-00-2	Retirement-dist Shar			106.63
	1-2222-110-00-1	Media Elem Salary	3,154.96		
	1-2222-140-00-2	Clerical Aide	1,533.45		
	1-2222-210-00-1	Social Security			238.94
	1-2222-210-00-2	Soc Sec-dist Share			117.31
	1-2222-220-00-1	Retirement			293.56
	1-2222-220-00-2	Retirement-dist Shar			137.99
	1-2222-230-00-1	Health Insurance			628.99
	1-2222-230-00-2	Health Insurance			659.39
	1-2320-105-00-0	Gen Adm Salary	10,746.75		
	1-2320-140-00-0	Clerical Salary	4,162.83		
	1-2320-210-00-0	Soc Sec-dist Share			1,124.92
	1-2320-220-00-0	Retirement-dist Shar			1,441.62
	1-2320-230-00-0	Health Insurance			2,433.05
	1-2410-110-00-1	Elem Princ Salary	6,328.44		
	1-2410-110-00-2	Principal Salary	8,136.33		
	1-2410-140-00-1	Clerical Salary	3,297.05		
	1-2410-210-00-1	Social Security			732.33
	1-2410-210-00-2	Soc Sec-dist Share			616.62
	1-2410-220-00-1	Retirement Dist Shar			930.69
	1-2410-220-00-2	Retirement-dist Shar			773.55
	1-2410-230-00-1	Health Insurance			2,433.05
	1-2410-230-00-2	Health Insurance			1,773.66
	1-2510-140-00-0	Gen Business Support	4,130.29		
	1-2510-210-00-0	Soc Sec-dist Share			315.97
	1-2510-220-00-0	Retirement-dist Shar			407.98
	1-2510-230-00-0	Health Insurance			659.39
	1-2610-140-00-1	Elem Custod Salary	6,926.60		
	1-2610-140-00-2	Maint & Hi Cust Sals	6,238.53		
	1-2610-210-00-1	Social Security			529.88
	1-2610-210-00-2	Soc Sec-dist Share			475.00
	1-2610-220-00-1	Retirement			474.09
	1-2610-220-00-2	Retirement Dist Shar			597.29
	1-2610-230-00-1	Health Insurance			659.39
	1-2610-230-00-2	Maint & Hs Cust Health Ins			1,318.78
	1-2620-140-00-0	Plnt Maint Salaries	3,956.33		
	1-2620-210-00-0	Soc Sec-dist Share			296.22
	1-2620-220-00-0	Retirement-dist Shar			390.80
	1-2750-140-00-0	Reg Bus Dr Salary	6,232.00		
	1-2750-210-00-0	Social Security			476.76
	1-2750-220-00-0	Retirement			585.55
	1-4200-110-00-0	Title I Salary	6,709.38		
	1-4200-140-00-0	Title I Para	810.30		
	1-4200-210-00-0	Title I Social Security			569.94
	1-4200-220-00-0	Title I Retirement			712.64

Payroll Expense Summary

ALL Data

Arranged by:
Account Number

Fund	Account Number	Account Description	Earning	Withholding	Employer
	1-4200-230-00-0	Title I Insurance			2,433.05
	1-931	Payable Account		-96,289.81	
FUND 1 Totals:			313,070.28	-96,289.81	122,144.93
FUND: 2					
	2-5000-120-00-0	Part Time Salary	326.70		
	2-5000-140-00-0	Payroll	7,628.04		
	2-5000-210-00-0	Social Security			599.95
	2-5000-220-00-0	Retirement			733.25
	2-5000-230-00-0	Health Insurance			3,296.95
	2-931	Payable Account		-2,075.66	
FUND 2 Totals:			7,954.74	-2,075.66	4,630.15
Report Totals:			321,025.02	-98,365.47	126,775.08

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
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Checks Available to Print

1 - GENERAL

10691		06/13/2018	BARR	Barr Sprinkler Systems service call		456.00
					Check Total	456.00
					Vendor Total	456.00
06152018		06/13/2018	FRENCHMAN	Frenchman Valley Co-op gas, chemical		2,606.21
					Check Total	2,606.21
					Vendor Total	2,606.21
1934		06/13/2018	2020TECH	2020 Technologies telephone & support		423.17
					Check Total	423.17
					Vendor Total	423.17
06152018		06/13/2018	ADAMLUMB	Adams Lumber nailer, lumber, paint		798.50
					Check Total	798.50
					Vendor Total	798.50
2AFLAC12.295		06/13/2018	AFLAC12	American Family Life June 2018 Paroll		2,017.97
2AMFA.295		06/13/2018		June 2018 Paroll		348.94
					Check Total	2,366.91
					Vendor Total	2,366.91
06152018		06/13/2018	AMAZON	Amazon classroom supplies, books		2,196.66
					Check Total	2,196.66
					Vendor Total	2,196.66
1346		06/13/2018	AMPLIFY	Amplify DIBELS software		3,352.50
					Check Total	3,352.50
					Vendor Total	3,352.50
453		06/13/2018	APERTEДУ	Aperture Education classroom supplies		1,000.00
					Check Total	1,000.00
					Vendor Total	1,000.00
26788		06/13/2018	AUSTPLAS	Austin Plastics supplies		45.90
					Check Total	45.90

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
					Vendor Total	45.90
6/18-1		06/13/2018	BHE4317	Black Hills Energy gas		222.81
					Check Total	222.81
					Vendor Total	222.81
6/18-2		06/13/2018	BHE4318	Black Hills Energy gas		2,552.92
					Check Total	2,552.92
					Vendor Total	2,552.92
6/18-3		06/13/2018	BHE4319	Black Hills Energy gas		535.80
					Check Total	535.80
					Vendor Total	535.80
6/18-4		06/13/2018	BHE4479	Black Hills Energy gas		257.70
					Check Total	257.70
					Vendor Total	257.70
6/18-5		06/13/2018	BHE5611	Black Hills Energy gas		284.37
					Check Total	284.37
					Vendor Total	284.37
6/18-6		06/13/2018	BHE9834	Black Hills Energy gas		116.10
					Check Total	116.10
					Vendor Total	116.10
6/18-7		06/13/2018	BHE9835	Black Hills Energy gas		1,486.90
					Check Total	1,486.90
					Vendor Total	1,486.90
06152018		06/13/2018	BLUECR01	Blue Cross/Blue Shield 10 month emee prem		906.51
3DENTAL.295		06/13/2018		June 2018 Paroll		5,804.08
3HEAL.295		06/13/2018		June 2018 Paroll		65,081.62
					Check Total	71,792.21
					Vendor Total	71,792.21
652450		06/13/2018	BMIEDUC	BMI Educational Services Inc classroom supplies		324.77
					Check Total	324.77

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
					Vendor Total	324.77
1811 & 18832		06/13/2018	CARLELEC	Carlson Electric repairs		910.49
					Check Total	910.49
					Vendor Total	910.49
6/18 ES		06/13/2018	CITYOFGR	City Of Grant ES utilities		3,041.86
6/18 HS		06/13/2018		HS utilities		7,108.70
					Check Total	10,150.56
					Vendor Total	10,150.56
2GARNSEDGC.2 95		06/13/2018	CLKSEDGCT	Clerk Sedgwick Co. Combined Court June 2018 Paroll		216.54
					Check Total	216.54
					Vendor Total	216.54
06152018		06/14/2018	COMFORTIN	Comfort Inn Babbitt motel		314.85
					Check Total	314.85
					Vendor Total	314.85
06152018		06/13/2018	COUNTRY SU	Country Supply post hole digger, sprinklers		397.20
					Check Total	397.20
					Vendor Total	397.20
06152018		06/13/2018	CRAIJEFF	Jeff Craig reimb for bus permit		7.50
					Check Total	7.50
					Vendor Total	7.50
25889		06/13/2018	CREATEAC	Creative Teacher classroom supplies		87.90
					Check Total	87.90
					Vendor Total	87.90
36083		06/13/2018	DATASHIELD	Datashield shredding		120.90
					Check Total	120.90
					Vendor Total	120.90
245409A		06/13/2018	DECKEREQ	Decker Equipment maintenance supplies		159.61
					Check Total	159.61

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
					Vendor Total	159.61
9420505		06/13/2018	DICKBLICK	Blick Art Materials classroom supplies		258.84
					Check Total	258.84
					Vendor Total	258.84
06152018		06/13/2018	EAKES	Eakes Office Solutions classroom supplies, ofc sup		4,078.93
					Check Total	4,078.93
					Vendor Total	4,078.93
			EFTPS	EFTPS Payroll Deposit		
2FICA.295		06/13/2018		June 2018 Paroll		18,909.02
2FICM.295		06/13/2018		June 2018 Paroll		4,422.26
2USIT.295		06/13/2018		June 2018 Paroll		22,204.14
3FICA.295		06/13/2018		June 2018 Paroll		18,909.02
3FICM.295		06/13/2018		June 2018 Paroll		4,422.26
					Check Total	68,866.70
					Vendor Total	68,866.70
			ESU16	ESU #16		
4824		06/13/2018		SRS fee		817.00
4825		06/13/2018		workshop		50.00
4826		06/13/2018		HAL		292.75
					Check Total	1,159.75
					Vendor Total	1,159.75
			FRIEDEAN	Dean Friedel		
06152018		06/13/2018		reimb for mileage		189.00
					Check Total	189.00
					Vendor Total	189.00
			FRIESEN	Friesen Welding & Repair		
06152018		06/13/2018		welding		112.60
					Check Total	112.60
					Vendor Total	112.60
			GLOBFLEET	Global Fleet Fuel Card		
06152018		06/13/2018		fuel		137.00
					Check Total	137.00
					Vendor Total	137.00
			GRANTRIB	Grant Tribune/Johnson Publications		
06152018		06/13/2018		legal proceedings		133.77
					Check Total	133.77
					Vendor Total	133.77

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	PO Date	Manual Check Number	Amount
06152018		06/13/2018	GREAPL02	Great Plains Communications	06/13/2018		972.86
				telephone			972.86
						Check Total	972.86
						Vendor Total	972.86
			HATCSUPE	Hatch's Super Foods			
2468 6/18		06/13/2018		classroom supplies	06/13/2018		8.60
6002 6/18		06/13/2018		supplies	06/13/2018		11.76
6005 6/18		06/13/2018		classroom supplies	06/13/2018		2.31
6060 6/18		06/13/2018		supplies	06/13/2018		4.30
6070 6/18		06/13/2018		classroom supplies	06/13/2018		6.27
7005 6/18		06/13/2018		maintenance sup, staff dev	06/13/2018		135.25
7010 6/18		06/13/2018		classroom supplies	06/13/2018		186.17
						Check Total	354.66
						Vendor Total	354.66
			HI-LINE	Hi-Line Cooperative inc			
06152018		06/13/2018		gas	06/13/2018		98.24
						Check Total	98.24
						Vendor Total	98.24
			HOMETOWNL	Hometown Leasing			
06152018		06/13/2018		copier rental	06/13/2018		738.00
						Check Total	738.00
						Vendor Total	738.00
			IDEALLIN	Ideal Linen Supply			
796714		06/13/2018		mops, mats	06/13/2018		185.99
799380		06/13/2018		mops, mats	06/13/2018		138.22
802146		06/13/2018		mops, mats	06/13/2018		143.43
807094		06/13/2018		mops, mats	06/13/2018		138.94
						Check Total	606.58
						Vendor Total	606.58
			IN & OUT	In & Out			
06152018		06/13/2018		gas, meals	06/13/2018		1,651.47
						Check Total	1,651.47
						Vendor Total	1,651.47
			KSBSCHOOL	KSB School Law			
4715		06/13/2018		legal services	06/13/2018		114.00
						Check Total	114.00
						Vendor Total	114.00
			LAGLJANE	Janet Lagler			
06152018		06/13/2018		reimb for bus permit	06/13/2018		7.50
						Check Total	7.50

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
					Vendor Total	7.50
7067448		06/13/2018	LAMPOGR	Lampo Group Finanace textbooks		137.45
					Check Total	137.45
					Vendor Total	137.45
1200800-1		06/13/2018	LEARNWO	Learning Without Tears classroom supplies		822.25
					Check Total	822.25
					Vendor Total	822.25
2LEGALSH.295		06/13/2018	LEGALSHIEL	LegalShield June 2018 Paroll		182.93
					Check Total	182.93
					Vendor Total	182.93
061518		06/13/2018	LONGNICO	Nicole Long reissue cks #9922 & #10083		37.67
06152018		06/13/2018		reimb for meals		136.17
					Check Total	173.84
					Vendor Total	173.84
06152018		06/13/2018	MAR'S	Mar's Service Center Inc service van & gator		149.61
					Check Total	149.61
					Vendor Total	149.61
2MG403B.295		06/13/2018	MGTRUST	MG Trust Company June 2018 Paroll		500.00
2MG403ROTH.2 95		06/13/2018		June 2018 Paroll		3,445.00
					Check Total	3,945.00
					Vendor Total	3,945.00
06152018		06/13/2018	NAPAAUTO	Imperial NAPA supplies		10.98
					Check Total	10.98
					Vendor Total	10.98
44510		06/13/2018	NASB	Nebraska Association of School Boards school law reg		465.00
					Check Total	465.00
					Vendor Total	465.00
995218		06/13/2018	NASCO	Nasco classroom supplies		75.90

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
					Check Total	75.90
					Vendor Total	75.90
			NCSA	NCSA		
53980		06/13/2018		Data Conf reg		130.00
54945		06/14/2018		Babbitt NCE conf		480.00
					Check Total	610.00
					Vendor Total	610.00
			NEBRDEPT	Nebraska Depart. Of Revenue		
2NEIT.295		06/13/2018		June 2018 Paroll		9,861.65
					Check Total	9,861.65
					Vendor Total	9,861.65
			NEBRRETI	Nebraska Retirement System		
2NTRT.295		06/13/2018		June 2018 Paroll		27,651.41
3NTRT.295		06/13/2018		June 2018 Paroll		27,927.95
					Check Total	55,579.36
					Vendor Total	55,579.36
			NEBRSAFE	Nebraska Safety & Fire Equip.		
06152018		06/13/2018		relay repairs		1,303.00
					Check Total	1,303.00
					Vendor Total	1,303.00
			NPPD	Nebraska Public Power District		
06152018		06/13/2018		Madrid electricity		34.21
					Check Total	34.21
					Vendor Total	34.21
			NRCSA	Nebraska Rural Community Schools Association		
2018 Plan Sup		06/13/2018		Planning support		1,237.54
					Check Total	1,237.54
					Vendor Total	1,237.54
			NWEA	NWEA		
2675		06/13/2018		classroom supplies		1,262.50
					Check Total	1,262.50
					Vendor Total	1,262.50
			ORIETRAD	Oriental Trading Company		
689953683-01		06/13/2018		classroom supplies		77.44
689953807-01		06/13/2018		classroom supplies		85.95
689953889-01		06/13/2018		classroom supplies		160.95
					Check Total	324.34
					Vendor Total	324.34

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	PO Date	Manual Check Number	Amount
124664		06/13/2018	PAULSEN	Paulsen Inc crushed concrete	06/13/2018		1,645.77
						Check Total	1,645.77
						Vendor Total	1,645.77
2BCBS.295		06/13/2018	PCSBCBS	Perkins County Schools June 2018 Paroll	06/13/2018		975.39
						Check Total	975.39
						Vendor Total	975.39
06152018		06/13/2018	PCSTRANS	PCS Transaction Cash field trips	06/13/2018		587.00
						Check Total	587.00
						Vendor Total	587.00
06152018		06/13/2018	PERKCOHE	Perkins Co. Health Services bus physicals	06/13/2018		261.00
						Check Total	261.00
						Vendor Total	261.00
06152018		06/13/2018	PHILPICQ	Phillip Picquet reimb for parking	06/13/2018		22.00
						Check Total	22.00
						Vendor Total	22.00
06152018		06/13/2018	PINNVISA	Pinnacle Bank meals, supplies	06/13/2018		267.39
						Check Total	267.39
						Vendor Total	267.39
330625961		06/13/2018	PITNEY	Pitney Bowes machine rental	06/13/2018		30.00
						Check Total	30.00
						Vendor Total	30.00
06152018		06/13/2018	PUBPAYCTR	Publisher Processing Center 2 yr Wood Mag sub	06/13/2018		79.93
						Check Total	79.93
						Vendor Total	79.93
many		06/13/2018	REALGOOD	Really Good Stuff, Inc. classroom supplies	06/13/2018		1,763.94
						Check Total	1,763.94
						Vendor Total	1,763.94
201867549		06/13/2018	RECOUNLI	Recognition Unlimited plaque	06/13/2018		173.44

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
201867604		06/13/2018		engraving		39.55
					Check Total	212.99
					Vendor Total	212.99
5510 & 5454		06/13/2018	REESMECH	Reese Mechanical repairs		3,732.16
					Check Total	3,732.16
					Vendor Total	3,732.16
488683		06/13/2018	SCHOOLMATE	SchoolMate planners		457.50
					Check Total	457.50
					Vendor Total	457.50
12831430		06/13/2018	SCHOOUTFIT	School Outfitters classroom supplies		207.00
					Check Total	207.00
					Vendor Total	207.00
many		06/13/2018	SCHOSP02	School Specialty Inc. classroom supplies, office sup		7,209.16
					Check Total	7,209.16
					Vendor Total	7,209.16
308103000004		06/13/2018	SCHOSP03	School Specialty/Classroom Direct classroom supplies		1,192.37
308103003214		06/13/2018		classroom supplies		39.98
					Check Total	1,232.35
					Vendor Total	1,232.35
2LTD.295		06/13/2018	T & T MAR	Principal Life Group June 2018 Paroll		461.21
					Check Total	461.21
					Vendor Total	461.21
5987146		06/13/2018	TEACCREA	Teacher Created Resources classroom supplies		80.86
5987153		06/13/2018		classroom supplies		19.95
					Check Total	100.81
					Vendor Total	100.81
P468684200010		06/13/2018	TEACDIRECT	Teacher Direct classroom supplies		95.68
P468686100028		06/13/2018		classroom supplies		140.96
					Check Total	236.64
					Vendor Total	236.64

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
			TEACDISC	Teacher's Discovery		
122425		06/13/2018		06/13/2018	classroom supplies	214.28
122426		06/13/2018		06/13/2018	classroom supplies	83.90
					Check Total	298.18
					Vendor Total	298.18
			TYCOINTE	Tyco Integrated Security		
30376689		06/13/2018		06/13/2018	service chg for bal due	49.47
					Check Total	49.47
					Vendor Total	49.47
			USGAMES	US Games		
902233176		06/13/2018		06/13/2018	PE supplies	643.97
902248589		06/13/2018		06/13/2018	PE supplies	1,107.17
					Check Total	1,751.14
					Vendor Total	1,751.14
			USPOSTALS	U.S. Postal Service		
06152018		06/13/2018		06/13/2018	P. O. Box fee	208.00
					Check Total	208.00
					Vendor Total	208.00
			VIAERO	Viaero		
06152018		06/13/2018		06/13/2018	cell phones	114.06
					Check Total	114.06
					Vendor Total	114.06
			VISIONSP	Vision Service Plan (CT)		
2VSPVISION.295		06/13/2018		06/13/2018	June 2018 Paroll	372.35
					Check Total	372.35
					Vendor Total	372.35
			WAGEWORKS	WageWorks, Inc.		
2CAFE.295		06/13/2018		06/13/2018	June 2018 Paroll	2,035.00
2DCARE.295		06/13/2018		06/13/2018	June 2018 Paroll	2,686.00
					Check Total	4,721.00
					Vendor Total	4,721.00
			WFBUSMC	Payment Remittance Center		
06152018		06/13/2018		06/13/2018	classroom supplies, gas	1,494.70
					Check Total	1,494.70
					Vendor Total	1,494.70
			WOODJOUR	Woodworker's Journal		
0652018		06/13/2018		06/13/2018	3 yr sub	29.95
					Check Total	29.95

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
Vendor Total						29.95
9263420-3		06/13/2018	WOODSUPP	Woodworker's Supply classroom supplies		58.58
Check Total						58.58
Vendor Total						58.58
06152018		06/13/2018	WWADMINFEE	WageWorks admin fee		188.00
Check Total						188.00
Vendor Total						188.00
349764		06/13/2018	YANDAS	Yandas Music instrument repair		20.00
Check Total						20.00
Vendor Total						20.00
1091091		06/13/2018	YOUTLIGH	Youth Light, Inc. supplies		105.32
Check Total						105.32
Vendor Total						105.32
1 - GENERAL Totals:						287,733.43
2 - CAFETERIA FUND						
3DENTAL.295		06/13/2018	BLUECR01	Blue Cross/Blue Shield June 2018 Paroll		257.30
3HEAL.295		06/13/2018		June 2018 Paroll		3,039.65
Check Total						3,296.95
Vendor Total						3,296.95
6/18 ACT		06/13/2018	CASHWA	Cash-Wa Distributing food expense		768.03
6/18 ES		06/13/2018		ES food expense		1,388.27
6/18 HS		06/13/2018		HS food expense		1,892.25
Check Total						4,048.55
Vendor Total						4,048.55
2GARNCREDI.295		06/13/2018	CREDITMAN	Credit Management Services Inc June 2018 Paroll		374.57
5						
Check Total						374.57
Vendor Total						374.57
2FICA.295		06/13/2018	EFTPS	EFTPS Payroll Deposit June 2018 Paroll		486.23
2FICM.295		06/13/2018		June 2018 Paroll		113.72
2USIT.295		06/13/2018		June 2018 Paroll		176.45
3FICA.295		06/13/2018		June 2018 Paroll		486.23

Preliminary Check Register

Check Date Invoice	DD	Check Number Invoice Date	Vendor ID PO Number	Vendor Name Description	Manual Check Number	Amount
3FICM.295		06/13/2018		June 2018 Paroll		113.72
					Check Total	1,376.35
					Vendor Total	1,376.35
2410 6/18		06/13/2018	HATCSUPE	Hatch's Super Foods food expense		294.90
					Check Total	294.90
					Vendor Total	294.90
2NEIT.295		06/13/2018	NEBRDEPT	Nebraska Depart. Of Revenue June 2018 Paroll		86.27
					Check Total	86.27
					Vendor Total	86.27
2NTRT.295		06/13/2018	NEBRRETI	Nebraska Retirement System June 2018 Paroll		725.99
3NTRT.295		06/13/2018		June 2018 Paroll		733.25
					Check Total	1,459.24
					Vendor Total	1,459.24
2BCBS.295		06/13/2018	PCSB CBS	Perkins County Schools June 2018 Paroll		112.43
					Check Total	112.43
					Vendor Total	112.43
06152018		06/13/2018	SNA	SNA Klima dues		48.50
					Check Total	48.50
					Vendor Total	48.50
5/18 HS		06/13/2018	THOMPSON	The Thompson Co HS food expenses		340.16
					Check Total	340.16
					Vendor Total	340.16
					2 - CAFETERIA FUND Totals:	11,437.92
					Total of Checks Available to Print:	299,171.35
					Report Total:	299,171.35

Receipt Journal

Receipt Number	Receipt Date	Description	Received From	Total	Sales Tax	Amount Less Tax
Line	Activity	Name		Amount		
Journal Number: 261			May 2018			Posted: 06/04/2018 01:40:12 PM
000000	05/01/2018	flowers reimb.	Seniors			
1		1019 Class of 2018 Seniors		123.50	0.00	123.50
			Receipt Totals:	123.50	0.00	123.50
000000	05/02/2018	daughter/father dance	Patrons			
1		3003 Student Council-HS		515.00	0.00	515.00
			Receipt Totals:	515.00	0.00	515.00
000000	05/02/2018	plants	Patrons			
1		3005 FFA		298.00	0.00	298.00
			Receipt Totals:	298.00	0.00	298.00
000000	05/02/2018	rebate	Box tops			
1		6050 Box Tops-Title I		107.60	0.00	107.60
			Receipt Totals:	107.60	0.00	107.60
000000	05/02/2018	project	Student			
1		5001 I.A.		50.00	0.00	50.00
2		5001 I.A.		775.00	0.00	775.00
			Receipt Totals:	825.00	0.00	825.00
000000	05/02/2018	yearbook	Student			
1		5017 Annual		40.00	0.00	40.00
			Receipt Totals:	40.00	0.00	40.00
000000	05/02/2018	state BB picture	Athlete			
1		6006 Miscellaneous		15.00	0.00	15.00
			Receipt Totals:	15.00	0.00	15.00
000000	05/04/2018	timer rent	McCook Schools			
1		4018 Technology/Software		200.00	0.00	200.00
			Receipt Totals:	200.00	0.00	200.00
000000	05/04/2018	wrestling reimb.	SPVA			
1		2009 Wrestling-HS		75.40	0.00	75.40
			Receipt Totals:	75.40	0.00	75.40
000000	05/07/2018	plants	Patrons			
1		3005 FFA		1322.00	0.00	1322.00
			Receipt Totals:	1322.00	0.00	1322.00
000000	05/09/2018	state picture	PCS Boys BB			
1		6006 Miscellaneous		60.00	0.00	60.00
			Receipt Totals:	60.00	0.00	60.00
000000	05/09/2018	flowers	Seniors			
1		1019 Class of 2018 Seniors		193.50	0.00	193.50

Receipt Journal

Receipt Number	Receipt Date	Description	Received From	Total	Sales Tax	Amount Less Tax
Line	Activity	Name		Amount		
Receipt Totals:				193.50	0.00	193.50
000000	05/09/2018	flower	Senior			
1		1019 Class of 2018 Seniors		13.00	0.00	13.00
2		1019 Class of 2018 Seniors		14.00	0.00	14.00
3		1019 Class of 2018 Seniors		13.00	0.00	13.00
Receipt Totals:				40.00	0.00	40.00
000000	05/09/2018	wood projects	Students			
1		5001 I.A.		110.00	0.00	110.00
2		5001 I.A.		240.00	0.00	240.00
3		5001 I.A.		100.00	0.00	100.00
4		5001 I.A.		194.75	0.00	194.75
5		5001 I.A.		188.50	0.00	188.50
6		5001 I.A.		136.75	0.00	136.75
7		5001 I.A.		67.00	0.00	67.00
Receipt Totals:				1037.00	0.00	1037.00
000000	05/09/2018	book fine	Student			
1		6025 Always for Kids		17.60	0.00	17.60
Receipt Totals:				17.60	0.00	17.60
000000	05/09/2018	plants	Patrons			
1		3005 FFA		181.00	0.00	181.00
2		3005 FFA		20.00	0.00	20.00
Receipt Totals:				201.00	0.00	201.00
000000	05/09/2018	flowers	Senior			
1		1019 Class of 2018 Seniors		64.00	0.00	64.00
Receipt Totals:				64.00	0.00	64.00
000000	05/09/2018	yearbooks	Patron			
1		5017 Annual		80.00	0.00	80.00
Receipt Totals:				80.00	0.00	80.00
000000	05/14/2018	fine	Student			
1		6030 Office Revenue		1.00	0.00	1.00
2		6080 Laptop		75.00	0.00	75.00
Receipt Totals:				76.00	0.00	76.00
000000	05/14/2018	pop sales	Staff			
1		6003 Faculty Lounge-Elem & MS		38.00	0.00	38.00
2		6003 Faculty Lounge-Elem & MS		53.90	0.00	53.90
Receipt Totals:				91.90	0.00	91.90
000000	05/14/2018	concessions	Patron			
1		4012 Concession Stand		84.25	0.00	84.25
Receipt Totals:				84.25	0.00	84.25

Receipt Journal

Receipt Number	Receipt Date	Description	Received From	Total	Sales Tax	Amount Less Tax
Line	Activity	Name		Amount		
000000	05/14/2018	finer	students			
1	6040	Lock Fee		10.00	0.00	10.00
2	6025	Always for Kids		1.75	0.00	1.75
Receipt Totals:				11.75	0.00	11.75
000000	05/15/2018	yearbooks	Students			
1	5017	Annual		160.00	0.00	160.00
Receipt Totals:				160.00	0.00	160.00
000000	05/15/2018	rebate	Great American			
1	1023	Class of 2022-8th Grade		20.40	0.00	20.40
Receipt Totals:				20.40	0.00	20.40
000000	05/16/2018	finer	Students			
1	6040	Lock Fee		5.00	0.00	5.00
2	6040	Lock Fee		5.00	0.00	5.00
3	6040	Lock Fee		5.00	0.00	5.00
Receipt Totals:				15.00	0.00	15.00
000000	05/16/2018	finer	Student			
1	6025	Always for Kids		1.25	0.00	1.25
2	6025	Always for Kids		2.25	0.00	2.25
3	6025	Always for Kids		2.00	0.00	2.00
4	6080	Laptop		145.00	0.00	145.00
5	6025	Always for Kids		3.50	0.00	3.50
Receipt Totals:				154.00	0.00	154.00
000000	05/17/2018	plants	Patron			
1	3005	FFA		56.00	0.00	56.00
2	3005	FFA		15.00	0.00	15.00
Receipt Totals:				71.00	0.00	71.00
000000	05/23/2018	wood projects	students			
1	5001	I.A.		36.00	0.00	36.00
2	5001	I.A.		10.00	0.00	10.00
3	5001	I.A.		141.00	0.00	141.00
Receipt Totals:				187.00	0.00	187.00
000000	05/17/2018	dues	Students			
1	1022	Class of 2021-Freshmen		20.00	0.00	20.00
2	1022	Class of 2021-Freshmen		40.00	0.00	40.00
3	1021	Class of 2020-Sophomores		20.00	0.00	20.00
4	1020	Class of 2019 Juniors		12.50	0.00	12.50
5	1020	Class of 2019 Juniors		25.00	0.00	25.00
6	1021	Class of 2020-Sophomores		20.00	0.00	20.00
7	1022	Class of 2021-Freshmen		20.00	0.00	20.00
Receipt Totals:				157.50	0.00	157.50

Receipt Journal

Receipt Number	Receipt Date	Description	Received From	Total	Sales Tax	Amount Less Tax
Line	Activity	Name		Amount		
000000	05/17/2018	t-shirts	Student			
1		3006 FCCLA		13.00	0.00	13.00
Receipt Totals:				13.00	0.00	13.00
000000	05/17/2018	library books	Student			
1		5003 Library-HS		5.00	0.00	5.00
2		5003 Library-HS		17.00	0.00	17.00
Receipt Totals:				22.00	0.00	22.00
000000	05/23/2018	fines	Student			
1		6025 Always for Kids		0.75	0.00	0.75
2		6080 Laptop		15.00	0.00	15.00
3		6040 Lock Fee		20.00	0.00	20.00
4		2001 FB-High School		10.00	0.00	10.00
5		6040 Lock Fee		5.00	0.00	5.00
6		6080 Laptop		25.00	0.00	25.00
7		6025 Always for Kids		17.50	0.00	17.50
8		6080 Laptop		30.00	0.00	30.00
9		2009 Wrestling-HS		10.00	0.00	10.00
Receipt Totals:				133.25	0.00	133.25
000000	05/17/2018	tshirts	Paras			
1		6006 Miscellaneous		161.10	0.00	161.10
Receipt Totals:				161.10	0.00	161.10
000000	05/17/2018	wood projects	Students			
1		5001 I.A.		15.00	0.00	15.00
2		5001 I.A.		36.00	0.00	36.00
3		5001 I.A.		75.00	0.00	75.00
4		5001 I.A.		134.06	0.00	134.06
Receipt Totals:				260.06	0.00	260.06
000000	05/17/2018	class dues	Students			
1		1020 Class of 2019 Juniors		12.50	0.00	12.50
2		1021 Class of 2020-Sophomores		40.00	0.00	40.00
Receipt Totals:				52.50	0.00	52.50
000000	05/17/2018	concession items	Students/Staff			
1		4012 Concession Stand		308.05	0.00	308.05
Receipt Totals:				308.05	0.00	308.05
000000	05/18/2018	oil & reeds	Student			
1		5005 Music-Instrumental		15.00	0.00	15.00
Receipt Totals:				15.00	0.00	15.00
000000	05/18/2018	pop sales	Staff			
1		6003 Faculty Lounge-Elem & MS		48.40	0.00	48.40

Receipt Journal

Receipt Number	Receipt Date	Description	Received From	Total	Sales Tax	Amount Less Tax
Line	Activity	Name		Amount		
			Receipt Totals:	48.40	0.00	48.40
000000	05/21/2018	concessions	Staff			
1		4012 Concession Stand		216.65	0.00	216.65
			Receipt Totals:	216.65	0.00	216.65
000000	05/21/2018	plants	Patron			
1		3005 FFA		34.00	0.00	34.00
			Receipt Totals:	34.00	0.00	34.00
000000	05/21/2018	lock fee	Student			
1		6040 Lock Fee		5.00	0.00	5.00
			Receipt Totals:	5.00	0.00	5.00
000000	05/22/2018	leroy pizza party	General Fund			
1		6006 Miscellaneous		39.95	0.00	39.95
			Receipt Totals:	39.95	0.00	39.95
000000	05/30/2018	plants	Patrons			
1		3005 FFA		16.00	0.00	16.00
2		3005 FFA		36.00	0.00	36.00
			Receipt Totals:	52.00	0.00	52.00
000000	05/30/2018	entry fees	Sedwick Schools			
1		2014 Track-Middle School		80.00	0.00	80.00
2		2009 Wrestling-HS		68.00	0.00	68.00
			Receipt Totals:	148.00	0.00	148.00
000000	05/31/2018	interest earned	Adams Bank			
1		6090 Interest Earned		72.07	0.00	72.07
			Receipt Totals:	72.07	0.00	72.07
			Journal Totals:	7824.43	0.00	7824.43

Revenue Budget Report

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
1	GENERAL				
1-1110	Taxes	5,134,434.00	3,974,401.45	1,160,032.55	22.59
1-1115	Carline Tax	150.00	232.74	-82.74	-55.16
1-1120	Public Power Distrcit Sales Tax	60,000.00	62,531.83	-2,531.83	-4.21
1-1125	Motor Vehicle Fees	295,000.00	259,050.32	35,949.68	12.18
1-1210	Tuition Received D-L Spanish	70,000.00	45,680.50	24,319.50	34.74
1-1216	Dual Credit	0.00	3,432.00	-3,432.00	0.00
1-1310	Trans Other District	0.00	0.00	0.00	0.00
1-1320	Transportation Regular	0.00	0.00	0.00	0.00
1-1410	Interest	1,500.00	922.94	577.06	38.47
1-1610	License Fees	2,200.00	2,070.00	130.00	5.90
1-1990	Other Local Receipts	1,000.00	987.38	12.62	1.26
1-2110	County Fees/license	0.00	726.17	-726.17	0.00
1-2130	Other County Receipt	0.00	0.00	0.00	0.00
1-2210	ESU Receipts	11,000.00	0.00	11,000.00	100.00
1-3110	State Aid	0.00	47,592.00	-47,592.00	0.00
1-3120	Special Education	170,000.00	163,877.00	6,123.00	3.60
1-3125	Sped Transportation	0.00	2,100.00	-2,100.00	0.00
1-3130	Homestead Exemption	16,000.00	10,913.34	5,086.66	31.79
1-3131	Property Tax Credit	180,000.00	513,973.51	-333,973.51	-185.54
1-3135	High Ability Learners	4,100.00	4,390.00	-290.00	-7.07
1-3150	School Lunch State	0.00	0.00	0.00	0.00
1-3165	Birth to Age 5 SPED	0.00	0.00	0.00	0.00
1-3180	Prorate Mtr Vehicle	8,200.00	7,119.56	1,080.44	13.17
1-3200	State Apportionment	85,000.00	97,195.80	-12,195.80	-14.34
1-3300	In-lieu tax NPPD 1957	577.80	577.80	0.00	0.00
1-3400	Insurance Prem Tax	0.00	0.00	0.00	0.00
1-3500	State Lottery Grant	0.00	0.00	0.00	0.00
1-3512	Eec Quality Ed Grant	0.00	19,276.92	-19,276.92	0.00
1-3540	Early Childhood Tuition	18,000.00	20,680.00	-2,680.00	-14.88
1-3550	Grant Money	0.00	3,505.50	-3,505.50	0.00
1-3990	Other State Approp.	0.00	0.00	0.00	0.00
1-4100	Title I 2003 Carryover	0.00	0.00	0.00	0.00
1-4200	Title I	35,000.00	46,261.85	-11,261.85	-32.17
1-4210	Title I Accountability	0.00	9,443.81	-9,443.81	0.00
1-4300	Title II Part A NCLB T & P Train	0.00	0.00	0.00	0.00
1-4310	Title IIA	0.00	500.00	-500.00	0.00
1-4404	IDEA Base Allocation	35,886.00	35,886.00	0.00	0.00
1-4406	IDEA Preschool	4,314.00	4,314.00	0.00	0.00
1-4410	IDEA Enrollment-Poverty	51,841.00	54,273.00	-2,432.00	-4.69
1-4412	IDEA Nonpublic	0.00	0.00	0.00	0.00
1-4420	SPED Base Funding	0.00	0.00	0.00	0.00
1-4450	Medicaid Payments (MIPS)	600.00	97.06	502.94	83.82
1-4455	Medicaid Administrative Activities	10,000.00	721.11	9,278.89	92.78
1-4599	ARRA Stabilization Fund	0.00	0.00	0.00	0.00

ALL Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
1-4610	ARRA IDEA B	0.00	0.00	0.00	0.00
1-4630	IDEA Part B (Stim)	0.00	0.00	0.00	0.00
1-4700	Vocational Ed/fed	0.00	0.00	0.00	0.00
1-4810	Title I (Stimulus)	0.00	0.00	0.00	0.00
1-4850	E-Rate Rebates	0.00	0.00	0.00	0.00
1-4960	Title IV Part A NCLB Safe & Drug	0.00	0.00	0.00	0.00
1-4985	Title II Part D NCLB Technology	0.00	0.00	0.00	0.00
1-4990	Other Federal Recpts	0.00	0.00	0.00	0.00
1-4992	REAP	15,000.00	17,744.00	-2,744.00	-18.29
1-5300	Insurance Adjustment	0.00	3,799.86	-3,799.86	0.00
1-5400	Sale Of Property	500.00	4,500.00	-4,000.00	-800.00
1-5500	Transfer/other Funds	0.00	980.00	-980.00	0.00
1-5690	Other Non Revenue	0.00	15,301.03	-15,301.03	0.00
1-9000	County Treasurer's Commission	-51,000.00	-45,771.87	-5,228.13	10.25
1-9008	Esu 16-payroll Dedct	0.00	0.00	0.00	0.00
1-9400	Employee Benefit	0.00	0.00	0.00	0.00
1-9560	Cafeteria Transfer	240,000.00	238,975.62	1,024.38	0.42
1-9999	Budget Adjust-Protect Budget Auth	1,889,345.20	0.00	1,889,345.20	100.00
1	FUND Totals:	8,288,648.00	5,628,262.23	2,660,385.77	32.09

ALL Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
2	CAFETERIA FUND				
2-1410	Other Income	0.00	60.67	-60.67	0.00
2-1720	Child & Adult Lunches	0.00	105,415.18	-105,415.18	0.00
2-1721	Adult Lunches	0.00	0.00	0.00	0.00
2-3150	State Reimbursement	0.00	72,132.22	-72,132.22	0.00
2-4800	Federal Reimbursement	0.00	0.00	0.00	0.00
2-8000	District Transfers	0.00	28,332.75	-28,332.75	0.00
2	FUND Totals:	0.00	205,940.82	-205,940.82	0.00

ALL Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
3	BUILDING FUND				
3-1110	Taxes	0.00	868,834.40	-868,834.40	0.00
3-1115	Carline Tax	0.00	51.98	-51.98	0.00
3-1120	Public Power District Sales Tax	0.00	12,301.95	-12,301.95	0.00
3-1410	Interest	0.00	332.84	-332.84	0.00
3-1990	Other Local Receipts	0.00	261.10	-261.10	0.00
3-3130	Homestead Exemption	0.00	2,147.01	-2,147.01	0.00
3-3131	Property Tax Credit	0.00	101,114.10	-101,114.10	0.00
3-3180	Prorate Mtr Vehicle	0.00	1,630.62	-1,630.62	0.00
3-5200	Long Term Loans	0.00	0.00	0.00	0.00
3-5400	Sale Of Property	0.00	0.00	0.00	0.00
3-9000	County Treasurer's Commission	0.00	-9,548.86	9,548.86	0.00
3	FUND Totals:	0.00	977,125.14	-977,125.14	0.00

ALL Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
4	DEPRECIATION FUND				
4-1110	Taxes	0.00	0.00	0.00	0.00
4-1410	Interest	0.00	211.81	-211.81	0.00
4	FUND Totals:	0.00	211.81	-211.81	0.00

ALL Data

Revenue Budget Report

Arranged by:
Account Number

Date Range: YTD thru 06/30/2018

Account	Description	Budget	Receipts	Revenue Balance	Percent Remaining
5	EMPLOYEE BENEFIT FUND				
5-8000	Revenue For Salaries	0.00	0.00	0.00	0.00
5	FUND Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Report Totals:	<u><u>8,288,648.00</u></u>	<u><u>6,811,540.00</u></u>	<u><u>1,477,108.00</u></u>	<u><u>17.82</u></u>

Revenue Journal (Preliminary)

Fiscal Year: 2018

Entry Line	Date Account	Received From	Receipt Description	Accrue	Description	Bank ID/Account Receivable	Received
Journal:		06/14/2018					
Entry	06/14/2018			May receipts	A	GENERAL	Sandhills State
1	1-1110		Taxes			0.00	1,470,999.51
2	1-9000		County Treasurer's Commission			0.00	-15,134.59
3	1-1115		Carline Tax			0.00	141.32
4	1-1125		Motor Vehicle Fees			0.00	17,871.07
5	1-3130		Homestead Exemption			0.00	3,637.78
6	1-3131		Property Tax Credit			0.00	246,939.42
7	1-3180		Prorate Mtr Vehicle			0.00	284.93
8	1-4410		IDEA Enrollment-Poverty			0.00	33,250.00
9	1-3120		Special Education			0.00	27,686.00
10	1-3110		State Aid			0.00	10,576.00
11	1-4455		Medicaid Administrative Activities			0.00	721.11
12	1-3540		Early Childhood Tuition			0.00	2,400.00
13	1-5500		Transfer/other Funds			0.00	320.00
14	1-1216		Dual Credit			0.00	3,432.00
15	1-3550		Grant Money			0.00	655.50
16	1-5690		Other Non Revenue			0.00	1,267.82
17	1-1610		License Fees			0.00	1,450.00
18	1-9560		Cafeteria Transfer			0.00	25,533.16
19	1-1410		Interest			0.00	176.21
Totals for Entry 10416						0.00	1,832,207.24
Totals for Journal						0.00	1,832,207.24
Bank Account Totals							
		A	GENERAL FUND			Sandhills State Bank	1,832,207.24
Fund Summary						Receivable	Received
1	GENERAL					0.00	1,832,207.24

June Transaction Cash

(May Transactions)

Fr. Creek Petting Zoo	3 rd grade field trip	\$150.00	1-1100-416-00-1
Dusty Trails	2 nd grade field trip	\$310.00	1-1100-416-00-1
Pioneer Village	8 th grade field trip	\$127.00	1-1100-416-00-1

TOTAL \$ 587.00

2017-2018 Perkins County Schools Treasurer's Report - June 2018 - (For the month of May 2018)

INTEREST RATES			0.15% Sandhills State	0.20% Pinnacle		
	GENERAL FUND	LUNCH FUND	SPECIAL BUILDING FUND	DEPRECIATION FUND	EMPLOYEE BENEFIT FUND	ACTIVITY FUND
Balance Forward	\$563,417.52	\$9,508.63	\$506,880.86	\$106,012.79	\$0.00	\$213,234.47
EXPENDITURES						
Payroll	\$212,207.07	\$6,110.87				
Bills	\$359,234.76	\$19,422.29				\$25,642.27
Total Bills	\$571,441.83	\$25,533.16	\$0.00	\$0.00	\$0.00	\$25,642.27
RECEIPTS						
LOCAL RECEIPTS	\$1,506,056.50	\$4,230.12	\$335,853.45	\$0.00		\$7,752.36
STATE RECEIPTS	\$292,179.63	\$8,652.43				
FEDERAL RECEIPTS	\$33,971.11					
Total	\$1,832,207.24	\$12,882.55	\$335,853.45	\$0.00	\$0.00	\$7,752.36
Void Checks						\$491.52
Returned Checks						
Transfers	\$0.00	\$50,000.00				
CD Deposit into Checking						
Bank Charges						
Bank Error/Correction	\$297.31					
Lunch/Other Refunds		\$276.45				
Interest		\$9.79	\$88.88	\$18.01		\$72.07
Ending Balance	\$1,824,480.24	\$46,591.36	\$842,823.19	\$106,030.80	\$0.00	\$195,908.15
CD's/Investments	\$16.56			\$0.00	\$21,947.01	
TOTAL FUND BALANCE	\$1,824,496.80	\$46,591.36	\$842,823.19	\$106,030.80	\$21,947.01	\$195,908.15
EXPENDITURES TO-DATE	\$4,744,718.08	\$238,975.62	\$942,892.50	\$63,402.38	\$0.00	\$165,330.80
Budget Total	\$8,288,648.00	\$278,327.24	\$1,881,614.00	\$66,430.00	\$21,655.00	\$560,800.00
						TOTAL CDs: \$21,963.57

Keep in mind, the amount listed for Total Bills under General Fund is actually the Total Bills for the General and Lunch Fund because initially it is all paid out of the General Fund. The Lunch Fund then reimburses the General Fund each month. The \$25,533.16 indicated above is the amount that the Lunch Fund reimbursed the General Fund in May for its share of Payroll and Bills. Correspondingly, this is one of the deposits included in the General Fund under Local Receipts.

Curriculum Report

School Board Meeting – June 18, 2018

Submitted By: Deanne Bishop – Curriculum Coordinator

OUTLINE

1. Update – Curriculum Maps (2017-18 School Year)

2. Cycles For 2018-19

1. Update – Curriculum Maps (2017-18 School Year)

As of June 15, 2018, there are still four teachers who need to finish their curriculum maps from the 2017-18 school year. One of these staff members has left our district, so their unfinished map will roll-over to the new teacher for this coming school year. I continue to check the others' progress, offer assistance and correspond with them during the summer.

2. Cycles For 2018-19

YEAR	Summer ESU Workshops	New Standards Implemented (Fall)	Update / Rewrite Curriculum Maps (During School Year Starting That Fall)	Textbook / Materials Purchase (Spring)
2014		Social Studies		Math, Reading (K-6)
2015	Language Arts	Fine Arts, Language Arts		Science
2016	Math	Math	Math, Psychology, Fine Arts	Social Studies
2017		PE, Technology, Communication, Health Sci., FCS	PE, Technology, Health Sci., FCS, Art & Punch List	PE, Technology, Health Sci., FCS, Reading (K-6), Business
2018	Science	Science, Ag, Skilled & Technical Sciences	Science, Ag, Skilled & Technical Sciences	Science, Ag, Skilled & Technical Sciences
2019		Business, Law & Public Safety	Business, Law & Public Safety	Law & Public Safety, Speech, Spanish
2020		World Languages	World Languages	Guidance, HAL Services
2021	Social Studies	Social Studies	Social Studies	Art, Fine Arts
2022	Language Arts	Language Arts, Fine Arts, Health Ed.	Language Arts, Fine Arts, Health Ed.	Language Arts

In terms of purchasing new materials during the 2018-19 school year, the “Law & Public Safety” portion will include classes such as Business Law, Street Law, and any “Public Safety” needs as indicated by our principals and/or guidance counselors.

Apple Inc. Education Price Quote

Customer:	Renee Seiler PERKINS COUNTY SCHOOLS Phone: 13083524735 email: renee.seiler@perkinscountyschools.org	Apple Inc:	Karen Dunlap 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 Phone: +1-512-6746918 x 46918 email: kdunlap@apple.com
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Apple Quote: 2204859384

Quote Date: Wednesday, June 13, 2018

Quote Valid Until: Friday, July 13, 2018

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	MacBook Air 5-pack (13-inch/1.8GHz i5/8GB/256GB SSD storage/Intel HD Graphics 6000) Part Number BMT22LL/A MacBook Air 5-pack (13-inch/1.8GHz i5/8GB/256GB SSD storage/Intel HD Graphics 6000) Part Number: MQD72LL/A Quantity: 15	3	\$5,145.00	\$195.00	\$4,950.00	\$14,850.00
Extended EDU List Price Total						\$15,435.00
Total Discount						\$585.00
Extended Discounted Price Subtotal						\$14,850.00
- Additional Tax						\$0.00
- Estimated Tax						\$0.00
Extended Discounted Total Price*						\$14,850.00

*In most cases Extended discounted Total price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard

shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID . Please contact your institution's Authorized Purchaser to submit the above quote online at <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - If you are the Authorized Purchaser and need to register for access to the Apple Education Online Store, go to <http://myaccess.apple.com>. For registration assistance, call 1.800.800.2775, option 4, option 1.
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL {QuoteExpirationDate} UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

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 Opportunity ID:
<https://ecommerce.apple.com>
 Fax:

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Document rev 10.6.1

Date of last revision – June 20th, 2016

MacBook Air & Pro
Rotation Schedule

Building	Grade	2016-17	2017-18	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
HS	12	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA				
	11	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA					
	10	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA						
	9	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA							
MS	8	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA			
	7	2011 MBP	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA		
EL	6	2011 MBP	2011 MBP	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA	
	5	2011 MBP	2011 MBP	2011 MBP	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA	2020 MBA
	Cart A			2011 MBP	2011 MBP	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA	2019 MBA
	Cart B				2011 MBP	2011 MBP	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA	2018 MBA
	Cart C					2011 MBP	2011 MBP	2011 MBP	2011 MBP	2016 MBA	2016 MBA	2016 MBA	2016 MBA

Building	GRADE	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
HS	12		31	22	30	22	32	31A	22B	23C	38D	30E	35F
	11		22	30	22	32	31A	22B	23C	38D	30E	35F	22B
	10		30	22	32	31A	22B	23C	38D	30E	35F	22B	23C
	9		22	32	31A	22B	23C	38D	30E	35F	G	H	I
MS	8		32	31	22	30	22	32	31A	22B	23C	38D	30E
	7		22	22	31	22	30	22	32	31A	22B	23C	38D
EL	6		23	23	22	31	22	30	22	32	31A	22B	23C
	5		38	38	23	22	31	22	30	22	32	31A	22B
	Cart		30	30	38	23	22	31	22	30	22	32	31A
	Cart		35	35	30	38	23	22	31	22	30	22	32
	Cart		26	26	35	30	38	23	22	31	22	30	22

Technology Report
June 2018
Submitted by Renee Seiler

PA System in HS Office

- Stopped working after the power outage at the ethanol plant)
- The unit is pushing 50 years
- 20/20 can get us a new one at a discount – would be able to replace this summer

Laptops

- Inventory Breakdown (see color attachment 1)
- Annual rotation of laptops phasing out old units after 6-7 years of use
- Each Freshman class would get new units to use for all 4 years of HS
- Sell them their computer after graduation to help offset cost of next Freshman class

Website

- Changing the layout to look like Maywood PS
- Eliminates redundant links
- Offers highlights for all 3 sections (Elem, JH, HS)
- Change is free with the signing of another 3 year contract

Enrollment Forms

- Changing to Google Forms
- Building / Department Specific
- JH-HS, Elem, Activities, Medical

Superintendent Report

- A. BD Construction is planning to work on the locker room plumbing in July.
- B. The Mid-Nebraska Community Foundation awarded PCS a \$2,000 grant from the Applegate Fund for our professional development training with ESU 16 this upcoming school year.
- C. The children of Joya Neville donated \$1,000 toward the PCS Instrumental Music Program in honor of their mother. Joya worked at Western Nebraska bank and died in a car accident this past winter. We are very appreciative of this gift.
- D. The new mower has been purchased and we expect delivery the week of the 18th.
- E. Administrators will attend a law conference on Friday, June 15th.
- F. I will visit with the board regarding special education and Maintenance of Effort for 2017-18 school year.
- G. Ryan spoke with Sterling West, a playground company out of Gothenburg, about our playground. They did visit our playground and have given us a bid for rubber padding and mulch.
- H. Twomey Tree Service has been contacted to remove the tree at the elementary school parking lot.
- I. Greg Jantz with South Platte Excavating has been contacted. He will look at our grading/drainage issues at the elementary school and also give me some bids on parking lots. Tentatively, he and I are planning to meet either next week or the week of the 25th.

Discussion/Action Items

- A. Lunch and breakfast price increases. These changes are necessary to meet the federal and NDE requirements. Elem – \$2.80; Jr-Snr \$3.10; Dist. Breakfast \$1.80
- B. Review, consider, and take all necessary action to approve the new teacher evaluation tool and model. The teacher evaluation tool/model meets the standards and requirements of the Nebraska Department of Education and state statute.
- C. Annual Hearings: Parental Involvement in Education; Parental Involvement Title 1; Student Fees
- D. We must annually review our Multicultural Education practices and policies. We will review and pass this policy 6020.
- E. First reading and review of elementary handbook changes. Vote for approval in July.
- F. First reading and review of Jr-Snr high school handbook changes. Vote for approval in July.
- G. Mrs. Seiler and I visited more about computer needs and what we already have. These fifteen computers will allow us to supply the freshman class with new hardware and rotate computers down to the elementary. We still have \$15,000 in federal REAP money that I need to spend.
- H. I increased Ryan Putnam's salary 3% - his new salary will be \$48,900. Para pay will increase .40 cents an hour. I have increased all other classified staff .35 cents an hour. I adjusted route pay to \$39.25 a route – previously it had been \$38.00. This is an estimated increase of \$39,261.64 cents for the 2018-19 school year.
- I. Vic Perez from Elsie contacted me last month about being able to store some equipment in our bus barn located in Elsie. They currently have a smaller garage with a dirt floor.
- J. Further discussion and direction from the board regarding the building construction class potentially building a duplex for the school district
- K. Discuss and decide plans for strategic planning.

PROFESSIONAL PRACTICES

Reflective Practices

1. Makes notes for next year in lesson plans
2. Practices self-evaluation
3. Identifies and works on areas of growth

Development of Relationships with Colleagues & Stakeholders

4. Maintains open communication
5. Uses the 24-hour rule
6. Mentors for new teachers
7. Incorporates community connections into the curriculum
8. Communicates with and provides information to all stakeholders

Professional Development in Current Practices

9. Supports district initiatives, policies and procedures
10. Observes other teachers
11. Participates in outside professional development opportunities
12. Applies professional development to classroom practices

Disposition

13. Is punctual, dependable, and positive
14. Maintains composure
15. Advocates for students and parents
16. Has high expectations for students
17. Supports colleagues

LEARNING ENVIRONMENT

Relationships

18. Is involved in student and community activities
19. Demonstrates enthusiasm for teaching
20. Respects students and their individual needs
21. Maintains eye contact in conversation
22. Is honest, real, and admits mistakes
23. Celebrates student success
24. Works to understand students' interests and backgrounds
25. Uses humor

Classroom Management

26. Establishes procedures and routines
27. Redirects focus to keep students on task
28. Communicates clear expectations
29. Is consistent
30. Fosters self-motivation
31. Models behavior
32. Maintains a lively teaching pace and engaging learning environment

Room Organization and Arrangement

33. Maintains a room conducive to learning
34. Limits distractions
35. Assures safety and accessibility
36. Organizes students to interact with new knowledge

INSTRUCTION

Active Participation / Student Engagement

37. Uses bell ringer activities
38. Offers multiple intelligence opportunities
39. Relates curriculum to the real world
40. Uses sufficient wait time
41. Incorporates technology
42. Provides temporary exit options
43. Permits movement and/or "brain breaks"
44. Allows students to make choices
45. Offers hands-on/minds-on activities
46. Employs closure

Checking for Understanding

47. Gives clear written and oral instructions
48. Uses formative and summative assessments
49. Preteaches and /or reteaches when necessary
50. Uses assessment data to drive instruction
51. Thinks aloud through problem solving
52. Identifies and addresses common misconceptions

Timely and Effective Feedback

53. Gives constructive feedback to students and parents
54. Shares data with students and stakeholders

Appropriate Pacing

55. Uses effective transitions

- 56. Chunks content into digestible bites
- 57. Demonstrates flexibility

PREPARATION, AND ASSESSMENT

Objectives and Knowledge of Standards

- 58. Posts daily class objectives
- 59. Uses pacing guide/awareness of assessment requirements

Updated and Aligned Curriculum

- 60. Checks scope and sequence
- 61. Communicates target tasks/goals with students
- 62. Updates curriculum maps

Lesson Plans

- 63. Has materials/instructions ready
- 64. Provides rigorous and relevant lessons
- 65. Incorporates cross curricular strategies when possible
- 66. Has a back up plan
- 67. Demonstrates effective time management
- 68. Prioritizes lessons around school calendar

Differentiation

- 69. Takes into account time of day considerations and makes adjustments
- 70. Provides for diverse learners (ELL, HAL, special needs)
- 71. Recognizes students' interests and cultural heritages

Staff Collaboration (Lessons and Students)

- 72. Acknowledges input of outside shareholders
- 73. Interprets assessment results individually and with colleagues
- 74. Participates in interschool professional development opportunities

NOTE (limited areas)

NDE: Teacher Frameworks

Marzano

1f, 2b, 2c, 4d, 6a
1g, 2c, 4d, 6a
1b, 1g, 2c, 4d, 6a, 7a

42, 43, 44, 50, 51, 52, 53, 54
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Danielson

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1a, 1b, 1c, 1d, 2a, 2b, 3c

1a, 1d, 3d
1a, 1f, 4b
1a, 4e

4b

Evaluation Cycle

Probationary Certified Staff

Year 1

August-December

- *Develop SLO/Conference with Feedback
- *Evaluation Calendar
- *Pre-Conference Form
- *Formal Observation S1-Ratings Form
- *Post Observation Conference
- *Two Walk Through observations
- *Review Progress of SLO
- Plan for Improvement (if needed)

January-April

- *Evaluation Calendar
 - *Two Walk Through Evaluations
 - *Formal Observation S2-Ratings Form
 - *Summative Form/*Rating of SLO/SPO
 - *Individual Professional Development Plan
 - Plan for Improvement (if needed)
- List of Artifacts
(need to make SLO rating rubric)
Perception data/student survey
-

Year 2/3

August-December

- *Review Individual Professional Development Plan
- *Develop SLO/Conference with Feedback
- *Evaluation Calendar
- *Pre-Conference Form
- *Formal Observation S1-Ratings Form
- *Two Walk Through Evaluations
- *Review Progress of SLO
- Plan for Improvement

January-April

- *Evaluation Calendar
- *Pre-Conference Form
- *Formal Observation S2- Ratings Form
- *Two Walk Through Evaluations
- *Summative Form/*Rating of SLO/SPO
- *Review of Artifacts (List of Possible Artifacts)
- *Rate Individual Professional Development Plan
- Plan for Improvement

Tenured Certificated Staff

August-December

***Develop SLO/SPO- Conference with Feedback**

***Review Professional Development Plan**

***Evaluation Calendar**

***Pre-Conference Form**

***Formal Observation- Ratings Form**

***Review Progress of SLO (End of S1 or Beginning of S2)**

***Review Artifacts**

***Informal Walkthrough Evaluations**

***Formative Evaluation Conference and Document**

***Student Perception Data**

-Plan for Improvement (if needed)

Other Items:

Rate SLO/SPO

Rate Individual Professional Development Plan

SPECIALISTS

(COUNSELOR, MEDIA, ACTIVITIES DIRECTOR, TECHNOLOGY COORDINATOR, CURRICULUM COORDINATOR, ASSESSMENT COORDINATOR)

August-December

***Self Evaluation (Probationary- Each semester) (Tenured- End of S2)**

***Develop SPO- Conference with Feedback**

***Evaluation Calendar**

***Formal Observation- Ratings Form (If Applicable)**

***Review Progress of SPO (End of S1 or Beginning of S2)**

***Review Artifacts**

***Informal Walkthrough Evaluations**

***Formative Evaluation Conference and Document**

***Rating of Effective Practice**

***Student Perception Data**

***Develop Professional Development Plan (end of Y1)**

-Plan for Improvement (if needed)

Other Items:

Rate SPO

Rate Individual Professional Development Plan (At the end of Y2 and beyond)

A rating of "Not Met" in any of the 4 Effective Practices or any other component of a teacher/educational specialist's formative and/or summative evaluation will result in the development of a Plan for Improvement.

Perkins County Revised Instructional Model

PROFESSIONAL PRACTICES	LEARNING ENVIRONMENT	INSTRUCTION	PLANNING, PREPARATION, AND ASSESSMENT
Reflective Practices	Relationships	Active Participation / Student Engagement	Objectives and Knowledge of Standards
1. Makes notes for next year in lesson plans	20. Is involved in student activities	39. Uses bell ringer activities	62. Posts daily class objectives
2. Practices self-evaluation	21. Is enthusiastic about student success	40. Offers multiple intelligence opportunities	63. Utilizes curriculum map/awareness of assessment requirements
3. Identifies and works on areas of growth as determined by the PDP.	22. Respects students and their individual needs	41. Relates curriculum to the real world	Updated and Aligned Curriculum
Development of Relationships with Colleagues & Stakeholders	23. Works to understand students' interests and backgrounds	42. Utilizes sufficient wait time	64. Checks scope and sequence
4. Maintains open communication	24. Uses humor appropriately	43. Incorporates technology	65. Communicates target tasks/goals with students
5. Uses the 24-hour rule	25. Has high expectations for students	44. Provides temporary exit options	66. Updates curriculum maps
6. Mentors for new teachers	Classroom Management	45. Monitor student engagement and refocus when necessary (T)	Lesson Plans
7. Incorporates community connections into the curriculum when applicable	26. Establishes procedures and routines	46. Allows for student choice	67. Has materials/instructions ready
8. Communicates with and provides information to all stakeholders	27. Redirects focus to keep students on task	47. Incorporates active learning opportunities	68. Provides rigorous and relevant lessons
Professional Development in Current Practices	28. Communicates clear expectations	48. Utilizes closure	69. Incorporates cross-curricular strategies when possible
9. Supports district initiatives, policies and procedures	29. Is consistent	49. Provides opportunities for varied student groupings to encourage collaboration and engagement.	70. Keeps updated substitute folder
10. Observes other teachers	30. Fosters motivation	Checking for Understanding	71. Demonstrates effective time management
11. Participates in outside professional development opportunities as approved by the district.	31. Models appropriate/expected behavior	50. Gives clear written and oral instructions	72. Prioritizes lessons around school calendar
12. Applies professional development to classroom practices	32. Maintains appropriate pacing to foster an engaging learning environment	51. Utilizes formative and summative assessments	Differentiation
13. Supports District initiatives	33. Teacher is mobile	52. Preteaches and /or reteaches when necessary	73. Takes into account time of day considerations and makes adjustments
Disposition	34. Effectively applies consequences in a timely and appropriate manner	53. Utilizes assessment data to drive instruction	74. Utilizes accommodations for diverse learners (ELL, HAL, special needs)
14. Is punctual and dependable	Room Organization and Arrangement	54. Utilizes misconceptions and misunderstandings as learning opportunities	75. Recognizes students' interests and cultural heritages
15. Maintains composure	35. Maintains a room conducive to learning	55. Checks for understanding	Staff Collaboration (Lessons and Students)
16. Advocates for students	36. Limits distractions	Timely and Effective Feedback	76. Acknowledges input from students
17. Demonstrates enthusiasm for teaching	37. Assures safety and accessibility	56. Gives constructive feedback to students and parents	77. Interprets assessment results individually and with colleagues
18. Supports colleagues	38. Arranges students to interact with content	57. Shares data with students and parents	78. Participates in district-wide professional development opportunities
19. Has positive demeanor		58. Grades/Reporting kept current according to district policy and administrative expectations	
		Appropriate Pacing	
		59. Utilizes effective transitions	
		60. Chunks content	
		61. Demonstrates flexibility in lesson planning and instruction	
Revised 11/9/17			

PC Formal Observation

Name: Nicole Long

School: Perkins County Elementary

Subject: ADMINISTRATOR

Grade: 6

Author: Self-Evaluation

Date: Jun 9, 2017 10:24 AM MDT

Share: On

Semester 1

Semester 2

Professional Practices

Reflective Practices

1. Makes notes for next year in lesson plans (T)

2. Practices self-evaluation

3. Identifies and works on areas of growth

Development of Relationships with Colleagues and Stakeholders

4. Maintains open communication

5. Uses the 24 hour rule (T)

6. Mentors for new teachers (T)

7. Incorporates community connections into the curriculum (T)

8. Communicates with and provides information to all stakeholders (T)

Professional Development and Current Practices

9. Supports district policies, and procedures

10. Observes other teachers

11. Participates in outside professional development opportunities

12. Applies professional development to classroom practices

13. Supports district initiatives (T)

Disposition

13. Punctual and dependable

14. Maintains composure

15. Advocates for students and parents (T)

16. Has high expectations for students

17. Supports Colleagues (T)

18. Has a positive demeanor

Evaluator Comments

Learning Environment

Relationships

18. Is involved in student and community activities

19. Demonstrates enthusiasm for teaching

20. Respects students and their individual needs

21. Maintains eye contact in conversations

22. Is honest, real, and admits mistakes

23. Celebrates student success

24. Works to understand students' interests and backgrounds

25. Uses humor appropriately

Classroom Management

- 26. Establishes procedures and routines
- 27. Redirects focus to keep students on task
- 28. Communicates clear expectations
- 29. Is consistent
- 30. Fosters self-motivation
- 31. Models behavior
- 32. Maintains appropriate pacing to foster an engaging learning environment

Room Organization and Arrangement

- 33. Maintains a room conducive to learning
- 34. Limits distractions
- 35. Assures safety and accessibility
- 36. Organizes students to interact with new content

Evaluator Comments

Instruction

Active Participation/Student Engagement

- 37. Utilizes bell ringer activity
- 38. Offers multiple intelligence opportunities (T)
- 39. Relates curriculum to the real world
- 40. Utilizes sufficient wait time
- 41. Incorporates technology
- 42. Provides temporary exit options (T)
- 43. Permits movement and/or "brain breaks" (T)
- 44. Allows for student choice (T)
- 45. Offers hands-on/ minds-on activities
- 46. Employs closure
- 47. Provides opportunities for varied student groupings to encourage collaboration and engagement. (T)

Checking for Understanding

- 47. Gives clear written and oral instructions
- 48. Utilizes formative and summative assessments
- 49. Pre-teaches and/or re-teaches when necessary
- 50. Utilizes assessment data to drive instruction (T)
- 51. Thinks aloud through problem solving
- 52. Identifies and addresses common misconceptions

Timely and Effective Feedback

- 53. Gives constructive feedback to students and parents
- 54. Shares data with students and stakeholders (T)
- 55. Grades/reporting kept current according to district policy and administrative expectations

Appropriate Pacing

- 55. Utilizes effective transitions (T)
- 56. Chunks content into digestible bites (T)
- 57. Demonstrates flexibility in lesson planning and instruction (T)

Evaluator Comments

Planning, Preparation, and Assessment

Objectives and Knowledge of Standards

- 58. Posts daily class objectives
- 59. Uses pacing guide/awareness of assessment requirements (T)

Updated and Aligned Curriculum

- 60. Checks scope and sequence (T)
- 61. Communicates target tasks/goals with students
- 62. Updates curriculum maps (T)

Lesson Plans

- 63. Has materials/instructions prepared
- 64. Provides rigorous and relevant lessons
- 65. Incorporates cross-curricular strategies when possible (T)
- 66. Has a back-up plan (T)
- 67. Demonstrates effective time management (T)
- 68. Prioritizes lessons around school calendar (T)

Differentiation

- 69. Takes into account time of day considerations and makes adjustments (T)
- 70. Provides for diverse learners (ELL, HAL, Special Needs) (T)
- 71. Recognizes students' interests and cultural heritages (T)

Staff Collaboration (Lessons and Students)

- 72. Acknowledges input from outside stakeholders
- 73. Interprets assessment results individually and with colleagues (T)
- 74. Participates in district-wide professional development opportunities

Evaluator Comments

Professional Practices

- Met
- Not Met

Professional Practices Comments

Learning Environment

- Met
- Not Met

Learning Environment Comments

Instruction

- Met
- Not Met

Instruction Comments

Planning, Preparation, and Assessment

- Met
- Not Met

Planning, Preparation, and Assessment Comments

Evaluator Signature

- no signature -

Date

Employee Signature

- no signature -

Date

Observed/Not Observed

Indicators not marked simply means- Not observed at this time.

PC Individual Professional Development Plan

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Nov 9, 2017 9:42 AM MST

Subject: ADMINISTRATOR

Grade: 6

Share: On

- Tenured
- Probationary

Identify Summative evaluation growth areas if applicable

Explain professional goal/plan (if applicable, based upon summative growth areas)

Explain how the plan affects student achievement

Explain strategies and action steps

Identify and explain support and/or resources necessary to fulfill plan

List measurable indicators of progress

Indicate timeline and/or benchmarks

Continuation of Plan

- Yes
- No

Approval of Plan

- Yes
- No

Evaluator Signature

- no signature -

Evaluator Date

Employee Signature

- no signature -

Employee Date

PC Perkins Classroom Walkthrough

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Nov 8, 2017 6:57 PM MST

Subject: ADMINISTRATOR

Grade: 6

Share: On

Classroom Walkthrough

Teacher has established routines and procedures

- Observed
- Not Observed

Teacher states learning objectives in student friendly vocabulary

- Observed
- Not Observed

Teacher communicates clear expectations

- Observed
- Not Observed

Teacher is prepared for the lesson with materials and instructions

- Observed
- Not Observed

Teacher's lesson provides rigorous and relevant content

- Observed
- Not Observed

Teacher provides differentiation of the lesson to meet the needs of all students

- Observed
- Not Observed

Teacher establishes positive relationships with students and works to maintain that relationship

- Observed
- Not Observed

Teacher uses a bell ringer or anticipatory set to engage students

- Observed
- Not Observed

Teacher pre-teaches or reteaches material as needed

- Observed
- Not Observed

Teacher provides appropriate wait time for student response

- Observed
- Not Observed

Teacher is mobile and actively engaging with students

- Observed
- Not Observed

Teacher provides opportunities for students to be actively engaged

- Observed
- Not Observed

Teacher checks for understanding

- Observed
- Not Observed

Teacher adheres to classroom rules and routines.

- Observed
- Not Observed

Teacher effectively applies consequences in a timely and appropriate manner

- Observed
- Not Observed

Teacher uses closure for a final check for understanding

- Observed
- Not Observed

Teacher provides appropriate feedback.

- Observed
- Not Observed

Teacher effectively incorporates technology

- Observed
- Not Observed

Teacher utilizes smooth transitions and effective pace during the lesson

- Observed
- Not Observed

Teacher provides an environment conducive to learning

- Observed
- Not Observed

Evaluator's Comments

Attention:

- Please see the building principal.

Evaluator Signature

- no signature -

Teacher Reflection/Comment

Teacher Signature

- no signature -

PC Perkins Intensive Plan of Assistance

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Aug 9, 2016 1:43 PM MDT

Subject: ADMINISTRATOR

Grade: 6

Share: On

Based upon the deficiencies recorded:

1. Objective(s) to be accomplished:

2. Action steps for achieving the objectives:

3. Assistance that will be provided (who, what, when, how):

4. Time line for achieving objectives:

5. Type and frequency of feedback:

6. Evaluation Criteria:

Evaluator's Signature

- no signature -

Teacher's Signature

- no signature -

Teacher Comments:

PC Plan of Assistance

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Nov 9, 2017 10:02 AM MST

Subject: ADMINISTRATOR

Grade: 6

Share: On

- Tenured
- Probationary

Component(s) rated as "Not Met"

Performance deficiencies leading to the "Not Met" rating

Recommendations to correct deficiencies

Criteria used to assess the correction of deficiencies

Assistance and resources to be provided

Members of improvement team (if applicable)

Timeline for correction of deficiencies

Dates of Review/Evaluation

My signature verifies that this plan of assistance has been discussed with me. I understand my signature does not necessarily indicate agreement and that I may respond in writing regarding this plan within eight days of receipt.

Evaluator Signature

- no signature -

Evaluator Date

Teacher Signature

- no signature -

Teacher Date

PC Pre-observation Form

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Nov 8, 2017 7:16 PM MST

Subject: ADMINISTRATOR

Grade: 6

Share: On

Date of Observation:

Pre-Observation Report

Where are you in the course/class/subject?

Name of the unit or lesson, reference to textbook, are you starting something new, continuing in a unit or lesson from previous class time, or finishing a unit or chapter?

Instructional and learning strategies.

Prioritize PCS Instructional Model indicators you would like observed.

What concepts, skills, knowledge will students be learning?

What teaching methods will you be using?

- Lecture
- Discussion
- Demonstration
- Group work
- Role playing
- Technology-assisted activities
- Active participation
- Other (explained in pre-conference)

Are there specific teaching skills or strategies that you especially want observed?

Describe anticipated student reactions/behaviors to this lesson? Concerns or rough spots?

The best date and time to meet before this observation is:

Signature of Employee

- no signature -

Date of Signature

Signature of Evaluator

- no signature -

Date of Signature

Teacher comments:

PC SLO Rubric

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Oct 19, 2017 9:24 AM MDT

Subject: ADMINISTRATOR

Grade: 6

Share: On

Quality and rigor of the objective and targets

Met	Needs Improvement	Not Met
<p>The objective is based on critical learning or program improvement content. The growth, mastery, or program improvement targets are rigorous and anchored in baseline data. The use of multiple sources of data and the effective analysis of data is evident. The growth, mastery, or program improvement targets are rigorous and anchored in baseline data and differentiated (tiered) targets are defined. The quality of proposed assessments is appropriate. Special population targets are clearly identified. Both short-term and long-term benchmarks are identified in the plan. Multiple assessment options are proposed, if appropriate. The plan is a model for other district staff.</p>	<p>The objective is based on important learning content or program improvement content. The growth, mastery, or program improvement targets are acceptable but not particularly rigorous. The use of baseline data may be inconsistent. Few differentiated (tiered) targeted are clearly defined and there is little attention to short-term benchmarks. The quality of proposed assessments is adequate in general but may show some inconsistencies.</p>	<p>The objective is not based on important learning or program improvement content or important content is not expressed effectively in the objective. The growth, mastery, or program improvement targets are not sufficiently rigorous and linked to baseline data. Differentiated (tiered) targets are not clearly defined nor are short-term benchmarks. The quality of proposed assessments is inadequate.</p>

Effectiveness in implementing the planned strategies.

Met	Needs Improvement	Not Met
<p>The teacher/educational specialist has identified appropriate strategies designed to achieve the objective. There is evidence of skillful use of data and/or formative assessment in order to make continuous adjustments in strategies. Strategies are implemented with fidelity and evaluated for effectiveness.</p>	<p>The teacher/educational specialist has generally identified appropriate strategies, but implementation of these may be inconsistent. Data and/or formative assessment are evident but there is limited use of data to make adjustments in strategies. Strategies are implemented inconsistently and may not be consistently evaluated for effectiveness.</p>	<p>The teacher/educational specialist has not identified and implemented appropriate instructional or program improvement strategies. Data and/or formative assessment is not collected or used to adjust strategies. Instructional/program improvement strategies are implemented ineffectively.</p>

Accomplishment of the SLO/SPO goals

Met	Needs Improvement	Not Met
<p>The objective is not based on important learning or program improvement content or important content is not expressed effectively in the objective. The growth, mastery, or program improvement targets are not sufficiently rigorous and linked to baseline data. Differentiated (tiered) targets are not clearly defined nor are short-term benchmarks. The quality of proposed assessments is inadequate.</p>	<p>The teacher/educational specialist has generally identified appropriate strategies, but implementation of these may be inconsistent. Data and/or formative assessment are evident but there is limited use of data to make adjustments in strategies. Strategies are implemented inconsistently and may not be consistently evaluated for effectiveness.</p>	<p>The teacher/educational specialist has not identified and implemented appropriate instructional or program improvement strategies. Data and/or formative assessment is not collected or used to adjust strategies. Instructional/program improvement strategies are implemented ineffectively.</p>

PC Specialist Self Evaluation

Name: Nicole Long

School: Perkins County Elementary

Subject: ADMINISTRATOR

Grade: 6

Author: Self-Evaluation

Date: Nov 9, 2017 9:02 AM MST

Share: On

- Tenured
- Probationary

Use the following ratings below.

1. You believe this to be one of your strongest areas of competence.
2. You believe this is neither your strongest, nor one of your weakest areas.
3. You believe this is one of your weakest areas of competence.

Personal Qualities

1.1 Appropriately dressed for assigned duties

- 1
- 2
- 3

1.2 Is tactful

- 1
- 2
- 3

1.3 Is patient

- 1
- 2
- 3

1.4 Is tolerant, open-minded, accepts constructive criticism

- 1
- 2
- 3

1.5 Is punctual and efficient in meeting all assignments

- 1
- 2
- 3

1.6 Displays self-control in emotional situations

- 1
- 2
- 3

1.7 Uses humor appropriately

- 1
- 2
- 3

1.8 Maintains positive relations with students

- 1
- 2
- 3

1.9 Maintains positive relations with parents

- 1
- 2
- 3

1.10 Maintains positive relations with colleagues

- 1
- 2
- 3

Specialist's Skill

2.1 Identifies the learning needs of individual students

- 1
- 2
- 3

2.2 Evaluates student achievement and learning objectives

- 1
- 2
- 3

2.3 Works toward the implementation and successful completion of school district goals

- 1
- 2
- 3

Management Competence

3.1 Utilizes instructional materials and media appropriate to the needs

- 1
- 2
- 3

3.2 Organizes the physical setting so that it contributes to learning

- 1
- 2
- 3

3.3 Utilizes community resources

- 1
- 2
- 3

3.4 Organizes individual, small group, and large group experiences

- 1
- 2
- 3

3.5 Holds students accountable for behavior

- 1
- 2
- 3

3.6 Secures permanent records (Guidance Counselor and Technology Coordinator only)

- 1
- 2
- 3

3.7 Develops and maintains budget

- 1
- 2
- 3

Professional Preparation and Comittment

4.1 Demonstrates enthusiasm and interests in specialist area as reflected in the specialist's continued professional development

- 1
- 2
- 3

4.2 Keeps abreast of the new developments, ideas, and events in specialist's area

- 1
- 2
- 3

4.3 Demonstrates a commitment to school and professional activities

- 1
- 2
- 3

Effort Toward Improvement

5.1 Identifies strengths, limitations, needs, etc., through continuous self-evaluation

- 1
- 2
- 3

5.2 Responds to recommendations included in periodic and annual personnel evaluations

- 1
- 2
- 3

5.3 Participates in activities sponsored by the district and professional organizations

- 1
- 2
- 3

Student Discipline

6.1 Recognizes conditions which may lead to disciplinary problems

- 1
- 2
- 3

6.2 Develops appropriate strategies for preventing disciplinary problems

- 1
- 2
- 3

6.3 Responds appropriately to disciplinary problems when they occur

- 1
- 2
- 3

6.4 Resolves disciplinary problems when they occur

- 1
- 2
- 3

Interest in Students

7.1 Enjoys working with students

- 1
- 2
- 3

7.2 Uses discretion with student information

- 1
- 2
- 3

7.3 Seeks to maintain and increase the enthusiasm of the students for specialist's area

- 1
- 2
- 3

Professional Competence

8.1 Demonstrates a depth of knowledge in the specialist's area

- 1
- 2
- 3

8.2 Recognizes the relationship between specialist's area and the total educational program

- 1
- 2
- 3

Specialist/Staff Relations

9.1 Assumes their share of responsibilities

- 1
- 2
- 3

9.2 Uses discretion when speaking of school or colleagues

- 1
- 2
- 3

9.3 Follows chain of command when speaking on matters affecting the welfare of the school

- 1
- 2
- 3

9.4 Shows a willingness to share ideas and techniques

- 1
- 2
- 3

9.5 Is professional in all contacts with colleagues

- 1
- 2
- 3

Community/School Relations

10.1 Is professional in all contacts with students, parents, and community

- 1
- 2
- 3

10.2 Strives to communicate their program and/or the total school program in a credible fashion

- 1
- 2
- 3

Evaluator Signature

- no signature -

Evaluator Date

Specialist Signature

- no signature -

Specialist Date

PC Summative Evaluation

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Nov 8, 2017 7:11 PM MST

Subject: ADMINISTRATOR

Grade: 6

Share: On

- Tenured
- Probationary

Professional Practices

- Met
- Not Met

Evaluator Comments

Learning Environment

- Met
- Not Met

Evaluator Comments

Instruction

- Met
- Not Met

Evaluator Comments

Planning, Preparation, and Assessment

- Met
- Not Met

Evaluator Comments

SLO/SPO Ratings

SLO Rating- Importance of Content

Importance of Content

- Met
- Not Met

Evaluator Comments

SLO Rating- Rigor of Objectives/Targets

Rating of Rigor of Objectives/Targets

- Met
- Not Met

Evaluator Comments

Rating of SLO- Quality of the Assessments Plans

Rating of Quality of Assessments Plans

- Met
- Not Met

Evaluator Comments

Approval of Professional Development Plan

- Approved
- Not Approved

Overall Performance for Current Evaluation Period

- Met
- Not Met

The teacher will move to:

- Formal Phase
- Intensive Plan of Assistance

Future Employment Recommendation

- I recommend continued employment
- I do not recommend continued employment

Employee Comments on Overall Evaluation

Evaluator Signature

- no signature -

Date

Employee Signature

- no signature -

Date

PC Teacher SLO Midterm Review

Name: Nicole Long

Author: Self-Evaluation

School: Perkins County Elementary

Date: Nov 8, 2017 7:11 PM MST

Subject: ADMINISTRATOR

Grade: 6

Share: On

Student Population

Provide evidence of the targeted student population.

- Met
- Not Met

Subject/Content

Provide evidence that content is being addressed.

- Met
- Not Met

Baseline Data

Provide evidence of pre-assessment data.

- Met
- Not Met

SLO

Provide evidence of progress made at this point.

- Met
- Not Met

Instructional and learning strategies.

Provide evidence of current instructional strategies that have been implemented.

- Met
- Not Met

Employee Date

Evaluator Signature

- no signature -

Evaluator Date

PC Teacher SLO Plan

Name: Nicole Long

School: Perkins County Elementary

Subject: ADMINISTRATOR

Grade: 6

Author: Self-Evaluation

Date: Nov 8, 2017 7:06 PM MST

Share: On

Learning Interval

Year

Semester

Student Population

Describe the student population and any special learning circumstances.

Subject/Content

Describe the content to be addressed in the SLO.

Baseline Data

Describe the pre-assessment to be used to establish baseline data.

Baseline Data

Explain students' current level of performance in this subject/content.

SLO

In specific and measurable terms, describe what you want students to achieve by the end of the learning interval. State whether the SLO is based on growth or mastery.

Growth Targets/Tiered Growth Targets

For SLO's based on growth, state the expected amount of growth for the learning interval either for all students or for each tier of students. For mastery SLO's, state number/percent of students expected to achieve mastery by the end of the learning interval.

Instructional Strategies

Describe activities you will use to achieve the SLO.

Rationale

Explain why you have chosen this particular objective.

Employee Signature

- no signature -

Employee Date

Evaluator Signature

- no signature -

Evaluator Date

5018

Parent and Guardian Involvement In Education Practices

The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
 - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
 - b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
 - c. A parental request to review specific standardized and criterion-referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NeSA assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
 - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.

- b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
 - a. Building principals may excuse a student from any single school experience at the parent's written request.
 - b. When appropriate, alternative experiences will be provided for the student by the school.
4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
 - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.

- b. State Assessments

The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.

- c. National Assessment of Educational Progress

As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of

students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.

The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least **three** days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.

- 7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.
 - a. The principal must approve all surveys intended to gather information from students before they are administered to students.
 - b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

Adopted on: 6-19-17

Revised on: _____

Reviewed on: _____

5057
Parental Involvement In the Title I Program

The school district will jointly develop with parents a School-Parent-Student Compact that outlines shared responsibility for improved student academic achievement.

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parental involvement in the Title I program. Parental Involvement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, type and extent of participation, parental input in educational decisions, coordination and integration with other district programs, and evaluations of progress. This information may be included in the annual Title I Individual Education Plan (IEP) for the student.
3. Opportunities for parent involvement activities, such as training on ways to support children's learning. This opportunity may include, but is not limited to, attendance at the annual Nebraska State Title I Parent Involvement Conference. The goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, and parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.

5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.

This policy shall be reviewed annually at the annual meeting where concerned parties can have a conversation about possible changes to the Parental Involvement Policy, and the Board will either (1) alter the policy and adopt it as altered, or (2) reaffirm the policy, following a public hearing.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5057
Parental Involvement In the Title I Program

The school district will jointly develop with parents a School-Parent-Student Compact that outlines shared responsibility for improved student academic achievement.

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parental involvement in the Title I program. Parental Involvement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, type and extent of participation, parental input in educational decisions, coordination and integration with other district programs, and evaluations of progress. This information may be included in the annual Title I Individual Education Plan (IEP) for the student.
3. Opportunities for parent involvement activities, such as training on ways to support children's learning. This opportunity may include, but is not limited to, attendance at the annual Nebraska State Title I Parent Involvement Conference. The goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, and parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.

5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.

This policy shall be reviewed annually at the annual meeting where concerned parties can have a conversation about possible changes to the Parental Involvement Policy, and the Board will either (1) alter the policy and adopt it as altered, or (2) reaffirm the policy, following a public hearing.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5045 Student Fees

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

A. Definitions.

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

B. Listing of Fees Charged by this District.

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

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

5. Extracurricular Activities.

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

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

- Student Participation Fee \$ 25.00_____
Student Activity Card
Covers admission to all extracurricular events
Required of all students who participate in athletics and/or other extracurricular activities

- National Honor Society \$ ___Fund Raisers___

- Cheerleading, Drill Team, Flag Corps Students must purchase uniforms and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the school district for these items will be \$ 2500.00_____.

- Football students must provide their own football shoes, undergarments, and mouth guards

- Golf students must provide their own golf shoes, undergarments, and clubs
- Track, Volleyball, Wrestling ~~Students must provide~~
- Future Farmers of America student must purchase their own jackets and pay dues of \$25.00_____
- Science Club \$50_____
- FCCLA \$10-30_____

6. Post-Secondary Education Costs.

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

7. Transportation Costs.

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

The maximum amount of the transportation fee charged by this district shall be \$.54 a mile_____.

8. Copies of Student Files or Records.

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

The district will charge a fee of \$_.10__ per page for reproduction of student records.

9. Participation in Before-and-After-School or Pre-Kindergarten Services.

The district will charge reasonable fees for participation in before-and-after school or pre-kindergarten services offered by the district pursuant to statute.

The maximum dollar amount charged by the district for these services shall be \$_100.00 month____.

10. Participation in Summer School or Night School.

The district will charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses.

The maximum dollar amount charged by the district for summer and night school shall be \$_25.00____.

11. Charges for Food Consumed by Students.

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

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

- Breakfast Program – Grades K-6
 - Regular Price \$__1.70__
 - Reduced Price \$__.30__

- Breakfast Program – Grades 7-12
 - Regular Price \$_1.70__
 - Reduced Price \$__.30__

- Lunch Program – Grades K-6
 - Regular Price \$__2.65__
 - Reduced Price \$__.40__

- Lunch Program – Grades 7-12
 - Regular Price \$__2.95__
 - Reduced Price \$__.40__

Adult Breakfast: \$2.20 Adult Lunch: \$3.70

12. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- Band Students must provide their own instruments.

- Swing Choir Students must fundraise to purchase outfits and shoes selected by the sponsor and/or student group.

13. Contributions for Junior and Senior Class Extracurricular Activities.

Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district asks each member of the junior class and/or senior class to make a contribution to their class’s fund. This contribution is

completely voluntary, however, students who chose not to contribute to the class fund will not be eligible to attend prom. The junior and/or senior class set donations at the start of each school year. The maximum donation shall not exceed \$_50.00__.

C. Waiver Policy.

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

D. Distribution of Policy.

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

E. Voluntary Contributions to Defray Costs.

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

F. Fund-Raising Activities

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

G. Student Fee Fund.

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

Adopted on: _____

Revised on: _____

Reviewed on: _____

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Adopted on: _____

Revised on: _____

Reviewed on: _____

6020
Multicultural Education

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize the rich diversity of the population of the United States.

The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations. The superintendent shall provide the board with a report on the status of the district's multicultural education program annually.

Adopted on: _____

Revised on: _____

Reviewed on: _____

EXAMPLES OF DISTRICT-WIDE MULTICULTURAL LESSONS (2016-17/2017-18)

TEACHER	COURSE and/or GRADE LEVEL OF LESSON	TOPIC OF LESSON	LESSON CONTENT	TECHNOLOGY / MEDIA / RESOURCES USED DURING LESSON
Bishop	Chemistry (11th-12th)	History of the Periodic Table	Students learn about the contributions of non-American chemists which led to the formation of the periodic table. (Dalton-English, Mendeleev-Russian, Cannizzaro-Italian, Moseley-English)	Chemistry textbook Youtube video clip Promethean board
Bishop	Astronomy (9th-12th)	Constellation / Asterism Information	Students learn about the difference between Greek “constellations” and our modern “asterisms.” Students look at Greek astronomers’ classification systems (including Arabic names for stars and Hipparchus’ absolute magnitude chart). They also review the origins and stories of Greek & Chinese mythology that accompany some of these constellations.	Youtube video clips Promethean board Online ClassAction interactive simulations *Students’ laptops
Graney	Spanish 1	Pre-Columbian Cultures of Mexico	Students learn how the many pre-columbian cultures that inhabited Mexico can be seen in the culture of modern Mexico. Students also locate where these past cultures still thrive in Mexico.	YouTube Student research - Internet Student presentation Student posters
Graney	Spanish 2	Cultures of Spain	Students learn that there are several groups of people with their own unique language and customs that make up the “Spanish” culture. Students research a different topic concerning Spain’s culture every Friday and respond to specific questions via email.	Internet YouTube 1to1 devices
Steffen	Geography 9	All of the Class	The class is dedicated to the study of different cultures and the way they interact with certain regions, as well as with the rest of the world. I spend a lot of the time in this class trying to convey to them a sense of how different cultures behave and try to convey a sense of perspective from the culture of focus. I have multiple individual lessons in which I try to express different cultures in a positive light and hope to help my students understand that “different” doesn’t mean “bad” when we talk about cultures other than our own.	-Lecture -Video -Student Research/Presentation -Cultural Simulations

Steffen	Psychology	Study of Racism and Prejudice	The development of prejudice/racism is discussed in-depth over the course of about 3 days. I give a history on it (how prejudice was an evolutionary trait that helped our ancestors determine what was safe/unsafe) and carry that into modern day. We spend a large amount of time simply talking about racism and the way it affects people of different cultures from a psychological perspective as evidenced in psychological and scientific research.	-Lecture -Whole Class/Small Group Discussion -Video -Student research
Walker	Guidance	Prejudice	Students will know the importance of not prejudging people. Treat people the way you want them to treat you. Stand up for people who are being treated with prejudice. Learn about other cultures, countries, and peoples.	Discussion video sharing
Walker	Guidance	You are Special	Identifying traits that make individuals special and unique. This may include heritage, skin color, ethnicity, family makeup, socioeconomic and etc.	-Group Discussion, -sharing -story
L. Wurst	Art 10	Kachina Cubism Problem	Focusing on the artwork of Native American Culture and the work of female artist Helen Hardin. Students studied her artwork and described it in their journal, and created a project based on her abstract style and elements of her work included in their own.	-Journaling -Project -Connecting to their own experiences -slideshow presentation
L. Wurst	Art 9	Greek Art Unit	Students focused on the artwork from Ancient Greece, particularly the pottery. Students journaled about the amphora and the red and black figure painting on the vessels. They examined some of the patterns of the Archaic Period and included them into their final project. By seeing individual difference they could make their own choices and decisions.	-Journaling -Visual Notes (sketches) -Slideshow presentation -Project work
Walker	Guidance	Respect	Respecting others regardless of race, gender, socioeconomic group, etc.	Group discussion sharing story video
Walker	Guidance	6th Career class	Exploring how some jobs are stereotyped, by race, gender, ethnic group, socioeconomic group	Discussion, research

	Biology	Genetics	Students learn where genetic differences come from and how different ethnic groups are essentially identical to each other.	-Lectures, group discussions
	Biology	Ecology	Exploring how differences came to be - based on geographic and environmental factors (importance of dark skin for Africans, white skin for Europeans, etc).	-Labs, group discussions, lectures
	Anatomy	Skeletal System	Who's in your closet skeleton identification activity. Students identify features and perform measurements on the anatomy skeletons to determine heritage and age of the skeletons. Similarities and differences discussed.	Lab activity
	6 Social St.	Pre-Columbian Cultures	Students will learn how the Maya, Aztec, and Inca developed advanced civilizations in Mesoamerica	Lectures; maps discussions; wksts Art: Maya calendars Aztec masks
	6 Social St.	Mexico	Students will learn about Mexico's geography, history, cultural influences, and modern-day issues	Lectures discussions; wksts maps Art: Day of the Dead
	6 Social St.	Central America and Caribbean	Students will learn about the geography, history, cultural influences, and modern day living in Central America and the Caribbean nations	Lectures discussions; wksts maps; videos
	6 Social St.	Caribbean/ South America	Students will learn about the geography, history, cultural influences, and modern-day living in South American countries that border the Caribbean Sea	Lectures discussions; wksts maps; videos
	5 Social St.	Colonial Settlements	Students will learn how the immigrants from European nations influenced our language, customs, economy, etc.	Lectures discussions; wksts maps; videos

Ochsner	Family and Consumer Science 9-12 Social Issues	Prejudice, Diversity and Stereotypes	<p>Social Issues class does an activity during a lesson on understanding prejudices and diversity that helps students understand cultural differences and how we need to recognize stereotypes and prejudices to treat all people equally. The activity includes making index cards that have descriptions of different types of people from all cultural backgrounds. Each person has an index card placed on their back and they don't know what they have been labeled with. Each person has to guess what their label is by the way others act towards them. Sometimes we mix in religious differences or disabilities as well.</p> <p>*After the activity we spend quite a bit of time processing about how the students felt, why others acted towards them in stereotypical ways (if they did) and how they need to recognize stereotypes and prejudices to treat people in an unbiased manner and respect each person as an individual.</p>	Activity and Discussion
Ochsner	Family and Consumer Science 9-12 Foods	Appreciating Differences and Respect	<p>An activity I plan to use in my Foods Class when I introduce our fruits unit. Set a variety of apples (red, yellow, green apple, pink lady, fuji, granny smith, red delicious, etc) on the table or have one for each student. Ask the students to name the colors or variety of apples. Cut the apples open and talk about how they have different colors of skin on the outside... but are the same on the inside, just like people. Talk about how to treat all people fairly and not judge them by the color or variety (nationality). Just like all the apples will taste different all people will have different ideas, views and thoughts, but should all be treated with respect and valued as a person. Let the students enjoy the snack as you talk about these ideas!</p>	Activity and Discussion
Wood	5th Reading	Racial Segregation in the Major Leagues.	<p>Read <i>Satchel Paige</i>. This lesson encompasses the reality of racial segregation in the Major Leagues. The students learn about the trials African Americans faced during this time and how they worked to overcome these trials. We briefly discussed the history of the Jim Crow Laws.</p>	Lectures, Video 42 with parent approval.
Hite	7th Reading	The Barrio Boy	<p>Read <i>The Barrio Boy</i>. This story talks about immigrants starting school. Their feelings about going to a new school, meeting friends, new teachers, and learning new languages.</p>	Read story, activity, discussion

Hite	7th World History	World Religions	Studying world religions, founder, when founded, symbol, where it was founded, and beliefs.	Activity, discussions, lectures, videos
Hite	7th World History	Ancient Civilizations	Contributions to our world from the ancient civilizations: Mesopotamia, Egypt, Hebrew Kingdoms, India, China, Japan	Activities, discussions, lectures, videos
Hite	8th American History	Immigration, Ellis Island		
Hite	8th American History	Slavery		
Marquardt	Science	Space Exploration	Students learn about the contributions made by scientists other than Americans.	Textbook, videos
Marquardt	PE	New Games	Games from other countries and searched, shared and played by the students	Research, discuss & participate
Seiler	Economics	Global Economy	Students learn about different economies around the world and how those affect our economy and those cultures that are living in the U.S.	Discussion, case studies, youtube videos, research
Seiler	Business Law	Consumer Laws	Students learn about consumer laws that have been established over the years as a result of race relations and why different cultures need to be represented in our laws	Discussion, case studies, youtube videos, research
Boldt	Recent Hist.	Native Am. Movement	A brief overview of the struggles that native americans face. Their struggles to adapt and their movement to reclaim land they feel was taken from them.	Guided Reading, Worksheets, AIM fact finding and tests.
M Snyder	ELL	Holidays, Festivals and Seasons	Students learn about customs and traditions from different cultural groups including those in America and their own heritage. They talk about the similarities and differences they see from vocab cards, story and other various visual aids.	IDEA vocab cards, storybook "The Tiny Seed", Discussion, compare/contrast graphic organizer.
M Snyder	2nd Reading	Cultures	Students read "Dear Juno." They learn about a boy, living in America, who receives a letter from his Grandmother in Seoul. The letter is in a different language and Juno needs his parents to read it for him. We	Charts, story, graphic organizer, discussion

			discuss how they can be penpals even if they both speak different languages. Students compare different cultures and languages.	
M Snyder	2nd Reading	Unit 6 Traditions	This whole Unit, consisting of 5 stories, talks about traditions and different cultures. They learn about American Heros. American Baseball, American Revolution, Hispanic and Native American Cultures.	"Just Like Josh Gibson" "Red, White and Blue" "A Birthday Basket for Tia" "Cowboys" "Jingle Dancer"
Cole	K-6 PE	New Games	I have a week long unit that we play games from other countries.	Discuss and Play
Turner	6th English	Culture	Our class receives the Scholastic Scope magazine once a month and there are different types of articles for the students to read through. We read "Why Are Your Clothes So Cheap?" and watched a video about the lives of men, women, and children from Bangladesh who make our clothes and the types of conditions they work in.	Scope Magazine. Online video.
Waitley	2nd Reading	Culture/Traditions	We read stories about Native Americans, George Washington Carver, Cowboy, and a couple stories that relate to the Hispanic Culture We also identify urban and rural areas and their characteristics	Read, discuss, make tortillas, watch videos of Native American dances and Powwows, visit the sale barn, and Ash Hollow
Waitley	2nd Social Studies	Christmas Around the World Culture/Traditions	Learn about how countries around the world celebrate the Christmas holiday.	Compare their traditions with ours, Listen to Christmas songs in other languages, make items that are common in other countries we study.
Putnam	12th World Lit	Racial Segregation/ Apartheid <i>Cry, The</i>	Students learn about the South African Apartheid, and are asked to evaluate various forms of racism and segregation based on discrimination, both on US soil, and elsewhere.	<i>Cry, The Beloved Country</i> Online Research and

		<i>Beloved Country</i>		presentations of South African customs and Apartheid Lecture Discussion
Putnam	12th World Lit	Literature from around the World	This entire class is set up to span cultures from all around the world. Students read and analyze works from various places in order to appreciate how culture dictates various components of literature.	"World Literature" text Lecture Discussion Research
P. Wurst	8th Reading	Cultures and Literature from around the world	Our literature textbook has several stories and articles that teach about cultural values and social justice. Here are a few examples: "Gentleman of Rio en Medio" by Juan A. A. Sedillo (Cultural differences ensue between people of Mexican heritage and Anglos.) "The American Dream" by Martin Luther King, Jr. (This is one of Dr. King's famous speeches) "Tears of Autumn" by Yoshiko Uchida (A Japanese girl leaves home.) "Hamadi" by Naomi Shihab Nye (A friendship forms between a Palestinian refugee and a teenage girl) "Thank You, M'am" by Langston Hughes (An African-American woman's surprising response to a young African-American purse-snatcher) "Baseball" by Lionel G. Garcia (A group of Mexican-American children create their own rules to baseball.) from "Harriet Tubman: Conductor on the Underground Railroad" by Ann Petry (This gives students an introduction to the bravery of Harriet Tubman.) "The Vision of Maya Ying Lin" by Brent Ashabranner (A young Chinese-American student designs the Vietnam Memorial.) from "I Know Why the Caged Bird Sings" by Maya Angelou (The famous African-American author tells what encouraged her love of language.)	Prentice Hall Literature Common Core Edition Grade 8, Lecture, Discussion
Babbitt	Animal Science	Animal Production to fight world hunger	Student teams create a video showing poverty and hunger all over the world and research solutions and challenges to solving the problem. From poverty to displacement to natural disasters. Learning not only the differences of cultures, but use of animals to solve these issues.	Laptops, I-movie, soundtrack and video editing.

Student-Parent Handbook
Of
Perkins County Elementary

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**Perkins County Elementary School Student-Parent Handbook
2017-19 School Year**

Forward

Section 1 Intent of Handbook

This intention of this handbook is to be used by students, parents, and staff as a guide to the rules, regulations, and general information about Perkins County Elementary School. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well being of all students and the educational program. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state, and federal statutes and regulations.

Notice of Non-Discrimination

Notice of Non-discrimination

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the school district. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

Section 2 Members of the Board of Education

- Mr. Jayson Bishop, President
- Mr. Scott Osler, Vice President
- Mrs. Amy Kroeker, Secretary
- Mr. Ryan Hendricks, Treasurer
- Mr. Larry Pritchett
- Mrs. Angie Patrick

Section 3 Administrative Staff

Name	Position	School
Mr. Phillip Picquet	Superintendent	Jr./Sr High
Mr. Dean Friedel	Jr./Sr. High Principal	Jr./Sr. High
Mrs. Nicole Long	Elementary Principal	Elementary
Mr. Jeremy Struckman	Activity Director	Jr./Sr. High

Section 4 Teaching Staff
Elementary School

Mrs. Connie Mahnken	Preschool
Mrs. Erin Fisher	Kindergarten
Mrs. Tammy Hutcheson	Kindergarten
Mrs. Sheila Olson	1st
Mrs. Cheri McCormick	1st
Mrs. Les Reinke	2nd
Mrs. Sandy Waitley	2nd
Mrs. Jill Richmond	3rd Reading, 3rd/4th Language Arts
Ms. Lindsey Perlinger	3rd Reading, 3rd/4th Science
Mrs. Taren Hendricks	4th Reading, 3rd/4th Math
Mr. Steve Snyder	4th Reading, 3rd/4th Social Studies
Mrs. Amanda Wood	5th Reading, 5th/6th Science
Mrs. Tara Schwanebeck	5th Reading, 5th/6th Social Studies
Mr. Shayne Hite	6th Reading, 5th/6th Math
Mrs. Erica Turner	6th Reading, 5th/6th Language Arts
Mrs. Dana Freiberg	Title I
Mrs. Jonette Kemling	K-6 Special Education
Mr. Shawn Cole	K-6 Physical Education
Miss Alyssa Yapp	K-6 Vocal Music
Ms. Jasmine Schafer	5th/6th Band, HAL Coordinator
Mrs. Michelle Snyder	K-12 ELL, K-6 Art
Mrs. Geraldean Walker	K-6 Counselor
Mrs. Lynda Forney	Media

Article 1

Section 1- Mission Statement

The mission of Perkins County Schools is develop capable, responsible, lifelong learners who demonstrate those skills necessary for achieving academic and occupational success in a global society.

This can be attained through providing-

1. A quality and caring staff, committed to academic excellence
2. A climate conducive to learning
3. A progressive, dynamic, comprehensive, and challenging curriculum
4. Fiscal responsibility, sound management, and community involvement
5. A framework for advancing the use of technology in every aspect of the educational process

Section 2- Expectations

Perkins County Elementary will operate with three important expectations in mind. This includes all staff, students, and visitors in our building.

1. **Be Safe**
2. **Be Responsible**
3. **Be Respectful**

Section 3- Communication Channels

Board Policy-301.04

Questions and concerns shall be resolved at the lowest organizational level nearest the complaint. School employees shall be responsible for conferring with their immediate supervisor on questions and concerns. Students and other members of the school district community shall confer with a certified employee and then with the principal.

If resolution is not possible by any of the above, individuals may bring it to the attention of the superintendent within five school days of their discussion with the principal. If there is no resolution or plan for resolution within five days of the individual's discussion with the superintendent, the individual may ask to have the question or problem placed on the board agenda. The action of the board will be final.

Article 2- School Day

Section 1- Daily Schedule

7:45- School Personnel on duty

8:00- School Begins

8:05- Tardy Bell

3:30- K-6 Dismissal

3:45- School Personnel off duty

Preschool

8:00-11:30- Morning Classes

12:30-3:30- Afternoon Classes

Cafeteria Schedules

7:30-8:00- Breakfast

11:00-11:30- K-2nd Grade Lunch

11:30-12:00- 3rd and 4th Grade Lunch

12:30-1:00 – 5th and 6th Grade Lunch

Office Hours

7:00-4:00

Friday Schedule

Perkins County Schools will dismiss at 2:30 p.m. each Friday and buses will run accordingly

Section 2- Shortened Schedules

Due to staff development and holiday schedules, there are days throughout the school year when students will be dismissed on a shortened schedule. There may also be days where the elementary building is in session while the junior high/senior high school is not in session due to high school sponsored activities that require the high school building's use for hosting of those activities.

Section 3- Severe Weather and School Cancellations

The superintendent may cancel classes due to severe weather. The district will notify local media when inclement weather warrants such action. The information is shared on local television and radio stations. The district may also utilize the automatic emergency contact system for parents to receive text and phone alerts. Please contact the district office with phone numbers you wish to have added or changes to the automated system. Please do not call the school offices to inquire about school closings. Parents are encouraged to have an emergency contact the school may call if necessary. Should you have changes in your child's transportation, please email Mrs. Summers.
laurie.summers@perkinscountyschools.org.

After school starts

Every attempt will be made to avoid closing school once classes are in session. However in some circumstances, it is necessary to get children safely home before the worst of a storm hits. Please have a plan in place for your child should this happen.

Parental Decisions

Parents may decide to keep their children home in inclement weather. Students absent because of weather will be marked absent by parent request.

Section 4- Open-Closed Campus

All students are required to remain on campus during the school day. Parents who wish their child be released for lunch on a regular basis should provide a written note to the office. The student should sign out and back in upon return.

Section 5- Supervision Responsibility Before/After School

Arrival At School/Dismissal From School

Students are expected to arrive at school no earlier than 7:30 if the child eats breakfast at school, and 7:45 if they are not eating breakfast. Should students arrive at school prior to 7:45, and do not intend to eat breakfast; they may go directly to the playground. Prior to that time, the school is not responsible for supervision of the students.

Students are dismissed at 3:30 p.m., when they are asked to leave the school grounds, unless remaining at school for certain circumstances (tutoring, detention,

etc.). The school is not responsible for students who were to leave school grounds and there is not supervision required for students after 3:45 p.m.

Dropping off/Picking Up Students

All students who are not riding district transportation should be dropped off and enter through the front entrance. Students and parents are encouraged to use the crosswalk in front of the school. Do not drop off or pick students up on the south side of the building for the safety of our students boarding and exiting the bus area.

Parents are encouraged to say their good byes at the front door and encourage their student to walk to their classroom independently. If it is necessary for a parent to visit with school personnel, please sign in the office and obtain a visitor's pass.

Changes in After-school Plans

Should a student have a change in plans after school, please contact the school office before 3:00 p.m. If a note, email, or call is not received by this time, your child will be instructed to follow the regular plan.

Dismissal Requests

Parents must request by official notice if the school is not to dismiss a student to a designated person, i.e. court order. The parent should supply a copy of this court order to the principal to have on file. Parents are encouraged to keep all emergency contacts current with the office.

Section 6- Additional Information

Cafeteria Prices

Breakfast

\$1.80

Lunch

PreK-6 lunch- \$2.80

Adult Lunch- \$3.70

Extra Milk- \$.35

Extra Entrée- \$1.00

Address Changes/ Student Records

Please keep the school notified of all changes in addresses, phone numbers, and emergency contact changes.

Soliciting

Students are asked not to sell, take orders, or deliver orders during school hours. This can be done after 3:45 p.m.

Birthday Treats, Gifts, and Invitations

Parents or guardians may provide treats for the classmates of their child. This is NOT mandatory. Parents are encouraged to keep it simple and healthy. Parents should notify the teacher prior to sending the treats. Gifts are not to be exchanged at school, unless it is a previously arranged classroom gift exchange.

No invitations for parties outside of the school setting are to be distributed during the school day. Office personnel and teachers are not permitted to release address information for this purpose.

Classroom Celebrations

Each Class is allowed one holiday/classroom celebration per quarter. Participation in these parties is voluntary.

Field Trips

Classroom teachers may plan a field trip as an extension of the grade appropriate curriculum. Field trips are a supplement to the curriculum and a privilege. Should a student not have work completed or has demonstrated inappropriate behavior; the student may not be allowed to attend the field trip. The student is expected to report to school on the day of the field trip to complete any assigned or missing work. Students not in attendance will be marked absent.

Playground/Recess

Should you find it necessary for your child to remain indoors for recess, due to a medical condition, a written note to the office is required. For periods exceeding two days, a written doctor's note is required.

Recess will be held outside unless the weather warrants otherwise. Parents should provide and send all of the necessary clothing to make their child comfortable in the elements. Students need boots and snow pants if there is snow on the ground. Students not appropriately dressed for the weather may not be permitted outside. If there is snow on the ground and equipment, teachers may require boots and snow pants to play off the cemented area.

Gum and Candy

Gum and candy are a privilege and may be allowed during the school day with classroom teachers' and/or administrator's permission.

Parent Teacher Conferences

Parent Teacher Conferences are held in the fall and in the winter. One conference will be scheduled for each child, unless there is a court order that warrants otherwise.

Article 3- Use of Building and Grounds

Section 1- Visitors

All visitors must check in at the Office, sign in, and wear a visitor's badge while visiting the school. All visitors must enter the building through the main entrance on the west side of the building. Parents, guardians, and grandparents visiting a child while in the classroom must get prior approval from the classroom teacher and the principal with reasonable advanced notice. We ask that visitors do not stay for the entire day, as this can be a disruption to the students' routine.

We welcome visitors! In order for your visit to be most meaningful, please call ahead and make arrangements with the classroom teacher. We encourage visitors after the first two weeks of school and before the last two weeks of school. Students that do not attend Perkins County Elementary may not attend school during instructional times. If you want to eat a hot lunch with your child, notify the elementary office by 9:00 a.m. Visitors should pay for their lunch in the office prior to eating with the student.

Section 2- Smoke/Tobacco-Free Environment

School buildings and school property are declared smoke-free and the use of all tobacco products, including e-cigarettes and vapor cigarettes are prohibited within these facilities, grounds, and in all school vehicles.

Section 3 - Care of School Property

1. Chairs, tables, or other equipment or furniture must never be removed from any room without consulting the teacher or principal. A teacher's desk and its contents are school property.
2. Students are responsible for the proper care of all books, equipment, supplies, and furniture supplied by the school.
3. Students who disfigure property or do other damage to school property or equipment will be required to pay for the damage done or replace the item.
4. Replacement costs or fines will be determined at the discretion of the building administrator.
School-issued items that are stolen or damaged while in the care of the student are the responsibility of the student. Students must pay all fines before they can receive school publications and final grades.

Section 4 Searches of Lockers and Other Types of Searches

The school owns student lockers, desks, computer equipment, and other such property. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers and other such property may be conducted at the discretion of the administration.

The following rules apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search is to be conducted in a reasonable manner under the circumstances.
2. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon will be confiscated and delivered to law enforcement officials as soon as practicable.
3. Items that have been or may reasonably be expected to disrupt or interfere with the educational process (that is, "nuisance items") may be removed from student possession.

Section 5- Video Surveillance

The Board of Education has authorized the use of video cameras on school district property to ensure the health, welfare, and safety of all staff, students and visitors to district property, and to safeguard district facilities and equipment. The superintendent or his designee may use video cameras in locations as deemed appropriate.

Notice is hereby given that video surveillance may occur on district property. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state, or federal laws, the video recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

Section 6- Use of telephone

Students needing to make a phone call should report to the office and receive permission from the principal or office staff.

Section 7 - Bicycles, Skateboards, Scooters, etc....

Bicycles must be parked in the racks provided. The school is not responsible for damage or theft of parts while bicycles are on school property.

Section 8 - Student Valuables

Students are responsible for their personal property. Students are cautioned not to bring large amounts of money or items of value to school. The school is not responsible for loss, theft, or damage to student valuables.

Section 9- Lost and Found

Students who find lost items are asked to take them to the lost and found by the office, where the item is to be claimed by the owner. Items unclaimed at the end of each quarter will be donated to a charitable organization.

Section 10- Accidents

Every accident in the school building, on school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the principal. School staff closest to the incident should fill out an accident report located on the school website.

Section 11- Insurance

Under Nebraska law the District may not use school funds to provide general student accident or athletic insurance. The District requires that all student participants in athletic programs have injury and accident insurance and encourages all students who are in classes with risk of personal injury or accident to have insurance coverage. The District does not make recommendations nor handle the premiums or claims for any insurance company, agent or carrier. Information about student insurance providers will be available in the school office or on school bulletin boards.

Section 12- Copyright and Fair Use Policy

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- Lying.
- Copying another person's work or answers.

- Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- Taking or receiving copies of a test without the permission of the teacher.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Submitting work or any portion of work completed by another person.
- Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.
- Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.

Section 14- Dress Code

Students should wear appropriate clothing that does not distract attention from the learning environment. Should a student wear clothing in an inappropriate manner, parents will be notified to bring appropriate clothing. The school may have other clothing the child may borrow for the day, then return. Students and parents should use the following guidelines for dress.

1. Shorts or dresses should reach mid-thigh in length.
2. Shirts should have at least a one-inch strap. Cut of sleeves may only be worn with a shirt underneath.
3. No clothing should be worn with inappropriate slogans, branding, or logos. These would include anything soliciting alcohol, drugs, or containing sexual nature.
4. Hats should respectfully be taken off in the school building.
5. Clothing must fully cover all undergarments.

Article 4- Attendance

Regular and punctual student attendance is required. The Board's policies require such attendance. The administration is responsible for developing further attendance rules and regulations and staff is responsible for assisting in the enforcement of the rules and regulations. Students and parents are responsible for developing behaviors that will result in regular and punctual student attendance.

Section 1- Attendance and Absences

Excused and Unexcused Absences.

An absence from school will be reported as:

- (a) an excused absence
- (b) an unexcused absence.

1. Excused Absences. Absences should be cleared through the Principal's office in advance whenever possible. An absence or tardy, even by parental approval, may not be excused. All absences, except for illness and/or death in the family, require advance approval. An absence for any of the following reasons will be excused, provided the required procedures have been followed:

- a. Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents).
- b. Illness that causes a student to be absent from school.
- c. Doctor or dental appointment which require student to be absent from school.
- d. Court appearances that are required by a court order and the student is not responsible for needing to be in court.
- e. School sponsored activities that require students to be absent from school.
- f. Family trips in which student accompanies parent(s)/legal guardian(s).
- g. Other absences that have received prior approval from the Principal.

The Principal has the discretion to deny approval for the latter two (2) reasons, depending on circumstances such as the student's absence record, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.

2. Unexcused Absences: An absence that is not excused is unexcused. If a student's absence is unexcused the student may receive zeros for any class work missed during the absence, and may be required to make-up work and the time missed.

Excessive Absenteeism

When a student receives 5 unexcused absences or the hourly in a quarter, the Attendance Officer will follow the district's policy to address barriers to the student's attendance.

When a student is absent more than 20 days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 20 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

Tardy to School

Students will be considered tardy to school if they are not seated in their assigned class or ready and attentive in their assigned area when the bell for their first class rings.

Tardy to Class Students have a sufficient time period between classes to make it to their next assigned class on time. Students will be considered tardy to class if they are not in their assigned classroom when the tardy bell rings, unless they have a pass from the teacher who detained them. Specific tardy guidelines once students are in the classroom doorway are at the discretion of the classroom teacher.

Students who are consistently tardy are subject to discipline at the discretion of the administration. Repeated tardiness is a disruption to the educational process to the student and the rest of the class.

Leaving School or Class

Students who leave school for any reason during the school day must check out at the office before leaving. Students leaving school must be cleared in advance by a note or phone call from the student's parent or legal guardian. Upon returning to school that same day, students are expected to sign in at the office. A sheet will be available on the office counter for this purpose.

Students who leave school without permission and without signing out in the proper manner, or who leave their assigned classroom without teacher permission, will be considered truant.

Section 2- Make-up Work

Make-up work may be assigned for each day missed regardless of the type of absence. If make-up work is not completed, students will receive no credit for the work required.

The student has the responsibility to contact teachers, initially, regarding make-up assignments. Assignment sheets will be sent only for extended absences. Generally, assignment sheets will not be sent out until after three (3) days of absence. If the parents or students have concerns prior to the three (3) days, they are encouraged to contact the teacher.

For excused absences, two school days will be allowed to make up the work for each day missed with a maximum of ten (10) days allowed to complete make up work. If requested, assignment sheets will be prepared for students who are ill. If parents or students request assignment sheets the school should be contacted by no later than 10:00 a.m.

For unexcused absences, the student will receive a failing mark for or in each class period missed.

Section 3 Attendance is required to Participate in Activities

Students must attend school all day the day of any scheduled school activity in order to participate in the activity. This includes athletic contests, practices and dances. Failure to attend will result in a student being withheld from participation in the activity. The Principal retains the right to grant participation should exceptional circumstances prevail.

Section 4 Truancy

A student who engages in unexcused absences may be considered truant as per state law. Truancy is a violation of school rules. The consequence of truanies may include disciplinary action up to expulsion and referral to the county attorney for compulsory attendance violations.

Reporting and Responding to Truant Behavior. Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child age six (6) to eighteen (18) to attend school regularly without lawful reason, shall within three days report such violation to the Superintendent. The Superintendent shall immediately cause an investigation into any such report to be made. The Superintendent shall also investigate any case when, based on the Superintendent's personal knowledge or based on a report or complaint from any resident of the district, the Superintendent believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior.

Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis. When a student has excessive absences, the following procedures shall be implemented:

1. One or more meetings shall be held between the school administration and the parent/guardian and the student to report and attempt to solve the truancy problem. If the parent/guardian refuses to participate in such meeting, the principal shall place in the student's attendance records documentation of such refusal.
2. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child.
3. Educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the truancy problem, supplemented by specific efforts by the school to help remedy any condition diagnosed.
4. Investigation of the truancy problem by the administration to identify conditions that may be contributing to the truancy problem. If services for the child and his or her family are determined to be needed, the person

performing the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the truancy problem.

Reporting Habitual Truancy. Students who accumulate twenty (20) unexcused absences or the hourly equivalent per year shall be deemed to be habitually truant. If the student continues to be or becomes habitually truant, the principal shall serve a written notice to the person violating the Nebraska truancy laws (i.e., the person who has legal or active charge or control of the student) warning him or her to comply with the provisions of that law. If within one (1) week after the time the notice is given such person is still violating the school attendance laws or policies, the Principal shall file a report with the county attorney of the county in which such person resides.

Article 5- Grading

Section 1- Grading Scales

The following grading scale applies to grades K-2

E=Excellent

S=Satisfactory

N=Needs Improvement

The following grading scale applies to grades 3-6

A= 93-100

B= 86-92

C=78-85

D= 70-77

Reporting of Grades

Teachers will report a minimum of one grade per week in each subject area for grades 3-6. These grades will be reported on the power school system with a link on the school website where parents may access these grades.

Section 2- Progress Reports

Various progress reports may be sent to parents throughout the school year concerning student's performance. These reports may describe student work of an exceptional nature or work that needs improving. These reports may be sent as the teacher or principal determines appropriate.

Teachers may arrange with the parents for time when the student can meet with the teacher outside the regular class period until the student returns to satisfactory academic standing.

Section 3- Report Cards

Report cards are issued at the end of each quarter. Letter grades and/or number grades are used to designate a student's progress. A grade of "I" (incomplete) received at the end of a grading period must be made up within two weeks of the missing assignments. All course work must be completed by the end of the fourth quarter or arrangements must be made with the classroom teacher and approved by the principal for an extended completion time.

Section 4- Promotion and Retention

Students will be placed at the grade level and in the courses best suited to them academically, socially, and emotionally as determined by the professional staff. Students will typically progress annually from grade to grade. A student may be retained at a grade level or be required to repeat a course or program when such is determined in the judgment of the professional staff to be appropriate for the educational interests of the student and the educational program.

Opting Out of Assessments

The Board of Education has adopted a policy on approval and denial of state and federal assessment opt-out requests, which is based on requirements in law. The policy can be requested by contacting the Superintendent of Schools at 352-4735

Article 6 - Support Services

Section 1- Special Education Services

What Does Special Education Mean?

Special education means specially designed instruction and related services adapted as appropriate to the needs of an eligible student with a disability. Special education is provided at no cost to the parent to meet the unique needs of a child with a disability.

Students Who May Benefit

A student verified as having autism, behavior disorders, deaf-blindness, developmental delay, hearing impairments, mental handicaps, multiple disabilities, orthopedic impairments, other health impairments, specific learning disabilities, speech-language impairments, traumatic brain injury or visual impairments, who because of these impairments need special education and related services.

How is a Student With Disabilities Identified?

Teachers or parents make referrals to a Student Assistance Team. If the student assistance team or comparable problem solving team feels that all viable alternatives have been explored, a referral for multidisciplinary evaluation is completed. An evaluation is conducted to assist in the determination of whether a student has a disability and the nature and extent of the special education and related services the student needs. The evaluation is conducted only with written

consent of a parent or guardian. A multidisciplinary evaluation team (MDT) will then meet to determine whether the student is eligible for special education.

Independent Evaluation

If a parent disagrees with an evaluation completed by the school district, the parent has a right to request an independent educational evaluation at public expense. Parents should direct inquiries to school officials to determine if the school district will arrange for further evaluation at public expense. If school district officials feel the original evaluation was appropriate and the parents disagree, a due process hearing may be initiated. If it is determined that the original evaluation was appropriate, parents still have the right to an independent educational evaluation at their own expense.

Reevaluation

Students identified for special education will be reevaluated at least every three (3) years by the IEP team. The IEP team will review existing evaluation data on the student and will identify what additional data, if any, are needed. The school district will obtain parental consent prior to conducting any reevaluation of a student with a disability.

Individual Education Program (IEP)

Upon a student being verified as having a disability, a conference will be held with parents. At the conference, an Individualized Education Program (IEP) will be developed specifying programs and services that will be provided by the schools. Parent consent will be obtained prior to a student being placed for the first time in a program providing special education and related services or early intervention services to infant and toddlers. Once in place, the IEP is reviewed on an annual basis, or more frequently as needed. Parents are given a copy of the IEP.

Special Education Placement

The student's placement in a special education program is dependent on the student's educational needs as outlined in the Individual Education Program (IEP). To the maximum extent appropriate, students with disabilities are educated with students who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. The IEP team will make determination of a student's educational placement.

Written notice shall be given to parents a reasonable time before the school district:

1. Makes a proposition to initiate or change the identification, evaluation, verification or educational placement of a child or the provision of a free appropriate public education.

2. Refuses to initiate or change the identification, evaluation, or educational placement of the child or the provision of a free appropriate public education to the child.

More Information

Anyone interested in obtaining a copy of the District's special education policy, the Parental Rights in Special Education brochure, or a copy of the Nebraska Department of Education Rule 51 (special education regulations and complaint procedures) or Rule 55 (special education appeal procedures) may contact the Superintendent. A notice of parental rights, Rules 51 and 55 and more information about special education are also available at the Nebraska Department of Education's website: <http://www.nde.state.ne.us/SPED/sped.html>.

Section 1 Students with Disabilities: Section 504

Accommodations and related services are made available to students with disabilities under Section 504 of the Rehabilitation Act of 1973. Under Section 504, parents have the following rights:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of your child's disability.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation or placement of your child.
4. Have your child receive a free appropriate public education. This includes the right to be educated with non-disabled students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities.
5. Have your child receive services and be educated in facilities which are comparable to those provided to students without disabilities.
6. Have your child receive an individualized evaluation and receive special education and related services if your child is found eligible under Section 504.
7. Have evaluation, eligibility, educational and placement decisions made based on a variety of information sources and by persons who know your child and who are knowledgeable about the evaluation data and placement options.
8. Have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if your child were placed in a program operated by the school district.
9. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the school district.
10. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement. Obtain copies of educational records at a reasonable cost on the same terms as records are provided students without a disability unless the fee would effectively deny you access to the records.
11. Receive a response from the school district to reasonable requests for explanations and interpretations of your child's records.

12. Request amendment of your child's educational records if there is reasonable causes to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the school district refuses this request, it shall notify you within a reasonable time, and advise you of the right to a hearing.

13. File a local grievance in accordance with school policy.

14. Request an impartial hearing related to decisions regarding your child's identification, eligibility, and educational program or placement with opportunity for participation by the person's parents or guardian and representation by counsel, and a review procedure. This is provided in the local grievance procedure.

Section 2- Guidance Services

Perkins County Elementary employs a counselor for the purpose of assisting with students' social and emotional health through character education classes and for students to discuss problems and resolve conflicts. If you wish to see a counselor, stop by a counselor's office and make arrangements for an appointment.

Section 3- Health Services

Health Requirements

The following are required by the State of Nebraska for admission to all schools. Information concerning these requirements can be obtained by contacting the school's front office.

Physical Examinations

7-009 PHYSICAL EXAMINATION AND VISUAL EVALUATION REQUIREMENTS FOR SCHOOL ENTRY

In accordance with Neb. Rev. Stat. § 79-214, the school board of any school district, before admitting a child, shall require evidence of the following:

7-009.01 Physical Examination Required: Physical examination by a physician, Physician assistant, or advanced practice registered nurse (nurse practitioner) within six months prior to the entrance of a child into the beginner grade and the seventh grade, or in the case of a transfer from out of state, to any other grade of the local school, is required. Either a completed, signed, and dated physical exam report, or a printed or typewritten form signed by a qualified examiner indicating that a physical examination was administered on a specific date within the previous six-month period on a specifically named individual, provided to the school by the parent/guardian, constitutes sufficient evidence of compliance.

7-009.02 Visual Evaluation Required: Visual evaluation by a physician, a physician assistant, an advanced practice registered nurse-nurse practitioner, or an optometrist

within six months prior to the entrance of a child into the beginner grade or, in the case of transfer from out of state, to any other grade of the local school, is required. The visual evaluation must consist of testing for amblyopic, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity. The visual evaluation report inclusive at a minimum of the specific tests named above, signed and dated by the qualified examiner, provided to the school by the parent/guardian.

Birth Certificates

All students in Perkins County Schools must have an official certified birth certificate on file in the guidance counselor's office. It must be a certificate issued by Vital Statistics with the raised seal, not the certificate issued by the hospital.

Immunizations

Ages 2 through 5 years enrolled in a school based program (i.e. PRE SCHOOL) not licensed as a child care provider need:

4 doses of DTaP, DTP, or DT vaccine,

3 doses of Polio vaccine,

3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of age, *Hib not required after child reaches 5 yrs of age

3 doses of pediatric Hepatitis B vaccine,

1 dose of MMR or MMRV given on or after 12 months of age,

1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age.

written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted.

4 doses of pneumococcal or 1 dose of pneumococcal given on or after 15 months of age. *Pneumococcal not required after child reaches 5 yrs of age

Students from Kindergarten through 12th Grade, including all transfer students from outside the State of Nebraska and any foreign students need:

3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4th birthday,

3 doses of Polio vaccine,

3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age.

2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month,

2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age.

Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.

Additionally, for 7th Grade Only 1 dose of Tdap (must contain Pertussis booster)

Immunizations may be waived for medical or religious reasons. The forms can be obtained from the principal or school nurse.

New students must present their immunization record prior to enrollment.

School Nurse

The school nurse is present at our building according to her district schedule. Her major responsibilities include health screening and school health coordination. If there is any suspicion of a health concern, the parent/guardian will be notified.

Injuries

There is a possibility students may injure themselves during the day. If students are injured while in school the student must do the following (1) Report all accidents to the teacher when you are injured while on school premises and (2) Report all injuries to the nurse's office. If medical attention is needed, the parent/guardian or designated emergency contact will be immediately notified and the correct procedure for the injury will be followed.

Communicable Diseases

Students showing any signs or symptoms of a contagious, infectious and/or communicable disease are required by law to be sent home immediately or as soon as safe transportation is available (NDE Rule 55). Students excluded for confirmed diseases shall not be allowed to return to school until specific criteria have been met:

- Reportable, preventable communicable diseases require verified diagnosis by a physician and his/her written permission for the student to return to school. These diseases include, but may not be limited to: diphtheria, measles, mumps, pertussis, polio, rubella and tetanus.
- Some contagious infections or infections require treatment. Students may return to school when signs and symptoms have decreased, are absent, and/or return to school is permitted, in writing, by the physician. These diseases include but may not be limited to: chicken pox (varicella), CMV (cytomegalovirus), mononucleosis, influenza (flu), parvovirus B19 (Fifth disease), hepatitis and tuberculosis.
- Other contagious infections or infestations require treatment. Students may return to school 24-48 hours after verified treatment has been started and/or when the physician permits return in writing. These diseases include but may not be limited to: pink eye, head lice, impetigo, intestinal worms, ringworm, scabies, scarlet fever and/or other strep infections.

Students found to have head lice, louse eggs, or nits will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice, louse eggs, or nits, the student's parent(s) or guardian(s) will be notified, and if appropriate will be asked to pick up the student from school immediately.

Students will not be permitted to return to school until the district finds that no live lice, eggs, or nits can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.

Medication at School

All medication/pills, whether they are prescription or over-the-counter preparations, must be held and administered by the school nurse or trained office staff. Students are not to keep medication. The reason for this is the chance of a lost substance resulting in a student finding and taking it and being harmed by doing so.

Prescription Medicines

The school nurse is prohibited by law from giving prescription medication to a student, unless a licensed physician orders it. For medication prescribed by a physician a required form, which can be obtained from the school nurse, must be signed by the parent. Any changes in medication type or dosage must be accompanied by a doctor's order. All medication should be checked in with the front office/school nurse first thing in the morning. Prescribed medications should be in a prescription bottle properly labeled with the students' name, the name and dosage of the medication as well as instructions for administration. Medication that is not in an appropriate container labeled with the above information will not be given.

*Students in Perkins County Schools with the diagnosis of asthma may be permitted to carry inhalers for self-administration. Authorization to do so is coordinated by the school nurse and requires parent/guardian as well as physician consent.

*Students in Perkins County Schools with the diagnosis of diabetes may carry glucose sources for self-treatment, again with authorization coordinated by the school nurse with parent/guardian and physician consents.

Over the counter Medicines (OTC)

Over the counter preparations must be in the labeled container and have the students' name on the container. The school nurse is not allowed to administer any medication in excess of the dosage recommendation listed on the labeled container, but may administered less dosage if requested. Medication that is not in an appropriate container labeled with the above information will not be given. Permission from parent/guardian will be received via telephone call, text or email before any student is given OTC meds, such as non-prescription medications (Tylenol, Motrin, cough drops).

Article 7- Transportation Services

Transportation to and from school is provided to students in accordance with law and Board policy. Students may also be provided transported on field trips and when participating in school activities. Students are expected to follow the behavioral expectations for riding school buses.

Section 1-Behavior on School Buses

General Conduct Rules Apply: While riding school buses you are expected to follow the same student conduct rules, which apply when you are on school property or attending school activities, functions or events. There are also special conduct rules for riding school buses. These rules also apply to riding other school vehicles.

Special Conduct Rules for Riding School Buses

A. Rules for Getting On and Off the Bus

1. Be on time to be picked up. As a general rule, get to your bus stop five minutes before your scheduled pick up time. The bus driver may wait three minutes after the designated pick up time. If after three minutes the student has not boarded the bus, the bus driver may continue on the route. If a student has missed the bus it is the responsibility of the family to get the student to school that day.
2. While waiting for the bus, stay at least 5 feet away from the street, road or highway. Wait until the bus comes to a complete stop before approaching the bus.
3. You may exit the bus only at your approved destination (your school or your approved bus stop). Exit the bus as directed by the driver. Do not run.
 4. If you must cross the street after exiting the bus, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.

B. Rules on the Bus

1. Be respectful of the bus driver. Immediately follow all directions of the driver and any para-educator or adult on the bus.
2. Sit in your seat facing forward. Use seat belts in vehicles in which they are available.
3. Talk quietly and use appropriate language.
4. Keep all parts of your body inside the bus.
5. Keep your arms, legs and belongings to yourself.
6. No fighting, harassment, bullying, intimidation or horseplay.
7. Do not throw any object.
8. No eating, drinking, use of tobacco, alcohol, drugs or flammables.
9. Do not bring any weapon (real or imitation) or dangerous objects on the school bus.
10. Do not damage the school bus.

Getting the Driver's Assistance: If you need assistance from the driver, wait until the bus is at a full stop. If you are close enough, tell the driver what you need. If you are too far away for the driver to hear you, ask a student in front of you to get the driver's attention. If necessary, walk up to the driver, while the bus is at a full stop. If you need immediate assistance for an emergency, take all action needed to safely get the help of the driver.

Consequences for Rule Violations: Consequences for school bus misconduct may include restriction or suspension of bus privileges and other disciplinary measures, up to and including expulsion from school.

Article 8 - Student Conduct Rules

Section 1 Purpose of Student Conduct Rules

These student conduct rules are established to maintain a school atmosphere which is conducive to learning, to aid student development, to further school purposes, and to prevent interference with the educational process. Violations of the rules may result in disciplinary action.

Perkins County Elementary Expectations

Be Safe

Be Responsible

Be Respectful

The school has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

Perkins County Elementary's discipline is guided by the following beliefs:

1. The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
2. Behavior expectations will be communicated to all students and their parents in the student handbook.
3. The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.
4. Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
5. Behavior expectations apply to all students; consequences are enforced consistently without regard to a student's academic record or achievement.

All extracurricular activities including athletics, cheerleading, band, chorus, and club activities are governed by the Student Activity Handbook. Students who are involved in extra-curricular activities may face consequences related to the activity in addition to the consequences discussed in this handbook.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

Section 2 Perkins County Elementary Behavior Management Plan

The Perkins County Elementary in an effort to “develop capable, responsible, lifelong learners who demonstrate those skills necessary for achieving academic and occupational”. The purpose of the plan is to lower the level of tolerance for unacceptable behavior at the school in order to provide a positive and safe learning climate for all students and staff.

The behavior management process will acknowledge positive and appropriate behaviors as well as inappropriate behaviors. Responses to inappropriate behavior will consist of: 1) the teacher and/or administrator communicating the inappropriate behavior and discussing changes that need to take place to provide a safe and positive learning climate. 2) The teacher and /or administrator and student will fill out the Student Problem Solving Form that reports the student’s inappropriate behavior, the student’s responses to the event, the solutions and appropriate consequences. 3) Depending on the situation, parents and other expert school staff members may be notified to assist in helping the student change his or her behavior.

The severity of the consequence will be dependent upon the severity of the behavior and the number of incidents that are reoccurring. The teacher or administrator may also communicate positive behavior that deserves acknowledgement to the student by various means of communications. The information reported by the administrator or teacher may be entered in the student’s record on the district’s student management database system. This plan does not pertain to extra-curricular activities or students who are spectators at school events.

Section 3- Code of Conduct

The school board policy concerning student behavior is as follows: School students at all levels have a basic responsibility toward school to conduct themselves at all times so as to reflect credit on their school and themselves. This basic responsibility is to apply at school, on school buses or other school vehicles, or at school events, especially while attending school activities at home and away. This code of conduct governs all students’ participation/attendance at all school-sponsored activities.

In extreme situations a student may be suspended or expelled from school by the superintendent or principal on the basis of evidence that strongly indicates that the pupil has committed any offense contrary to school policies. The Student may receive 0’s for all his/her assignments during the suspension period. Examples of offenses that might result in detentions, suspension, or expulsion of a student at Perkins County Elementary are:

1. Disobedience--A student shall not repeatedly fail to comply with directions of teachers, student teachers, substitute teachers, teacher aides, principals, or other school personnel during any period of time when the student is properly under the authority of the school personnel.

2. Unsportsmanlike conduct involving an opposing school's team or delegation or a student's own school team or delegation. Unsportsmanlike conduct directed at representatives of an opposing school or the officials of a school contest.
3. General inappropriate conduct such as: spitballs, water-pistols, water balloons, firecrackers, snowballing, eating candy, playing cards or games, etc.
4. Lewdness, use of profanity or obscenity.
5. Gross disrespect for students, teachers, school officials, and other employees.
6. Behavior that seriously interferes with class work or the activities of the school, such as:
 - a. Possession of or use of tobacco on school property or at school sponsored events (cigarettes, cigars, snuff, chewing tobacco, e-cigarettes, etc.)
 - b. Gambling
 - c. Willful use of violence, force, noise, coercion, threat, intimidation, fear, or similar conduct to any student or school employee in a manner that constitutes an interference with school purposes.
 - d. Willfully causing or attempting to cause damage to private or school property on school grounds or during an educational function or event off school grounds.
 - e. Willfully causing or attempting to cause physical injury to a school employee or to any student.
 1. On the school grounds during and immediately before or immediately after school hours, or at any time when the school is being used by a school group, or
 2. Off the school grounds at an educational function or event.
 - f. Threatening or intimidating any student or school employee for the purpose of, or with the intent of, obtaining money or anything of value from that person.
 - g. Knowing, possessing, handling or transmitting any object that is ordinarily or generally considered a weapon.
 1. On the school grounds during and immediately before or immediately after school hours, or at any time when the school is being used by a school group, or
 2. Off the school grounds at any educational function or event sponsored by the school.
 - h. Engaging in the unlawful selling, using, possessing or dispensing of alcoholic beverages, tobacco, narcotics, drugs, controlled substance, anabolic steroids, inhalant or being under the influence of any of the above, or possession of drug paraphernalia on school grounds or during a school sponsored activity.
 - i. Truancy - absence from school without school or parental authority.
 - j. Theft - the taking or possessing of that which belongs to the school or another student without prior consent of the school or individual.
 - k. Displays of Affection - Public demonstrations of kissing, embracing, or other intimate contact will not be allowed.

- l. Interference with other student's opportunity to learn.
- m. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purpose.

Section 4- Statement of Individual Respect and Policy against Bullying and Harassment

Bullying Prohibited. Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as "any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated." Nebraska statute defines bullying as "an ongoing pattern of physical, verbal or electronic abuse." The District's administrators are authorized to use both of these definitions to determine whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

Disciplinary Consequences. The disciplinary consequences for bullying behavior will depend on the frequency, duration, severity and effect of the behavior.

A student who engages in bullying behavior on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events may be subject to disciplinary consequences including but not limited to long-term suspension, expulsion, or mandatory reassignment.

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

Bullying Prevention and Education. Students and parents are encouraged to inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities which educate students about bullying, bullying prevention and digital citizenship.

Students may access the bullying report available on the school website at <http://perkinscountyschools.org> under the elementary tab.

Policy Review. The school district shall review this policy annually.

School BP 504.185, CR 504, 504.3

Section 4 Dating Violence

Dating violence, as that term is defined by Nebraska law, will not be tolerated by the school district. Students who engage in dating violence on school grounds, in a school vehicle or at a school activity or that otherwise violates the Nebraska Student Discipline Act will receive consequences consistent with the Act and the district's student discipline policies.

The school district shall provide dating violence training to staff deemed appropriate by the administration and in accordance with Nebraska law.

Section 5 Forms of School Discipline

Administrative and teaching personnel may take actions regarding student behavior which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to complete school work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions during the day. When in-school suspensions, after-school assignments, out of school suspension, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; and a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

Short Term Suspension

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

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

The following process will apply to short-term suspensions:

1. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances.

A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.

c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator may send a written statement to the student and the student's parent or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.

d. An opportunity may be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.

e. A student who on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

Long-Term Suspension

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

Expulsion:

a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the

express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.

b. **Suspensions Pending Hearing.** When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

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

d. **Alternative Education:** Students who are expelled may be provided an alternative education program that will enable the student to continue academic work for credit toward graduation. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.

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

f. **Students Subject to Juvenile or Court Probation.** Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal’s designee shall meet with the student’s probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal’s designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The

student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

4. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

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

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

The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that reasonable recipient would interpret as a serious expression of intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was

necessary to protect some other person shall not constitute a violation of this subdivision.

5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecencies or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or Internet off-school grounds to threaten.
12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
13. Truancy or failure to attend assigned classes or assigned activities, or tardiness to school, assigned classes or assigned activities.
14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially

disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.

16. Willfully violating the behavioral expectations for riding school buses or vehicles.

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

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

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

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.
- c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.

d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.

Additional Student Conduct Expectations and Grounds for Discipline (504.10, 504.12)

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

Threat Assessment and Response

[Option 1: Team Concept]

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

1. Obligation to Report threatening Statements or Behaviors.

All staff and students must report any threatening statements or behavior to a member of the administration. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

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

2. Threat Assessment Team

The threat assessment team shall consist of the superintendent of schools, building principal(s), and local law enforcement. The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response.

3. Threat Assessment Investigation and Response

All reports of violent, threatening, stalking, or other behavior or statements which could be interpreted as posing a threat to school safety will immediately be forwarded to a member of the team. Upon receipt of an initial report of any threat, the team will take steps to verify the information, make an initial assessment, and document any decision involving further action. This investigation may include interviews with the person who made the statement(s) or engaged in the behavior of concern, interviews with teachers and other staff members who may have information about the individual of concern, interviews with the target(s) of the threatening statements or behavior, interviews of family members, physical searches of the individual of concern's person, possessions, and home (as allowed by law and in cooperation with law enforcement), and any other investigatory methods that the team determines to be reasonable and useful.

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

4. Communication with the Public about Reported Threats

To the extent possible, the team will keep members of the school community informed about possible threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, and communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence if that individual is a minor.

Electronic Devices

a. Philosophy and Purpose. The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District

hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.

b. Definitions. "Electronic devices," include, but are not limited to, cell phones, Mp3 players, iPods, compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

c. Possession and Use of Electronic Devices.

(1) Students are not permitted to possess or use any electronic devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.

(2) Students are permitted to possess and use electronic devices before school hours and after school hours, provided that the student not commit any abusive use of the device (see paragraph (d)(1)). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.

(3) Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a lap top computer for a class presentation).

(4) Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).

d. Violations

(1) Students shall not use electronic devices at any time or place for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; or (f) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action may be imposed, including, but not limited to, suspension and expulsion from school.

(2) Electronic devices used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.

(3) First Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and school principal or assistant principal. The

electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.

(4) Second Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and his/her parent/guardian and the school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

(5) Third Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal or assistant principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

(6) Subsequent Violations: Students who are repeat offenders of this policy shall be subject to the imposition of any appropriate disciplinary action, which may include suspension and expulsion from school.

e. Responsibility for Electronic Devices. Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

Computer Network Use by Students

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

I. Student Expectations in the Use of the Internet

A. Acceptable Use

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.
3. Students may use the Internet to gain access to information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for appropriate

educational purposes.

B. Unacceptable Use

1. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
3. Students shall not use e-mail, chat rooms, instant messaging, or other forms of direct electronic communications on school computers for any unauthorized or unlawful purpose or in violation of any school policy or directive.
4. Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
5. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
6. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
7. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
8. Students shall not erase, rename, or make unusable anyone else's computer files, programs or disks.
9. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
10. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
11. Students shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory,

file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.

12. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
13. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
14. Students shall not falsify electronic mail messages or web pages.

II. **Enforcement**

A. Methods of Enforcement

1. The district monitors all Internet communications, Internet usage, and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.
2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

B. Consequences for Violation of this Policy

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
 - a. Loss of computer privileges;
 - b. Short-term suspension;

- c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
 - d. Other discipline as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

III. **Protection of Students**

A. **Children's Online Privacy Protection Act (COPPA)**

- 1. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
- 2. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. **Education About Appropriate On-Line Behavior**

- 1. School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
- 2. Staff will specifically educate students on
 - a. Appropriate interactions with other individuals on social networking websites and in chat rooms.
 - b. Cyberbullying awareness and response.
- 3. The School District's **technology coordinator** shall inform staff of this educational obligation and shall keep records of the instruction which occurs in compliance with this policy

Inappropriate Public Displays of Affection (IPDA)

Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences for IPDA:

- 1. 1st Offense: Student will be confronted and directed to cease.
- 2. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified.
- 3. 3rd Offense: Student may be suspended from school for a minimum of 1 day, and parents and student will need to meet with

Administrator(s) and/or counselor. If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.

Specific Rule Items: The following conduct may result in disciplinary action that, in the repeated violations, may result in discipline up to expulsion:

1. Students are not given locker passes, restroom passes or telephone passes to leave a classroom or study hall unless special circumstances arise.
2. Students in the hallway during class time must have a pass with them.
3. Gum, candy, seeds, etc. are not allowed in the school building or classrooms. The pop machine is closed until after school and pop is to be drunk outside.
4. Students are expected to bring all books and necessary materials to class. This includes study halls.
5. Assignments for all classes are due as assigned by the teacher.
6. Students are not to operate the mini-blinds or the windows.
7. The teacher ends the class. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
8. Students are to be in their seats and ready for class on the tardy bell.
9. Special classes such as Industrial Technology, Art, P.E., and computers courses will have other safety or clean-up rules that will be explained to you by that teacher which must be followed.
10. Students are not to bring "nuisance items" to school. A nuisance item is something that is not required for educational purposes and which would cause a distraction to the student or others.
11. Students are to stand back from the entry steps and doors in the mornings before school and at noon before the bell so that others may pass in and out of the entry doors.
12. Snow handling is prohibited.

Law Violations

1. Cases of law violations or suspected law violations by students will be reported to the police and to the student's parents or guardian as soon as possible.
2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.
3. In an effort to demonstrate that student behavior is always subject to possible legal sanctions regardless of where the behavior occurs it is the District's policy to notify the proper legal authorities when a student engages in any of the following behaviors on school grounds or at a school sponsored event:
 - (a) Knowingly possessing illegal drugs or alcohol.
 - (b) Aggravated or felonious assault.

- (c) Vandalism resulting in significant property damage.
 - (d) Theft of school or personal property of a significant nature.
 - (e) Automobile accident.
 - (f) Any other behavior that significantly threatens the health or safety of students or other persons, and such other offenses which are required to be reported by law.
- When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made.

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

The following procedures shall be followed with regard to any long-term suspension, expulsion or mandatory reassignment.

1. The Principal shall prepare a written summary of the alleged violation and the evidence supporting the alleged violation with the Superintendent or his/her designee.
2. If the Principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers, and a notice of intent to discipline the student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent or his or her designee, the student may be suspended by the Principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the Superintendent.
3. The Principal or his/her designee shall serve by registered or certified mail or by personal service to the student and the student's parents or guardian with a written notice within two school days of the date of the decision to recommend long-term suspension or expulsion. Said notice shall include the following:
 - (a) The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension or expulsion including a summary of the evidence to be presented against the student as submitted by the Principal or assistant Principal.
 - (b) The penalties to which the student may be subjected and the penalty which the Principal or his or her designee has recommended in the charge.
 - (c) A statement explaining the student's right to a hearing upon request on the specified charges.
 - (d) A description of the hearing procedures provided by these policies along with procedures for appealing any decision rendered at the hearing.
 - (e) A statement that the administrative representative, legal counsel for school, the student, the student's parents, or the student's representative or guardian shall have the right to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct, and the right to know the identity of the witnesses to appear at the hearing and the substance of their testimony.

(f) A form or a request for hearing to be signed by such parties and delivered to the Principal or his or her designee in person or by registered or certified mail.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. In the event that the Principal has not received a request for hearing within five school days following receipt of the written notice, the punishment recommended in the charge by the Principal, or his or her designee, shall automatically go into effect.

6. If a hearing is requested more than 5 school days following the actual receipt of the written notice, but not more than 30 calendar days after actual receipt, the student shall be entitled to a hearing; but the punishment imposed may continue in effect pending final determination.

7. If a request for hearing is not received within 30 calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

8. In the event that a hearing is required to be provided, the Superintendent shall appoint a hearing officer.

Hearing Procedure

1. **Hearing Officer.** The hearing officer shall be any person designated by the Superintendent. The hearing officer shall be an individual who has had no involvement in the charge, will not be a witness at the hearing, and who has not brought the charges against the student. It shall be the duty of the hearing officer to remain impartial throughout all deliberations. The hearing officer shall be available prior to any hearing held pursuant to this policy to answer any questions the administrative representative, the student, the student's parents, or guardian may have regarding the nature and conduct of the hearing.

2. **Administrative Representative.** The Principal may appoint an administrative representative to present the facts and evidence. Such administrative representative may be an attorney or may be represented by an attorney, but any such attorney shall not advise the hearing officer or parties who may review the proceedings as their counsel.

3. **Notice of Hearing.** If a hearing is requested within five school days of receipt of the notice, the hearing officer shall, within two school days after being appointed, give written notice to the administrative representative, the student, and the student's parents or guardian of the time and place for the hearing. The hearing shall be scheduled within a period of five school days after it is requested. No hearing shall be held upon less than two school days' actual notice to the administrative representative, the student, and the student's parents, or guardian, except with the consent of all of the parties.

4. **Continuance.** Upon written request of the student or the student's parents or guardian, the hearing officer shall have the discretionary authority to continue from time to time the hearing. In addition, the hearing officer may continue the hearing upon any good cause.

5. Access to Records. The administrative representative, the student, the student's parent or guardian, and the legal counsel of the student shall have the right to examine the records, affidavits, and the statements of any witnesses in the possession of the Perkins County School Board of Education at any reasonable time prior to the hearing.

6. Hearing Procedure. The hearing officer, the student, the student's parents or guardian, the student's representative if any, and the administrative representative shall attend the hearing. Witnesses shall be present only when they are giving information at the hearing or with the consent of both parties. The student may be excluded at the discretion of the hearing officer at times when the student's psychological evaluation or emotional problems are being discussed. Legal counsel may represent the student or the student's parents or guardian or both. The hearing examiner may exclude anyone from the hearing when his/her actions substantially disrupt an orderly hearing. The formal rules of evidence shall not apply at the hearing. The administrative representative shall present to the hearing officer statements, in affidavit form, of any person having information about the student's conduct and the student's records, but not unless such statements and records have been made available to the student, the student's parents, guardian or representative prior to the hearing. The information contained in such records shall be explained and interpreted prior to or at the hearing to the student, parents or guardian, or representative at their request, by appropriate school personnel. The student, the student's parents, guardian, or representative, the administrative representative, or the hearing officer may ask witnesses to testify at the hearing. Such testimony shall be under oath and the hearing officer shall be authorized to administer the oath. The student, parent, guardian or representative, administrative representative, or the hearing officer shall have the right to question any witness giving information at the hearing. The student may testify in his/her own defense in which case he/she shall be subject to cross-examination. However, a student need not testify; and if he/she chooses not to, no conclusion may be drawn there from. Any person giving evidence by written statement or in person at a hearing shall be given the same immunity from liability as a person testifying in a court case. A single hearing may be conducted for more than one student if in the discretion of the hearing examiner a single hearing is not likely to result in confusion or prejudice to the interest of any of the students involved. If during the conduct of such a hearing, the hearing examiner concludes that any of such student's interests will be substantially prejudiced by a group hearing, or that confusion is resulting, the hearing examiner may order a separate hearing for each or any of said students.

7. Availability of Witnesses. The hearing officer will have the authority to subpoena any witnesses to the hearing and shall make reasonable efforts to assist in obtaining the attendance of any witnesses requested by the student, the student's parents, or guardian or their legal representative.

8. Record. The proceedings of the hearing shall be recorded at the expense of the school district.

9. Findings. Within a reasonable time after the conclusion of the hearing, the hearing officer shall prepare and submit to the Superintendent of schools his/her

written findings and recommendation as to disposition. This report shall explain, in terms of the needs of both the student and the school board, the reasons for the particular action recommended. Such recommendation may range from no action, through the entire field of counseling, to long-term suspension, expulsion, or mandatory reassignment.

10. Review by Superintendent. The Superintendent of schools shall review the findings and recommendations of the hearing officer and in his/her discretion may also review any of the facts and evidence presented at the hearing; and based upon such report and the facts, shall determine the sanctions to be imposed. However, the Superintendent may not impose a more severe sanction than that imposed by the hearing officer.

11. Notice of Determination. Written notice of the findings and recommendations of the hearing officer and the determination of the Superintendent of schools shall be made by certified registered mail or by personal delivery to the student and the student's parents or guardian. Upon receipt of such written notice by the student and/or parents and guardian, the determination of the Superintendent shall take immediate effect.

12. Appeals to Board. The student, student's parents or guardian may, within seven school days following the receipt of the Superintendent's decision, submit to the Superintendent of schools a written request for a hearing before the Board of Education.

13. Reviews by Board of Education. Upon receipt of the request for review of the Superintendent's determination, the Board of Education or a committee of not less than 3 members shall, within 10 school days, hold a hearing on the matter. Such hearing shall be made on the record except that the board may admit new or additional evidence to avoid substantial threat of unfairness. Such new evidence shall be recorded. The Board of Education or committee thereof may withdraw to deliberate privately upon the record and new evidence. Any such deliberation shall be held in the presence only of board members in attendance at the appeal proceeding, but may be held in the presence of legal counsel who has not previously acted as the administrative representative in presenting the school's case before the hearing officer. If any questions arise during such deliberations that require additional evidence, the Board of Education or committee thereof may require the hearing to receive such evidence, subject to the right of all parties to be present. A record of any such new or additional evidence shall be made and shall be considered as a part of the record; and based upon the evidence presented at the hearing before the hearing officer, and such new or additional evidence, the Board of Education or the committee shall make a final disposition of the matter. The Board may alter the Superintendent's disposition of the case if it finds his/her decision to be too severe, but it may not impose a more severe sanction. A designated method of giving notice by the Board of Education or committee thereof, if required, for any Board review shall be by posting on the schoolhouse door.

14. Final Decision of Board of Education. The final decision of Board shall be delivered to the student and parents or legal guardian of the student by personally delivering the same or by mailing the same by certified or registered mail.

Article 8 - State and Federal Programs

The Perkins County Elementary does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, pregnancy, childbirth or related medical condition, or other protected status in the admission, access to its facilities or programs or activities, treatment, or employment.

Section 1 Designation of Coordinators

Any person having concerns or needing information about the District's compliance with anti-discrimination laws or policies should contact the District's designated Coordinator for the applicable anti-discrimination law.

Law, Policy or Program	Issue or Concern	Coordinator
Title VI	Discrimination or harassment based on race, color, or national origin; harassment	Phillip Picquet, Superintendent
Title IX	Discrimination or harassment based on sex; gender equity	Phillip Picquet, Superintendent
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	Phillip Picquet, Superintendent
Homeless student laws	Children who are homeless	Phillip Picquet, Superintendent
Safe and Drug Free Schools and Communities	Safe and drug free schools	Phillip Picquet, Superintendent

The Coordinator may be contacted at: 740 Sherman Avenue, Grant, Nebraska 69140, telephone number (308) 352-4735

Section 2 Anti-discrimination & Harassment Policy

Elimination of Discrimination. The Perkins County Elementary hereby gives this statement of compliance and intent to comply with all state and federal laws prohibiting discrimination or harassment and requiring accommodations. This school district intends to take necessary measures to assure compliance with such laws against any prohibited form of discrimination or harassment or which require accommodations.

Preventing Harassment and Discrimination of Students.

Purpose: Perkins County Elementary is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers, students or other persons is prohibited. In addition, Perkins County Elementary will try to protect employees and students

from reported discrimination or harassment by non-employees or others in the work place and educational environment.

For purposes of this policy, discrimination or harassment based on a person's race, color, national origin, sex, disability, religion, age, pregnancy, childbirth or related medical condition, or other protected status, is prohibited. The following are general definitions of what might constitute prohibited harassment.

In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's race, color, national origin, sex, disability, religion, age, pregnancy, childbirth or related medical condition, or other protected status constitute harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional or educational environment.

Age harassment (40 years of age and higher) has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults or intimidation based on a person's age.

Sexual harassment is defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the work place, classroom or educational environment.

Sexual harassment may exist when:

Submission to such conduct is both an explicit or implicit term and condition of employment or of participation and enjoyment of the school's programs and activities;

Submission to or rejection of such conduct is used or threatened as a basis for employment related decisions, such as promotion, performance, evaluation, pay adjustment, discipline, work assignment, etc., or school program or activity decisions, such as admission, credits, grades, school assignments or playing time.

The conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working, classroom or educational environment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching or brushing against another's body.

Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.
 - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
 - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
 - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
 - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during

the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
 - a) Determine whether the complainant has discussed the matter with the staff member involved.
 - 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Interview the complainant to determine:
 - 1) All relevant details of the complaint;
 - 2) All witnesses and documents which the complainant believes support the complaint;
 - 3) The action or solution which the complainant seeks.
 - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.

4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint, he or she may appeal the decision to the superintendent.
 - a) This appeal must be in writing.
 - b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.
 - c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
 - d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint, he or she may appeal the decision to the board.
 - a) This appeal must be in writing.
 - b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.
 - c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
 - d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or

harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.

- e) There is no appeal from a decision of the board.
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the superintendent.
 - 1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
 - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Complaints filed (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final

resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Section 3 Multicultural Policies

The philosophy of the District's multicultural education program is that students will have improved ability to function as productive members of society when provided with: (a) an understanding of diverse cultures and races, the manner in which the existence of diverse cultures and races have affected the history of our Nation and the world, and of the contributions made by diverse cultures and races (including but not be limited to African Americans, Hispanic Americans, Native Americans, Asian Americans and European Americans) and (b) with the ability and skills to be sensitive toward and to study, work and live successively with persons of diverse cultures and races. The mission shall also include preparing students to eliminate stereotypes and discrimination or harassment of others based on ethnicity, religion, gender, socioeconomic status, age, or disability.

Section 4 Notices to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973

The following is a description of the rights granted to qualifying students with disabilities under Section 504 of the Rehabilitation Act. The intent of the law is to keep you fully informed concerning the decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right to:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disability.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation or placement of your child.
4. Have your child receive a free appropriate public education.
5. Have your child receive services and be educated in facilities that are comparable to those provided to every student.
6. Have evaluation, educational and placement decisions made based on a variety of information sources and by persons who know the student and who are knowledgeable about the evaluation data and placement options.
7. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
8. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
9. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement.
10. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or

placement. (You and your child may take part in the hearing. Hearing requests are to be made to the Superintendent.)

11. File a local grievance.

Section 5 Notifications of Rights Under FERPA

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

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

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

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading.

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

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

Non-Directory Information

All of the other personally identifiable information about students that is maintained in the school district’s education records will generally not be disclosed to anyone outside the school system except under one of two circumstances: (1) in accordance with the provisions of the FERPA statutes and related administrative regulations, or (2) in accordance with the parent’s written instructions.

One FERPA exception permits disclosure to school officials with legitimate educational interests without consent. A school official includes, but is not necessarily limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school

board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

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

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, S.W.

Washington, D.C. 20202-4605

Notice Concerning Directory Information

The District may disclose directory information. The types of personally identifiable information that the District has designated as directory information are as follows:

1. Student's Name, address, telephone listing, and the name, address, telephone listings (if not unlisted), e-mail address and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student;
2. School and dates of attendance;
3. Student's current grade;
4. Student's enrollment status (e.g. full-time or part-time);
5. Student's date of birth and place of birth;
6. Student's extra-curricular participation;
7. Student's achievement awards or honors;
8. Student's weight and height if a member of an athletic team;
9. Student's photograph; and
10. School or school district the student attended before he or she enrolled in Perkins County Schools.

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

identifiable information would permit the potential recipient to communicate with or otherwise contact the student.

A parent or eligible student has the right to refuse to let the District designate information about the student as directory information. The period of time within which a parent or eligible student has to notify the District in writing that he or she does not want information about the student designated as directory information is as follows: two (2) weeks from the time this information is first received. Please contact the Superintendent's office to indicate your refusal to have your child's information designated as directory information.

The District may disclose information about former students without meeting the conditions in this section.

The District's policy is for education records to be kept confidential except as permitted by the FERPA law, and the District does not approve any practice that involves an unauthorized disclosure of education records. In some courses student work may be displayed or made available to others. Also, some teachers may have persons other than the teacher or school staffs, such as volunteers or fellow students, assist with the task of grading student work and returning graded work to students. The District does not either approve or disapprove such teaching practices, and designates such student work as directory information and/or as non-education records. Each parent and eligible student shall be presumed to have accepted this designation in the absence of the parent or eligible student giving notification to the District in writing in the manner set forth above pertaining to the designation of directory information. Consent will be presumed to have been given in the absence of such a notification from the parent or eligible.

Notice Concerning Designation of Law Enforcement Unit:

The District designates the Perkins County Police Department as the District's "law enforcement unit" for purposes of (1) enforcing any and all federal, state or local law, (2) maintaining the physical security and safety of the schools in the District, and (3) maintaining safe and drug free schools.

Section 6 Notice Concerning Disclosure of Student Recruiting Information

Federal law requires that the District provide military recruiters and institutions of higher education access to secondary school students' names, addresses, and telephone listings. Parents and secondary students have the right to request that the District not provide this information (i.e., not provide the student's name, address, and telephone listing) to military recruiters or institutions of higher education, without their prior written parental consent. The District will comply with any such request.

Section 7 Notice to Parents of Students in Programs Receiving Title I Funding

Staff Qualifications. Parents may request, and the District will provide the parents of students attending any school receiving Title I funds on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following:

- (A) Whether the student's teacher—
 - (i) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - (ii) is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - (iii) is teaching in the field of discipline of the certification of the teacher.

- (B) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Testing Opt-Out. Parents may request, and the District will provide the parents of students attending any school receiving Title I funds on request (and in a timely manner), information regarding any State or District policy regarding student participation in any State or District assessments, including the District's policy and procedure on the parental right to opt the child out of such assessment(s). The District shall also make widely available through public means (including by posting in a clear and easily accessible manner on the District's website) information on each State or District assessment, including:

- (A) the subject matter assessed;
- (B) the purpose for which the assessment is designed and used;
- (C) the source of the requirement for the assessment;
- (D) the amount of time students will spend taking the assessment, and the schedule for the assessment; and
- (E) the time and format for disseminating results.

Language Instruction Programs. If the District receives Title I funds, parents of English learners will be informed regarding how the parents can—

- (A) be involved in the education of their children; and
- (B) be active participants in assisting their children to—
 - (i) attain English proficiency;
 - (ii) achieve at high levels within a well-rounded education; and
 - (iii) meet the challenging State academic standards expected of all students.

The District will also inform parents of an English learner identified student of opportunities to participate in various school programs, as set forth in ESSA.

Please contact the administrative office to receive the foregoing information.

Section 9 Student Privacy Protection Policies

It is the policy of Perkins County Elementary to develop and implement policies that protect the privacy of students in accordance with applicable laws. The District's policies in this regard include the following:

Right of Parents to Inspect Surveys Funded or Administered by the United States Department of Education or Third Parties: Parents shall have the right to inspect, upon the parent's request, a survey created by and administered by either the United States Department of Education or a third party (a group or person other than the District) before the survey is administered or distributed by the school to the parent's child.

Protection of Student Privacy in Regard to Surveys of Matters Deemed to be Sensitive: The District will require, for any survey of students which contain one or more matters deemed to be sensitive (see section headed "Definition of Surveys of Matters Deemed to be Sensitive"), that suitable arrangements be made to protect student privacy (that is, the name or other identifying information about a particular student). For such surveys, the District will also follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

Right of Parents to Inspect Instructional Materials: Parents have the right to inspect, upon reasonable request, any instructional material used as part of the educational curriculum for their child. Reasonable requests for inspection of instructional materials shall be granted within a reasonable period of time after the request is received. Parents shall not have the right to access academic tests or academic assessments, as such are not within the meaning of the term "instructional materials" for purposes of this policy. The procedures for making and granting a request to inspect instructional materials are as follows: the parent shall make the request, with reasonable specificity, directly to the building principal. The building principal, within five (5) school days, shall consult with the teacher or other educator responsible for the curriculum materials. In the event the request can be accommodated, the building principal shall make the materials available for inspection or review by the parent, at such reasonable times and place as will not interfere with the educator's intended use of the materials. In the event there is a question as to the nature of the curriculum materials requested or as to whether the materials are required to be provided, the building principal shall notify the parent of such concern, and assist the parent with forming a request which can reasonably be accommodated. If the parent does not formulate such a request, and continues to desire certain curriculum materials, the parent shall be asked to make their request to the Superintendent.

Rights of Parents to be notified of and to Opt-Out of Certain Physical Examinations or Screenings. The general policy and practice of the District is to not administer physical examinations or screenings of students which require advance notice or parental opt-out rights under the applicable federal laws, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions: (1) hearing, vision, or scoliosis screenings; (2) physical examinations or screenings that are permitted or required by an applicable State law; and (3) surveys administered to students in accordance with the Individuals with Disabilities Education Act. For physical examinations or screenings

which do not fit into the applicable exceptions, the District will follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

Protection of Student Privacy in Regard to Personal Information Collected from Students:

The Board of Education respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA). The policy is available on the district's website or upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. The approximate dates during the school year when a survey requesting personal information as defined in the Protection of Pupil Rights policy is scheduled are as follows:

[REDACTED]. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

Parental Access to Instruments used in the Collection of Personal Information:

While the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, parents shall have the right to inspect, upon reasonable request, any instrument which may be administered or distributed to a student for such purposes. Reasonable requests for inspection shall be granted within a reasonable period of time after the request is received. The procedures for making and granting such a request are as follows: the parent shall make the request, with reasonable specificity, directly to the building principal and shall identify the specific act and the school staff member or program responsible for the collection, disclosure, or use of personal information from students for the purpose of marketing that information. The building principal, within five (5) school days, shall consult with the school staff member or person responsible for the program that has been reported by the parent to be responsible for the collection, disclosure, or use of personal information from students. In the event such collection, disclosure, or use of personal information is occurring or there is a plan for such to occur, the building principal shall consult with the Superintendent for determination of whether the action shall be allowed to continue. If not, the instrument for the collection of personal information shall not be given to any students. If it is to be allowed, such instrument shall be provided to the requesting parent as soon as such instrument can be reasonably obtained.

Annual Parental Notification of Student Privacy Protection Policy: The District provides parents with reasonable notice of the adoption or continued use of this policy and other policies related to student privacy. Such notice shall be given to

parents of students enrolled in the District at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies.

Notification to Parents of Dates of and Right to Opt-Out of Specific Events: The District will directly notify the parents of the affected children, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when any of the following activities are scheduled, or are expected to be scheduled:

The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information. (Note: the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information).

Surveys of students involving one or more matters deemed to be sensitive in accordance with the law and this policy; and,

Any non-emergency, invasive physical examination or screening that is required as a condition of attendance; administered by the school and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student or of other students. (Note: the general practice of the District is to not engage in physical examinations or screenings which require advance notice, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions to the advance notice requirement and parental opt-out right: (1) hearing, vision, or scoliosis screenings; (2) physical examinations or screenings that are permitted or required by an applicable State law, and (3) surveys administered to students in accordance with the Individuals with Disabilities Education Act).

Parents shall be offered an opportunity in advance to opt their child out of participation in any of the above listed activities.

In the case of a student of an appropriate age (that is, a student who has reached the age of 18, or a legally emancipated student), the notice and opt-out right shall belong to the student.

Definition of Surveys of Matters Deemed to be Sensitive: Any survey containing one or more of the following matters shall be deemed to be “sensitive” for purposes of this policy:

1. Political affiliations or beliefs of the student or the student’s parent;
2. Mental or psychological problems of the student or the student’s parent;
3. Sex behavior or attitudes

4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom the student has close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers
7. Religious practices, affiliations, or beliefs of the students or the student's parent
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Section 10 Parental Involvement Policies

A. General - Parental/Community Involvement in Schools:

Perkins County Elementary welcomes parental involvement in the education of their children. We recognize that parental involvement increases student success. It is the District's policy to foster and facilitate, to the extent appropriate and in their primary language, parental information about, and involvement in, the education of their children. Policies and regulations are established to protect the emotional, physical and social well being of all students.

1. Parental involvement is a part of the ongoing and timely planning, review and improvement of district and building programs.
2. Parents are encouraged to support the implementation of district policies and regulations.
3. Parents are encouraged to monitor their student's progress by reviewing quarterly report cards and attending parent-teacher conferences.
4. Textbooks, tests and other curriculum materials used in the district are available for review by parents upon request.
5. Parents are provided access to records of students according to law and school policy.
6. Parents are encouraged to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher or counselor and administrator. Parents' continued attendance at such activities would be based on the students' well-being.
7. Testing occurs in this school district as determined to be appropriate by district staff to assure proper measurement of educational progress and achievement.
8. Parents submitting written requests to have their student excused from testing, classroom instruction and other school experiences will be granted that request when possible and educationally appropriate. Requests should be submitted to the proper teacher or administrator within a reasonable time prior to the testing, classroom instruction or other school experience and should be accompanied by a written explanation for the request. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request.

9. Participation in surveys of students occurs in this district when determined appropriate by district staff for educational purposes. Parents will be notified prior to the administration of surveys in accordance with district policy. Timely written parental requests to remove students from such surveys will be granted in accordance with district policy and law. In some cases, parental permission must be given before the survey is administered.

10. Parents are invited to express their concerns, share their ideas and advocate for their children's education with board members, administrators and staff.

11. School district staff and parents will participate in an annual evaluation and revision, if needed, of the content and effectiveness of the parental involvement policy.

B. Title I Parental Involvement Policy:

The District's Title I Parental Involvement Policy is established in compliance with Federal law. The District has a parental involvement policy applicable to parents of all children. The parental involvement policy applicable to parents of all children is not replaced by this Title I Parental Involvement Policy and shall continue to be applicable to all parents, including parents participating in Title I programs.

It is the policy of the District to implement programs, activities, and procedures for the involvement of parents in Title I programs consistent with the Title I laws. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

Expectations for Parental Involvement: It is the expectation of the District that parents of participating children will have opportunities available for parental involvement in the programs, activities, and procedures of the District's Title I program. The term "parental involvement" means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring--(A) that parents play an integral role in assisting their child's learning; (B) that parents are encouraged to be actively involved in their child's education at school; (C) that parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and (D) the carrying out of other activities, such as those described in this parental involvement policy. The District intends to meet this expectation through the following activities:

1. Involving parents in the joint development of the District's Title I plan and the processes of school review and school improvement.
2. Providing coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
3. Building the schools' and parents' capacity for strong parental involvement.

4. Coordinating and integrating parental involvement strategies under Title I with parental involvement strategies under other programs.
5. Conducting, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served under the Title I program, including identifying barriers to greater participation by parents in Title I programs, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background, and use the findings of such evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the parental involvement policies of the District.
6. Involving parents in the activities of the schools served under Title I.

Policy Involvement: Each school served under the Title I program will:

1. An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, **the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards**, type and extent of participation, parental input in educational decisions, coordination, and integration with other Federal, State, and district programs, and evaluations of progress.
3. Opportunities for participation in parent involvement activities, such as training **to help parents work with their children to improve achievement**. A goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, **parents with limited literacy, are economically disadvantaged, are of a racial or minority background or**

parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.

5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.
7. The district will educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

Shared Responsibilities for High Student Academic Achievement: As a component of the District's parental involvement policy, each school served under the Title I program will jointly develop with parents for all children served under the Title I program a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. Such compact shall: (1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I to meet the State's student academic achievement standards and the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and (2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum: (i) parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement; (ii) frequent reports to parents on their children's progress; and (iii) reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.

Building Capacity for Involvement: To ensure effective involvement of parents and to support a partnership among the District, parents, and the community to improve student academic achievement, each school participating in the Title I program and the District: (1) shall provide assistance to participating parents, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I and how to monitor a child's progress and work with educators to improve the achievement of their children; (2) shall provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement; (3) shall educate teachers, student service personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school; (4) shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teacher Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children; (5) shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand; (6) may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training; (7) may provide necessary literacy training from funds received under Title I if the District has exhausted all other reasonably available sources of funding for such training; (8) may pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions; (9) may train parents to enhance the involvement of other parents; (10) may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation; (11) may adopt and implement model approaches to improving parental involvement; (12) may establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in programs supported under Title I; (13) may develop appropriate roles for community-based organizations and businesses in parent involvement activities; and (14) shall provide such other reasonable support for parental involvement activities under Title I as parents may request.

Accessibility: In carrying out the parental involvement activities for this Title I Parental Involvement policy, the District shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities,

and parents of migratory children, including providing information and school reports required under Title I in a format and, to the extent practicable, in a language such parents understand.

Use, Distribution, and Updating of this Policy: This Title I Parental Involvement Policy shall be incorporated into the District's Title I plan, shall be distributed to parents of participating children, shall be made available to the local community, and shall be updated periodically to meet the changing needs of the parents and the school.

Section 11 Homeless Students Policy

Homeless children for purposes of this Policy generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable federal and state law.

No Stigmatization or Segregation of Homeless Students: It is the District's policy and practice to ensure that homeless children are not stigmatized or segregated by the District on the basis of their status as homeless.

Homeless Coordinator: The Homeless Coordinator (Superintendent of Perkins County Schools) shall serve as the school liaison for homeless children and youth and shall ensure that: (1) homeless children are identified by school personnel; (2) homeless children enroll in, and have a full and equal opportunity to succeed in, school; (3) homeless children and their families receive educational service for which they are eligible and referrals to health, dental, and mental health services and other appropriate services; (4) the parents or guardians of homeless children are informed of the educational and related opportunities available to their children and provided with meaningful opportunities to participate in the education of their children; (5) public notice of the educational rights of homeless children is disseminated where such children receive services under the federal homeless children laws, such as schools, family shelters, and soup kitchens; (6) enrollment disputes are mediated in accordance with law; and (7) the parents or guardians of homeless children, and any unaccompanied youth, are fully informed of transportation services available under law. The Homeless Coordinator shall coordinate with State coordinators and community and school personnel responsible for the provisions of education and related services to homeless children. The Homeless Coordinator may designate duties hereunder as the Homeless Coordinator determines to be appropriate.

Enrollment of and Services to Homeless Children: A homeless child shall be enrolled in compliance with law and be provided services comparable to services offered to other students in the school in which the homeless child has been placed. Placement of a homeless child is determined based on the child's "school of origin" and the "best interests" of the child. The "school of origin" means the school that the child attended when permanently housed or the school in which the child was last enrolled. Placement decisions shall be made according to the District's

determination of the child's best interests, and shall be at either: (1) the child's school of origin for the duration of the child's homelessness (or, if the child becomes permanently housed during the school year, for the remainder of that school year) or (2) the school of the attendance area where the child is actually living. To the extent feasible, the placement shall be in the school of origin, except when such is contrary to the wishes of the homeless child's parent or legal guardian. If the placement is not in the school of origin or a school requested by the homeless child's parent or legal guardian, the District shall provide a written explanation of the placement decision and a statement of appeal rights to the parent or guardian as provided in Nebraska Rule 19.

If the homeless child is an unaccompanied youth, the Homeless Coordinator shall assist in the placement decision, consider the views of the unaccompanied youth, and provide the unaccompanied youth with notice of the right to appeal. The process to resolve disputes concerning the enrollment or placement of a homeless child or youth is as follows:

1. The district shall provide a written response and explanation of a decision regarding any complaint or dispute of a parent, guardian or other person having legal or actual charge or control of a homeless child or youth within thirty (30) calendar days of the time such complaint or dispute is brought;
2. The enrollment of the homeless child or youth in the school where enrollment is sought during the time such dispute is being considered
3. And notice of the right to appeal as provided in Nebraska Rule 19.

Any parent, guardian or other person having legal or actual charge or control of a homeless child or youth that is dissatisfied with the decision of a school district after the dispute resolution process may file an appeal with the Commissioner of the Nebraska Department of Education within thirty (30) calendar days of receipt of the decision. Such appeals are informal and shall be submitted to the Commissioner in writing, as outlined in Nebraska Department of Education Rule 19, Section 005.03. The District shall immediately contact the school last attended by the homeless child to obtain relevant academic and other records. If the homeless child needs to obtain immunizations or medical records, the District shall immediately refer the parent or guardian of the homeless child to the Homeless Coordinator, who shall assist in obtaining necessary immunizations or medical records. The District may nonetheless require the parent or guardian of the homeless child to submit contact information.

Transportation will be provided to homeless students, to the extent required by law and comparable to that provided to students who are not homeless, upon request of the parent or guardian of the homeless child, or by the Homeless Coordinator in the case of an unaccompanied youth, as follows: (1) if the homeless child's school of origin is in the District, and the homeless child continues to live in the District, transportation to and from the school of origin shall be provided by the District; and (2) if the homeless child lives in a school other than the District, but continues to attend the Perkins County Elementary based on it being the school of origin, the new

school and Perkins County Elementary shall agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin and, if they are unable to agree, the responsibility and cost for transportation shall be shared equally.

Section 12 Breakfast and Lunch Programs

3012

School Meal Program and Meal Charges

Meal Program. The school district will make a school meal program available to students. The cost of the program will be determined by the board of education so as to make the program as nearly self-supporting as possible. With board approval, the district may contract with a private company or corporation for the management and/or provision of the program.

The district will notify the families with children attending school of the current guidelines for free or reduced-price school meals. A copy of the complete regulations and procedures regarding reduced-price and free meals shall be available in the office of the superintendent.

Meal Charge Policy. The district will notify students and their families of the policy for **Charged Meals**, meaning meals received by a student when the student does not have money in hand or in his or her food account. This policy applies to students who receive meals at the free, reduced, or full rates.

Notice of this policy must be provided in writing to all households at the start of each school year and to households that transfer to the school during the school year. Notice may be provided through the student handbook, student registration materials, online portal used to access student accounts, direct mailing or e-mail, newsletter, the district website, and/or any other appropriate means. Notice of this policy will also be provided all school staff responsible for the enforcement of it, including food service professionals responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and other staff involved in enforcing any aspect of this policy.

The district's policy on charged meals is:

If a student has no funds available to pay for a meal, no food will be provided.

If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

Collection of Delinquent Meal Charge Debt

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law.

Collection efforts may continue into a new school year.

In the event that the Nebraska Department of Education develops a state-level meal charge policy, it shall supersede that portion of this policy.

The District provides the United States Department of Agriculture's required nondiscrimination statement:

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, disability, religion, age, pregnancy, childbirth or related medical condition, or other protected status.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, One Petting Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov. USDA is an equal opportunity provider and employer.

The school food authority assures the State Department of Education that the school system will uniformly implement the following policy to determine children's eligibility for free and reduced price meals in all National School Lunch Programs. In fulfilling its responsibilities the school food authority:

1. Agrees to serve meals free to children from families whose income meets eligibility guidelines.
2. Agrees to serve meals at a reduced price to children from families whose income falls between free meal scale and the poverty guidelines.
3. Agrees to provide these benefits to any child whose family's income falls within the criteria in Attachment A after deductions are made for the following special hardship conditions which could not reasonably be anticipated or controlled by the household: Unusually high medical expenses; shelter costs in excess of 30 percent of reported income; special education expenses due to the mental or physical condition of a child; disaster or casualty losses.
4. In addition, agrees to provide these benefits to children from families who are experiencing strikes, layoffs and unemployment which cause the family income to fall within the criteria set forth in federal guidelines.
5. Agrees there will be no physical segregation of, nor any other discrimination against, any child because of his inability to pay the full price of the meal. The names of the children eligible to receive free and reduced price meals shall not be published, posted or announced in any manner and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Further assurance is given that children eligible for free or reduced price meals shall not be required to: Work for their meals; use a separate lunch room; go through a separate serving line; enter the lunchroom through a separate entrance; eat meals at a different time; or eat a meal different from the one sold to children paying the full price.
6. Agrees in the operation of child nutrition programs, no child shall be discriminated against because of race, sex, color, or national origin.
7. Agrees to establish and use a fair hearing procedure for parental appeals to the school's decisions on applications and for school officials' challenges to the correctness of information contained in an application or to be continued eligibility of any child for free or reduced price meals. During the appeal and hearing the child will continue to receive free or reduced priced meals. A record of all such appeals and challenges and their dispositions shall be retained for three (3) years. Prior to initiating the hearing procedures, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing. The hearing procedure shall provide the following:
 - A publicly-announced, simple method for making an oral or written request for a hearing.
 - An opportunity to be assisted or represented by an attorney or other person.
 - An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal.
 - Reasonable promptness and convenience in scheduling a hearing and adequate notice as to the time and place of the hearing.
 - An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference.

- An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses.
- The hearing be conducted and the decision made by a hearing official who did not participate in the decision under appeal or in any previous conference.
- The parties concerned and any designated representative thereof are notified in writing of the decision of the hearing official.

8. Agrees to designate the Superintendent to review applications and make determinations of eligibility. This official will use the criteria outlined in this policy to determine which individual children are eligible for free or reduced price meals.

9. Agrees to develop and send to each child's parent or guardian a letter as outlined by State Department of Education including an application form for free or reduced price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.

The following information will be available in the office of the Superintendent:

- Eligibility criteria for free and reduced meals
- Parent letter and application
- Public release
- Collection procedure

Elementary Schedule 2017-18

Elementary Schedule 2017-18													
K-2nd Schedule	8:15-9:45	9:45-10	10:10:30	10:30-11	11-11:30	11:30-12	12-12:30	12:30-1	1-1:30	1:30-2	2-2:30	2:30-3	3-3:30
Fisher	Reading	RECES S	Math	LUNCH	RECES S	Language	Interventio n	P.E.	MAC	Language	SC/SS		
Hutcheson						MAC	Math		Interventio n	Science	PE	Social Studie s	
Olson						Interventio n	Sc/SS		PE	Language			
McCormick			Language				Sc/SS						
Vlasin			Math			MAC	Language		Sc/SS				
Waitley													
3rd/4th Schedule		8:00-8:50	8:55-9:45	9:45-10:00	10:00-11:00	11:00-11:30	11:30-12:00	12-12:30	12:30-1:20	1:20-2:10	2:10-2:30	2:30-3:30	
Perlinger	Science	3 P	3R	Reces s	READIN G	MAC	PE	Lunch	4S	4F	RECESS	Interventio n	
Richmond	Language	3R	3P					Lunch	4F	4S			
Freiberg	Math	4F	4S					Lunch	3R	3P			
Snyder	Social	4S	4F					Lunch	3P	3R			
5th/6th Schedule		8:00-8:50	8:50-9:40	9:40-9:55	10:00-10:50	10:50-11:40	11:40-12:30	12:30-1:00	1:00-1:30	1:30-2:00	2:00-2:30	2:30-3:00	3:00-3:30
Wood	Science	5W	5S	Reces s	6T	6H	Interventio n	Lunch	Band	PE	Reading		MAC
Schwanebec k	SS	5S	5W		6H	6T		Lunch					
Turner	Language	6T	6H		5S	5W		Lunch	Reading		Band	MAC	PE
Hite	Math	6H	6T		5W	5S		Lunch					

**RECEIPT OF 2017-2018 STUDENT - PARENT HANDBOOK
OF PERKINS COUNTY ELEMENTARY SCHOOLS**

This signed receipt acknowledges receipt of the 2017-18 Student-Parent Handbook of Perkins County Elementary Schools. It is understood that the handbook contains student conduct and discipline rules and information about Safe and Drug-Free Schools and that the undersigned, as student, agrees to follow such conduct and discipline rules. This receipt also serves to acknowledge that it is understood that the District's policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook, which should be used to respond to harassment or discrimination.

Date: _____

Date: _____

Student's Signature

Parent or Legal Guardian's Signature

Return to:

NICOLE LONG, Principal
Perkins County Elementary Schools
Grant, Nebraska

AVAILABILITY OF HANDBOOKS

The 2017-2018 Student-Parent Handbook of Perkins County Elementary Schools is available on the internet at perkinscountyschools.org.

Because of the expense of printing the handbooks, we are asking that you consider using the Internet to access and review the 2017-2018 Student Parent Handbook. Using the internet to access the handbook will allow the district to direct printing dollars to instructional needs and eliminate the need for you to search for your handbook when you have questions throughout the year. Thank you for considering this new use of technology to improve school-home communication.

Please return to the Principal’s Office by September 1, 2017. This will allow us time to get the Handbook to all students and parents before school starts while avoiding the necessity of printing more copies of the Handbooks than necessary.

- Thank you for providing the 2017-2018 Student-Parent Handbook online. I will review it on the Internet. My signed receipt below acknowledges receipt of the Handbook in a satisfactory manner via the Internet.
- I prefer a paper copy of the Handbook.

Name

RECEIPT OF 2017-2018 STUDENT-PARENT HANDBOOK

This signed receipt acknowledges receipt of the 2017-2018 Student-Parent Handbook of Perkins County Elementary Schools. It is understood that the handbook contains student conduct and discipline rules and information about Safe and Drug-Free Schools and that the undersigned, as student, agrees to follow such conduct and discipline rules. This receipt also serves to acknowledge that it is understood that the District’s policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook, which should be used to respond to harassment or discrimination.

Date:_____

Date:_____

Student’s Signature

Parent or Legal Guardian’s Signature

Handbook Changes 7-12 18-19

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year. Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education. There are several forms at the end of this handbook that you must read, sign, and return no later than 8/17/0128. This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office.

Sincerely,

Phillip Picquet, Superintendent

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.

- a.) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
 - b.) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
 - c.) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
 - d.) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
- a.) Determine whether the complainant has discussed the matter with the staff member involved.
 - If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
 - If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b.) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c.) Interview the complainant to determine:
 - All relevant details of the complaint;
 - All witnesses and documents which the complainant believes support the complaint;
 - The action or solution which the complainant seeks.
 - d.) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.
4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint, he or she may appeal the decision to the superintendent.
- a.) This appeal must be in writing.

- b.) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.
 - c.) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
 - d.) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.
5. A complainant who If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint, he or she may appeal the decision to the board.
 - a.) This appeal must be in writing.
 - b.) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.
 - c.) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
 - d.) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.
 - e.) There is no appeal from a decision of the board.
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
 - a.) Determine whether the complainant has discussed the matter with the superintendent.
 - If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
 - If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b.) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c.) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
 - d.) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.
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- **No Retaliation.** The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.
-
- **Bad Faith or Serial Filings.** The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Complaints filed (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.
-

Every attempt will be made to avoid closing school once classes are in session. In some instances closing school during the day is inevitable if children are to safely return home before the brunt of a major storm hits. In these cases as much advance notice as possible will be given to parents using the district's instant notification and/or direct contact. When possible, local radio and television stations will also be notified and asked to broadcast school dismissal information. This information may also be posted on the district's website. **ADT will also be utilized.**

Section 8 Bicycles/Skateboards

Bicycles must be parked in the racks provided. The school is not responsible for damage or theft of parts while bicycles are on school property.

Skateboards and other modes of transportation need to be left outside of the building. The school is not responsible for damage or theft of other modes of transportation that are on school property.

Administration has final determination as to what is considered a mode of transportation.

Section 11 Accidents

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the Principal and or the Activities Director. Accident forms can be found in the main office **and a shared document is available for staff.**

Section 17 – Copyright and Fair Use Policy

It is the school's policy to follow the federal copyright law. Students are reminded that, when using school equipment and when completing course work, they also must follow the federal copyright laws. The federal copyright law governs the reproduction of works of authorship. Copyrighted works are protected regardless of the medium in which they are created or reproduced; thus, copyright extends to digital works and works transformed into a digital format. Copyrighted works are not limited to those that bear a copyright notice.

The “fair use” doctrine allows limited reproduction of copyrighted works for educational and research purposes. The relevant portion of the copyright statute provides that the “fair use” of a copyrighted work, including reproduction “for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research” is not an infringement of copyright. The law lists the following factors as the ones to be evaluated in determining whether a particular use of a copyrighted work is a permitted “fair use,” rather than an infringement of the copyright:

the purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;

- i the nature of the copyrighted work;
- ii the amount and substantiality of the portion used in relation to the copyrighted work as a whole, and
- iii the effect of the use upon the potential market for or value of the copyrighted work.

Although all of these factors will be considered, the last factor is the most important in determining whether a particular use is “fair.” Students should seek assistance from a faculty member if there are any questions regarding what may be copied.

Copyright and Fair Use

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The “fair use” doctrine allows limited reproduction of copyrighted works for educational and research purposes. “Fair use” of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes “fair use” should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information

on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following

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

CAFETERIA

PCJSHS maintains a cafeteria as a service to the students. Students need to pre-pay for lunches in the main office. Students are assigned a number and are encouraged not to share that number with other students. When a balance falls below zero, students will not be served. We reserve the right to deny any students the privilege of eating in our cafeteria. Breakfast price is \$1.80 reduced .30, lunch price is \$3.10. Breakfast, reduced .40.

*Absence due to illness for the day or any part of the last half of the day (periods 5-8) will result in the students not participating in school sponsored activities that day. Special considerations will be taken into account by the principal and activities director.

Work Study is an opportunity for students to have work experience. Students must be in good academic standing and must have an 86% cumulative average. Good academic standing would include but not limited to: on course to graduate with adequate credits and not failing any courses. Work Study students need to be passing all courses and not exceeding the attendance policy to participate in the program. Students who receive poor evaluations from their supervisor may be dismissed from Work Study at any time during the semester. TA will also follow this criteria for participation. The principal will determine who is eligible to participate.

Section 13 Academic Letters

THE OBJECTIVES OR AWARDING ACADEMIC LETTERS INCLUDE:

To reward and further recognize students for academic excellence.

To be used as an incentive to encourage students to take full advantage of the curriculum offered at PCHS.

To encourage students to take more upper level courses of study.

This award will be provided to all freshmen, sophomores, juniors and seniors based upon earning the "A" Honor Roll status for quarter 1-3 in that school year. ~~a total grade point accumulation of 92% or higher. Eligibility will be determined by calculating quarters 1-3.~~ Course criteria will match that of NHS and Honor Grads.

Admission to the National Honor Society

Membership is open to those students who meet the required standards in four (4) areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs. Students are selected to be members by a five (5) member Faculty Council, recommended by the sponsor and approved by the principal ~~appointed by the principal,~~ which bestows this honor upon qualified students on behalf of the faculty of our school each semester.

Removal from National Honor Society

A student may be removed from the NHS by action of the ~~sponsor~~ ~~Principal~~ upon a determination by the ~~sponsor~~ ~~Principal~~ that the student:

The student may appeal the ~~sponsor's~~ ~~Principal's~~ decision to the ~~principal~~ ~~Superintendent~~ by giving written notice of appeal to the ~~principal~~ ~~Superintendent~~ within ten calendar days of receipt of the ~~sponsor's~~ ~~Principal's~~ removal decision. The appeal procedures shall be established in the discretion of the ~~principal~~ ~~Superintendent~~ such as to allow a fair opportunity for the student's views and information to be considered. The decision of the ~~principal~~ ~~Superintendent~~ on the appeal shall be final.

Suspension or Expulsion of NHS Members

Section A

A member of this organization may be suspended or expelled for conduct derogatory to the welfare of the organization by a two-thirds vote of the members of the NHS Faculty Council including the sponsor ~~and principal.~~

Section B

Members who become involved in illegal activities, or violation of school policies, or while participating at a NHS event, or members found to be in violation of the NHS code of conduct including the core values of scholarship, leadership, service and character, may be suspended or expelled by the NHS advisor ~~and/or administration.~~ This applies to the entire year. All NHS members will comply with general school rules regarding behavior while attending NHS functions.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- Lying.
- Copying another person's work or answers.
- Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- Taking or receiving copies of a test without the permission of the teacher.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Submitting work or any portion of work completed by another person.
- Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.
- Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.
- A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.

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

- a. Clothing or jewelry that advertises or promotes **(but not limited to)** beer, alcohol, tobacco, or illegal drugs.
- b. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play" or that would damage property (e.g. cleats).
- c. Head wear including hats, caps, bandanas, and scarves;
- d. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
- e. Clothing or jewelry that is gang related.
- ~~f. Visible body piercing (other than ears).~~

Section 1 Notice of Nondiscrimination

Perkins County School does not discriminate on the basis of race, color, national origin, sex, age, disability, religion, age, pregnancy, childbirth or related medical condition, or other protected status in the admission, access to its facilities or programs or activities, treatment, or employment, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the school district. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

Apple Inc. Education Price Quote

Customer:	Renee Seiler PERKINS COUNTY SCHOOLS Phone: 13083524735 email: renee.seiler@perkinscountyschools.org	Apple Inc:	Karen Dunlap 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 Phone: +1-512-6746918 x 46918 email: kdunlap@apple.com
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Apple Quote: 2204859384

Quote Date: Wednesday, June 13, 2018

Quote Valid Until: Friday, July 13, 2018

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	MacBook Air 5-pack (13-inch/1.8GHz i5/8GB/256GB SSD storage/Intel HD Graphics 6000) Part Number BMT22LL/A MacBook Air 5-pack (13-inch/1.8GHz i5/8GB/256GB SSD storage/Intel HD Graphics 6000) Part Number: MQD72LL/A Quantity: 15	3	\$5,145.00	\$195.00	\$4,950.00	\$14,850.00
Extended EDU List Price Total						\$15,435.00
Total Discount						\$585.00
Extended Discounted Price Subtotal						\$14,850.00
- Additional Tax						\$0.00
- Estimated Tax						\$0.00
Extended Discounted Total Price*						\$14,850.00

*In most cases Extended discounted Total price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard

shipping is complimentary

Complete your order by one of the following:

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 - If you are the Authorized Purchaser and need to register for access to the Apple Education Online Store, go to <http://myaccess.apple.com>. For registration assistance, call 1.800.800.2775, option 4, option 1.
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL {QuoteExpirationDate} UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
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Date of last revision – June 20th, 2016

NASB Monthly Update for Board Meetings

Agenda Item: JUNE 2018

“NASB Update”

Congrats to all on another successful school year! We loved seeing, hearing and sharing all the accomplishments your students had on social media and our other communications.

May saw our office preparing for a busy summer of events, workshops, and more. The annual NASB Member Golf Outing will be Thursday June 14th, at the Kearney Country Club. A few spots remain, if you're interested, contact Sharon Endorf asap! The following day, we will stay in Kearney for the School Law Seminar. Online registration ended June 8th, onsite registrations will be taken.

In July we will hit the road for five Candidate Workshops in Auburn, Scottsbluff, Kearney, Wayne and La Vista, and four NAEP Annual Workshops in Gering, Kearney, Lincoln and Norfolk. To learn more and register for any of the above, visit www.NASBonline.org

May was a busy month for NASB's Board Leadership crew as well, conducting Strategic Planning sessions in Bellevue, Oakland-Craig, Plattsmouth, Tri County, West Point, Winside, and Wisner-Pilger; Community Engagement at HTRS and Sutton; a Climate Survey in Mullen; a Board Retreat in North Platte; and a Superintendent Evaluation session at Raymond Central.

The May 15th Primary Election started to shape what we will see come November. To see the full listing of candidates who will vie for the various open seats in the Legislature, as well as other state and federal races, check out the pdf located on the right side of the Government Relations tab of the NASB website.

Another reminder on the new NASB Membership Portal and how that may affect you in the coming weeks. Everyone will be receiving a new username and new default password from the system which will then allow you to log into the new Membership Portal. If you have any questions, please contact Jen Goetz at 402-817-0210 or email jgoetz@NASBonline.org.

Finally, any suggestions for new or revised legislative resolutions or standing positions to be considered by the NASB Legislation Committee for this year's Delegate Assembly, will need to be submitted by July 1st. Visit the Government Relations section of the NASB website and click on Call for Submission. Feel free to contact Matt Belka with any questions as well.

Stay engaged online at www.NASBonline.org and follow NASB on twitter at www.twitter.com/NASBonline using the hashtag #liveNASB - Thanks for all you do for your board, your community and the entire state by serving public education in Nebraska.