

Scottsbluff Board of Education Regular Meeting

Monday, June 8, 2026 6:00 PM

Scottsbluff High School Board Meeting Room

313 E 27th Street

Scottsbluff, Nebraska 69361

Mark Lang: Present

Beth Merrigan: Present

Robert Polk: Present

Scott Reisig: Present

Tory Schwartz: Present

Paul Snyder: Present

1. Opening Procedures

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

1.a. Call to Order

1.b. Roll Call

1.c. Excuse Absent Member(s)

2. Pledge of Allegiance

3. Open Meetings Law

This meeting was held in accordance to the Open Meetings Act. Notice of this meeting was published in the Star-Herald on Saturday, June 6, 2026 and on the Scottsbluff Public Schools website on Wednesday, June 3, 2026.

4. Student Fees Public Hearing

4.a. Public Hearing for the purpose of hearing support, opposition, criticism, suggestions, or observations by taxpayers relating to setting the Student Fee Schedule.

There were no members of the public present who wished to address the Board of Education during the Student Fees Public Hearing.

5. Title I Parental and Family Engagement Public Hearing

5.a. Public Hearing for the purpose of hearing support, opposition, criticism, suggestions, or observations by taxpayers relating to the reviewing and revision of Policy 6400 - "Parental Involvement in Schools"

There were no members of the public present who wished to address the Board of Education during the Title I Parental and Family Engagement Public Hearing.

6. Consent Agenda

Motion to accept the Consent Agenda Passed with a motion by Mark Lang and a second by Beth Merrigan.

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

6.a. Adopt Agenda

6.b. Approval of Certified Staff Resignation

6.b.1. Jeremy Gumm, AFJROTC, Scottsbluff High School

6.c. Approve Minutes as follows:

6.c.1. May 11, 2026

7. Expenditures

7.a. Expenditures, without Douglas, Kelly, Ostdiek, Snyder, Ossian and Vogl, P.C.:

\$1,485,072.35

Motion to approve the expenditures without Douglas, Kelly, Ostdiek, Snyder, Ossian and Vogl, P.C. for the amount of \$1,485,072.35 Passed with a motion by Paul Snyder and a second by Robert Polk.

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

7.b. Douglas, Kelly, Ostdiek, Snyder, Ossian and Vogl, P.C.: \$3,022.70

Motion to approve the expenditures for Douglas, Kelly, Ostdiek, Snyder, Ossian and Vogl, P.C. for the amount of \$3,022.70 Passed with a motion by Mark Lang and a second by Beth Merrigan.

Paul Snyder: Abstain (With Conflict), Mark Lang: Yea, Beth Merrigan: Yea, Robert Polk: Yea, Scott Reisig: Yea, Tory Schwartz: Yea

8. Update

8.a. High School Baseball

Scottsbluff High School Activities Director Nate Rock provided an update to the Board of Education.

8.b. Committee on American Civics Review

Executive Director of Curriculum and Instruction Mike Mason provided an update on the Committee on American Civics. No member of the public wished to address the Board during the public comment portion of the Committee on American Civics Update.

9. Public Comment - a total of 120 minutes will be allotted (no more than 5 minutes per speaker).

The following members of the public were present who wished to address the Board of Education:

- Michael Yung, Scottsbluff
- Jeremy Becker, Scottsbluff
- Judson Hall, Scottsbluff
- Dallas Liptac, Scottsbluff

10. Unfinished Business

10.a. Board Policy Revisions - Policy 1200 - "Anti-Discrimination," Policy 4003 - "Anti-Discrimination, Anti-Harassment, and Anti-Retaliation," and Policy 5401 - "Anti-Discrimination, Anti-Harassment, and Anti-Retaliation (Students & Employees)" - Second Reading

Motion to approve the revisions to Board Policies 1200, 4003, and 5401 as presented. Passed with a motion by Mark Lang and a second by Robert Polk.

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

11. New Business

11.a. Board Policy Additions, Revisions, and Removals

11.a.1. Board Policy Additions - Policy 3129 - "Insurance Management (Risk Management)" and Policy 5003.1 - "Acceptance of External High School Credits"

11.a.2. Board Policy Revisions - Policy 1110 - "Bulletin Boards, Display Case, and Posted Material," Policy 1310 - "Gifts to the School District," Policy 3130 - "Purchasing

Policies,” Policy 3133 - “Approval of Change Orders,” Policy 3560 - “Records Management and Disposition,” Policy 4115 - “Certificated Employee Continued Education Credit,” Policy 5004 - “Full-time and Part-time Enrollment,” Policy 5005 - “Student Residence, Admission, and Contracting for Educational Services,” Policy 5006 - “Option Enrollment,” Policy 5006.1 - “Option Enrollment Resolution,” Policy 5008 - “Attendance,” Policy 5101 - “Student Discipline,” Policy 5205 - “Graduation,” Policy 5417 - “School Wellness Policy,” Policy 7020 - “Guidelines for Building or Remodeling Facilities,” Policy 7060 - “Design-Build,” Policy 8140 - “Annual Organizational Meeting,” Policy 8231 - “Reimbursement and Miscellaneous Expenditures” and Policy 8342 - “Designated Method of Giving Notice of Meetings”

11.a.3. Board Policy Removals - Policy 3550 - “Rebates to School Personnel” and Policy 3601 - “Gifts to Employees”

11.b. Annual Readoption of Board Policy 6400 - “Parental Involvement in Schools” (Dr. Wendy Kemling

Motion to readopt Board Policy 6400 - "Parental Involvement in Schools" as presented.

Passed with a motion by Tory Schwartz and a second by Robert Polk.

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

11.c. 2026-2027 PAWS & PAWS Transition Program (PTP) Calendar

Motion to approve the 2026-2027 PAWS & PAWS Transition Program calendar as presented. Passed with a motion by Mark Lang and a second by Tory Schwartz.

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

11.d. Scottsbluff Schools Classified Association Negotiations

Motion to approve the proposed terms of the Scottsbluff Schools Classified Association Agreement as presented for the 2026-2027 and 2027-2028 school years. Passed with a motion by Robert Polk and a second by Beth Merrigan.

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

11.e. Annual Readoption of Board Policy 5416 - “Student Fees” and Board Policy 5416.1 - “Appendix 1 to Student Fees Policy of Scottsbluff Public Schools”

Motion to readopt Board Policy 5416 - "Student Fees" and Board Policy 5416.1 - "Appendix to Student Fees Policy of Scottsbluff Public Schools" as presented. Passed with a motion by Paul Snyder and a second by Mark Lang.

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

12. Reports and Proposals

12.a. Board Members

Board Member Paul Snyder noted it was very interesting to look through the first reading of Board policies that were presented this evening and to take note of how much the legislature is interfering with public school education. Paul stated it is overwhelming what is required of the District each year that was not required before.

Board Member Rob Polk commented he was also surprised after joining the Policy Committee to learn how much the legislature affects the District each year.

12.b. Board Committee Reports

12.b.1. Curriculum & Instruction/Americanism Committee - Next Meeting: August 21, 2026 @ 11:30 AM

No report.

12.b.2. Facility Committee - Next Meeting: July 7, 2026 @ 11:30 AM

No report.

12.b.3. Finance Committee - Next Meeting: July 6, 2026 @ 11:30 AM

No report.

12.b.4. Policy Committee - Next Meeting: TBD

No report.

12.b.5. Student Services Committee - Next Meeting: August 20, 2026 @ 11:30 AM

No report.

12.c. From the Administrative Staff:

12.c.1. Executive Director of Finance

No report.

12.c.2. Executive Director of Student Services

No report.

12.c.3. Executive Director of Curriculum and Instruction

No report.

12.c.4. Superintendent

Superintendent Dr. Andrew Dick extended thanks to Beth Rohrer and Reagan True for organizing and coordinating another very successful Staff Appreciation Festival. Dr. Dick stated that the weather required a change in plans, but they were able to pull off a very successful event that was appreciated by those who attended, noting there was a significant amount of positive feedback from staff members.

Dr. Dick also recognized Director of Communication Melissa Price for receiving national honors from the National School Public Relations Association for outstanding school communications. He noted this is the second year that Scottsbluff Schools has brought home multiple national awards. The pieces recognized this year include the SBPS Insider Newsletter, the "You Belong Here" Teacher Recruitment Publication, and the District's 2024-2025 Annual Report. Dr. Dick congratulated Melissa and thanked her for her outstanding work.

13. Future Meetings and Dates to Remember

13.a. July 13, 2026 - Board of Education Meeting

13.b. August 10, 2026 - Board of Education Meeting

14. Adjournment

The Regular Board of Education Meeting was adjourned at 7:11 PM.

Motion to adjourn Passed with a motion by Beth Merrigan and a second by Tory Schwartz.

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

Yea, Paul Snyder: Yea

PO Box 1709
Scottsbluff, NE 69363

AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

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

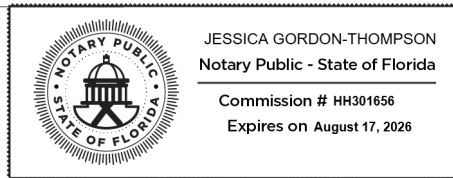
Jun. 6, 2026

Anjana Bhadoriya

(Signed) _____

VERIFICATION

State of Florida
County of Orange



Subscribed in my presence and sworn to before me on this: **06/09/2026**

J. Tra

Notary Public

Printers Fee: **\$33.27**
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Notarized remotely online using communication technology via Proof.

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Education for the School District of Scottsbluff, in the county of Scotts Bluff, in the State of Nebraska, will be held at 6:00 P.M. Monday, June 8th, 2026, at Scottsbluff High School, 313 East 27th Street, Scottsbluff, NE 69361 and via virtual meeting.

PUBLIC NOTICE is hereby given, in compliance with the provisions of the Nebraska Revised Statutes Section 79-2,134, that the Board of Education for the School District of Scottsbluff, in the county of Scotts Bluff, in the State of Nebraska, will meet on the 8th day of June, 2026 at 6:00 P.M., at Scottsbluff High School, 313 East 27th Street, Scottsbluff, NE 69361 for the purpose of hearing support, opposition, criticism, suggestions, or observations by taxpayers relating to setting the Student Fee Schedule. The Student Fee Schedule detail is available on the website or at the office of the Board Secretary during regular business hours.

PUBLIC NOTICE is hereby given, in compliance with the provisions of the Nebraska Revised Statutes Section 79-533, that the Board of Education for the School District of Scottsbluff, in the county of Scotts Bluff, in the State of Nebraska, will meet on the 8th day of June, 2026 at 6:00 P.M., at Scottsbluff High School, 313 East 27th Street, Scottsbluff, NE 69361 for the purpose of hearing support, opposition, criticism, suggestions, or observations by taxpayers relating to the reviewing and readoption of Policy 6400 - Parental Involvement in Schools. These policy details are available on the website or at the office of the Board Secretary during regular business hours.

The meeting agenda, kept continuously current, is available for inspection on the website www.sbps.net. Agenda items may be subject to Closed Session. Agenda items are subject to change up until 24 hours prior to the meeting. Sequence of the agenda may be adjusted, please attend the entire meeting. Published in the Star-Herald Scottsbluff, NE COL-NE-204391 June 6, 2026

Scottsbluff Public Schools Public Hearing
Student Fees
School Board Report
2025-2026

Review of amount of money collected under this policy:

Fund 7 Activity Log

	Beginning Balance	Revenue	Expenses	Ending Balance
BMS Tech Fees	0	\$4,192	\$1,221	\$2,971
SHS Tech Fees	0	\$6,261	\$3,939	\$2,322

Scottsbluff High School

	25-26		24-25	
	Students	Amount	Students	Amount
Family and Consumer Science	19	\$390	24	\$500
Activity Fees	85	\$3,960	93	\$4,185
Graduation Fees	82	\$1,766	54	\$1,156
Shop Fees	17	\$510	6	\$180
Skills USA	9	\$1,275	7	\$900
Vocal Music	9	\$380	14	\$560
DECA	11	\$550	6	\$225
Band	7	\$140	2	\$73
Ed Rising	4	\$220	5	\$240
FCCLA	5	\$275	3	\$120
Orchestra	11	\$375	8	\$260
HOSA	42	\$1,890	36	\$900
Intro to Skills & Tech	15	\$375	14	\$350
ProStart	3	\$120	5	\$200
Counseling (AP Testing)	12	\$1,121	18	\$1,593

Bluffs Middle School

	2025-26		2024-25	
	Students	Amount	Students	Amount
Activity Cards	98	\$3,430	120	\$4,200
Band	5	\$125	-	-
Math Counts	1	\$35	-	-
Music Instruments	40	-	28	-

StudentsStudent Fees Policy

The Board of Education of Scottsbluff Public Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children which extend beyond the minimum level of constitutionally required free instruction. Students and their parents/guardians have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent/guardian contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations which may be adopted from time to time. Policy 5416.1 provides further specifics of student fees and materials required of students. Parents/guardians and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

1. Guidelines for Non-Specialized Attire Required for Specified Courses and Activities
Students have the responsibility to furnish and wear non-specialized attire meeting general district grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or

other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

2. Personal or Consumable Items & Miscellaneous

- a. Extracurricular Activities - Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.
- b. Courses
 - i. General Course Materials - Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses. A specific class supply list will be published annually for elementary and middle school students. The list may include refundable damage or loss deposits required for usage of certain district property.
 - ii. Damaged or Lost Items - Students are responsible for the careful and appropriate use of school property. Students and their parents/guardians will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.
 - iii. Materials Required for Course Materials - Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.
 - iv. Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.
- c. Parking - Students may be required to pay for parking on school grounds or to school-sponsored activities, and may be subject to payment of fines or damages for damages caused with or to vehicles or for failure to comply with school parking rules.

3. Extracurricular Activities-Specialized Equipment or Attire

Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with t-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouth pieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extracurricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

4. Extracurricular Activities-Fees for Participation

Any fees for participation in extracurricular activities are further specified in Policy 5416.1. Admission fees are charged for extracurricular activities and events.

5. Postsecondary Education Costs

Students are responsible for postsecondary education costs for courses offered off campus that are not part of the students' Career Academy graduation requirements. The phrase "postsecondary education costs" means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a dual credit course taken at Scottsbluff High School taught by a Scottsbluff High School instructor or a course taken through a post-secondary institution as part of the student's Career Academy graduation requirements. These courses shall be offered without charge for tuition, books, or other fees.

6. Transportation Costs

Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

7. Copies of Student Files or Records

The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents/guardians of such student. A parent/guardian or student who requests copies

of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents/guardians of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

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

Students are responsible for fees required for participation in before-and-after-school or pre-kindergarten services offered by the District, except to the extent such services are required to be provided without cost.

9. Participation in Summer School or Night School

Students are responsible for fees required for participation in summer school or night school. Students are also responsible for correspondence courses.

10. Breakfast and Lunch Programs

Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a "school store," a vending machine, a booster club, or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities.

11. Waiver Policy

The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: a.) participation in extracurricular activities and b.) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Students or their parents/guardians must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

12. Distribution of Policy

The Superintendent or the Superintendent's designee shall publish the District's student fees policy in the Parent-Student handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the Parent-Student handbook). The

Parent-Student handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

13. Student Fee Fund

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: a.) participation in extracurricular activities, b.) postsecondary education costs, and c.) summer school or night school.

CERTIFICATION

On the __ day of _____, 20__, the School Board held a public hearing at a meeting of the School Board on a proposed student fees policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fees policy for the preceding school year. The foregoing student fees policy was adopted after such a public hearing by a majority vote of the School Board at an open public meeting in compliance with the public meetings laws.

Superintendent or Other Authorized School Official

Legal Reference: [Neb. Rev. Stat. §§ 79-2,125 to 79-2,135](#)
[Nebraska Constitution, Article VII-1](#)
[Neb. Rev. Stat. § 79-241](#)
[Neb. Rev. Stat. § 79-605](#)
[Neb. Rev. Stat. § 79-611](#)
[Neb. Rev. Stat. § 79-715](#)
[Neb. Rev. Stat. § 79-737](#)
[Neb. Rev. Stat. § 79-1104](#)
[Neb. Rev. Stat. § 79-1108.03](#)
[Neb. Rev. Stat. § 79-2104](#)

Date of Adoption: August 9, 2021
 Date of Revision: March 13, 2022
 Date of Review: ~~May 11, 2026~~ June 8, 2026

Appendix "1" to Student Fees Policy of Scottsbluff Public Schools

Additional Specification of Required Materials and Fees¹

Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum)² or Specific Material Required
Elementary Program		
Physical Education classes	Appropriate clothing (non-specialized attire)	Appropriate attire
Music - Optional Band Courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, drumsticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.). Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None - necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists.
Field Trips	Transportation and admission costs of field trips	None - costs of school sponsored, class-related field trips will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to \$5 per student for each field trip to defray costs. (with administrative approval, the requested donation may be up to \$100 for special field trips). Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students.
School Meals		Breakfast (Grades K-5) - \$2.10 Lunch (Grades K-5) - \$3.10 Milk (Grades K-5) - \$.60 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
After School Program	Fees for the After School Program	\$3/hour

1. This listing is a part of the current Student Fees Policy and is intended to provide supplemental information. For additional specifications, refer to the policy.
2. Generally, dollar amounts are stated in terms of "maximums." The actual fee or charge may be less during the current school year.

Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required
Secondary Program		
Physical Education Classes	Appropriate clothing (non-specialized attire)	Tennis shoes and socks, running shorts, T-shirt, lock for PE locker, unless otherwise specified.
Art and Shop Classes and Special Projects, Science Classes	Appropriate clothing (non-specialized attire) Safety glasses-1 pair provided per year. If lost or damaged students are required to purchase a new pair.	Clothing which may get paint on it or otherwise be damaged; protective clothing for shop classes; approved protective safety glasses for Science classes.
Music - Optional Band Courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, etc.) Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None - necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists, which may be handed out by the office or individual teachers.
Classroom Projects, i.e, Family & Consumer Science, Industrial Technology, & Marketing	Project cost	Student pays cost that is beyond the standard project provided by the school.
Advanced Math or Science Classes	Specialized calculators	Some calculators will be available at school. If lost or damaged a replacement fee will be assessed at a rate paid by the school. Students are encouraged but not required to purchase such equipment for their personal use.
School Meals		Breakfast (Grades 6-12) - \$2.40 Lunch (Grades 6-8) - \$3.40 Lunch (Grades 9-12) - \$3.65 Chef Special at Lunch - \$4.65 Milk (Grades 6-12) - \$.60 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
Post-Secondary Education Classes	Tuition and fees for college courses taken for credit.	Identified classes not paid for by the District will be paid for by the student.
End-of-Year Lost or Damaged Books	Damage fee or replacement cost	Fees and fines up to \$5 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of \$60.

Yearbooks - Optional	School Book	Yearbooks are published and made available for purchase every year. Cost is generally about \$55.
College Entrance Tests and Preparation	Prep programs & tests	Costs of college entrance tests or prep courses, such as ACT preparation tutoring, PSAT test, PACT, and ACT test, are optional and to be paid directly to the private companies involved.
AP Testing	Fee per test	\$98
Summer School Courses	Classes offered during the summer, or at night, if any	If a fee is charged students may be responsible.
Locker Usage	Use of school padlock	\$10 \$14 fee if damaged or not returned at the end of the year.

Extracurricular and Other Programs	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required
Athletic Programs		
Admission	Spectator fees for admission to events	\$6 \$8 per event maximum. \$15 \$15 for events that are multiday maximum . Students may purchase an Activity Ticket not to exceed \$45 \$50 per year. For District and Conference events hosted by the School, cost to be set by NSAA. Students participating in activities/athletics must purchase an activity ticket.
Athletic Physicals	NSAA required athletic Physicals	Cost varies; payable directly to the student's physician or clinic.
Equipment and Attire	Students are responsible for required equipment and attire appropriate to the sport or activity which are not provided by the school, and are responsible for any optional clothing, equipment, or other items associated with the sport or activity. Uniform items are checked out to students. If lost or damaged students will be assessed fees in the amount of replacement cost.	Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, nonrequired gloves, swim goggles, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include: <ul style="list-style-type: none"> • Basketball - No additional • Football - Mouthpiece • Golf - Golf bag (to be checked out each year) and clubs • Speech - Dress attire and copies of research • Track - No additional

		<ul style="list-style-type: none"> • Volleyball - Volleyball knee pads • Wrestling - Wrestling head gear • Cheerleading - Shoes, approved uniforms (tops & skirt; jacket), poms and other accessories
Travel Meals	Meals	Students are responsible for their own meals while traveling
Locker Use	Padlock for locker	\$10 14 fee if damaged or not returned at the end of the year.
Camps and Clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps, and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.
Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Currently, no dues are required. Annual dues not to exceed \$25 per club.
Marching Band and Musical Groups	Equipment and attire.	Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. High School Uniforms for the marching band and pep band will be supplied by the school; students may be required to pay a band uniform fee of \$20. High School Uniform Shoes: \$45 60 For Middle School Band students, a \$20 uniform cleaning fee is requested.
Vocal Music Group	Coordinating group attire	Students will pay for outfits selected by the group. Cost will be based on selection at a maximum of \$130
Clubs/Organizations		
Basic Nursing	Basic Nursing Assistant state registration fee	\$75
Cheerleading	Uniforms	Shoes - \$125 Camp Uniforms - \$400 Camp attendance is optional.
Choir	Attire	Choir Outfit Rental/Cleaning - \$20 Show Choir Outfit Rental/Cleaning - \$40 Travel Fees - \$125 to \$400
DECA	Membership Travel	Membership Dues - \$25 Based on current travel costs
Drill Team	Uniforms National trip	Shoes, approved uniforms (top & skirt; jacket), poms, and other accessories Based on current travel costs
Educators Rising	Membership dues Membership polo Travel fees	\$30 \$25 Based on current travel costs

Family and Consumer Science (FACS) Courses	Foods Advanced foods Culinary/ProStart	\$20 \$25 \$40
FFA	Uniforms Travel fees	\$75 Based on current travel costs
Future Career/ Community Leaders (FCCLA)	Membership dues Membership polo/red jacket Travel fees	\$30 \$25 - \$90 Based on current travel costs
HOSA	Membership dues Competition Travel fees	\$25 \$10 Based on current travel costs
Key Club	Membership dues	\$10
Medication Aide	State test fee & application	\$53
National Honor Society & National Junior Honor Society	Membership dues	\$20
Orchestra	Instrument Uniform rental	Varies \$20 to \$50
Senior Graduation	Cap and gown Breakfast	\$36 \$15
Skilled and Technical Science Courses	Advanced Woods Manufacturing Intro to Skilled & Technical Science	\$35 \$25
SkillsUSA	Membership Dues Travel Fees	\$25 \$50 to \$150
Spanish Club	Membership Fees	\$5
Spanish Heritage/AP Spanish	CLEP Test Testing Center Fee	\$95 \$15
World Languages – Seal of Biliteracy	Fee	\$10
Social & Recognition Activities		
School Plays, Musicals, and Social Activities	Admission to events	\$10 per play or activity
School Dances	Admission to prom, homecoming, etc.	Up to \$10 per event
Class Dues		Currently, no dues are assessed. Each of the six secondary classes may assess its members an amount not to exceed \$50 annually for rental and decoration of dance facilities, punch and snacks at

		social activities, memorials and recognition plaques, flowers and cards, and similar class activities. The payment of such an assessment shall be strictly voluntary, but students who do not pay may be denied admission to extracurricular activities supported by the class dues.
Picture Packets	Optional – Pictures are still taken for use in the school yearbook	Students purchase packets as desired and pay directly to the photo company
Senior Recognition Assessment	Optional graduation activities	Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook pages, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. They may include the rental of graduation robes, caps, tassels, class flowers, one mother's flower, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed \$50, will be assessed to those seniors who elect to participate in such activities. Expenses for above mentioned items will be paid out of the "Class Activity" account until funds are depleted. After this fund is empty, students will be responsible for all optional graduation activity costs
Trips	Transportation, lodging, meals, admission to events, etc.	If the trip is not school sponsored, the costs of the trip are not subject to this policy, and no fee waivers will apply. A trip is not school sponsored if it is not supervised or administered by the school, attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.

Date of Revision: ~~June 9, 2025~~ June 8, 2026

InstructionParental Involvement in Schools

Scotts Bluff County School District 79-0032, aka Scottsbluff Public Schools, after having conducted a public hearing concerning parental involvement and participation, declares that it shall be the policy of the District:

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

5. The District will notify parents, guardians, or educational decision-makers when their child may be subjected to a standard norm referenced or criterion referenced test or standard tests such as but not limited to the Measure of Academic Progress (MAP) test. When reasonable to do so or required by law the parents, guardians, or educational decision-makers will be notified of where a sample of such a test might be viewed and the date upon which such test will be administered. As to all testing by the District, experimental evaluation methodologies, experimental testing instruments and any testing instrument which would tend to inquire into the values, beliefs, or privacy rights of any student, or parent, guardian, or educational decision-maker of such student shall be prohibited unless a parent, guardian, or educational decision-maker requests in writing that such tests be administered to their child.

Parents, guardians, and educational decisionmakers will be notified in advance of any school-sponsored survey administered to students of the District when a survey concerns one or more of the following areas:

- a. Political affiliations or beliefs of the student or the student's parent, guardian, or educational decisionmaker;
- b. Mental or psychological problems of the student or the student's family;
- c. Sex behavior or attitudes;
- d. Illegal, anti-social, self-incriminating, or demeaning behavior;
- e. Critical appraisals of other individuals with whom respondents have close family relationships;
- f. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- g. Religious practices, affiliations, or beliefs of the student or student's parent, guardian, or educational decisionmaker; or,
- h. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

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

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

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

6. As a general matter, substantive decision-making processes will be left to the judgment of the professional staff, administration, or where appropriate, the Board of Education, subject to an effort to receive information from parents as to any concerns, objections, or other information such parents, guardians, or educational decision-makers would wish to provide to the District concerning a parent's, guardian's, or educational decision-maker's access, involvement, and participation in activities of the school.

Legal Reference: [Neb. Rev. Stat. §§ 79-530 to 79-533](#)
[20 U.S.C. 1232g](#)
[20 U.S.C. 1232h](#)

Date of Adoption: August 9, 2021
Date of Revision: June 9, 2025
Date of Review: June 8, 2026

Scottsbluff Board of Education Regular Meeting
Monday, May 11, 2026 6:00 PM

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

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

1. Opening Procedures

1.a. Call to Order

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

1.b. Roll Call

1.c. Excuse Absent Member(s)

2. Pledge of Allegiance

3. Open Meetings Law

This meeting was held in accordance to the Open Meetings Act. Notice of this meeting was published in the Star-Herald on Saturday, May 9, 2026, and on the Scottsbluff Public Schools website on Tuesday, May 5, 2026.

4. Consent Agenda

Motion to accept the Consent Agenda Passed with a motion by Mark Lang and a second by Paul Snyder.

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

4.a. Adopt Agenda

4.b. Approval of Certified Staff Resignation

4.b.1. Vianca Castillo, Registered Nurse, SBPS

4.c. Approval of Certified Staff Hire

4.c.1. Wendy Ramirez, Registered Nurse, SBPS

4.d. Approve Minutes as follows:

4.d.1. April 13, 2026

5. Expenditures

5.a. Expenditures: \$1,179,176.64

Motion to approve the expenditures for the amount of \$1,179,176.64 Passed with a motion by Paul Snyder and a second by Tory Schwartz.

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

6. Awards and Recognitions

6.a. Ava Reed - Student Representative for Student Senate

Scottsbluff High School senior Ava Reed provided an update to the Board of Education. Ava stated this past year has been outstanding and filled with many accomplishments, celebrations, and memorable moments for the SHS students and staff. Ava stated the senior students recently celebrated their final day at Scottsbluff High School. Ava extended her appreciation to Webbs for continuing their tradition of providing donuts for the senior class. Ava also thanked the senior class for their leadership, involvement, and contributions throughout the school year. Ava noted that SHS celebrated Teacher Appreciation Week last week, with staff members enjoying a "Back to the 90s" theme throughout the week, with daily activities and celebrations recognizing the dedication and hard work of the teachers and staff. Ava thanked the many local businesses that generously provided food, treats, and support to help make the week special for the SHS educators. This week, many of the SHS athletic teams will be competing in district competitions, with several state events taking place next week. In addition, multiple CTSO organizations have concluded successful seasons, and student groups are wrapping up the year with banquets, concerts, and other end-of-year celebrations. Ava expressed her sincere gratitude to the SHS teachers, paraprofessionals, secretaries, custodial staff, Sodexo employees, administrators, and all educational stakeholders who have contributed to the success of the 2025-2026 school year. Ava noted the dedication and commitment of these staff members to the SHS students did not go unnoticed. Ava extended a special thank you to Mr. Huck, Mrs. Wallace, and Mrs. Becker for their years of service and dedication to SHS and wished them all the best in their retirement. Finally, Ava thanked the Board of Education for their continued support and leadership, noting the 2025-2026 school year has been an incredible one, and much of that success is a reflection of the Board's commitment to the SHS students, staff, and school community.

Dr. Andrew Dick recognized Ava Reed for providing updates to the Board of Education for three years as the Student Senate Representative. Dr. Dick stated that during the 18 years he has been attending Board meetings, he cannot recall a time when a Student Senate Representative provided updates to the Board for more than one year, and Ava has done so for three years. He noted that Ava attended meetings many times immediately after a challenging sports practice, often still in her practice jersey, demonstrating her dedication and commitment to her Student Senate obligations. He stated that each update was very well spoken, informative, and always expressed gratitude and thankfulness for the experiences students have had and for the staff's work with students. Dr. Dick thanked Ava for being an outstanding advocate and representative of Scottsbluff Public Schools, stating her work is deeply appreciated, and he wished her the best at Concordia next year.

6.b. DECA

Scottsbluff High School DECA Sponsor Justin Gipe spoke.

6.c. eSports

Scottsbluff High School eSports Sponsor Chris Brening spoke.

6.d. FFA

Scottsbluff High School FFA Sponsor Alan Held spoke.

6.e. FCCLA

Scottsbluff High School FCCLA Sponsor Anne Schmall spoke.

6.f. ProStart

Scottsbluff High School ProStart Sponsor Hannah Liptac spoke.

6.g. Seal of Biliteracy

Scottsbluff High School World Language Instructor Dr. Amanda Wilson spoke.

6.h. SkillsUSA

Scottsbluff High School SkillsUSA Sponsor Rod Bussinger spoke.

6.i. Speech

Scottsbluff High School Speech Sponsor Staysha Adams spoke.

6.j. Allison Baer - United States Air Force Academy

Scottsbluff High School Counselor Brenda Anderson spoke.

6.k. Aidyn Einkorn - United States Military Academy

Scottsbluff High School Counselor Brenda Anderson spoke.

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

- Michael Yung, Scottsbluff
- Jeremy Becker, Scottsbluff

8. Unfinished Business

8.a. Board Policy Review, Revision, and Adoption - 5000 Series - "Students" - Second Reading Motion to approve the review, revision, and adoption of the 5000 Series - "Students" as presented. Passed with a motion by Mark Lang and a second by Beth Merrigan.

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

8.b. Board Policy Revisions - Policy 1040 - "Annual Report and School Improvement," Policy 3540 - "Procedures - Bidding Construction Projects," Policy 4114 - "Advancement on Salary Schedule," Policy 7050 - "Bids and Contracts," and Policy 8346 - "Public Participation at Board Meetings" - Second Reading

Motion to approve the revisions to Board Policies 1040, 3540, 4114, 7050, and 8346 as presented. Passed with a motion by Robert Polk and a second by Tory Schwartz.

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

9. New Business

9.a. Board Policy Revisions - Policy 1200 - “Anti-Discrimination,” Policy 4003 - “Anti-Discrimination, Anti-Harassment, and Anti-Retaliation,” and Policy 5401 - “Anti-Discrimination, Anti-Harassment, and Anti-Retaliation (Students & Employees)” - First Reading

9.b. 2026-2027 & 2027-2028 Administrator Negotiated Agreement

Motion to approve the proposed terms of the new Administrator's Negotiated Agreement as presented for the 2026-2027 and 2027-2028 school years. Passed with a motion by Paul Snyder and a second by Mark Lang.

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

9.c. Property Disposal

Motion to approve the sale of items attached to the Board memo. Passed with a motion by Robert Polk and a second by Tory Schwartz.

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

10. Reports and Proposals

10.a. Board Members

Board Member Tory Schwartz commented that this school year has been fantastic and thanked everyone for their efforts. He encouraged staff to finish the year strong and wished them a fantastic summer.

Board Member Paul Snyder echoed Tory's comments, stating it has been a fantastic year, and noting that the Board is very proud of the many, many accomplishments of the students, and also equally proud of the staff members who make their accomplishments possible.

Board Member Mark Lang also stated it has been a great year, and thanked the teachers and all the staff in the District.

Board Member Rob Polk also thanked the staff of the District.

10.b. Board Committee Reports

10.b.1. Curriculum & Instruction/Americanism Committee - Next Meeting: May 15, 2026 @ 11:30 AM

No report.

10.b.2. Facility Committee - Next Meeting: June 2, 2026 @ 11:30 AM

No report.

10.b.3. Finance Committee - Next Meeting: June 1, 2026 @ 11:30 AM

No report.

10.b.4. Policy Committee - Next Meeting: TBD

No report.

10.b.5. Student Services Committee - Next Meeting: August 2026

No report.

10.c. From the Administrative Staff:

10.c.1. Executive Director of Finance

Executive Director of Finance Marianne Carlson updated the Board of Education on an approved deductive change order for the Scottsbluff High School Auditorium Project per Board Policy 3133.

10.c.2. Executive Director of Student Services

No report.

10.c.3. Executive Director of Curriculum and Instruction

No report.

10.c.4. Superintendent

Dr. Andrew Dick stated that it has been a fantastic year, as measured in a number of ways. He noted this would not have been possible without the dedicated staff at Scottsbluff Public Schools and the tremendous leaders within the District.

Dr. Dick noted that as he has reflected and prepared for graduation on Sunday, it is clear that the Class of 2026's collective accomplishments are absolutely remarkable. He stated that, as shown on the District's social media or in local news stories, student accolades just keep coming. He stated he is looking forward to celebrating the students' accomplishments at graduation, as they are truly a very special class. He offered congratulations to those students graduating on Sunday.

11. Future Meetings and Dates to Remember

11.a. May 14, 2026 - Senior Academic Award Evening @ 5:30 PM - SHS Auditorium

11.b. May 15, 2026 - CHOICES Senior Celebration @ 6:00 PM - SHS Cafeteria

11.c. May 17, 2026 - Graduation Ceremony @ 1:00 PM - Bearcat Stadium

11.d. May 21, 2026 - Last Day for Students - Early Release

11.e. May 21, 2026 - Staff Appreciation Festival - 4:00-7:00 PM - Trails West Pavilion

11.f. May 22, 2026 - Teacher Work Day

11.g. May 26, 2026 - ReConnect Graduation @ 5:30 PM - BMS Cafeteria

11.h. June 8, 2026 - Board of Education Meeting

12. Adjournment

The Scottsbluff Public Schools Regular Board of Education Meeting adjourned at 6:57 PM.

Motion to adjourn Passed with a motion by Beth Merrigan and a second by Paul Snyder.

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

FOR BOARD REPORT : May 2026

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FUND	PAYROLL	AP DISBURSEMENTS	OTHER EXPENSES*	TOTAL
General	\$ 3,533,681.88	\$ 713,211.84	\$ (4,870.26)	\$ 4,242,023.46
Special Building		\$ 11,402.75	\$ -	\$ 11,402.75
Cafeteria		\$ 239,400.81	\$ (1,216.77)	\$ 238,184.04
Qualified Capital Purpose Undertaking		\$ -	\$ -	\$ -
Activities		\$ 112,160.05	\$ 3,649.85	\$ 115,809.90
Depreciation		\$ 137,011.80	\$ -	\$ 137,011.80
Student Fee Fund		\$ -	\$ -	\$ -
Employee Benefit Fund		\$ 20,577.62	\$ (60.00)	\$ 20,517.62
Cooperative		\$ 444.18	\$ (2,081.22)	\$ (1,637.04)
Bond Fund		\$ 253,886.00	\$ -	\$ 253,886.00
TOTALS				
GRAND TOTALS FOR May 2026	\$ 3,533,681.88	\$ 1,488,095.05	\$ (4,578.40)	\$ 5,017,198.53

*Includes Transfers

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Fund	Vendor	Description	Amount
01	A & O Grant Consulting	SERVICES	\$ 2,400.00
	AC Electric Motor Service	SUPPLIES	\$ 532.91
	ACCS Inc	MISCELLANEOUS EXPENSES	\$ 586.00
	Alarm Security Technicians	SERVICES	\$ 205.00
	Allo Communications	UTILITIES	\$ 12,725.57
	Axtell Community School	SERVICES	\$ 7,500.00
	Bailey, Matthew R.	SERVICES	\$ 90.00
	BCDM Architects	SERVICES	\$ 17,510.00
	Benzel Pest Control	SERVICES	\$ 628.30
	Bluffs Facility Solutions	SUPPLIES	\$ 6,432.48
	BSN Sports LLC	SUPPLIES	\$ 184.08
	Budge-It Drain Service	SERVICES	\$ 1,295.00
	Bustinza, Mary	REIMBURSEMENT	\$ 116.50
	Carlson, Marianne	REIMBURSEMENT	\$ 200.00
	Central Poly-Bag Corp	SUPPLIES	\$ 890.01
	Central Security Communication	MISCELLANEOUS EXPENSES	\$ 21.00
	Century Business Products, Inc.	SERVICES	\$ 2,343.75
	CenturyLink	MISCELLANEOUS EXPENSES	\$ 240.76
	Chimney Rock Public Power Dist	UTILITIES	\$ 1,392.25
	City of Scottsbluff	UTILITIES	\$ 4,406.13
	ClassLink, Inc.	MISCELLANEOUS EXPENSES	\$ 18,450.35
	Cline Williams LLP	LEGAL SERVICES	\$ 3,596.81
	Column Software, PBC	MISCELLANEOUS EXPENSES	\$ 12.00
	Cox-Snow, Rhyllann M.	SERVICES	\$ 75.00
	Curriculum Associates	SUPPLIES	\$ 7,180.80
	Dan de Peyer	REIMBURSEMENT	\$ 398.98
	Dennis Supply Company	SUPPLIES	\$ 190.84
	Dispose N' Save LLC	SUPPLIES	\$ 3,567.20
	Doc Morgan, Inc.	MISCELLANEOUS EXPENSES	\$ 41.20
	Douglas, Kelly and Ostdiek, P.C.	LEGAL SERVICES	\$ 3,022.70
	Downey, Lisa L	REIMBURSEMENT	\$ 320.45
	Durbin, Mary	REIMBURSEMENT	\$ 71.63
	Dutton-Lainson Company	SUPPLIES	\$ 1,155.64
	E3 MSR West	SUPPLIES	\$ 592.00
	Eakes Office Solutions	SUPPLIES	\$ 6,478.63
	Eastern Data, Inc.	COMPUTER HARDWARE	\$ 1,469.00
	Educational Service Unit #13 _9800	MISCELLANEOUS EXPENSES	\$ 47,443.25
	Educational Service Unit #16	SERVICES	\$ 290.00
	Engineered Controls	SERVICES	\$ 210.00
	Enome, Inc.	COMPUTER SOFTWARE	\$ 22,758.75
	Essential Industries Inc.	SUPPLIES	\$ 5,345.69
	EXpress Toll	MISCELLANEOUS EXPENSES	\$ 9.20
	FirstGroup America	SERVICES	\$ 137,352.09
	Fogle, Michael M	REIMBURSEMENT	\$ 46.62
	Follett Content Solutions, LLC	SUPPLIES	\$ 1,189.72
	Foral, Leslie	REIMBURSEMENT	\$ 1,236.00
	Frank Parts Co	MISCELLANEOUS EXPENSES	\$ 149.58
	GE Money Bank/Amazon	MISCELLANEOUS EXPENSES	\$ 8,349.04
	Gurrola, Vanessa	STUDENT TEACHER STIPEND	\$ 1,000.00
	Haag, Lauren	REIMBURSEMENT	\$ 91.86
	Hampton Inn & Suites	TRAVEL EXPENSE	\$ 2,090.00
	Hancock, Margaret	REIMBURSEMENT	\$ 395.00
	Herd, Conny Ann	SERVICES	\$ 250.00
	Homewood Suites Omaha Downtown	TRAVEL EXPENSE	\$ 5,600.00

Hosseini, Saadat	SERVICES	\$	75.00
Howard, Adriella	REIMBURSEMENT	\$	38.43
Hugen, Hillari	REIMBURSEMENT	\$	48.21
Hyatt Place	TRAVEL EXPENSE	\$	556.00
Ibero, Francis J	TRAVEL EXPENSE	\$	54.01
Innovative Office Solutions, LLC	SUPPLIES	\$	9,106.46
Integrated Life Choices	SERVICES	\$	7,069.87
Interboro Packaging Corp	SUPPLIES	\$	1,805.40
J W Pepper Of Minneapolis	SUPPLIES	\$	237.95
Johnson Hardware Company LLC	SUPPLIES	\$	219.00
Just Right Reader Inc.	TEXTBOOKS	\$	16,692.00
Kaseya US LLC dba Backupify LLC	COMPUTER SOFTWARE	\$	1,825.57
Keim, Marqui	REIMBURSEMENT	\$	301.00
Keller, Caden	STUDENT TEACHER STIPEND	\$	1,000.00
Kendall Hunt Publishing Company	TEXTBOOKS	\$	12,684.00
Kesler Science, LLC	TEXTBOOKS	\$	1,396.00
Koch, Michael A	REIMBURSEMENT	\$	296.16
LanguageUSA, Inc.	SERVICES	\$	45.00
Lawayne Klein	LEASE	\$	1,300.00
Mata, Melinda	SERVICES	\$	50.00
McGraw-Hill Companies	TEXTBOOKS	\$	2,325.30
Menards	SUPPLIES	\$	200.52
Messman, Nicole	SERVICES	\$	365.00
Miller, Olivia	STUDENT TEACHER STIPEND	\$	1,000.00
Monument Physical Therapy LLC	SERVICES	\$	2,610.00
Moreno, Melissa	REIMBURSEMENT	\$	10.37
Najm, Baleria	REIMBURSEMENT	\$	83.59
Nash, David L	SERVICES	\$	365.00
NASPA	PROFESSIONAL DEVELOPMENT	\$	230.00
Navigate360, LLC	COMPUTER SOFTWARE	\$	2,735.82
Nebraska Council Of School Admin	DUES & FEES	\$	550.00
Nebraska PrintWorks, LLC	SUPPLIES	\$	1,628.99
Nebraska Public Power District	UTILITIES	\$	49,849.86
Nichols, Mason	STUDENT TEACHER STIPEND	\$	1,000.00
Nicole Summerville	SERVICES	\$	90.00
Nippon Sanso Matheson, Inc	SUPPLIES	\$	324.24
Norfolk Lodge & Suites	TRAVEL EXPENSE	\$	620.00
Panhandle Cooperative Assn	SUPPLIES	\$	333.22
Panhandle Dynamic Inc	MISCELLANEOUS EXPENSES	\$	775.00
Perry, Guthery, Haas, Gessford P.C., Llo	LEGAL SERVICES	\$	15,942.00
Petersen, Meghan	REIMBURSEMENT	\$	1,323.76
PFM Financial Services LLC	MISCELLANEOUS EXPENSES	\$	55,582.58
Platte River Glass	REPAIRS & MAINTENANCE	\$	300.00
PresenceLearning, Inc.	COMPUTER SOFTWARE	\$	37,745.40
Prime Communications, Inc	COMPUTER SOFTWARE	\$	1,424.08
Print Express	SUPPLIES	\$	579.70
Project Lead The Way, Inc.	SUPPLIES	\$	950.00
Pyramid School Products	SUPPLIES	\$	48.82
Quadient Finance USA, Inc.	SUPPLIES	\$	1,000.00
Quadient Leasing USA, Inc.	LEASE	\$	620.99
Quill LLC	SUPPLIES	\$	468.92
RAKA	MISCELLANEOUS EXPENSES	\$	652.40
Ramos Flores, Brenda	SERVICES	\$	25.00
Ramos, Denna	SERVICES	\$	220.00
RCI Group II LLC	EMPLOYEE BENEFITS	\$	450.00

Really Great Reading Company, LLC	TEXTBOOKS	\$	8,360.00
Reganis Auto Center	REPAIRS & MAINTENANCE	\$	5,033.76
Regional West Medical Center	SERVICES	\$	4,410.25
Rein, Andrea	REIMBURSEMENT	\$	121.58
RMS Visual Designs, INC/Robert Strunks	TEXTBOOKS	\$	1,120.00
Rohnke, Rikki	REIMBURSEMENT	\$	63.07
Ross, Kacey	REIMBURSEMENT	\$	16.75
S & S Worldwide	SUPPLIES	\$	540.75
School Outfitters	SUPPLIES	\$	835.67
School Specialty	SUPPLIES	\$	137.76
Scottsbluff Schools Cafeteria Fund	MISCELLANEOUS EXPENSES	\$	7,705.20
Scottsbluff Screenprinting	MISCELLANEOUS EXPENSES	\$	1,550.50
Sodexo Operations, LLC	MISCELLANEOUS EXPENSES	\$	1,000.00
Staman, Jenise M	SERVICES	\$	134.13
Staples Contract & Commercial, Inc.	SUPPLIES	\$	4,785.54
Summit K12 Holdings, Inc.	TEXTBOOKS	\$	13,107.70
Teacher's Discovery	TEXTBOOKS	\$	225.00
The Children's Home of Pittsburgh	INSERVICE	\$	1,000.00
The Main Idea, LLC	DUES & FEES	\$	60.00
The Math Learning Center	TEXTBOOKS	\$	28,490.00
The Musician's Choice, LLC	SUPPLIES	\$	140.97
The Rock Pile	SUPPLIES	\$	590.73
Thompson Glass Inc	SERVICES	\$	340.00
Tovar, Ivan	MISCELLANEOUS EXPENSES	\$	116.00
Tyler Technologies, Inc	COMPUTER SOFTWARE	\$	43,103.00
Veritas Athletic Performance & Wellness	SERVICES	\$	750.00
Verizon Connect	SUPPLIES	\$	301.10
Verizon Wireless	COMMUNICATIONS	\$	1,685.08
Vistabeam	UTILITIES	\$	300.00
Waste Connection Of Ne, Inc.	UTILITIES	\$	555.46
Wentz, Jonathan S	SERVICES	\$	510.00
West, Lilian	STUDENT TEACHER STIPEND	\$	1,000.00
Westco Western Cooperative Co.	FUEL	\$	509.70
Wilson, Jami	REIMBURSEMENT	\$	62.35
WPCI	SERVICES	\$	3,202.50
XtraMath	COMPUTER SOFTWARE	\$	2,000.00
Y M C A	SERVICES	\$	69.00
Ybarra, Blanca	SERVICES	\$	535.00
Zaner Bloser	COMPUTER SOFTWARE	\$	609.70
Zubia, Sonia	REIMBURSEMENT	\$	45.20
Zwetzig Skate and Bounce House	FIELD TRIPS	\$	728.00

Fund Total

02	Anderson & Shaw Construction, Inc.	SERVICES	\$	4,614.00
	JEO Consulting Group, Inc	SERVICES	\$	6,788.75

Fund Total

03	Childs, Kenneth	REIMBURSEMENT	\$	141.55
	Cross, Sarah	REIMBURSEMENT	\$	53.45
	Hubbard, Mara	REIMBURSEMENT	\$	10.00
	Hubert Company Llc	EQUIPMENT	\$	21,256.00
	Meyer, Peter	REIMBURSEMENT	\$	394.40
	Petty Cash-Cafeteria	PETTY CASH	\$	160.00
	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	\$	1,286.41
	Serda, Amanda	REIMBURSEMENT	\$	134.60

Smith, Jennifer	REIMBURSEMENT	\$ 99.85
Sodexo Operations, LLC	SERVICES	\$ 215,704.55
Team Chevrolet	REPAIRS	\$ 160.00

Fund Total

05	A & A Porta Potties LLC	MISCELLANEOUS EXPENSES	\$ 170.00
	Ahlers Baking, Inc.	SUPPLIES	\$ 53.99
	Alliance Public Schools	DUES & FEES	\$ 100.00
	American Scholastic Mathematics Assn	MISCELLANEOUS EXPENSES	\$ 200.00
	Arthur's Pizza	SUPPLIES	\$ 360.80
	ASPi Solutions, Inc.	MISCELLANEOUS EXPENSES	\$ 2,148.00
	Awards Unlimited Inc	SUPPLIES	\$ 263.65
	Ayala, Perla	MISCELLANEOUS EXPENSES	\$ 629.96
	Band Shoppe	SUPPLIES	\$ 317.95
	Best Western Inn North Platte	TRAVEL EXPENSE	\$ 2,704.00
	Business Farmer	MISCELLANEOUS EXPENSES	\$ 590.33
	Comfort Inn Hastings	TRAVEL EXPENSE	\$ 418.00
	Croft, Erica	MISCELLANEOUS EXPENSES	\$ 594.86
	El Charrito Restaurant & Lounge	MISCELLANEOUS EXPENSES	\$ 4,350.00
	Embassy Suites by Hilton - Frisco TX	TRAVEL EXPENSE	\$ 16,700.64
	Engel, Madison	REIMBURSEMENT	\$ 700.00
	Foral, Robyn G	SERVICES	\$ 120.00
	GE Money Bank/Amazon	MISCELLANEOUS EXPENSES	\$ 994.63
	Gothenburg High School	DUES & FEES	\$ 176.00
	Gutierrez, Derick	MISCELLANEOUS EXPENSES	\$ 46.63
	Hampton Inn & Suites	TRAVEL EXPENSE	\$ 330.00
	Hernandez, Junsper	MISCELLANEOUS EXPENSES	\$ 146.63
	Hilton Garden Inn	TRAVEL EXPENSE	\$ 5,235.75
	Jostens - NEFF Company	SUPPLIES	\$ 37.95
	Kearney Public Schools	DUES & FEES	\$ 400.00
	La Quinta - Gillette	TRAVEL EXPENSE	\$ 1,157.00
	Lexington Public Schools	DUES & FEES	\$ 75.00
	Logoz	SUPPLIES	\$ 524.00
	McCook Hotel Group LLC / Cobblestone	TRAVEL EXPENSE	\$ 606.00
	Mikes Trophies & Awards	SUPPLIES	\$ 110.00
	National Cheerleaders Association	DUES & FEES	\$ 10,644.00
	Nebraska FFA Association _49655	DUES & FEES	\$ 1,080.00
	Nebraska HOSA	DUES & FEES	\$ 1,642.85
	Nebraska PrintWorks, LLC	SUPPLIES	\$ 1,108.94
	Nebraska Wesleyan University	DUES & FEES	\$ 6,115.00
	Ni, Jin	REIMBURSEMENT	\$ 166.63
	Ogallala High School	DUES & FEES	\$ 100.00
	Panhandle Cooperative Assn	MISCELLANEOUS EXPENSES	\$ 507.50
	Pepsi-Cola Of Alliance	SUPPLIES	\$ 480.85
	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	\$ 23,673.09
	Pourier, Magdaline	MISCELLANEOUS EXPENSES	\$ 269.96
	Print Express	SUPPLIES	\$ 366.85
	School Traditions	SUPPLIES	\$ 26.85
	Scottsbluff Country Club _28545	MISCELLANEOUS EXPENSES	\$ 4,217.50
	Scottsbluff Screenprinting	SUPPLIES	\$ 5,003.00
	Sigma	MISCELLANEOUS EXPENSES	\$ 110.00
	SkillsUSA Nebraska	DUES & FEES	\$ 3,500.00
	Slater, Laura	MISCELLANEOUS EXPENSES	\$ 196.63
	Sodexo Operations, LLC	SERVICES	\$ 1,668.00
	Sweetwater Sound Inc.	SUPPLIES	\$ 8,036.00

	The Leadership Center	DUES & FEES	\$ 880.00
	University of Nebraska - Lincoln BR	DUES & FEES	\$ 125.00
	Western Nebraska Community College - Sco	DUES & FEES	\$ 1,000.00
	White, Leon	REIMBURSEMENT	\$ 283.00
	Yanda's Music & Pro Audio	SUPPLIES	\$ 480.00
	Zwetzig, Michelle	MISCELLANEOUS EXPENSES	\$ 216.63
		Fund Total	
06	Anderson & Shaw Construction, Inc.	SERVICES	\$ 95,586.19
	CDW Government Inc	SUPPLIES	\$ 3,600.00
	City of Gering	MISCELLANEOUS EXPENSES	\$ 463.05
	Dutton-Lainson Company	MISCELLANEOUS EXPENSES	\$ 6,342.00
	GE Money Bank/Amazon	MISCELLANEOUS EXPENSES	\$ 215.98
	JEO Consulting Group, Inc	SERVICES	\$ 4,356.25
	Johnson Hardware Company LLC	SUPPLIES	\$ 110.00
	journeyEd.com, Inc.	MISCELLANEOUS EXPENSES	\$ 14,874.75
	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	\$ 2,877.18
	Prairie Storage Containers	MISCELLANEOUS EXPENSES	\$ 150.00
	Sherwin Williams Co	SUPPLIES	\$ 8,436.40
		Fund Total	
08	Air Evac EMS, Inc	EMPLOYEE BENEFITS	\$ 60.00
	RCI Group II LLC	EMPLOYEE BENEFITS	\$ 20,517.62
		Fund Total	
09	PFM Financial Services LLC	MISCELLANEOUS EXPENSES	\$ 444.18
		Fund Total	
10	Platte Valley Bank	DEBT SERVICE	\$ 253,886.00
		Fund Total	
		May 2026 Total	

\$ 713,211.84

\$ 11,402.75

\$ 239,400.81

\$ 112,160.05

\$ 137,011.80

\$ 20,577.62

\$ 444.18

\$ 253,886.00

\$ 1,488,095.05

Scottsbluff Public Schools

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: 2025-2026 From Date: 5/1/2026 To Date: 5/31/2026

Account Mask: 01???????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
01 - GENERAL FUND						
2 - EXPENSE						
105 - SUPERINTENDENT SALARY	\$222,000.00	\$18,500.00	\$166,500.00	\$55,500.00	\$0.00	100.00%
110 - NON INSTRUCTION WAGES	\$3,957,738.86	\$351,003.48	\$3,135,065.05	\$316,188.13	\$506,485.68	87.20%
111 - SALARIES TEACHERS/PROFESSIONAL STAFF	\$25,143,269.95	\$2,026,321.18	\$18,354,282.30	\$6,085,678.66	\$703,308.99	97.20%
112 - INSTRUCTIONAL AIDE WAGES	\$3,200,392.67	\$293,257.04	\$2,675,374.74	\$18,029.51	\$506,988.42	84.16%
113 - SUBS	\$15,600.00	\$0.00	\$1,350.00	\$0.00	\$14,250.00	8.65%
114 - SALARIES TECHNICAL STAFF	\$329,742.00	\$27,344.75	\$249,857.70	\$59,712.19	\$20,172.11	93.88%
116 - REGULAR NON CERTIFIED STAFF	\$279,022.00	\$34,014.25	\$306,128.25	\$110,651.52	(\$137,757.77)	149.37%
120 - NON INSTRUCTION TEMP WAGES	\$171,043.00	\$2,297.70	\$106,350.20	\$0.00	\$64,692.80	62.18%
121 - SALARIES OF TEMP EMP PD TO TEACH/PROF	\$461,356.74	\$75,119.83	\$512,548.80	\$13,301.50	(\$64,493.56)	113.98%
125 - TEMPORARY HELP - ACT	\$30,975.00	\$2,691.00	\$12,438.00	\$0.00	\$18,537.00	40.15%
130 - OVERTIME NON INSTRUCTION	\$58,211.00	\$11,739.48	\$143,430.56	\$0.00	(\$85,219.56)	246.40%
134 - OVERTIME TECHNICAL STAFF	\$0.00	\$6.24	\$43.36	\$0.00	(\$43.36)	0.00%
151 - CERTIFIED STIPENDS NEGOTIATED	\$784,874.45	\$127,640.43	\$918,371.30	\$246,046.45	(\$379,543.30)	148.36%
161 - CERTIFIED STIPENDS ADDITIONAL	\$31,000.00	\$5,011.94	\$46,050.34	\$3,850.01	(\$18,900.35)	160.97%
210 - GROUP INSURANCE	\$28,986.82	\$2,522.16	\$23,521.41	\$2,364.81	\$3,100.60	89.30%
211 - GROUP INSURANCE FOR TEACHERS/PROF STAFF	\$184,163.69	\$14,493.09	\$129,855.75	\$43,230.09	\$11,077.85	93.98%
212 - GROUP INSURANCE INSTRUCTIONAL AIDES/ASSTS	\$23,453.45	\$1,912.81	\$18,816.24	\$80.62	\$4,556.59	80.57%
214 - GROUP INSURANCE TEHNCIAL STAFF	\$2,473.07	\$205.13	\$1,887.63	\$447.84	\$137.60	94.44%
215 - GROUP INSURANCE SUPERINTENDENTS	\$1,665.00	\$138.75	\$1,248.75	\$416.25	\$0.00	100.00%
216 - GROUP INSURANCE NON CERT PROF STAFF	\$2,092.67	\$268.94	\$2,420.46	\$806.82	(\$1,134.61)	154.22%
220 - FICA SS	\$317,240.93	\$26,278.11	\$241,396.99	\$23,330.77	\$52,513.17	83.45%
221 - FICA SS TEACHERS	\$2,776,771.20	\$159,783.42	\$1,414,112.82	\$451,604.48	\$911,053.90	67.19%
222 - FICA SS INSTRUCTIONAL AIDES/ASSTS	\$247,742.49	\$22,220.10	\$202,891.31	\$1,285.34	\$43,565.84	82.41%
223 - FICA SS SUBSTITUTE TEACHERS	\$0.00	\$0.00	\$103.41	\$0.00	(\$103.41)	0.00%
224 - FICA SS TECHNICAL STAFF	\$25,225.28	\$2,048.28	\$18,491.33	\$4,470.27	\$2,263.68	91.03%
225 - FICA SS SUPERINTENDENTS	\$17,085.00	\$1,388.86	\$9,842.85	\$4,166.58	\$3,075.57	82.00%
226 - FICA SS PROF NON CERT STAFF	\$21,345.20	\$2,482.88	\$22,346.90	\$7,684.14	(\$8,685.84)	140.69%
230 - RETIREMENT CONTRIBUTIONS	\$320,910.05	\$28,561.90	\$260,747.67	\$25,158.51	\$35,003.87	89.09%
231 - RETIREMENT TEACHERS/PROF STAFF	\$1,892,588.27	\$156,664.15	\$1,412,208.42	\$462,416.87	\$17,962.98	99.05%
232 - RETIREMENT INSTRUCTIONAL AIDES/ASSTS	\$261,668.02	\$23,394.43	\$213,469.52	\$868.60	\$47,329.90	81.91%
234 - RETIREMENT TECHNICAL STAFF	\$26,643.15	\$2,209.96	\$20,191.99	\$4,824.74	\$1,626.42	93.90%
235 - RETIREMENT SUPERINTENDENTS	\$16,273.63	\$1,494.80	\$13,462.90	\$4,484.40	(\$1,673.67)	110.28%

Scottsbluff Public Schools

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: 2025-2026 From Date: 5/1/2026 To Date: 5/31/2026

Account Mask: 01???????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
236 - RETIREMENT PROF NON CERT STAFF	\$22,544.98	\$2,897.31	\$26,075.80	\$8,691.91	(\$12,222.73)	154.21%
240 - ON BEHALF OF	\$278,775.00	\$0.00	\$4,343.00	\$0.00	\$274,432.00	1.56%
251 - TUITION REIMBURSEMENT TEACHERS/PROF STAFF	\$0.00	\$0.00	\$9,707.54	\$0.00	(\$9,707.54)	0.00%
260 - UNEMPLOYMENT NON INSTRUCTION	\$13,368.87	\$1,244.82	\$10,758.89	\$2,206.08	\$403.90	96.98%
280 - HEALTH BENEFITS-NON INSTRUCTIONAL	\$10,179.84	\$17,163.20	\$146,093.01	\$12,886.32	(\$148,799.49)	1561.71%
281 - HEALTH BENEFITS-TEACHERS/PROFESSIONAL STAFF	\$1,117,066.47	\$73,505.46	\$674,529.84	\$216,149.34	\$226,387.29	79.73%
282 - HEALTH BENEFITS-INSTRUCTIONAL AIDES/ASSISTANTS	\$550,000.00	\$11,652.12	\$102,197.05	\$0.00	\$447,802.95	18.58%
284 - HEALTH BENEFITS-IT SUPPORT STAFF	\$0.00	\$536.93	\$4,832.37	\$1,610.79	(\$6,443.16)	0.00%
286 - HEALTH BENEFITS-PROFESSIONAL NON CERTIFIED STAFF	\$6,107.88	\$3,132.09	\$28,188.81	\$9,396.27	(\$31,477.20)	615.35%
291 - OTHER BENEFITS TEACHERS/PROF STAFF	\$10,500.00	\$2,479.98	\$16,899.71	\$0.00	(\$6,399.71)	160.95%
310 - PROFESSIONAL & TECHNICAL SERVICES	\$11,600.00	\$0.00	\$0.00	\$0.00	\$11,600.00	0.00%
312 - REPAIRS	\$62,130.00	\$0.00	\$4,552.30	\$850.23	\$56,727.47	8.70%
314 - INSERVICE	\$214,245.00	\$3,663.71	\$71,809.64	\$139.09	\$142,296.27	33.58%
315 - ACCOUNTING & AUDITING SERVICES	\$32,050.00	\$0.00	\$34,000.00	\$0.00	(\$1,950.00)	106.08%
316 - DATA PROCESSING	\$6,000.00	\$360.00	\$9,720.00	\$0.00	(\$3,720.00)	162.00%
317 - LEGAL SERVICES	\$68,250.00	\$22,561.51	\$40,848.60	\$0.00	\$27,401.40	59.85%
318 - CONTRACTED OR SECURED SERVICES	\$340,808.75	\$10,247.55	\$55,047.75	\$0.00	\$285,761.00	16.15%
319 - OTHER PROFESSIONAL & TECHNICAL SERVICES	\$826,423.00	\$101,965.73	\$687,498.25	\$86,646.90	\$52,277.85	93.67%
320 - PROFESSIONAL EDUCATIONAL SERVICES	\$0.00	\$5,000.00	\$23,766.00	\$0.00	(\$23,766.00)	0.00%
321 - FUEL	\$361,200.00	\$509.70	\$156,452.88	\$0.00	\$204,747.12	43.31%
322 - ELECTRICITY	\$562,675.00	\$51,242.11	\$512,688.01	\$1,304.30	\$48,682.69	91.35%
323 - WATER & SEWER	\$91,350.00	\$1,119.05	\$60,714.29	\$9,730.76	\$20,904.95	77.12%
325 - GARBAGE	\$98,700.00	\$3,842.54	\$80,425.13	\$15,096.04	\$3,178.83	96.78%
327 - RENTALS OR LEASES	\$210,750.00	\$5,027.45	\$41,378.43	\$10,021.44	\$159,350.13	24.39%
328 - PROPERTY INSURANCE	\$697,305.00	\$0.00	\$0.00	\$0.00	\$697,305.00	0.00%
330 - EMPLOYEE TRAINING AND DEVELOPMENT	\$94,000.00	(\$69.86)	\$20,292.78	\$0.00	\$73,707.22	21.59%
331 - CONTRACTED PUPIL TRANSPORTATION	\$1,228,363.00	\$121,521.77	\$634,876.01	\$0.00	\$593,486.99	51.68%
332 - MILEAGE TO PARENTS	\$3,875.00	\$0.00	\$277.00	\$0.00	\$3,598.00	7.15%
336 - GAS & OIL	\$187,333.00	\$21,883.11	\$98,114.61	\$0.00	\$89,218.39	52.37%
337 - TIRES & PARTS	\$12,961.00	\$424.64	\$16,925.10	\$139.79	(\$4,103.89)	131.66%
338 - REPAIRS & MAINTENANCE TO VEHICLES	\$76,742.00	\$5,333.76	\$42,257.21	\$0.00	\$34,484.79	55.06%
340 - LIABILITY INSURANCE	\$2,625.00	\$0.00	\$0.00	\$0.00	\$2,625.00	0.00%
350 - ADVERTISING & PRINTING	\$28,295.00	\$0.00	\$9,424.42	\$0.00	\$18,870.58	33.31%
363 - TUITION PAID-OTHER	\$65,000.00	\$4,403.00	\$411,271.00	\$0.00	(\$346,271.00)	632.72%

Scottsbluff Public Schools

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: 2025-2026 From Date: 5/1/2026 To Date: 5/31/2026

Account Mask: 01???????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
370 - TUITION PAID-SPED	\$611,500.00	\$41,228.63	\$315,426.20	\$0.00	\$296,073.80	51.58%
380 - COMMUNICATIONS	\$131,375.00	\$15,072.16	\$115,138.49	\$13,004.39	\$3,232.12	97.54%
381 - POSTAGE	\$22,169.98	\$0.00	\$14,359.99	\$0.00	\$7,809.99	64.77%
382 - DISTANCE ED & TELECOMMUNICATIONS	\$34,420.00	\$1,488.25	\$17,873.24	\$0.00	\$16,546.76	51.93%
390 - OTHER PURCHASED SERVICES	\$51,615.00	\$0.00	\$6,890.00	\$0.00	\$44,725.00	13.35%
391 - COPY SERVICE-BUILDINGS	\$1,320.00	\$0.00	\$467.99	\$0.00	\$852.01	35.45%
395 - SUBAWARDS/SUBCONTRACTS	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0.00%
398 - SUBAWARDS/SUBCONTRACTS	\$15,000.00	\$586.00	\$15,711.00	\$0.00	(\$711.00)	104.74%
399 - SUBAWARDS/SUBCONTRACTS	\$16,000.00	\$2,400.00	\$18,800.00	\$4,900.00	(\$7,700.00)	148.13%
400 - SUPPLIES & MATERIALS	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
410 - SUPPLIES	\$1,117,976.42	\$39,065.95	\$629,752.62	\$62,657.57	\$425,566.23	61.93%
411 - TAXES	\$6,150.00	\$0.00	\$0.00	\$0.00	\$6,150.00	0.00%
415 - ANNUAL PURCHASE SUPPLIES	\$240,243.93	\$35,034.42	\$214,479.04	\$37,494.53	(\$11,729.64)	104.88%
420 - TEXTBOOKS	\$379,155.00	\$84,582.95	\$350,477.48	\$177,028.42	(\$148,350.90)	139.13%
425 - E-BOOKS	\$0.00	\$0.00	\$2,655.00	\$0.00	(\$2,655.00)	0.00%
430 - LIBRARY BOOKS	\$19,102.69	\$8,370.52	\$26,404.85	\$2,096.13	(\$9,398.29)	149.20%
440 - PERIODICALS	\$19,726.00	\$32.00	\$620.40	\$167.00	\$18,938.60	3.99%
450 - AUDIO-VISUAL MATERIALS	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00	0.00%
460 - COMPUTER HARDWARE < 5000	\$283,925.00	\$1,494.66	\$396,600.86	\$54,254.68	(\$166,930.54)	158.79%
465 - COMPUTER SOFTWARE	\$277,534.00	\$74,456.92	\$325,344.30	\$4,204.80	(\$52,015.10)	118.74%
466 - COMPUTER SOFTWARE	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0.00%
467 - COMPUTER SOFTWARE	\$76,400.00	\$3,867.87	\$4,467.87	\$0.00	\$71,932.13	5.85%
470 - FOOD	\$50,000.00	\$7,705.20	\$62,810.40	\$0.00	(\$12,810.40)	125.62%
475 - FEE WAIVER	\$15,250.00	\$0.00	\$3,430.00	\$0.00	\$11,820.00	22.49%
480 - FURNITURE & EQUIPMENT <\$5000	\$22,027.00	\$12.99	\$46,976.52	\$180.20	(\$25,129.72)	214.09%
520 - BUILDING, ACQUISITION IMPROVEMENT	\$183,750.00	\$0.00	\$0.00	\$0.00	\$183,750.00	0.00%
530 - FURNITURE & EQUIPMENT	\$413,890.00	\$0.00	\$5,836.70	\$0.00	\$408,053.30	1.41%
550 - VEHICLE ACQUISITION	\$160,000.00	\$17.00	\$113,518.00	\$0.00	\$46,482.00	70.95%
560 - COMPUTER HARDWARE	\$185,950.00	\$0.00	\$858.00	\$0.00	\$185,092.00	0.46%
563 - INSURANCE PAYMENTS	\$2,625.00	\$0.00	\$0.00	\$0.00	\$2,625.00	0.00%
630 - DUES & FEES	\$103,200.00	\$2,177.44	\$34,184.37	\$0.00	\$69,015.63	33.12%
670 - TRAVEL EXPENSE & MILEAGE	\$558,024.40	\$23,883.50	\$406,588.10	\$5,036.16	\$146,400.14	73.76%
671 - PROFESSIONAL DEVELOPMENT	\$10,000.00	\$247.99	\$432.86	\$0.00	\$9,567.14	4.33%
672 - PROFESSIONAL DEV TRAVEL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
673 - PROFESSIONAL DEV TRAVEL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%

Scottsbluff Public Schools

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: 2025-2026 From Date:5/1/2026 To Date:5/31/2026

Account Mask: 01???????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
674 - PROFESSIONAL DEV TRAVEL	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
675 - FIELD TRIPS	\$32,429.00	\$728.00	\$17,182.34	\$0.00	\$15,246.66	52.98%
679 - PROFESSIONAL DEV	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
680 - PROFESSIONAL DEV	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
690 - MISCELLANEOUS EXPENSES	\$106,103.00	\$6,908.25	\$51,673.32	\$1,925.96	\$52,503.72	50.52%
695 - FAMILY INVOLVEMENT	\$8,750.00	\$0.00	\$38.91	\$0.00	\$8,711.09	0.44%
999 - CREDIT FOR USE	(\$173,094.00)	\$0.00	(\$285,463.69)	\$0.00	\$112,369.69	164.92%
01 - GENERAL FUND Total:	\$53,239,394.80	\$4,242,023.47	\$37,584,307.54	\$8,684,418.20	\$6,970,669.06	86.91%

Scottsbluff Public Schools

General Ledger - Fund 1 Expenditures for Board

Fiscal Year: 2025-2026 From Date:5/1/2026 To Date:5/31/2026

Account Mask: 01???????????????

Account Type: EXPENDITURE

Print accounts with zero balance

Include Inactive Accounts

Include PreEncumbrance

FUND / TYPE / OBJECT

Budget

Range To Date

Year To Date

Encumbrance

Budget Balance

Percent Used

Grand Total:

\$53,239,394.80

\$4,242,023.47

\$37,584,307.54

\$8,684,418.20

\$6,970,669.06

86.91%

End of Report

Scottsbluff Public Schools

Fund Balances

Fiscal Year: 2025-2026

Month: May
 Year: 2026
 Fund Type:

Include Cash Balance
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
01	GENERAL FUND	\$17,988,903.40	\$38,924,314.16	(\$37,584,307.53)	\$0.00	\$19,328,910.03
02	SPECIAL BUILDING FUND	\$2,202,767.24	\$1,520,009.06	(\$1,589,970.08)	\$0.00	\$2,132,806.22
03	SCHOOL LUNCH FUND	\$2,065,946.88	\$2,049,953.20	(\$1,950,617.72)	\$0.00	\$2,165,282.36
04	QUAL CAPITAL PURPOSE FUND	\$655,604.79	\$494,406.94	\$0.00	\$0.00	\$1,150,011.73
05	ACTIVITY FUND	\$538,233.60	\$910,064.20	(\$939,116.15)	\$0.00	\$509,181.65
06	DEPRECIATION FUND	\$1,910,241.24	\$0.00	(\$667,091.50)	\$0.00	\$1,243,149.74
07	STUDENT FEE FUND	\$31,092.42	\$10,931.81	(\$5,160.54)	\$0.00	\$36,863.69
08	EMPLOYEE BENEFIT FUND	\$39,576.41	\$204,299.07	(\$220,932.59)	\$0.00	\$22,942.89
09	COOPERATIVE FUND	\$51,199.71	\$0.00	(\$1,515.98)	\$0.00	\$49,683.73
10	BOND FUND	\$4,590,147.56	\$2,059,705.94	(\$2,610,695.00)	\$0.00	\$4,039,158.50
Grand Total:		\$30,073,713.24	\$46,173,684.38	(\$45,569,407.09)	\$0.00	\$30,677,990.54

End of Report

Scottsbluff Public Schools

Revenue Report

 Summary Only

From Date: 5/1/2026

To Date: 5/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund: 01 GENERAL FUND					
01.1.1030.102.0.000.00 ACCOUNTS RECEIVABLES	\$0.00	\$21.36	\$707.55	(\$707.55)	0.00%
01.1.1110.100.0.000.00 LOCAL DISTRICT TAXES	\$12,374,907.00	\$2,823,808.62	\$5,066,149.11	\$7,308,757.89	59.06%
01.1.1115.100.0.000.00 CARLINE TAXES / DEBATE	\$8,500.00	\$5,174.26	\$5,174.26	\$3,325.74	39.13%
01.1.1120.100.0.000.00 PUBL POWER SALES TAX	\$400,000.00	\$0.00	\$401,488.34	(\$1,488.34)	-0.37%
01.1.1125.100.0.000.00 MOTOR VEHICLE TAX	\$1,495,000.00	\$123,118.88	\$1,069,217.64	\$425,782.36	28.48%
01.1.1270.100.0.000.00 PRESCHOOL RECEIPTS	\$120,000.00	\$9,189.64	\$112,336.00	\$7,664.00	6.39%
01.1.1270.100.0.015.00 PRESCHOOL RECEIPTS	\$0.00	\$9,760.14	\$164,135.74	(\$164,135.74)	0.00%
01.1.1270.102.0.000.00 PRESCHOOL RECEIPTS	\$0.00	\$0.00	(\$167.33)	\$167.33	0.00%
01.1.1270.102.0.015.00 PRESCHOOL RECEIPTS	\$0.00	(\$10.00)	(\$85.96)	\$85.96	0.00%
01.1.1271.100.0.015.00 PRESCHOOL RECEIPTS	\$0.00	\$3,285.00	\$55,264.66	(\$55,264.66)	0.00%
01.1.1271.102.0.015.00 PRESCHOOL RECEIPTS	\$0.00	(\$8.42)	(\$202.10)	\$202.10	0.00%
01.1.1410.100.0.000.00 INTEREST INVESTMENTS/DIGITAL GRAPHIC ART	\$450,000.00	\$29,150.44	\$531,926.51	(\$81,926.51)	-18.21%
01.1.1610.100.0.000.00 LOCAL LICENSE FEES	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%
01.1.1810.100.0.050.00 AFTER SCHOOL PROGRAM	\$0.00	\$2,188.38	\$11,382.11	(\$11,382.11)	0.00%
01.1.1810.100.0.060.00 AFTER SCHOOL PROGRAM	\$0.00	\$3,812.08	\$21,520.37	(\$21,520.37)	0.00%
01.1.1810.100.0.080.00 AFTER SCHOOL PROGRAM	\$0.00	\$2,380.05	\$10,284.30	(\$10,284.30)	0.00%
01.1.1810.102.0.050.00 AFTER SCHOOL PROGRAM	\$0.00	(\$40.41)	(\$87.36)	\$87.36	0.00%
01.1.1810.102.0.060.00	\$0.00	\$0.00	(\$199.15)	\$199.15	0.00%

Scottsbluff Public Schools

Revenue Report

 Summary Only

From Date: 5/1/2026

To Date: 5/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
AFTER SCHOOL PROGRAM					
01.1.1810.102.0.080.00	\$0.00	(\$0.59)	(\$3.71)	\$3.71	0.00%
AFTER SCHOOL PROGRAM					
01.1.1820.100.0.015.00	\$0.00	\$0.00	(\$3,759.56)	\$3,759.56	0.00%
PRESCHOOL BEFORE & AFTER SCHOOL CARE					
01.1.1910.100.0.000.00	\$10,000.00	\$1,305.00	\$9,265.00	\$735.00	7.35%
RENTAL - SCHOOL FACILITIES					
01.1.1925.100.0.000.00	\$0.00	\$0.00	\$2,660.42	(\$2,660.42)	0.00%
GRANT FROM CORP & OTHER PRIVATE INTEREST					
01.1.1990.100.0.000.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.00%
OTHER LOCAL RECEIPTS					
01.1.2110.100.0.000.00	\$200,000.00	\$20,379.86	\$169,505.29	\$30,494.71	15.25%
COUNTY FINES & LICENSES					
01.1.3110.100.0.000.00	\$18,426,446.00	\$1,810,547.90	\$16,294,931.10	\$2,131,514.90	11.57%
STATE AID					
01.1.3110.100.0.015.00	\$0.00	\$32,097.10	\$288,873.90	(\$288,873.90)	0.00%
STATE AID					
01.1.3120.100.0.000.00	\$6,600,000.00	\$1,012,094.00	\$6,011,569.00	\$588,431.00	8.92%
SPECIAL ED					
01.1.3125.100.0.000.00	\$55,000.00	\$106,271.00	\$106,271.00	(\$51,271.00)	-93.22%
SPECIAL EDUC. TRANSPORTATION					
01.1.3130.100.0.000.00	\$0.00	\$86,116.79	\$258,350.37	(\$258,350.37)	0.00%
HOMESTEAD EXEMPTION					
01.1.3131.100.0.000.00	\$0.00	\$2,019,850.11	\$4,039,462.88	(\$4,039,462.88)	0.00%
PROPERTY TAX CREDIT					
01.1.3133.100.0.000.00	\$0.00	\$532.05	\$532.05	(\$532.05)	0.00%
NAMEPLATE CAPACITY TAX					
01.1.3135.100.0.000.00	\$10,000.00	\$0.00	\$16,759.00	(\$6,759.00)	-67.59%
HIGH ABILITY LEARNERS					
01.1.3180.100.0.000.00	\$55,000.00	\$0.00	\$34,715.55	\$20,284.45	36.88%
PRO RATE MOTOR VEHICLE TAX					
01.1.3200.100.0.000.00	\$750,000.00	\$0.00	\$755,807.97	(\$5,807.97)	-0.77%
STATE APPORTIONMENT					
01.1.3540.100.0.000.00	\$200,000.00	\$0.00	\$217,981.78	(\$17,981.78)	-8.99%
STATE EARLY CHILDHOOD-STADIUM					
01.1.3541.100.0.000.00	\$306,850.00	\$0.00	\$137,106.00	\$169,744.00	55.32%

Scottsbluff Public Schools

Revenue Report

 Summary Only

From Date: 5/1/2026

To Date: 5/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
EARLY CHILDHOOD SIXPENCE					
01.1.3599.100.0.000.00	\$0.00	\$0.00	\$631.47	(\$631.47)	0.00%
OTHER STATE CATEGORICAL PROGRAMS					
01.1.3990.100.0.000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
OTHER STATE RECEIPTS					
01.1.3992.100.0.000.00	\$0.00	\$0.00	\$15,000.00	(\$15,000.00)	0.00%
EDUCATION QUEST					
01.1.3996.100.0.000.00	\$0.00	\$0.00	\$5,539.60	(\$5,539.60)	0.00%
ENGINEERING PATHWAYS ASP GRANT					
01.1.3997.100.0.000.00	\$0.00	\$0.00	\$40,000.00	(\$40,000.00)	0.00%
LEVERAGE GRANT - ASP					
01.1.4200.100.0.000.00	\$1,200,000.00	\$0.00	\$451,681.00	\$748,319.00	62.36%
TITLE 1, PART A					
01.1.4212.100.0.000.00	\$0.00	\$0.00	\$52,023.00	(\$52,023.00)	0.00%
TITLE I- SCHOOL WIDE					
01.1.4222.100.0.000.00	\$22,500.00	\$0.00	\$25,392.00	(\$2,892.00)	-12.85%
MCKINNEY HOMELESS GRANT					
01.1.4301.100.0.000.00	\$0.00	\$0.00	\$127,349.00	(\$127,349.00)	0.00%
COMPREHENSIVE LITERACY STATE DEVELOPMENT GRANT					
01.1.4310.100.0.000.00	\$150,000.00	\$0.00	\$27,444.00	\$122,556.00	81.70%
TITLE II, PART A					
01.1.4406.100.0.000.00	\$20,896.00	\$0.00	\$1,412.00	\$19,484.00	93.24%
IDEA PRESCHOOL BASE ALLOC					
01.1.4410.100.0.000.00	\$822,938.00	\$0.00	\$403,869.00	\$419,069.00	50.92%
IDEA/ENROLLMENT & POVERTY					
01.1.4412.100.0.000.00	\$24,220.00	\$0.00	\$4,718.00	\$19,502.00	80.52%
IDEA PART B PORPORTIONALTE SHARE					
01.1.4450.100.0.000.00	\$200,000.00	\$143,168.00	\$476,474.23	(\$276,474.23)	-138.24%
M.I.P.S.					
01.1.4455.100.0.000.00	\$200,000.00	\$0.00	\$0.00	\$200,000.00	100.00%
MEDICAID CLAIM PROCESSING					
01.1.4528.100.0.000.00	\$0.00	\$0.00	\$2,638.00	(\$2,638.00)	0.00%
TITLE III IE					
01.1.4700.100.0.000.00	\$60,447.00	\$0.00	\$19,203.00	\$41,244.00	68.23%
CARL PERKINS					
01.1.4910.100.0.000.00	\$27,758.00	\$0.00	\$24,198.00	\$3,560.00	12.83%

Scottsbluff Public Schools

Revenue Report

 Summary Only

From Date: 5/1/2026

To Date: 5/31/2026

Fiscal Year: 2025-2026

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
INDIAN EDUCATION					
01.1.4925.100.0.000.00 TITLE III ELL	\$26,000.00	\$0.00	\$25,148.00	\$852.00	3.28%
01.1.4967.100.0.000.00 TITLE IV PART A	\$88,000.00	\$0.00	\$80,659.00	\$7,341.00	8.34%
01.1.4968.100.0.000.00 21ST CENTURY GRANT (TITLE IV, PART B)	\$0.00	\$0.00	\$150,000.00	(\$150,000.00)	0.00%
01.1.4968.100.1.060.00 21ST CENTURY GRANT (TITLE IV, PART B)	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%
01.1.4968.100.1.070.00 21ST CENTURY GRANT (TITLE IV, PART B)	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%
01.1.4968.100.1.080.00 21ST CENTURY GRANT (TITLE IV, PART B)	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%
01.1.4988.100.0.000.00 ARP - ELO	\$0.00	\$0.00	\$75,500.00	(\$75,500.00)	0.00%
01.1.4988.100.1.000.00 ARP - ELO	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%
01.1.4989.100.0.000.00 ARP - ELO SUMMER	\$0.00	\$0.00	\$1,075.00	(\$1,075.00)	0.00%
01.1.4992.100.0.000.00 AFJROTC	\$55,000.00	\$0.00	\$0.00	\$55,000.00	100.00%
01.1.4995.100.0.000.00 CATEGORICAL GRANTS	\$1,650,000.00	\$0.00	\$1,101,831.32	\$548,168.68	33.22%
01.1.5301.100.0.000.00 INSURANCE ADJUSTMENTS	\$0.00	\$0.00	\$275.00	(\$275.00)	0.00%
01.1.5400.100.0.000.00 SALE OF PROPERTY	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%
01.1.5690.100.0.000.00 OTHER NON-REVENUE RECEIPTS	\$25,000.00	\$2,278.74	\$23,380.81	\$1,619.19	6.48%
Fund 01 Total:	\$46,292,962.00	\$8,246,469.98	\$38,924,314.16	\$7,368,647.84	15.92%
Grand Total:	\$46,292,962.00	\$8,246,469.98	\$38,924,314.16	\$7,368,647.84	15.92%

End of Report



High School Baseball



Strategic Priority #5

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

Defining Objective 5.1: Increase student activities and engagement



Nebraska High School Baseball

Nebraska School Activities Association (NSAA)

Spring Season:

- Baseball
- Boys and Girls Soccer
- Boys and Girls Track and Field
- Boys Golf
- Girls Tennis

NSAA Baseball Teams Compete in 1 of 3

Classes:

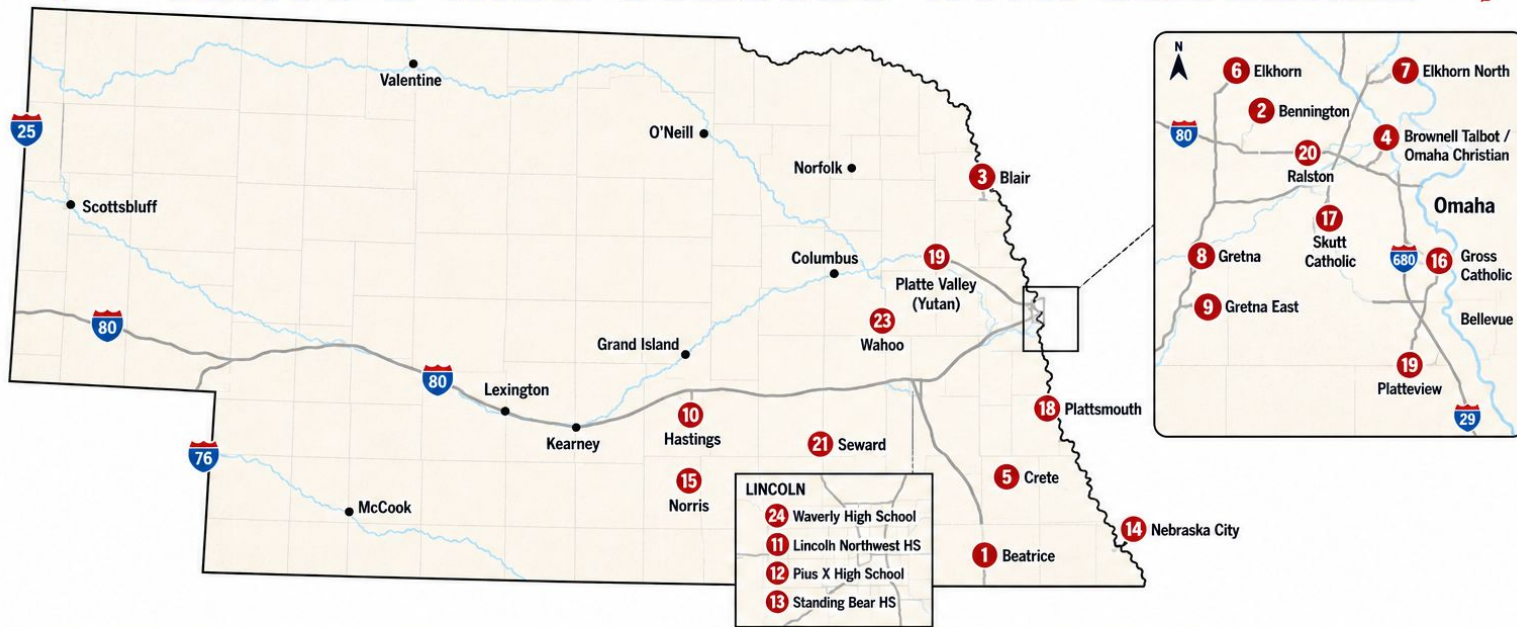
- Class A: Consists of 32 Teams
- Class B: Consists of 25 Teams (Scottsbluff would be Class B)
- Class C: Consists of 26 Teams

NSAA Baseball Important Dates

Important Dates

Pitchers & Catchers Begin Practice	February 2 nd , 2026
Date of First Practice	March 2 nd , 2026
Jamboree Baseball Games	March 9 th -March 14 th , March 16 th -17 th , 2026
Schedules Due	March 10 th , 2026
Date of First Contest	March 19 th , 2026
District Entries Due	April 27 th , 2026
Class B & C District Seeding Released	April 30 th , 2026
Class A District Seeding Released	May 6 th , 2026
District Tournaments	May 7 th - 9 th , 2026
State Championships	May 15 th , May 16 th , May 18 th - May 22 nd , 2026

CLASS B HIGH SCHOOLS WITH BASEBALL



- 1 Beatrice High School**
320 N 5th St, Beatrice, NE 68310
- 2 Bennington High School**
16610 Bennington Rd, Bennington, NE 68007
- 3 Blair High School**
440 N 10th St, Blair, NE 68008
- 4 Brownell Talbot School / Omaha Christian Academy**
400 Happy Hollow Blvd, Omaha, NE 68132
- 5 Crete High School**
1510 Iris Ave, Crete, NE 68333

- 6 Elkhorn High School**
1401 Veterans Dr, Elkhorn, NE 68022
- 7 Elkhorn North High School**
17800 George Miller Pkwy, Omaha, NE 68116
- 8 Gretna High School**
11335 S 204th St, Gretna, NE 68028
- 9 Gretna East High School**
18102 Lincoln Rd, Gretna, NE 68028
- 10 Hastings High School**
1100 W 14th St, Hastings, NE 68901

- 11 Lincoln Northwest High School**
8200 NW 97th St, Lincoln, NE 68507
- 12 Pius X High School**
6000 A St, Lincoln, NE 68510
- 13 Standing Bear High School**
11100 S 70th St, Lincoln, NE 68516
- 14 Nebraska City High School**
141 Steinhart Park Rd, Nebraska City, NE 68410
- 15 Norris High School**
25211 S 68th St, Firth, NE 68358

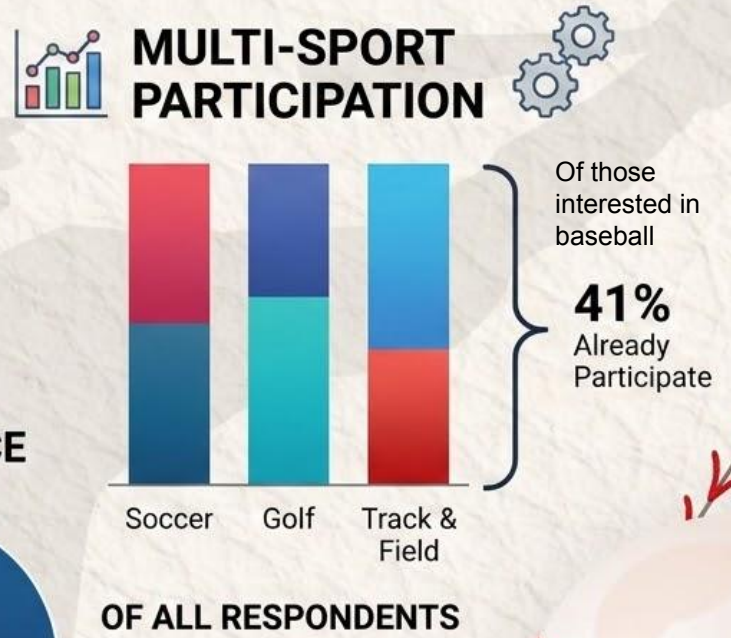
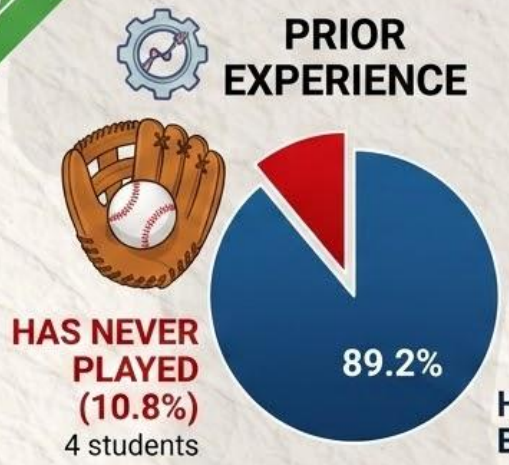
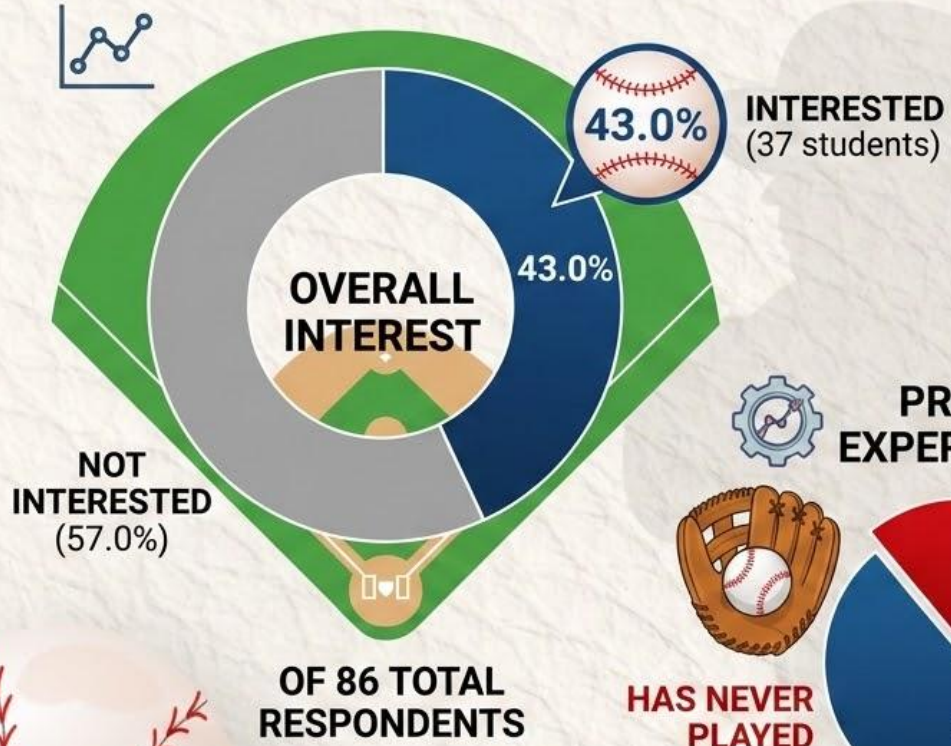
- 16 Gross Catholic High School**
7700 S 43rd St, Bellevue, NE 68147
- 17 Skutt Catholic High School**
3131 S 156th St, Omaha, NE 68130
- 18 Plattsmouth High School**
1916 E Hwy 34, Plattsmouth, NE 68048
- 19 Platte Valley High School**
901 County Rd 34, Yutan, NE 68073
- 20 Plattview High School**
14801 S 108th St, Springfield, NE 68059

- 21 Ralston High School**
8969 Park Dr, Ralston, NE 68127
- 22 Seward High School**
532 Northern Heights Dr, Seward, NE 68434
- 23 Bishop Neumann High School**
202 W Marguerite St, Wahoo, NE 68066
- 24 Waverly High School**
13401 Amberly Rd, Waverly, NE 68462
- 25 York High School**
1005 Duke Dr, York, NE 68467



NOTE: All schools listed are Class B schools in Nebraska that sponsor baseball.

Student Survey Grades 9-11



Student Survey Grades 7-8

44% OF RESPONDENTS
(7th-8th Grade)

135 Respondents

Agreed or strongly agree with the statement:

If Scottsbluff High School were to offer a baseball program I would be interested in playing.



54%

OF INTERESTED STUDENTS...
ALREADY PARTICIPATE IN EITHER
SOCCER OR TRACK AND FIELD



8%

REPORTED THAT THEY...
HAVE NEVER
PLAYED BASEBALL

Facilities

- Cleveland Field is only field big enough in Scottsbluff to play high school baseball.
- We could use the biggest field at 23 Club for practice only.
- City would charge approximately \$4,000 for use of both facilities.
- Additional fees to use Field of Dreams, if spots are available.



Cost: (based on full schedule)*

Item	Estimated Cost	Timeframe
Travel	\$23,000	Annual
Umpires and Game Help	\$12,000	Annual
Head Coach	\$5,666 (includes benefits)	Annual (12%)
Assistant Coaches (3)	\$11,334 (includes benefits)	Annual (8% each)
Facility Rental	\$4,000	Annual
Uniforms	\$10,000	Every 5-7 years
Equipment	\$11,000	Initial & replacements over time
Meals/Lodging	\$18,000	Annual

Total Annual Costs: \$74,000 (not including uniforms and equipment)

Total Startup Costs: \$21,000 (uniforms and equipment)

*Travel and Meals/Lodging costs are difficult to estimate without a schedule. We utilized North Platte's information to assist with projections.

Schedule

Potential Opponents:

Nebraska: North Platte (Class A), Holdrege (Class C), Maxwell/North Platte St. Patrick's (Class C), Hastings, York

Colorado: Brush, Ft. Morgan, Sterling

South Dakota: Currently does not play high school baseball, South Dakota is revisiting the issue in the future.

Wyoming: Currently does not play high school baseball, there is no plan in the future to add it.



Schedule

- In conversations with Nebraska schools only North Platte and Maxwell/North Platte St. Pat's were willing to commit to traveling to Scottsbluff. Teams on the eastern side of the state would play us if we traveled.
- Colorado teams may be willing to schedule Scottsbluff and would travel but their conference schedules always take precedence over out of state competition.
- Most games are scheduled on Tuesdays and Thursdays, with some played on Saturdays.
- Wyoming does not offer high school baseball and a significant portion of our team sports schedules involve Wyoming teams.



Considerations

- The addition of baseball may result in students transferring to Scottsbluff and could potentially push us into Class A in other sports.
- Facilities would be shared with WNCC which might cause scheduling conflicts.
- No other Western Conference schools or schools in close proximity to Scottsbluff plan to add baseball at this time.
- We could explore co-oping with another area school, which would most likely put us in Class A for baseball.
- Feedback from North Platte, who recently completed third season of high school baseball:
 - *“I think Scottsbluff would have a very difficult time finding games to fill a schedule.”*
 - *“I never want to deny our kids any activities or experience that they would want to be in, but the decision to add baseball will have many ramifications.”*



Next Steps

Continue to explore the feasibility of adding high school baseball with the possibility of bringing the topic to the Board for consideration no later than February 2027.





Americanism and Civics Update



79-724. Committee on American Civics

(1) The school board of each school district shall, at the beginning of each calendar year, appoint from its members a committee of three, to be known as the committee on American Civics, which shall:

(a) Hold no fewer than two public meetings annually, at least one when public testimony is accepted.

79-724. Committee on American Civics

(c) Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography.

SBPS Social Studies

79-724. Committee on American Civics

(g) Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:

(i) Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student.

- *The civics portion of the U.S Citizenship Naturalization Test is given to BMS 8th grade students and SHS American Government students at the beginning of the course and at the end.*

Civics (History and Government) Questions

Civics Exam Results 25-26

- 96% of 8th grade students had improved scores from fall to spring
- 77% of 8th grade students passed the exam in the spring
- 94% of the SHS Government students passed the exam

79-724. Committee on American Civics

(ii) Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation

SHS American Government

- *The American Government students participate in "County Government Day" each year.*

79-724. Committee on American Civics

(iii) Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in subdivision (6) of this section or on a topic related to such person or persons or event;

SHS American Government

- *Students are required to research a topic and participate in a debate.*

Questions?

Community RelationsAnti-DiscriminationElimination of Discrimination

The policy of Scottsbluff Public Schools is to not discriminate on the basis of sex, disability, race (including skin color, hair texture, and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, in admission or access to, or treatment with regard to employment or with regard to its programs and activities.

Scottsbluff Public Schools and its staff shall comply with all state and federal laws prohibiting discrimination. The Board of Scottsbluff Public Schools intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination and directs its staff to take all actions necessary to meet this objective.

The following person shall be the Coordinator for anti-discrimination laws (including Title VI, Title IX, the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973) and complaints or concerns involving discrimination or compliance with those laws should be addressed to said Coordinator.

Students:

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

Employees and Others:

Jana Mason, Executive Director of Human Resources
2617 College Park, Scottsbluff, NE 69361
(308) 635-6200
jmason@sbps.net

Preventing Harassment and Discrimination of Employees and StudentsPurpose

Scottsbluff Public Schools is committed to offering employment and educational opportunity to its employees and students based on ability and performance in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers or other persons is prohibited. In addition, Scottsbluff Public Schools will try to protect employees or students from reported discrimination or harassment by non-employees or others in the workplace and educational environment.

For purposes of this policy, discrimination or harassment based on a person's sex, disability, race (including skin color, hair texture, and protective hairstyles), color, religion, military or veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, is prohibited. The

following are general definitions of what might constitute prohibited harassment:

1. In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's sex, disability, race (including skin color, hair texture, and protective hairstyles), color, religion, military or veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, constitutes harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional, or educational environment.
2. Age harassment 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.
3. Sexual harassment has been 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 workplace, classroom, or educational environment. Sexual harassment may exist when:
 - a. Supervisors or managers make a submission to such conduct either an explicit or implicit term and condition of employment (including hiring, compensation, promotion, or retention);
 - b. Submission to or rejection of such conduct is used by supervisors or managers as a basis for employment related decisions such as promotion, performance evaluation, pay adjustment, discipline, work assignment, etc.; or,
 - c. 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.

Procedures

1. Employees or students should initially report all instances of discrimination or harassment to their immediate supervisor or teacher. However, if the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student is encouraged to go to the next level of supervision.
2. If the party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within five working days after receiving the decision.
3. The designated coordinator will thoroughly investigate the complaint and work with the person filing the complaint to seek an appropriate resolution so the discrimination or harassment can be remedied and put to an end.

4. Complaints of discrimination or harassment will be treated with the utmost confidence, consistent with the resolution of the problem.
5. Based on the results of the investigation, appropriate corrective action, up to and including discharge of offending employees, etc., may be taken. The District will not disclose information about disciplinary actions or remedies imposed on another student, except as required by law or when such information directly impacts the receiving party.
6. The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing.

Legal Reference: [20 U.S.C. § 1681](#)
[29 U.S.C. §§ 621 et seq.](#)
[29 U.S.C. §§ 794](#)
[38 U.S.C. §§ 4301 et seq.](#)
[42 U.S.C. §§ 2000d et seq.](#)
[42 U.S.C. §§ 2000e et seq.](#)
[42 U.S.C. §§ 12101 et seq.](#)
[Neb. Rev. Stat. §§ 48-1001 et seq.](#)
[Neb. Rev. Stat. §§ 48-1101 et seq.](#)
[Neb. Rev. Stat. §§ 79-2,115 et seq.](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~July 14, 2025~~ June 8, 2026

PersonnelAnti-Discrimination, Anti-Harassment, and Anti-RetaliationElimination of Discrimination

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

Scottsbluff Public Schools does not discriminate on the basis of sex, disability, race (including skin color, hair texture, and protective hairstyles), color, religion, military or veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Reasonable accommodations will be provided to employees with disabilities and to those who are pregnant, have given birth, or have a related medical condition, as required by law. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students:

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

Employees and Others:

Jana Mason, Executive Director of Human Resources
2617 College Park, Scottsbluff, NE 69361
(308) 635-6200
jmason@sbps.net

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

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

Prohibited Harassment, Discrimination, and Retaliation of Employees, Students, and OthersPurpose

Scottsbluff Public Schools is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment or retaliation of any kind by district employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

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

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

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

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

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

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

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

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

Anti-Retaliation

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

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

Grievance (or Complaint) Procedures

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

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

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

Level 1 - Investigation and Findings

Once the District receives a grievance, complaint, or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

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

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

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

1. Providing the parties with the opportunity to present witnesses and provide evidence;
2. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct;
3. For allegations involving harassment, some of the factors the District will consider include:
 - a. The nature of the conduct and whether the conduct was unwelcome;
 - b. The surrounding circumstances, expectations, and relationships;
 - c. The degree to which the conduct affected one or more students' education;
 - d. The type, frequency, and duration of the conduct;
 - e. The identity of and relationship between the alleged harasser and the suspect or suspects of the harassment;
 - f. The number of individuals involved;

- g. The age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment;
 - h. The location of the incidents and the context in which they occurred;
 - i. The totality of the circumstances; and,
 - j. Other relevant evidence.
4. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?).

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

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

Level 2 - Appeal to the Superintendent

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

Confidentiality

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

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

Training

The District will ensure that relevant district employees are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate district officials or employees.

In addition, the District shall ensure that employees designated to address or investigate discrimination, harassment, and retaliation, including designated compliance coordinators, receive training to promptly and effectively investigate and respond to complaints and reports of discrimination, and to know the District's grievance procedures and the applicable confidentiality requirements.

Designated Compliance Coordinators

Designated compliance coordinators will be responsible for:

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

Preventive Measures

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination in electronic and printed formats, including prominently displaying the notice on the District's website. The District also will designate an employee to coordinate compliance with anti-

discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, reprinting it in district publications, such as Parent-Student Handbooks, and sending it electronically to members of the school community. The District will provide training to employees and students at the beginning of each academic year in the areas identified in the Training section, above.

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

Legal Reference: [20 U.S.C. § 1681](#)
 [29 U.S.C. § 621 et seq.](#)
 [29 U.S.C. § 794](#)
 [38 U.S.C. § 4301 et seq.](#)
 [42 U.S.C. § 12101 et seq.](#)
 [42 U.S.C. § 2000d et seq.](#)
 [42 U.S.C. § 2000e et seq.](#)
 [Neb. Rev. Stat. § 48-1101 et seq.](#)
 [Neb. Rev. Stat. § 79-2,115 et seq.](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~July 14, 2025~~ June 8, 2026

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

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

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

Students:

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

Employees and Others:

Jana Mason, Executive Director of Human Resources
2617 College Park, Scottsbluff, NE 69361
(308) 635-6200
jmason@sbps.net

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

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

Prohibited Harassment, Discrimination, and Retaliation of Employees, Students, and Others
Purpose

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

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

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

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

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

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

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

If the District knows, or reasonably should know, about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

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

Anti-Retaliation

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

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

Grievance (or Complaint) Procedures

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

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

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

1. Level 1 - Investigation and Findings

Once the District receives a grievance, complaint, or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

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

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

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

- a. Providing the parties with the opportunity to present witnesses and provide evidence;
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct;
- c. For allegations involving harassment, some of the factors the District will consider include:
 - i. The nature of the conduct and whether the conduct was unwelcome;
 - ii. The surrounding circumstances, expectations, and relationships;
 - iii. The degree to which the conduct affected one or more students' education;

- iv. The type, frequency, and duration of the conduct;
 - v. The identity of and relationship between the alleged harasser and the suspect or suspects of the harassment;
 - vi. The number of individuals involved;
 - vii. The age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment;
 - viii. The location of the incidents and the context in which they occurred;
 - ix. The totality of the circumstances; and/or,
 - x. Other relevant evidence.
- d. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?).

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

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

2. Level 2 - Appeal to the Superintendent

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

Confidentiality

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

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information

not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted.

Training

The District will ensure that all district employees, including but not limited to officials, administrators, teachers, substitute teachers, counselors, nurses and other health personnel, coaches, assistant coaches, paraprofessionals, aides, First Student bus drivers, and school law enforcement officers are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate district officials or employees.

Designated Compliance Coordinators

Designated compliance coordinators will be responsible for:

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

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

Preventive Measures

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

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

Legal References: [20 U.S.C. § 1232g](#)
[34 C.F.R. Part 99](#)

Date of Adoption: August 9, 2021
Date of Review: ~~July 14, 2025~~ June 8, 2026

Business OperationsInsurance Management (Risk Management)

1. Insurance will be purchased against major exposures, which might result in loss, including but not limited to the following types of policies:
 - a. General Liability Insurance
 - b. Automobile Liability Insurance
 - c. Fidelity and Crime Insurance
 - d. Workman's Compensation Insurance
 - e. Errors and Omissions Insurance
2. Property insured will be insured to at least the value on the basis of replacement costs.
3. Insurance will be placed only through All Lines Interlocal Cooperative Aggregate Pool (ALICAP).

The administration of the risk and management policy will be under the central direction of the Executive Director of Finance. Responsibility will include placement of insurance coverage, maintenance of property appraisals and inventories, processing of claims, maintenance of loss records, and supervision of loss prevention activities.

Date of Adoption: July 13, 2026

Students

Acceptance of External High School Credits

The District may accept high school credit earned by currently enrolled students through educational programs offered outside the District, including other accredited high schools, online programs, summer programs, or specialized educational experiences, provided such credit meets the terms of this policy.

1. Pre-Approval Requirement

Students must obtain prior written approval from the Executive Director of Curriculum and Instruction or designee before enrolling in any external course or program for which high school credit is sought. The District reserves the right to deny credit for courses not pre-approved.

2. Eligible Providers

The District will only accept credit from:

- a. A school accredited by the State of Nebraska or an equivalent state accrediting agency;
- b. Programs accredited by Cognia or a comparable accrediting body; or,
- c. Other educational programs, including camps, travel programs, or specialized instruction, when the Executive Director of Curriculum and Instruction or designee determines the program provides equivalent academic rigor and instructional time.

3. Approval Criteria

In determining whether to approve external credit, the Executive Director of Curriculum and Instruction or designee will consider the following criteria:

- a. The alignment of course content to Nebraska state standards and District curriculum;
- b. Instructional time and academic rigor comparable to District courses;
- c. Qualifications and rigor of instructors or sponsoring organization;
- d. Whether the course duplicates previously earned credit;
- e. The student's overall academic plan and graduation requirements; and,
- f. Whether the course otherwise meets the standards and expectations of courses taught in Scottsbluff Public Schools.

4. Internal Procedures Authorized

The Executive Director of Curriculum and Instruction is authorized to develop practices and procedures to address other aspects of external credit requests, such as rules regarding courses that must be completed within the District (e.g., core courses) and courses not eligible for external credit (such as online physical education), unless specifically approved.

5. Awarding of Credit

After approval by the Executive Director of Curriculum and Instruction, a student will be eligible to receive credit upon successful completion of the approved course or program and upon receipt of official documentation or transcript from the credit-granting entity. Students will receive a Satisfactory or Unsatisfactory (S or U) for external high school credits, with a maximum of 10 credits earned per academic school year. For the purposes of this policy, the academic school year is defined as beginning on the first student day of the fall semester and ending on the day before the next fall semester begins.

Official transcripts must be submitted to the high school counseling office prior to the first student day of the subsequent fall semester. Coursework completed during the summer term shall be applied to the preceding academic school year.

6. Financial Responsibility

All costs associated with enrollment in external programs are solely the financial responsibility of the student and parent/guardian, unless otherwise approved in advance by the Executive Director of Curriculum and Instruction.

Community RelationsBulletin Boards, Display Case, and Posted Material

Bulletin boards and display cases are available for school-related and approved materials to be posted and displayed. Posters to be used in the halls or materials for distribution will need to be approved by the Superintendent, principal, or activities director's office, depending on the nature of the activity or event.

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

Legal Reference: Neb. Rev. Stat. Sec. 79-526
LB 429 (2026)

Date of Adoption: August 9, 2021
Date of Review: ~~December 11, 2023~~ July 13, 2026

Community RelationsGifts to the School District

The Board of Education welcomes monetary and material contributions or other types of citizen contributions to the general school program. All donations become the property of the District and will be used in the interest of all of the children of the District.

The Scottsbluff Public Schools, Inc. is recognized as an appropriate tax-exempt charitable organization for receipt and management of such gifts.

Gifts to School Employees

Singular gifts to employees from parents or students, with a monetary value in excess of \$200, should be refused and the gift returned to the donor.

Students and patrons shall not in any way be encouraged to give personal gifts to school personnel. If gifts are offered, school personnel should minimize such acts and not give publicity or public recognition to such gifts or publicly praise the donor.

Staff members may accept gifts, favors, payment of expenses, or expense-paid trips when directly related to the performance of their job. Staff members may not accept any gift, favor, entertainment, travel, or other benefit that:

1. Could reasonably be perceived as influencing, rewarding, or impairing the employee's professional judgement or decision-making on behalf of the District; or,
2. Creates or could reasonably appear to create a conflict of interest.

Date of Adoption: August 9, 2021

Date of Revision: ~~December 11, 2023~~ July 13, 2026

Business OperationsPurchasing Policies

1. The Executive Director of Finance shall periodically estimate the requirements of standard items or classes of items and make bulk purchases. The Board may enter into multi-year contracts for periods not to exceed seven years, for the provision of utility services, refuse disposal, transportation services, maintenance services, financial services, ~~insurance~~, security services, and instructional materials, supplies, and equipment. The District will follow NDE guidelines and applicable state statutes for any purchases made through the Nebraska Department of Administrative Services. All purchases for supplies, materials, equipment, and contractual services involving more than \$10,000 shall be based on formal bids.
2. Competitive pricing may include written or oral price quotes.
3. Formal bid requests are distributed based on written specifications with written bid responses which shall be opened in public at the prescribed time and place as indicated and tabulated for study. Formal bids while opened publicly are not required to be publicly advertised.
4. Bid instructions shall be clear, complete, and conducive to formal bidding.
5. The Executive Director of Finance shall seek bids from those sources who are able to offer the best prices, consistent with quality, delivery, and service. Consideration must be given to local vendors whenever the following factors are equal: quality of product, suitability of product, price, conformance with the specifications, convenience of delivery, and past services to the District.
6. After formal bids have been opened and tabulated, they will be available for those interested in copy or study. They shall not, however, be removed from the ~~Purchasing District~~ Office.
7. The right is reserved to reject any bid as submitted and to make selection of materials or equipment as is, in the best judgment of the Board of Education or its purchasing agent, best suited for the purposes indicated. In the event of a tie bid, the following procedure shall be followed:
 - a. In the case of single items, the award will be made to a local vendor, if any, or if not, shall be made to the vendors who have offered the most consistent service and reliability in the past.
 - b. In the case of multiple items where all items are tie bids, the procedure shall be the same as in Item a. above.
 - c. In the case of multiple items where only a part of the items are tie bids, the award of all tie bids shall be made to a local vendor, if any, or if not, to the vendor who has done the best on the whole.

8. The Superintendent will have authority to authorize purchases with formal bids for goods and services costing \$10,000 - ~~\$40,000~~ 50,000, with Board approval for purchases of ~~\$40,000~~ 50,000 or above.

It shall be the responsibility of the Executive Director of Finance to develop internal procedures for purchases less than \$10,000. (see grid below)

PROCEDURE FOR PURCHASES:

Dollar Amount	Approval Levels	Purchase Process
1- 499	Principal/Supervisor	Competitive Price
500 - 9,999	Principal/Supervisor, EDE EDOF	Competitive Price
10,000 – 39,999 49,999	Principal/Supervisor, EDE EDOF, Superintendent	Formal Bid
40,000+ 50,000+	Principal/Supervisor, EDE EDOF, Superintendent, Board of Education	Formal Bid
109,000+ \$136,000+ (Construction)	Principal/Supervisor, EDE EDOF, Superintendent, Board of Education	Formal Bid, Advertised

(Note: Deviations from the above may occur in cases of proprietary equipment or emergency situations.)

9. For purchases of ~~\$40,000~~ \$50,000 and above, the Executive Director of Finance and Superintendent shall ~~advertise for post bids on the School District website.~~ Sealed bids ~~which~~ shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent or the Superintendent’s designee. The Board retains the right to determine the responsibility of the bidders and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.
10. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal, the Superintendent, or the Superintendent’s designee shall be personally liable for payment for the supplies or equipment purchased.
11. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal, or the Superintendent’s designee authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.
12. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State Purchasing Bureau competitively bid the purchase of property.
13. Notwithstanding anything to the contrary, no employee may enter into any agreement or

understanding on behalf of the District that may financially benefit the employee, member of the employee's immediate family, or a business with which the employee is associated, unless the Board of Education approves such contract or arrangement in advance.

Credit Card Purchasing Program

1. The Board of Education authorizes the Superintendent or the Superintendent's designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.
2. The Board of Education delegates to the Superintendent or the Superintendent's designee:
 - a. The determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and,
 - b. The determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program.
3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use. **For purposes of this policy, "goods" shall mean tangible supplies, materials, or equipment, and "services" shall mean professional services, contractual services, subscriptions, software or technology services, maintenance agreements, or other ongoing or time-based services. Purchases of goods shall follow the thresholds and procedures set forth above. Purchases of services may be subject to additional flexibility as set forth below, particularly when continuity of service is required.**
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or the Superintendent's designee ~~shall~~ **may** temporarily or permanently suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or the Superintendent's designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Service Contract Renewals

When the Board of Education has previously approved a service, program, or contractual relationship, the Superintendent or the Superintendent's designee is authorized to approve the renewal, extension, or continuation of such service without prior Board approval when:

1. The renewal is consistent with the scope, purpose, and general cost structure previously approved by the Board;
2. The renewal is necessary to avoid an interruption of services or to meet a contractual or service deadline that occurs prior to the next scheduled Board meeting; and,

3. The total cost of the renewal does not materially exceed the previously approved amount or includes only standard or customary increases.

The Superintendent or the Superintendent's designee shall report any renewal to the Board of Education at the next regular meeting for review and ratification.

If a proposed renewal includes a material change in scope, pricing, or contractual terms, the renewal shall be submitted to the Board of Education for approval prior to execution whenever reasonably practicable.

Legal Reference: [Neb. Rev. Stat. § 13-610](#)
[Neb. Rev. Stat. § 49-1401, et seq](#)
[Neb. Rev. Stat. § 73-106](#)
[Neb. Rev. Stat. § 79-515](#)
[Neb. Rev. Stat. § 79-10,104](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~June 10, 2024~~ July 13, 2026

Business Operations

Approval of Change Orders

For purposes of this policy, a “change order” shall mean a written amendment to the construction contract issued and signed by the Superintendent or the Superintendent’s designee, the architect-engineer, and/or the contractor authorizing a change in the scope of work, an adjustment in the contract sum or contract time, or both.

A construction change order shall not be binding on the District, unless the change order is in writing, approved, and executed by duly authorized parties as provided herein. All work which is the subject of a construction change order shall not commence until approved as provided herein. Otherwise, the District will not be responsible for payment on a construction change order. Such authorized and fully executed construction change order shall be attached to and become a part of the original contract.

Initiation of Change Orders

A construction change order is required for a change in the scope of work, an increase or decrease in the amount of the construction cost, to adjust the substantial or final completion date of a construction project, or by mutual agreement of all relevant and necessary parties.

Change Order Approval Authority

The Superintendent or the Superintendent’s designee shall recommend to the Board of Education for its review and approval any construction change order(s) that:

1. Is greater than ~~\$40,000~~ 50,000;
2. Cumulative total of all construction change orders of a construction project in an amount in excess of 10% of the original construction contract amount; and/or,
3. Provides for new or different facilities not already approved by the Board of Education, or significantly alters the design or extent of facilities provided for in the original contract documents.

Delegation of Authority for Major Construction Projects

For those construction change orders not requiring Board of Education approval, the Superintendent or the Superintendent’s designee has the authority to approve a construction change order request in an amount not to exceed ~~\$40,000~~ 50,000, provided however, the cumulative total of all approved construction change orders for a single, major construction contract by the Superintendent or the Superintendent’s designee does not increase the original construction contract amount by more than 10%. For the purposes of this subsection, the original construction contract amount for a construction management at risk contract shall be the amount approved by the Board of Education in an agreement, or a formal amendment to the agreement. Any construction change order approved by the Superintendent or the Superintendent’s designee shall be reported to the Board of Education at the Board’s next regular meeting.

Date of Adoption: March 11, 2024

Date of Revision: July 13, 2026

Business Operations

Records Management and Disposition

1. General Standard

Records should generally be organized, managed, retained, and disposed of in accordance with law and the Secretary of State's schedules for retention and disposition of public records.

2. Records Officer

The Superintendent or the Superintendent's designee is hereby designated as the records officer of the District for purposes of this policy. Any questions about the type or category of a record or the required retention period for it should be addressed to the records officer.

3. Electronic Records, Messages, and Data

District records may be created, stored, and maintained in paper or electronic format. Electronic records may include, but are not limited to:

- a. Email and other electronic communications;
- b. Digital documents and databases;
- c. Audio and video recordings; and,
- d. Cloud-based and third-party hosted data.

Electronic communications, documentation, and data are district records when they relate to district business and will be retained in accordance with the applicable record retention schedules. Due to system storage limitations, certain categories of electronic data (such as surveillance video or system logs) may be retained for shorter periods than other records, unless required to be preserved by law or otherwise determined by the Superintendent or the Superintendent's designee. The District will implement reasonable measures to ensure that electronic records remain accessible, retrievable, and secure for the duration of their required retention period. Employees are responsible for retaining records within their control when they are aware, or reasonably should be aware, that such records may be subject to a records request, audit, investigation, or possible litigation.

~~Electronic messages are communications using an electronic system for the conduct of district business internally, between other state and local government agencies, and with parents or guardians, students, patrons, and others in the outside world. These messages may be in the form of email, electronic document exchange (electronic fax), and electronic data interchange (EDI). In this policy, the terms electronic messages and email are used, depending on the context, to mean the same thing. The District's electronic system in which records are collected, organized, and categorized to facilitate preservation, retrieval, use, and disposition is as follows:~~

- ~~e. End-User Management. End-user means anyone who creates or receives electronic messages on the District's electronic system. Electronic messages are~~

~~to be managed at the end-user's desktop rather than from a central point. Each end-user is responsible for organizing, managing, and disposing of records that are part of his or her desktop computer.~~

- ~~f. Retention of Emails. The District utilizes an electronic management system that allows for all emails to be archived. By utilizing this service, the District intends for all non-deleted emails to be archived indefinitely and deleted emails to be archived for no more than two years, which complies with all legal retention requirements. Regardless of the electronic management system, the Board does not authorize any employee to destroy, hide, or corrupt any school district email, or attempt to circumvent this email retention expectation.~~
- ~~g. Transitory Messages. Transitory messages include copies posted to several persons and casual and routine communications similar to telephone conversations. For example, as determined on an individual case-by-case basis by the end-user, transitory messages include certain embryonic materials, notes or drafts, unwanted and unneeded "junk" mail, "personal" mail for employees not related to school business, unsolicited sectarian, religious, partisan, political, or commercial messages, or political advertising or advertisements promoting particular personal or religious beliefs, a specific ballot question, or controversial topics or positions. There is no retention requirement for transitory messages. Employees sending or receiving such communications may delete them immediately without obtaining approval.~~
 - ~~i. Records with Less Than Permanent Retention Periods. These records are governed by the retention period for equivalent hard-copy records as specified in the approved records retention and disposition schedules. These records should be converted to hard-copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. Employees creating or receiving such communications may delete or destroy the records only according to the applicable retention schedule. Questions relating to the retention or destruction of these records should be referred to the records officer.~~
 - ~~ii. Permanent/Archival Retention Records. These are records scheduled for transfer to the Nebraska State Historical Society (NSHS). Decisions relating to such records should be made by the records officer in consultation with NSHS, and the State Records Administrator about either transferring the records or maintaining them in the agency of origin. If the transfer decision is made, the method, frequency, and format of the transfer should be determined cooperatively by the records officer, the NSHS, and the State Records Administrator.~~
- ~~c. Proper Use of Electronic Messages~~
 - ~~i. Non-Discrimination. Electronic messaging is not permitted to be used to promote discrimination on the basis of race, color, national origin, age, marital status, sex, political affiliation, religion, disability, or sexual preference, promote sexual harassment, or to promote personal, political, or religious business or beliefs.~~
 - ~~ii. Permissible Use. Electronic messaging is to be used only for purposes that are consistent with the mission of the District. Electronic messaging is not~~

~~permitted to be used for personal purposes except for incidental, intermittent, or occasional use which does not interfere with performance of duties as determined by the administration, use that is authorized pursuant to an individual use agreement, and use that represents a form of the employee's compensation. Electronic messaging is not permitted to be used for personal financial gain or for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question. Electronic messaging is not permitted to be used for purposes of assisting a non-profit organization except when and to the extent such use serves a school purpose or facilitates district business.~~

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

~~iv. Other Regulations. Electronic messaging is subject to all requirements of the District's Board Policy 6800—Internet Safety Policy and may be monitored and accessed at any time without prior notice. The District has complete authority to regulate all electronic messaging. Electronic messaging is a privilege and not a property right and is not a public forum. Electronic messaging is made available subject to all Board policy and regulations, these regulations, building guidelines, use agreements, handbook provisions, and all administrative orders or directives as issued from time to time.~~

~~4. Electronic Records~~

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

5. Litigation Holds

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

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

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

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

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

6. Settlement Agreements

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

The record for all such claims settled in the amount of \$50,000 or more (or one percent of the total annual budget of the District, whichever is less) shall include a written executed settlement agreement. The settlement agreement shall contain a brief description of the claim, the party or parties released under the settlement, and the amount of the financial compensation, if any, paid by or to the District or on its behalf. Any such settlement agreement shall be included as an agenda item on the next regularly scheduled public meeting of the Board for informational purposes or for approval if required.

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

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

Legal Reference: [Neb. Rev. Stat. §§ 84-712 to 84-712.09](#)
[Neb. Rev. Stat. §§ 84-1201 to 84-1227](#)
[Laws 2010, LB 742](#)
[Schedule 10: Records of Local School Districts \(Feb. 1989\)](#)
[Schedule 24: Local Agencies General Records \(March 2005\)](#)
[Electronic Imaging Guidelines \(March 2003\)](#)

Date of Adoption: August 9, 2021

Date of Revision: ~~May 13, 2024~~ July 13, 2026

PersonnelCertificated Employee Continued Education Credit

Continued education on the part of certificated employees may entitle them to advancement on the salary schedule or endorsement in additional subjects. Certificated employees who have completed additional hours will be considered for advancement on the salary schedule. The Board shall determine which certificated employees will advance on the salary schedule for continued education keeping in mind the financial condition of the District, the education and experience of the certificated employee, the educational philosophy of the District, and any other items deemed relevant by the Board.

Certificated employees who wish to obtain additional education for advancement on the salary schedule or other job-related purposes are asked to submit a credit approval form for pre-approval by the Superintendent or designee, preceding the actual year when advancement or addition of endorsements occurs. Employees requesting ~~mid-year~~ salary placements must submit a credit approval form for approval and have their grade card(s)/transcript(s) turned into the ~~Administration District~~ Office on or before the last Friday of a given month for pay changes to occur in the following months' payroll. The Superintendent or designee has the discretion to approve credit outside the employee's area of endorsement or responsibility.

All graduate-level courses being submitted for salary advancement must meet the following criteria:

1. The course work requires a task, project, essay, or other related output to demonstrate the transfer or learning into practice.
2. The course is facilitated by an instructor. The instructor interacts with the professional learning participants either face-to-face or virtually or through feedback and grading (including pass/fail) on participant tasks.
3. The course provider ensures 15 hours of professional learning outside of contract time for 1.0 credit.

The requirements stated in the Negotiated Contract between certificated employees in a certified collective bargaining unit and the Board regarding continued education credit of such employees shall be followed.

Date of Adoption: August 9, 2021

Date of Revision: ~~May 12, 2025~~ July 13, 2026

StudentsFull-time and Part-time EnrollmentFull-time Enrollment

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

Exceptions are permitted only for:

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

Part-Time Enrollment of Nonpublic School Students

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

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

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

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

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

1. Nonpublic School Student Enrollment Application Procedures

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

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

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

2. Nonpublic School Student Admission

- a. Admission Requirements - Students must meet the normal admission requirements. This includes the requirements that the student be a resident of the District or an approved option student, be of school attendance age, and not have graduated or have received a GED.
- b. Admission Process - Students must complete the normal enrollment process and forms required by the District and/or the building for enrollment of all children. This includes the requirements relating to birth certificates, immunizations, physical examinations, and visual evaluations.

3. Nonpublic School Student Enrollment Standards

- a. Minimum/Maximum Enrollment - Students must enroll in a minimum of ~~two~~ **one** middle school courses or one five-credit hour high school courses during any one semester. Elementary students may not enroll in programming of greater than 90 minutes of instruction each day.
- b. Capacity Limits - Enrollment will ordinarily be subject to capacity limits. Any grade level, program, or course which has been determined to be at capacity for option enrollment purposes will not ordinarily be available for nonpublic school students.
- c. Integrated Courses - Students must meet prerequisite requirements to be enrolled in a course by appropriate credits earned through an accredited program. The principal may, on a discretionary basis, allow prerequisite requirements to be satisfied where the student provides reasonable indications that the academic criteria have been met, such as results from achievement tests or other indications of adequate preparation.
- d. Educationally Appropriate Programs and Courses - Students will not be allowed to enroll in programs or courses which the school administration determines to not be educationally appropriate for the student. Determination of whether a program or course is educationally appropriate will be made based on the standards the District uses for making academic placement decisions.
- e. Selection of Courses - Subject to all applicable provisions of this policy, nonpublic school students may select their courses.

4. Nonpublic School Student Policies

- a. General Standard - Nonpublic school students who are enrolled part-time are to be subject to the same standards as full-time enrolled students except where appropriate to reflect their part-time status.
- b. Building Assignment - Students must enroll in the attendance center that serves the student's residence, provided that the administration reserves

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

- c. No Partial Part-Time Enrollment - Students must apply for enrollment and attend the entire school year for which enrollment is made or, for high school courses, for the full length of the course. Once enrolled, part-time students will be required to participate in all activities, programs, and tests related to the program or course for which the student is enrolled.
~~including as applicable state or districtwide assessments, as full-time students.~~
- d. Student Conduct Policies - Students enrolled on a part-time basis shall be required to follow all school policies that apply to other students at any time the part-time student is present on school grounds or at a school-sponsored activity or athletic event. This includes the District's student conduct policies. Students enrolled on a part-time basis shall be subject to discipline, including suspension or expulsion, for violation of student conduct rules.
- e. Attendance - Students enrolled on a part-time basis are not exempt from the compulsory attendance laws or from the District's attendance policies. Students who engage in excessive absenteeism as defined in Board policy are to be reported under the truancy laws.
- f. Presence on School Grounds - Students enrolled on a part-time basis are to be present on school grounds during the school day only at the times required for their attendance in the program or course in which they are enrolled. Exceptions may be made at the discretion of the principal or the principal's designee. Students must sign in and out of the school by following the building level procedure. Students are responsible for being aware of any changes in the school schedule during inclement weather or for other reasons.
- g. Transportation - Students enrolled on a part-time basis are not entitled to transportation or transportation reimbursement, unless otherwise required by law.
- h. Academic Honors - Students enrolled on a part-time basis will not be eligible to graduate or receive a diploma from the District or receive academic honors (for example: GPA, class rank, and honor roll) except to the extent the student meets all requirements of the District's policies for such, including attainment of minimum credits and semesters of attendance.
- i. Extracurricular Activities - Any student who is a resident of the District and who is enrolled in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements may participate in any of the District's extracurricular activity programs to the same extent and subject to the same requirements, conditions, and procedures as a full-time student in the District. Non-resident students may only be admitted on a

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

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

- ~~a. For activities regulated by an athletics or activities association (including the Nebraska School Activities Association), the student shall be enrolled in five credit hours offered by the District during each semester of participation. The student may elect to enroll in more than five credit hours.~~
- ~~b. For activities governed by a national or state organization other than the NSAA, the student shall be enrolled in the minimum number of credit hours required by such organization. The student may elect to enroll in more than five credit hours.~~
- ~~c. For activities not governed by the NSAA or a national or state organization, the student must enroll in at least five credit hours or the equivalent for middle school students.~~

Legal Reference: ~~Neb. Rev. Stat. § 79-215~~
[Neb. Rev. Stat. § 79-2,136](#)
[Neb. Rev. Stat. § 79-526](#)
~~[LB-705, § 75](#)~~
[Title 92, Neb. Admin. Code, Chapter 10](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~July 14, 2025~~ July 13, 2026

StudentsStudent Residence, Admission, and Contracting for Educational Services

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

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

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

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

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

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

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

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

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

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

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

Restrictions on Transfer or Disenrollment During Certain Investigations

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

Legal Reference: [Neb. Rev. Stat. § 79-215](#)
[Neb. Rev. Stat. §§ 79-232 to 79-246](#)
[42 U.S.C. § 11431 et. seq.](#)
[NDE Rule 9](#)
[LB 937 \(2026\)](#)

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

StudentsOption EnrollmentProcess and ~~Time Lines~~ Timelines to Option In

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

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

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

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

The Director of Special Education shall review on a case-by-case basis all option applications for students that would receive or could be eligible to receive special education or related services. If the Director or designee determines that the District does not have the capacity to provide the student with the appropriate services and accommodations, then the Director or designee shall send a denial notice to the parent/guardian and include a description of services and accommodations that the District does not have the capacity to provide.

- b. **Timeliness** - An option enrollment application shall be rejected if the application is not filed on or before March 15, and the filing deadline has not been waived.
 - c. **Previous Option Enrollment** - An option enrollment application shall be rejected ~~in the event~~ if the student has exhausted ~~their~~ the number of allowable option enrollments ~~in other school districts, as determined by~~ under state law.
 - d. **Other Reasons** - An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the District determines the application is not ~~submitted on a form prescribed by the State Department of Education, is not~~ completely and accurately ~~filled in~~ submitted, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the District within the time lines indicated, or in the event acceptance of the application is not required by law. Matters which are legally prohibited from being considered as standards for acceptance or rejection of applications (including "previous academic achievement, athletic or extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings" and further including, without limitation, race, national origin, and gender) shall not be considered as reasons for acceptance or rejection.
3. **Siblings**
Notwithstanding anything to the contrary of this policy, the application of a sibling of a student who currently attends the District will be automatically accepted. For purposes of this policy, a "sibling" means a child residing in the same household on a permanent basis who has the same mother or father or who are stepbrother or stepsister to each other. The Superintendent or the Superintendent's designee has the discretion to waive the deadline for a sibling's application received after the deadline.
4. **Priority of Acceptance**
Priority shall be ~~accorded in the following order:~~
- a. ~~First, afforded~~ to those applications required to be given priority by law;
 - b. ~~Second, to those with a sibling in attendance at Scottsbluff Public Schools, with priority within this group being given to those who had earliest filed applications; and,~~
 - c. ~~Third, to those without an option student sibling in attendance at Scottsbluff Public Schools, with priority within this group to those who had earliest filed applications.~~

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

5. Determination of Capacity

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

6. Releases for Options Out

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

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

7. Notification of Acceptance or Rejection

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

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

8. Applications Subsequent to Relocations or Mergers

~~An option enrollment application does not require a release and shall be accepted or rejected within 45 days after filing in the following circumstances:~~

- ~~a.—The student relocated to a different resident school district after February 1;~~
- ~~b.—The student’s option school district merged with another district effective after February 1; or,~~
- ~~c.—The application is for attendance during the immediately following and subsequent school years.~~

9. Status of Option Student

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

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

- a. The Scottsbluff Public School District may, upon mutual agreement with the parent or guardian of an option student, provide transportation to the option student on the same basis as provided for resident students. The School District may charge the parent or guardian of each option student transported a fee sufficient to recover the additional costs of such transportation.
- b. Option students who qualify for free lunches are eligible for either free transportation or transportation reimbursement from the option School District. The District’s policy is that the District selects which service (transportation or reimbursement) is to be provided to students.
- c. For option students receiving special education services, the transportation services required in the student’s Individualized Education Plan shall be provided by the resident School District.

10. Information Regarding Schools, Programs, Policies, and Procedures

As part of the option enrollment program, the administration shall make information about the Scottsbluff Public Schools and ~~it’s the~~ school, programs, policies, and procedures available to all interested persons and shall have a copy of the option enrollment policy and regulations available at each school building.

Legal Reference: [Neb. Rev. Stat. §§ 79-232 to 79-246](#)

Date of Adoption: August 9, 2021

Date of Revision: ~~June 10, 2024~~ July 13, 2026

OPTION ENROLLMENT POLICY AND CAPACITY RESOLUTION

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

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

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

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

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

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

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

The following members voted against the same: _____.

The following members were absent or not voting: _____.

The Resolution having been consented to and approved by a majority of the members of the School Board, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings Law.

DATED this ____ day of _____, 20__.

SCOTTSBLUFF PUBLIC SCHOOLS

Attest: _____
Secretary

By: _____
President

APPENDIX TO OPTION ENROLLMENT POLICY

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

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

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

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

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

ReConnect not included in the above numbers.

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

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

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

StudentsStudent Attendance

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

Attendance Policy and Excessive Absenteeism

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

Attendance and Absences

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

1. School Excused. Any of the following circumstances that lead to an absence will be identified as a School Excused absence, provided the required attendance procedures have been followed:
 - a. Impossible or impracticable barriers outside the control of the parent, guardian, or child prevent a student from attending school. The parent or guardian must provide the school with documentation to demonstrate the absence was beyond the control of the parent, guardian, or child. This could include, but is not limited to documented absence for illness (including physical or mental illness) or court, death of a family member, or suspension.
 - b. Other absences as determined by the principal or the principal's designee.
2. Not School Excused. Absences that are Not School Excused may result in a report to the county attorney and may be classified as follows:
 - a. Parent or guardian acknowledged absences are those in which the parent or guardian communicated with the school in the prescribed manner that the child is absent and is the parent or guardian's responsibility for the extent of the school day. This includes, but is not limited to, vacations, undocumented illness, and undocumented medical appointments.
 - b. Other absences are those in which the parent or guardian has not communicated a reason for the student's absence.

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

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

Excessive Absenteeism

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

Duty to Report Excessive Absenteeism

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

Responding to Excessive Absenteeism

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

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

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

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

Reporting Excessive Absenteeism to the County Attorney

The school may report to the county attorney of the county in which the person having control of the student resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than 20 **Not School Excused** absences per school year. The school shall notify the child's family in writing prior to making the referral to the county attorney. ~~Illness, including physical or mental illness, that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney.~~ Absences due to illness, including physical or mental illness, that make attendance impossible or impracticable, and that are documented by a credentialed health professional, shall not be the basis for referral to the county attorney. In cases of chronic illness, such documentation will be reviewed each semester. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

Legal Reference: [Neb. Rev. Stat. § 79-201](#)
[Neb. Rev. Stat. § 79-209](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~June 9, 2025~~ July 13, 2026

StudentsStudent DisciplineDevelopment of Uniform Discipline System

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

Short-Term Suspension

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

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

The following process will apply to short-term suspensions:

1. The principal or assistant principal will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. Prior to commencement of the short-term suspension, the student will be given oral ~~or~~ **and** written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the principal or assistant principal will send a written statement to the student and the student's parent/guardian describing:
 - a. The student's conduct, misconduct, or violation of the rule or standard;
 - b. ~~and~~ The reasons for the action taken;
 - c. **The actions taken by the school to attempt to address or alleviate the behavior prior to suspension;**
 - d. **The resources the school is able to provide or recommend to assist the student;**
and,

- e. ~~How the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.~~
4. An opportunity will be given to the student, and the student's parent/guardian, to have a conference with the principal or assistant principal ordering the short-term suspension before or at the time the student returns to school. The principal or assistant principal shall determine who in addition to the parent/guardian is to attend the conference. The principal shall document their attempt to make a reasonable effort to hold a conference with the parent/guardian.
5. A student who is on a short-term suspension shall not be permitted to be on school grounds without the express permission of the principal or assistant principal.

Long-Term Suspension

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

1. The student's conduct, misconduct, or violation of the rule or standard;
2. The reasons for the action being taken;
3. The actions taken by the school to attempt to address or alleviate the behavior prior to suspension;
4. The resources the school is able to provide or recommend to assist the student; and,
5. How the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

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:

1. 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;
2. 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,
3. Unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the School District at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the principal or assistant principal. A notice will be given to the student and the parent/guardian when the principal or assistant principal recommends an expulsion. ~~The notice will include a description of the procedures for expulsion. The procedures will be those set forth in the Student Discipline Act.~~ The notice will include a description of:

- a. The student's conduct, misconduct, or violation of the rule or standard;
- b. The reasons for the action being taken;
- c. The actions taken by the school to attempt to address or alleviate the behavior prior to expulsion;
- d. The resources the school is able to provide or recommend to assist the student; and,
- e. How the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

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

Summer Review

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

Alternative Education

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

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

Suspension of Enforcement of an Expulsion

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

Students Subject to Juvenile or Court Probation

Prior to the readmission to school of any student who is less than 19 years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the principal or assistant principal shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the principal or assistant principal are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

Returning from Expulsion

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

Exception for Pre-Kindergarten through Second Grade Students

Notwithstanding the foregoing, ~~no~~ a pre-kindergarten through second grade student ~~may shall~~ **not** be suspended ~~from school~~, unless the student:

1. Brings a deadly weapon ~~on~~ to school grounds, ~~in~~ a school vehicle, or ~~to~~ a school activity; or,
2. **Engages in violent behavior capable of causing physical harm to another student or school employee.**

~~Instead, In all other circumstances,~~ the principal or principal’s designee ~~may shall~~ implement appropriate alternative disciplinary measures on a case-by-case basis. ~~if a pre-kindergarten through second grade student engages in misconduct that would otherwise result in a short-term suspension. If a pre-kindergarten through second grade student~~ **A student who** brings a deadly weapon ~~on school grounds, in a school vehicle, or to a school activity, then the student may be suspended or may be~~ expelled in accordance with this policy’s disciplinary measures.

Religious Freedom

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

Emergency Exclusion

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

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

Other Forms of Student Discipline

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

Student Conduct Expectations

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

Grounds for Short-Term Suspension

1. Truancy or failure to attend assigned classes or assigned activities, or tardiness to school, assigned classes, or assigned activities;
2. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory

- toward a group or individual based upon race, gender, disability, national origin, or religion;
3. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority; or,
 4. Willfully violating the behavioral expectations for riding school buses or vehicles.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment

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

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon;
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in Neb. Rev. Stat. § 28-401, a substance represented to be a controlled substance or alcoholic liquor as defined in Neb. Rev. Stat. § 53-103.02 or being under the influence of a controlled substance or alcoholic liquor;
7. Public indecency as defined in Neb. Rev. Stat. § 28-806, except that this subdivision shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in Neb. Rev. Stat. § 79-2,137. This includes “deep fakes” or other computer-generated images of other students or staff intended to bully, harass, intimidate, or humiliate another student or staff member;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in Neb. Rev. Stat. § 28-319, sexual assault in the second degree as defined in Neb. Rev. Stat. § 28-320, sexual assault of a child in the second or third degree as defined in Neb. Rev. Stat. § 28-320.01, or sexual assault of a child in the first degree as defined in Neb. Rev. Stat. § 28-319.01, as such sections now provide or may hereafter from time to time be amended;

10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or,
11. A repeated violation of any rules and standards validly established pursuant to Neb. Rev. Stat. § 79-262, if such violations constitute a substantial interference with school purposes, including (but not limited to) a violation of the District's dress code and electronic communication device rules.

Mandatory reassignment shall be subject to the same procedural requirements and protections as long-term suspension and expulsion.

Additional Student Conduct Expectations and Grounds for Discipline

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

Student Appearance

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

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

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

No school staff shall permanently or temporarily alter or cut a student's hair. The final decision regarding attire and grooming will be made by the principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the principal's office.

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

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

Academic Integrity

1. Policy Statement - Students are expected to abide by the standards of academic integrity. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values. Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.
2. Definitions - The following definitions provide a guide to the standards of academic integrity:
 - a. "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:
 - i. Tests - Includes tests, quizzes, and other examinations or academic performances:
 - ii. Advance Information - Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
 - iii. Use of Unauthorized Materials - Using notes, textbooks, pre-programmed formula in calculators, or other unauthorized material, devices, or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
 - iv. Use of Other Student Answers - Copying or looking at another student's answers or work, or sharing answers or work with another student when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

1. Use of Other Student to Take Test - Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.
 2. Misrepresenting Need to Delay Test - Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.
- v. Papers - Includes papers, essays, lab projects, and other similar academic work.
1. Use of Another's Paper - Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
 2. Re-use of One's Own Papers - Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.
 3. Assistance from Others - Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent/guardian or sibling, and the essay is substantially rewritten by the student's parent/guardian or sibling. Assistance from home is encouraged, but the work must remain the student's.
 4. Failure to Contribute to Group Projects - Accepting credit for a group project in which the student failed to contribute a fair share of the work.
 5. Misrepresenting Need to Delay Paper - Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.
- vi. Alteration of Assigned Grades - Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.
- b. Plagiarism means to take and present as one's own material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:
- i. Failure to Credit Sources - Copying work (words, sentences, paragraphs, illustrations, or models) directly from the work of another without proper

- credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
- ii. Falsely Presenting Work as One's Own - Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
 - iii. "Contributing to academic integrity violations" means to participate in or assist another in cheating or plagiarism. It includes, but is not limited to, allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.
- c. Sanctions - The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense: Academic integrity offenses are a violation of school rules. The principal or assistant principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

Electronic Devices

1. Philosophy and Purpose - The District strongly discourages students from bringing personal electronic devices to school. Personal electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of personal electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.
2. Definitions
 - a. "Electronic devices" include, but are not limited to, cell phones, iPods, tablets, Chromebooks, portable game consoles, cameras, digital scanners, laptop computers, smart watches, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.
 - b. "Sexting" means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video, or other medium that:
 - i. Displays any sexually explicit conduct as defined by the Neb. Rev. Stat. § 28-1463.02;
 - ii. Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph, or video by permitting, allowing, encouraging, disseminating, distributing, or forcing

- such student or other person to engage in sexually explicit, obscene, or pornographic photography, films, or depictions; and/or,
- iii. Displays a sexually explicit message for sexual gratification, flirtation, or provocation, or to request or arrange a sexual encounter.

3. Violations

- a. Prohibited Use of Electronic Devices - Students shall not use electronic devices for:
 - i. Activities which disrupt the educational environment;
 - ii. Illegal activities in violation of state or federal laws or regulations;
 - iii. Unethical activities, such as cheating on assignments or tests;
 - iv. Immoral or pornographic activities;
 - v. Activities in violation of Board or school policies and procedures relating to student conduct and harassment;
 - vi. Recording others (photographs, videotaping, sound recording, etc.) or otherwise transmitting images and/or sounds of another person or persons without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public;
 - vii. "Sexting;" or,
 - viii. Activities which invade the privacy of others.

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

- b. Disposition of Confiscated Electronic Devices - Electronic devices possessed or used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time.
- c. Penalties for Prohibited Use of Electronic Devices - Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in "sexting" or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion.
- d. Reporting to Law Enforcement - Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.
- e. Responsibility for Electronic Devices - The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, student and parent/guardian authorizes the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for

the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

Inappropriate Public Displays of Affection (IPDA)

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

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

Specific Rule Items

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

Law Violations

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

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

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

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

Date of Adoption: August 9, 2021
Date of Revision: ~~June 9, 2025~~ July 13, 2026

StudentsGraduation

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

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

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

The total graduation requirements must include:

SCOTTSBLUFF PUBLIC SCHOOLS GRADUATION REQUIREMENTS (270 Total)	
CAREER ACADEMY	70
Pre-Academy Course(s)	10
Foundational Academy or Pathway Courses	60
<ul style="list-style-type: none"> ● Successful completion of two Foundational Career Academies OR one Foundational Career Academy AND one Specialized Academy Pathway is required for graduation. ● Courses may count toward completion of both a Foundational Career Academy and core content requirements. However, they may only be counted once toward total hours needed for graduation (270). 	
ENGLISH	40
English 9 or Honors English 9	10
English 10 or Honors English 10	10
English Electives	20
MATH	30
Algebra I	10
Geometry or Advanced Geometry or Accelerated Geometry/Algebra 2	10
Math Elective	10
SCIENCE	30
Physical Science	10
Biology	10
Science Elective	10

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

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

Each student shall also complete and submit a Free Application for Federal Student Aid (FAFSA) prior to graduation, unless the required opt-out form is completed by either: (1) the student's parent or legal guardian; (2) the principal, if the principal determines that good cause exists not to require the student to complete the FAFSA; or (3) an emancipated student or student of at least 19 years of age.

Notwithstanding any other provision of this policy, a student who is or was under the jurisdiction of a juvenile court and placed in out-of-home care at any time during the student's high school enrollment shall be eligible to graduate from the District if (1) the student, at any point in time, was enrolled in high school in the District, and (2) if the student has met the minimum graduation requirement established by Scottsbluff Public Schools. If a student does not meet the minimum graduation requirements established by Scottsbluff Public Schools, but meets the minimum graduation requirements established by state law, they may be eligible to receive a state diploma.

Legal Reference: [Neb. Rev. Stat. § 79-729](#)
[Neb. Rev. Stat. §§ 79-3301 to 79-3305](#)
[NDE Rule 10](#)

Date of Adoption: August 9, 2021
Date of Review: January 5, 2022
Date of Revision: ~~June 10, 2024~~ July 13, 2026

Students

School Wellness Policy

A function of Scottsbluff Public Schools (“District”) is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following school wellness policy.

District Wellness Committee

1. Committee Role and Membership

The District will convene a representative SBPS ~~District~~ Wellness Committee (“~~SBPSDWC SWC~~”) that meets at least two times per year to establish goals for and oversee school health and safety policies and programs, including the development, implementation, and periodic review and update of this district wellness policy.

The ~~SBPSDWC SWC~~ membership will represent all school levels and include (to the extent possible), but not be limited to: parents/guardians, students, representatives of the school nutrition program, physical education teachers, health education teachers, school health professionals or staff, mental health and social services staff, school administrators, School Board members, and the general public. ~~When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators.~~ To the extent possible, the ~~SBPSDWC SWC~~ will include representatives from each school building and reflect the diversity of the community.

2. Leadership

The Superintendent or the Superintendent’s designee will convene the ~~SBPSDWC SWC~~ and facilitate development of and updates to the wellness policy, and will ensure each school’s compliance with the policy.

~~Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.~~

Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

1. Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school, and includes information about who will be responsible to make what change, by how much, where and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. It is recommended that the school use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention’s School Health Index, create an action plan that fosters

implementation and generate an annual progress report. This wellness policy and the progress reports can be found on the District's website.

2. Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at the District Office and/or on the District's computer network.

3. Annual Notification of Policy

The District will inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. The District will make this information available via the District website. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.

4. Triennial Progress Assessments

Under the direction of the Superintendent or the Superintendent's designee, at least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and identify necessary revisions.

The District will notify households/families of the availability of the triennial progress report.

5. Revisions and Updating the Policy

The ~~SBPSDWC~~ SWC will update or modify the wellness policy based on the results of the annual and triennial assessments and/or as district priorities change, community needs change, wellness goals are met, new health science, information, and technology emerges, and new federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

6. Community Involvement, Outreach and Communications

The District is committed to being responsive to community input, which begins with awareness of the wellness policy.

Nutrition

1. School Meals

All schools within the District will participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional federal child nutrition programs as eligible, such as the Fresh Fruit and Vegetable program, the Child and Adult Care Food Program and the After-School Snack program and will meet the minimum nutritional requirements of such programs. The District will make drinking water available in all locations where school meals are served during meal times.

2. Competitive Foods and Beverages

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores, and snack or food carts. Only for the purpose of competitive food and beverages in ~~subsection 3 of~~ this policy, a school day is the time between midnight the night before to 30 minutes after the end of the instructional day.

3. Food and Beverage Marketing in Schools

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health, and physical activity.

It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy. Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

4. Celebrations and Rewards

All foods offered on the school campus will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:

- a. Celebrations and parties - The District will provide a list of healthy party ideas to parents/guardians and teachers, including non-food celebration ideas.
- b. Classroom snacks brought by parents/guardians - The District will provide or make available to parents/guardians a list of foods and beverages that meet the USDA Smart Snacks nutrition standards.
- c. Rewards and incentives - The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be withheld as punishment for any reason, such as for performance or behavior.

5. Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks nutrition standards may be sold through fundraisers on the school campus during the school day.

6. Nutrition Promotion

Nutrition promotion will be provided through both classroom and school meal program efforts, which encourage participation in school meal programs and the consumption of

nutrient-rich foods. Students and staff will receive consistent nutrition messages throughout the school building, classrooms, gymnasiums, and cafeterias.

7. Nutrition Education

The District will teach, model, encourage, and support healthy eating by all students.

Physical Activity

A substantial percentage of students' physical activity can be provided through a Comprehensive School Physical Activity Program (CSPAP).

1. Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education.

2. Classroom Physical Activity Breaks

Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short (3-5-minute) physical activity breaks to students during and between classroom time at least three days per week. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

3. Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible.

Teachers will serve as role models by being physically active alongside the students whenever feasible.

4. Before and After School Activities

The District offers opportunities for students to participate in physical activity either before and/or after the school day through a variety of methods. The District will encourage students to be physically active before and after school by sponsoring or permitting: physical activity clubs and physical activity in aftercare, intramurals, or interscholastic sports.

5. Active Transport

The District will support active transport to and from school, such as walking or biking.

Other Activities that Promote Student Wellness

The District will integrate wellness activities across the entire school setting, including other initiatives related to physical activity, physical education, nutrition and other wellness components so efforts are complementary and work towards the same set of goals to promote student well-being, optimal development, and strong educational outcomes.

1. Community Partnerships

The District will develop, enhance, or continue relationships with parents/guardians, families, and community partners in support of this wellness policy implementation. Families, community members, and organizations will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

2. Community Health Promotion and Family Engagement

The District will promote to parents/guardians, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

3. Staff Wellness and Health Promotion

The ~~SBPSDWC~~ ~~SWC~~ will focus on staff wellness issues, identify and disseminate wellness resources, and perform other functions that support staff wellness in coordination with human resources staff.

Schools in the District will implement strategies to support staff in promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will receive information about health promotion efforts.

4. Professional Learning

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school.

Definitions

- School Campus - Areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.
- School Day - The time between midnight the night before to 30 minutes after the end of the instructional day.
- Triennial - Recurring every three years.

Legal Reference: [42 U.S.C. § 1758b](#)
[7 CFR §§ 210.11 and 210.30](#)
[42 U.S.C §§ 1751-1760](#),
[NDE Rule 10](#)

Date of Adoption: August 9, 2021

Date of Revision: ~~March 13, 2023~~ July 13, 2026

New ConstructionGuidelines for Building or Remodeling Facilities

These guidelines for building or remodeling facilities are not applicable when estimated costs do not exceed \$~~40,000~~ 50,000 or such remodeling, regardless of estimated cost, will solely be performed by district staff. Education specifications including program and space requirements are to be developed by committees of teachers, patrons, and/or administrators who meet with architects and engineers. Upon completion, the specifications and schematic building plans shall be presented to the Board of Education for approval, as required by Board Policy 3130.

Generally, the content of a set of educational specifications would include all or part of the following items:

1. A statement of the educational philosophy as it pertains to the specific construction project; and,
2. Community and Scottsbluff Public School District characteristics:
 - a. What is the plan or organization and expected enrollment of the school?
 - b. What is the construction plan for this facility?
 - c. What special services are to be provided?
 - d. What special provisions are needed for community use?
 - e. What qualities are important to the functional layout of the structure?

Date of Adoption: August 9, 2021

Date of Revision: ~~January 13, 2025~~ July 13, 2026

New ConstructionDesign-BuildIntroduction

The District is authorized to enter into design-build contracts for district construction projects by adhering to the procedures set forth in the Political Subdivisions Construction Alternatives Act, Neb. Rev. Stat. §§ 13-2901 et seq. (the “Act”). Pursuant to the Act, the Board of Education hereby adopts the following policies for entering into a design-build contract and the general terms of such contract.

Board Selection of Design-Build Method and Process and Direction to Prepare Request for Proposals

The Board of Education of the District shall adopt a resolution to select the design-build under the Act as the method and process of construction delivery of the specific project and authorize and direct the District administration, in conjunction with the performance-criteria developer retained for the specific project, to prepare a Request for Proposals in accordance with the Act and this policy. The resolution shall require the affirmative vote of at least two-thirds of the Board of Education.

Procedures for Selecting and Hiring a Performance-Criteria Developer

Prior to proceeding with any district construction project using the design-builder method under the Act, the District shall retain the services of a performance-criteria developer under the following procedures:

1. In the event that the estimated fee for the professional services of a performance-criteria developer is less than forty thousand dollars (~~\$40,000~~ 50,000), the District shall informally solicit proposals or statements of qualifications from persons licensed or organizations issued a certificate of authorization to practice architecture or engineering pursuant to the Nebraska Engineers and Architects Regulation Act, Neb. Rev. Stat. §§ 81-3401 et seq., and select a performance-criteria developer that, in the sole opinion of the District, is best suited to the specific district construction project. The District shall negotiate and enter into a written performance-criteria developer contract with the selected person/firm.
2. In the event that the estimated fee for the professional services of a performance-criteria developer exceeds forty thousand dollars ~~\$40,000~~ 50,000), the District shall select a performance-criteria developer based on the following procedures, which are to be consistent with the Nebraska Consultants’ Competitive Negotiation Act, Neb. Rev. Stat. §§ 81-1700 et seq.
 - a. Public notice of a request for qualifications for the position of performance-criteria developer shall be given in a manner consistent with district policy. In addition, known persons and/or firms engaged in the lawful practice of their profession who desire to provide professional services will be encouraged to submit a proposal or statement of qualifications.
 - b. Proposals or statements of qualifications shall be objectively evaluated and discussions with qualified persons/firms shall be conducted regarding the

- person's/firm's qualifications, approach to the project, and ability to furnish the services of performance-criteria developer. If necessary, person(s)/firm(s) may be asked to provide public presentations.
- c. Qualified persons/firms shall be ranked in order of preference after considering such factors as:
 - i. The ability of professional personnel;
 - ii. Past performance;
 - iii. Willingness to meet time and budget requirements;
 - iv. Location, recent, current and projected workloads of the persons/firms; and,
 - v. The volume of work previously awarded to the person/firm.
 - d. The District shall attempt to negotiate a performance-criteria developer contract with the highest ranked qualified person/firm and may enter into a performance-criteria developer contract after negotiations. If the District is unable to negotiate a satisfactory contract with the highest ranked person/firm, the Scottsbluff Public School District may terminate negotiations with that person/firm. The Scottsbluff Public School District may then undertake negotiations with the second highest ranked person/firm and may enter into a performance-criteria developer contract after negotiations. If the Board of Education is unable to negotiate a satisfactory contract with the second highest ranked person/firm, the Board may undertake negotiations with the third highest ranked person/firm, if any, and may enter into a performance-criteria developer contract after negotiations.
3. The procedures in subparagraphs 1. and 2. above shall include the requirement that the performance-criteria developer is:
 - a. A person licensed or an organization issued a certificate of authorization to practice architecture or engineering in the state of Nebraska pursuant to the Engineers and Architects Regulation Act;
 - b. Ineligible to be included as a provider of any services in a proposal as a design-builder for the construction project on which it has acted as performance-criteria developer; and,
 - c. Is not employed by or does not have a financial or other interest in a design-builder who will submit a proposal.
 4. The procedure shall also provide that the performance-criteria developer shall assist the District in the development of project performance criteria, letters of interest, Requests for Proposals, evaluation of the proposals, evaluation of design and construction under the design-build contract to determine adherence to the performance criteria, and any additional services requested by the District to represent its interests in relation to the construction project.

Procedures for the Preparation and Content of Request for Letters of Interest and Procedures and Standards to be Used to Prequalify Design-Build Candidates

The District shall prepare and issue a Request for Letters of Interest for the position of design-builder under the Act and in accordance with this section and shall prequalify design-builders on

the basis of letter of interest responses received from such firms submitted in accordance with this section.

1. The Request for Letters of Interest shall be:
 - a. Published in a newspaper of general circulation within the District at least thirty days prior to the deadline for receiving letters of interest: and,
 - b. Sent by first-class mail to any design-builder upon request.
2. The Request for Letters of Interest shall include, at a minimum, a description of the District construction project in sufficient detail to permit a design-builder to submit a letter of interest, which may include a description of the scope and nature of the construction project, the project site, the schematic design (if any has been prepared), the preliminary project schedule, and the estimated budget.
3. Letters of interest shall be reviewed by the District, in consultation with the performance-criteria developer. The District will evaluate prospective design-builders based on the information submitted to the District in the letters of interest.
4. The District shall select as prequalified at least three prospective design-builders who submitted letters of interest. Provided that if only two design-builders have submitted letters of interest, the District shall select as prequalified at least two prospective design-builders. The selected design-builders then shall be considered prequalified and eligible to receive a Request for Proposals.

Procedures for the Preparation and Content of Request for Proposals

The District shall prepare the Request for Proposals for the position of design-builder under the Act and in accordance with this section. The Request for Proposals shall be sent only to the prequalified design-builders. At least 30 days prior to the deadline for receiving and opening proposals, notice of the Request for Proposals shall be published in a newspaper of general circulation within the District and filed with the State Department of Education. The Request for Proposals shall include, at a minimum, the following components:

1. The notice of the Request for Proposals;
2. An invitation to submit proposals. Such invitation shall:
 - a. Identify the District as the project owner;
 - b. Contain the day and hour upon which such proposals are due and shall be received;
 - c. State that proposals shall be sealed;
 - d. State that proposals shall not be opened until expiration of the time allowed for submitting proposals; and,
 - e. State the hour at which such proposals shall be opened in the presence of the proposers or representatives of the proposers.
3. These policies adopted by the District;
4. A project statement, which contains information about the scope and nature of the project, the project site, the schedule, and the estimated construction budget and other budget parameters;
5. The project performance criteria;

6. Instructions to prospective design-builder firms, which shall state that the following requirements, at a minimum, must be contained in any submitted proposal:
 - a. A description of the design-builder's project team and organization of such team;
 - b. Fee proposal, if required by the District as part of the Request for Proposals;
 - c. Proof of insurance coverage and bonding required by law and the construction manager at risk contract;
 - d. A written statement of the design-builder's proposed approach to the design and construction of the project, which may include graphic materials illustrating the proposed approach to design and construction but shall not include price proposals; and,
 - e. A written acknowledgement that the design-builder agrees to the following conditions:
 - i. An architect or engineer licensed to practice in Nebraska will participate substantially in those aspects of the offering which involve architectural or engineering services.
 - ii. At the time of the design-build offering, the design-builder will furnish to the District a written statement identifying the architect or engineer who will perform the architectural or engineering work for the design-build project.
 - iii. The architect or engineer engaged by the design-builder to perform the architectural or engineering work with respect to the design-build project will have direct supervision of such work and may not be removed by the design-builder prior to the completion of the project without the written consent of the District.
 - iv. A design-builder offering design-build services with its own employees who are design professionals licensed to practice in Nebraska will:
 1. Comply with the Engineers and Architects Regulation Act by procuring a certificate of authorization to practice architecture or engineering;
 2. Submit proof of sufficient professional liability insurance; and,
 3. The rendering of architectural or engineering services by a licensed architect or engineer employed by the design-builder will conform to the Engineers and Architects Regulation Act and rules and regulations adopted under the act.
7. Information of pre-proposal conference, if any required, and attendance requirements at such conference;
8. Information of pre-proposal conference, if any required, and attendance requirements at such conference;
9. Proposal procedures, including:
 - a. Questions and clarification or interpretations of the proposal documents;
 - b. Method of handling addenda to proposal documents;
 - c. Procedure for modification or withdrawal of proposals; and,
 - d. Proposal due date and opening including date, time, location and methods of submittal of proposals.

10. Evaluation procedure, including the criteria for evaluation of proposals, the relative weight of each criterion, the interview process, the contract negotiation process and the contract execution process;
11. The proposed agreement between the District and the design-builder, including general conditions of the contract for construction. Such agreement may set forth an initial determination of the manner by which the design-builder selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
12. Payment and performance bonds and guaranteed maximum price bond requirements for the design-builder;
13. Insurance requirements, which shall provide that the design-builder shall purchase from and maintain in a company or companies lawfully authorized to do business in the State of Nebraska such insurance as will protect the design-builder from claims which may arise out of or result from the design-builder's operations under the contract and for which the design-builder may be legally liable, whether such operations be by the design-builder or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable;
14. Special notice requirements, if any, which may include but not limited to the following:
 - a. This project is being conducted under, and is subject to, the provision of the Political Subdivisions Construction Alternatives Act, Neb. Rev. Stat. §§ 13-2901 et. seq.
 - b. This District is an equal opportunity institution and actively recruits well-qualified and diverse individuals and firms, for architectural and engineering services and for contractor services. The School District or any of its responders, bidders, or proposers for public work shall not discriminate against any employee or applicant for employment or subcontractor by reason of race, color, national origin, religion, marital status, sex, age, disability, or sexual orientation. The District requires that all responders/bidders/proposers for public work provide written assurances, affirm and agree that:
 - i. They are an equal opportunity employer;
 - ii. They actively recruit a well-qualified and diverse group of employees and subcontractors; and,
 - iii. If selected, they will actively continue and implement this policy throughout any awarded public work.
 - c. By submitting a proposal, each proposer agrees to waive any claim it has, or may have, against the District and the architects retained by the District, and their respective employees, arising out of, or in connection with, the administration, evaluation, or recommendation of any proposal; waiver of any requirements under the proposal documents; or the contract documents; acceptance or rejection of any proposals; and/or award of the contract.
 - d. The District reserves the right to:
 - i. Terminate the proposal process at any time;
 - ii. Reject any or all proposals; and/or,
 - iii. Waive formalities and minor irregularities in the proposals received.
 - e. The District reserves the right to conduct a pre-award survey of any firm under consideration to confirm any of the information furnished by the firm or to require other evidence of managerial, financial, technical and other capabilities, the

positive establishment of which is determined by the District to be necessary for the successful performance of the contract.

- f. The proposing firm's signature on the proposal is the proposing firm's guarantee that the content of the proposal has been arrived at without collusion with other eligible prospering firm or firms and without effort to preclude the District from obtaining the lowest competitive price.
15. Other information, which may include the following:
- a. A description of the general scope of services to be provided by the design-builder;
 - b. Project financing phase informational services, if any;
 - c. Pre-construction phase services including consultation of design, materials and systems, long lead items, contractor availability and recruitment, preliminary project schedule and preliminary cost estimation, and review of construction documents and conduct value engineering assessments with respect to constructability, material and construction techniques and building systems, sequencing of construction, separation or combining of bid packages.
 - d. Cost estimation and preliminary guaranteed maximum price submittals to the District; and/or,
 - e. Construction administration and supervision services including identification and preparation of bid packages, recruitment and prequalification of prospective proposers for such bid packages, conduct of bid process for each bid package, review of and recommendations to the District with regard to proposals submitted, and administration of construction contracts, day-to-day supervision of the work with a qualified site superintendent and project manager;

Procedures for Preparing and Submitting Proposals

Only design-builders prequalified under this policy may submit proposals. The District only will accept, consider and evaluate proposals submitted by prequalified design-builders and will not accept, consider or evaluate any proposals submitted by firms not prequalified. Proposals submitted by interested design-builder firms must include all of the elements required by the Request for Proposals. Proposals shall be required to be submitted in the form and method specified in the Request for Proposals, as determined by the District. All proposals must be submitted on or before the time and date and at the location specified in the Request for Proposals. All submitted proposals become the property of the District.

Proposals must also contain the following certification or substantially similar language: "The proposer provides written assurances, affirms and agrees that (a) the proposer is an equal opportunity employer, (b) the proposer actively recruits a well-qualified and diverse group of employees and subcontractors, including women and minorities, and (c) if selected, the proposer will actively continue and implement this policy throughout any awarded public work. The proposers shall not discriminate against any employee or applicant for employment or subcontractor by reason of race, color, national origin, religion, marital status, sex, age, disability or sexual orientation."

Procedures for Evaluating Proposals in Accordance with Neb. Rev. Stat. §§ 13-2908 & 13-2911

The District shall evaluate and rank each proposal on the basis of best meeting the criteria in the Request for Proposals and taking into consideration the recommendation of the selection committee.

1. Referral to Selection Committee. In evaluating proposals, the District shall refer the proposals for recommendation to a selection committee.
2. Make-Up of Selection Committee. The selection committee shall be a group of at least five persons designated by the District. Members of the selection committee shall include at least one person from each of the following groups:
 - a. A member or members of the Board of Education;
 - b. A member or members of district administration and/or staff;
 - c. The performance-criteria developer;
 - d. A person having special expertise relevant to selection of a construction manager under the Act; and,
 - e. A resident of the District other than an individual included in subdivisions a. through d. of this subsection.
3. No Pecuniary Interest By Members. A member of the selection committee shall not be employed by or have a financial or other interest in a design-builder who has a proposal being evaluated and shall not be employed by the District or the performance-criteria developer.
4. Evaluation Criterion. The selection committee and the District shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (8) of this subsection, with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable:

No.	Evaluation Criteria	Maximum Percent Value
1	The financial resources of the design-builder to complete the project	Ten percent (10%) of total points
2	The ability of the proposed personnel of the design-builder to perform	Thirty percent (30%) of total points
3	The character, integrity, reputation, judgment, experience, and efficiency of the design-builder	Thirty percent (30%) of total points
4	The quality of performance on previous projects	Thirty percent (30%) of total points
5	The ability of the design-builder to perform within the time specified	Thirty percent (30%) of total points
6.	The previous and existing compliance of the design-builder with laws relating to the contract	Ten percent (10%) of total points

7.	OPTIONAL - The ability and resources of the design-builder to recruit qualified contractors for the Project, including but not limited to local contractors	Twenty percent (20%) of total points
8.	OPTIONAL - The design-builder's proposed efforts schedule for the Project	Twenty percent (20%) of total points
	TOTAL (No more than 100%)	100%

5. Determination of Evaluation Criteria Percentage Values. The Board of Education, in the resolution adopted to select the design-builder under the Act as the method and process of construction delivery of the specific project, shall identify and describe the exact percentage of total points for each of the evaluation criteria described above, ensuring that that the total percentage does not exceed 100%.
6. Examination of Proposals. Following the opening of the proposals, the selection committee will examine the proposal and supporting documentation submitted by all candidates. The evaluation of the design-builder for the project shall be based upon a careful and objective consideration of the proposals and the ability of each firm submitting a proposal to perform the services described in the Request for Proposals and the requirements of any federal, state, and local laws and regulations, and district policies and regulations that are applicable to the project.
7. Interviews of Candidates. To further assist the selection committee in evaluating each proposal to determine which candidate best meets the criteria in the Request for Proposals, the selection committee and the Board of Education may, at either's election, determine to interview such candidate(s).
8. Recommendation of Selection Committee to Board of Education. After examining and evaluating all proposals and interviewing selected candidate(s), if elected, the selection committee shall rank each proposal on the basis of best meeting the proposal evaluation criteria. The selection committee shall make a formal, written recommendation to the Board of Education based on highest ranking proposal. The selection committee shall provide to the Board of Education the full rankings.
9. Records of Selection Committee. The selection committee shall keep and maintain permanent records of the selection committee proceedings including, but not limited to, records of the minutes of meetings, and documentation received or disclosed in open session of the meetings. The selection committee shall appoint a Board member or district employee to keep the minutes of the selection committee meetings. The minutes of each meeting shall include as a minimum the following items: a record of the date, time, place, members present, action taken, and the vote of each member. The records of the selection committee shall be placed on public file with the central administration office. The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of Neb. Rev. Stat. § 84-712.01.

10. Board of Education Action. After receiving the formal recommendation of the selection committee, the Board of Education shall examine the proposals and supporting documentation submitted by all proposing design-builder candidates. Each proposal will be evaluated and ranked by the Board of Education on the basis of best meeting the evaluation criteria in the Request for Proposals and taking into consideration the recommendation of the selection committee.
11. Rejection of Proposals. The District shall have the right to reject any and all proposals. The District may subsequently solicit new proposals using the same or different project performance criteria.

Procedures for Design-Builder Contract Negotiations

1. Negotiations with Highest Ranked Design-Builder. The District shall attempt to negotiate a design-build contract with the highest ranked design-builder and may enter into a design-build contract after negotiations. The negotiations shall include a final determination of the manner by which the design-builder selects a subcontractor.
2. Negotiations with Second Highest Ranked Design-Builder. If the District is unable to negotiate a satisfactory contract with the highest ranked design-builder, the District may terminate negotiations with that design-builder. The District may then undertake negotiations with the second highest ranked design-builder and may enter into a design-build contract after negotiations. If the District is unable to negotiate a satisfactory contract with the second highest ranked design-builder, the District may undertake negotiations with the third highest ranked design-builder, if any, and may enter into a design-build contract after negotiations.
3. Requirement of Execution of Written Contract. No contractual rights shall be created between the design-builder and the District until a written contract has been negotiated, agreed upon, approved by the Board of Education of the District, and executed by all parties thereto.
4. Filing of Design-Build Contract. The District shall file a copy of all design-build contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the design-builder shall file a copy of all contract modifications and change orders with the department.
5. Unsuccessful Negotiations with Design-Build Candidates. If the District is unable to negotiate a satisfactory contract with any of the ranked design-builders, the District may either revise the Request for Proposals and solicit new proposals or cancel the Request for Proposals process.
6. Modification of Design-Build Contract. A design-build contract may be conditioned upon later refinements in scope and price and may permit the District in agreement with the design-builder to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the Request for Proposals.

Procedures for Filing and Acting on Formal Protests Relating to the Solicitation or Execution of the Design-Build Contract

1. A design-builder seeking to protest the policies adopted by the Board of Education pursuant to the Act, and the form or content of the Request for Letters of Interest, or the form or content of the Request for Proposals promulgated by the District, or the notice of the Request for Letters of Interest or the Request for Proposals, or any prequalification or pre-proposal process or procedures, must file such protest within fourteen calendar days from the date of the publication of the notice of the letters of interest or Request for Proposals, as the case may be.
2. A design-builder candidate seeking to protest the letters of interest or proposal opening process used by the District must file such protest within seven calendar days from the date of the letters of interest or proposal opening, as the case may be.
3. A design-builder candidate seeking to protest the process and procedures used by the selection committee in evaluating and/or ranking the design-builder candidates must file such protest within seven calendar days from the date the selection committee makes its recommendation to the Board of Education, or the Board of Education's acceptance of the recommendation of the selection committee.
4. Negotiation or Execution of Design-Build Contract. A design-builder candidate seeking to protest the process and procedures used by the District in the negotiation or execution of the design-build contract must file such protest within seven (7) calendar days from the date the Board of Education takes action to approve the design-build contract.
5. Form and Filing of Protests. All protests under this subparagraph shall be filed with the Office of the Superintendent during normal business hours. Such protest must be in writing and received at or before the close of business on the last day provided for the receipt of such proposals. For purposes of this paragraph the term "received" shall mean the actual in hand receipt of all protests and attendant documents. Facsimile transmittals, e-mail, or other electronic or telephonic transmittals shall not be accepted and receipt of protest documents, or change in protest documents, in such manner will not be accepted. Protests shall be public records and shall not be considered proprietary and confidential.
6. Action on Protests. The Board of Education shall take action on any protest filed pursuant to the above paragraphs within forty-five days of receipt of such protest, and shall provide the decision of the Board of Education in writing to the protesting party.

Procedures for the Evaluation of Construction Under the Design-Build Contract by the Performance-Criteria Developer to Determine Adherence to the Performance Criteria

The performance-criteria developer shall be the District's representative for purposes of evaluating the design and construction under the design-build contract to determine adherence by the design-builder to the project performance criteria established for the project. The procedures to be followed by the District, performance-criteria developer, and the design-builder for purposes of such evaluation shall be as follows:

1. The performance-criteria developer shall review and evaluate the construction methods and materials, including any shop drawings and submittals, used by the design-builder to determine adherence with the project performance criteria.
2. The performance-criteria developer shall be a representative of and shall advise and consult with the District during the performance of the design-build contract by the design-builder. The performance-criteria developer shall have authority to act on behalf of the District with regard to any issue arising regarding the performance of the design-build contract by the design-builder. The design-builder shall provide the performance-criteria developer with copies of all construction documents, including, but not limited to, all plans and specifications, shop drawings, requests for information from contractors, and warranties for equipment and materials.
3. The performance-criteria developer, as a representative of the District shall visit the site at intervals appropriate to the stage of the design-builder contractor's operations, when services are needed or necessary, or as otherwise directed by the District to:
 - a. Become familiar with and to keep the District informed about the progress and quality of the portion of the work completed;
 - b. Guard the District against defects and deficiencies in the work; and,
 - c. Determine, in general, if the work is being performed in a manner establishing that the work, when fully completed, will be in accordance with the performance criteria for the project.
4. The performance-criteria developer shall be responsible for the performance-criteria developer's negligent acts or omissions and those of the performance-criteria developer's personnel providing services, but shall not have control over or charge of and shall not be responsible for acts or omissions of the design-builder, subcontractors, or their agents or employees, or of any other persons or entities performing portions of the work.
5. The performance-criteria developer shall at all times have access to the work wherever it is in preparation or progress.
6. The District shall endeavor to communicate with the design-builder through or in conjunction with the performance-criteria developer about matters arising out of or relating to the project.
7. Upon issuance by the design-builder of a certificate of substantial completion, the performance-criteria developer shall conduct a final inspection and evaluation of the project to confirm that all components of the work have been completed in accordance with the performance criteria established for the project.

Terms Defined

- Design-Build Contract. A contract developed under the terms and conditions of this policy which is subject to qualification-based selection between the District and a design-builder to furnish:

- Architectural, engineering, and related design services for a construction project pursuant to the Act; and,
- Labor, materials, supplies, equipment, and construction services for a construction project pursuant to the Act.
- Design-Builder. The legal entity which proposes to enter into a design-build contract pursuant to the Act and this policy.
- Letter of Interest. A statement indicating interest to enter into a design-build contract for a project pursuant to the Act and this policy.
- Performance-Criteria Developer. Any person licensed or any organization issued a certificate of authorization to practice architecture or engineering pursuant to the Nebraska Engineers and Architects Regulation Act who is selected by the District to assist the District in the development of construction project performance criteria, Requests for Proposals, evaluation of proposals, evaluation of the construction under a design-build contract to determine adherence to the project performance criteria, and any additional services requested by the District to represent its interests in relation to a construction project.
- Project Performance Criteria. The performance requirements of the construction project suitable to allow the design-builder to make a proposal. Performance requirements include the following, if required by the construction project: capacity, durability, standards, ingress and egress requirements, description of the site, surveys, soil and environmental information concerning the site, interior space requirements, material quality standards, design and construction schedules, site development requirements, provisions for utilities, storm water retention and disposal, parking requirements, applicable governmental code requirements, and other criteria for the intended use of the construction project.
- Proposal. An offer in response to a Request for Proposals by a design-builder to enter into a design-build contract for a District construction project pursuant to the Act and this policy.
- Qualification-Based Selection Process. A process of selecting a design-builder based first on the qualifications of the design-builder and then on the design-builder's proposed approach to the design and construction of the District construction project.
- Request for Letters of Interest. The documentation or publication by which the District solicits letters of interest.
- Request for Proposals. The documentation by which the District solicits design-builder proposals.

Legal Reference: Neb. Rev. Stat. §§ 13-2901 et seq.
 Neb. Rev. Stat. §§ 81-1700 et seq.
 Neb. Rev. Stat. §§ 81-3401 et seq.
 Neb. Rev. Stat. §§ 84-712

Date of Adoption: August 9, 2021
 Date of Revision: ~~January 13, 2025~~ July 13, 2026

Board Operating ProceduresAnnual Organizational Meeting

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

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

1. The Superintendent shall assume the Chair of the meeting for the purpose of electing a Board President.
2. After new Board members are sworn in, the Board will elect from its members a President, Vice President, Secretary, and Treasurer and, if it is determined by the Board of Education to be needed, an ex officio Secretary and Treasurer. Those elected will assume office at the organizational meeting.
3. Upon call for nominations for each office by the Chair, nominations shall be made by written or oral ballot. Voting will be by oral or written ballot on all members nominated and repeated until a majority is achieved for a nominee. If no member receives a majority of votes after 10 ballots the Board member who was the President of the Board during the immediately preceding term shall continue as President. In the event that the previous Board President is no longer a Board member, then the Vice President from the immediately preceding term shall become the President. In the event that both the prior President and Vice President are no longer members of the Board, then the longest tenured Board member shall serve as President. The vote may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.
4. The President shall assume the Chair immediately upon the President's election.
5. The motions for the officer elections should read: Move that _____ be elected as _____ (name of office) to serve a term of one year, or until the person's successor is elected and qualified.
6. The order of business for meeting should be as follows:
 - a. Call to Order and Roll Call
 - b. Oath of office for Most Recently Elected
 - c. Elections:
 - i. President
 - ii. Vice President
 - iii. Treasurer
 - iv. Secretary

- d. Approval of Committees, Positions, and Designations:
 - i. Consider, Discuss, and Take Action to Elect Recording Secretary to the BOE
 - ii. Consider, Discuss, and Take Action to Select Legal Counsel
 - iii. Consider, Discuss, and Take Action to Select Architect
 - iv. Consider, Discuss, and Take Action to elect Committees as Determined by the BOE
 - v. Consider, Discuss and Take Action to Select Depository Bank(s)
 - vi. Consider, Discuss and Take Action to ~~Select District Newspaper(s) of Record~~ designate the method of advance notice of Board meetings.
 - e. Approval of Current Board Policies and Regulations
7. Dissemination to Each Board Member of Conflict of Interest Statutes

Legal Reference: [Neb. Rev. Stat. § 79-564](#)
[Neb. Rev. Stat. §§ 77-2350 and 77-2350.01](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~January 13, 2025~~ July 13, 2026

RESOLUTION

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

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

The following members voted against the same: _____

The following members were absent or not voting: _____

The above Resolution, having been consented to and approved by more than a majority of the members of the School Board of this School District, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

DATED this ____ day of _____, 20__.

Scottsbluff Public Schools

BY: _____
President

Attest:

Secretary

Board Operating ProceduresReimbursement and Miscellaneous Expenditures

Board members, employees, or volunteers of the District are expected to maintain effectiveness by being well-informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings, or meetings which are necessary to perform required duties, sponsored by the District or state and national educational organizations or which are otherwise in the best interests of the District as follows:

1. Board members are specifically authorized to attend in-state functions which are sponsored by this district, the Nebraska Association of School Boards, the Greater Nebraska Schools Association, and similar organizations at district expense without specific action by the Board of Education. The District shall pay the registration costs, tuition costs, fees, or charges for such functions along with actual travel expenses, or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable federal rates. In addition, Board members are authorized to attend out of state functions sponsored by these organizations and the National School Boards Association at district expense upon specific prior approval of the Board of Education.
2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the District shall pay registration costs, tuition costs, fees, or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to federal rates.

Payment or reimbursement for expenses incurred by Board members, employees, or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.

Since it is hereby determined to be important and in the best interest of the District to recognize service by Board members, employees and volunteers, the Board hereby authorizes the President or Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers, or other items of value should be granted provided that no such plaque, certificate, flowers, or other item of value to be awarded shall cost no more than \$100.00 annually per person.

~~Board members are not paid members and~~ No member of the Board, except the secretary, shall accept or receive any compensation for services performed in discharging the duties of his or her office. When appropriate because of the timing, length, or other factors, meals may be provided to Board members, employees, and volunteers attending hearings, meetings, staff development programs, or in other appropriate or necessary situations.

Non-alcoholic beverages, and meals may be provided to individuals attending public meetings, private meetings, discussions, or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of the District.

Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance, or support activities in emergency situations or during or immediately following their participation in any activity approved by the Board.

In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees, or volunteers provided the maximum cost per person, shall not exceed \$50.00 and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.

The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the Board to the designated officials so indicated herein.

Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Legal Reference: [Neb. Rev. Stat. §§ 13-2201 to 13-2204](#)
[Neb. Rev. Stat. § 79-520](#)
[Neb. Rev. Stat. § 79-546](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~January 13, 2025~~ July 13, 2026

Board Operating Procedures

Designated Method of Giving Notice of Meetings

Reasonable advance publicized notice shall be given for meetings and work sessions held by the Board by a method designated by the Board at the Board's organizational meeting each January, or as otherwise determined by the Board. The designated method will be recorded in the Board's meeting minutes.

In addition, at least four times per calendar year, the Board will publish in a newspaper of general circulation the following information:

1. The regular meeting schedule;
2. The location of regular Board meetings; and,
3. The method of advanced notice designated by the Board.

Notwithstanding the foregoing, the Board reserves the right to change the regular meeting schedule or location if circumstances require such a change. ~~one of the following methods:~~

- ~~1. Publishing in a newspaper of general circulation within the District's jurisdiction, posting on the newspaper's website, if available, and posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers; or,~~
- ~~2. Posting to the newspaper's website, if available, and posting to a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of the newspaper will be finalized for print prior to the time and date of the meeting.~~

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

~~If a newspaper refuses, neglects, or is unable to timely publish such notice, then notice may be given by:~~

- ~~1. Posting on the newspaper's website, if available;~~
- ~~2. Posting notice on the statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers; and,~~
- ~~3. Posting such notice in a conspicuous public place in the District. The Board Secretary shall keep a written record of such postings. Public notice shall indicate the time, place, and date of the Board meetings.~~

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

The notice shall include a statement that the agenda, which shall be kept continually current, shall be readily available at the District Office during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the meeting.

In the case of special meetings, public notice shall be given in the same manner as for a regular meeting unless it is an emergency meeting. In that case, public notice of the meeting shall be given as soon as notified of the emergency meeting and the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency, a sudden or unexpected happening; an unforeseen occurrence or condition.

It shall be the responsibility of the Board Secretary to give public notice of Board meetings and work sessions. The Secretary shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification of the time and place of each meeting and the subjects to be discussed.

Legal Reference: [Neb. Rev. Stat. § 79-554](#)
[Neb. Rev. Stat. § 79-555](#)
[Neb. Rev. Stat. § 84-1411](#)

Date of Adoption: August 9, 2021
Date of Revision: ~~May 12, 2025~~ July 13, 2026

Business OperationsRebates to School Personnel

No school employee or Board member shall receive any commission, expense paid trips, or anything of value from individuals or companies from which the District purchases equipment or materials required in the operation of the District. The operation of the District includes the purchase of materials for the repair and maintenance of the school plant, for providing educational programs, for materials and supplies used in school organizations, such as clubs, specific classes, and for comparable items.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: August 9, 2021

Date of Revision: May 8, 2023

Business OperationsGifts to Employees

~~Employees may receive a gift on behalf of the District. Employees shall not, either directly or indirectly, solicit, accept, or receive any gift, series of gifts, or an honorarium unless the donor does not meet the definition of "restricted donor" stated below or the gift or honorarium does not meet the definition of gift or honorarium stated below.~~

~~A "restricted donor" is defined as a person or other entity which:~~

- ~~1. Is seeking to be, or is a party to, any one or any combination of sales, purchases, leases, or contracts to, from, or with the District;~~
- ~~2. Will be directly and substantially affected financially by the performance or nonperformance of the employee's official duty in a way that is greater than the effect on the public generally or on a substantial class of persons to which the person belongs as a member of a profession, occupation, industry, or region; or,~~
- ~~3. Is a lobbyist or a client of a lobbyist with respect to matters within the District's jurisdiction.~~

~~A "gift" is the giving of anything of value in return for which something of equal or greater value is not given or received. An "honorarium" is anything of value that is accepted by, or on behalf of, an employee as consideration for an appearance, speech, or article.~~

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

~~Date of Adoption: August 9, 2021~~

~~Date of Revision: May 8, 2023~~

InstructionParental Involvement in Schools

Scotts Bluff County School District 79-0032, aka Scottsbluff Public Schools, after having conducted a public hearing concerning parental involvement and participation, declares that it shall be the policy of the District:

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

5. The District will notify parents, guardians, or educational decision-makers when their child may be subjected to a standard norm referenced or criterion referenced test or standard tests such as but not limited to the Measure of Academic Progress (MAP) test. When reasonable to do so or required by law the parents, guardians, or educational decision-makers will be notified of where a sample of such a test might be viewed and the date upon which such test will be administered. As to all testing by the District, experimental evaluation methodologies, experimental testing instruments and any testing instrument which would tend to inquire into the values, beliefs, or privacy rights of any student, or parent, guardian, or educational decision-maker of such student shall be prohibited unless a parent, guardian, or educational decision-maker requests in writing that such tests be administered to their child.

Parents, guardians, and educational decisionmakers will be notified in advance of any school-sponsored survey administered to students of the District when a survey concerns one or more of the following areas:

- a. Political affiliations or beliefs of the student or the student's parent, guardian, or educational decisionmaker;
- b. Mental or psychological problems of the student or the student's family;
- c. Sex behavior or attitudes;
- d. Illegal, anti-social, self-incriminating, or demeaning behavior;
- e. Critical appraisals of other individuals with whom respondents have close family relationships;
- f. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- g. Religious practices, affiliations, or beliefs of the student or student's parent, guardian, or educational decisionmaker; or,
- h. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

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

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

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

6. As a general matter, substantive decision-making processes will be left to the judgment of the professional staff, administration, or where appropriate, the Board of Education, subject to an effort to receive information from parents as to any concerns, objections, or other information such parents, guardians, or educational decision-makers would wish to provide to the District concerning a parent's, guardian's, or educational decision-maker's access, involvement, and participation in activities of the school.

Legal Reference: [Neb. Rev. Stat. §§ 79-530 to 79-533](#)
[20 U.S.C. 1232g](#)
[20 U.S.C. 1232h](#)

Date of Adoption: August 9, 2021
Date of Revision: June 9, 2025
Date of Review: June 8, 2026



PAWS & PTP CALENDAR

AUGUST

T= 18 S= 13

S	M	T	W	T	F	S
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

T= 21 S= 19

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

T= 22 S= 19

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July/August

- July 31 - Aug. 5:** New Teacher Orientation
- 6-12:** Staff Development
- 13-14:** PK Staff Development
- 13:** K-12 Students - 1st Day of School
- 17-18:** PK Students - 1st Day of School

September

- 7:** No School for Students/Staff
- 8:** PD/Workday - No School for Students
- 25:** PD Day - No School for Students
- 28:** No School for PK-8 Students

October

- 6:** No School for PAWS & PTP Students
- 15:** End of 1st Quarter
- 15:** No School for PK-5 Students
- 16:** PD/Workday - No School for Students
- 21:** PK-12 Parent-Teacher Conferences (4:00-8:00 PM)
- 22:** PK-12 Parent-Teacher Conferences (8:00 AM-8:00 PM)
No School for PK-12 Students
- 23:** No School for Students/Staff

November

- 11:** No School for PAWS Students
- 25-27:** No School for Students/Staff
- 30:** PD/Workday - No School for Students

December

- 18:** End of Semester - 11:30 AM Dismissal
- 18:** No School for PK Students
- 21-31:** No School for Students/Staff

NOVEMBER

T= 18 S= 17

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

T= 14 S= 13.5

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY

T= 20 S= 18

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

January

- 1:** No School for Students/Staff
- 4:** PD/Workday - No School for Students
- 5:** 1st Day of 2nd Semester
- 22:** PD Day - No School for Students
- 28-29:** PK Home Visits - No School for PK Students

February

- 12:** No School for Students/Staff
- 15:** ESU PD Day - No School for Students
- 16:** No School for PK-8 Students
- 24:** No School for PAWS & PTP Students

March

- 11:** No School for PAWS Students
- 11:** End of 3rd Quarter
- 12:** PD/Workday - No School for Students
- 17:** PK-12 Parent-Teacher Conferences (4:00-8:00 PM)
- 18:** PK-12 Parent/Teacher Conferences (8:00 AM-8:00 PM)
No School for PK-12 Students
- 19:** No School for Students/Staff
- 25-29:** No School for Students/Staff

April

- 16:** No School for PK-5 Students
- 28:** No School for PAWS & PTP Students

May

- 3:** PD Day - No School for Students
- 16:** Graduation
- 19:** Last Day for PK Students
- 20:** Last Day for K-12 - 11:30 AM Dismissal
- 21:** Last Day for Staff

FEBRUARY

T= 19 S= 18

S	M	T	W	T	F	S
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21	22	23	24	25	26	27
28						

MARCH

T= 20 S= 17

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL

T= 22 S= 22

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY

T= 15 S= 12.5

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

K-12 START & END TIMES		
School	Start	End
BMS	7:45	3:00
SHS	7:45	3:25
Lincoln Heights	7:55	3:10
Longfellow	7:50	3:05
Westmoor	8:00	3:15
Roosevelt	8:05	3:20

PRE-K START & END TIMES		
	Start	End
Full Day	8:00	3:00
	8:15	3:15
AM Session	8:15	11:15
PM Session	12:15	3:15

TOTAL ATTENDANCE DAYS

STUDENT = 169*
STAFF = 189

QUARTER 1 = 43
QUARTER 2 = 38.5
QUARTER 3 = 45
QUARTER 4 = 42.5

1ST SEMESTER = 81.5
2ND SEMESTER = 87.5

*BASED ON GRADES 9-12

Calendar dates and times are subject to change.

Snow Days: After three snow days, each additional snow day will add a workday for staff.

**Scottsbluff Public Schools – Scottsbluff Schools Classified Association
2024-20252026-2027 and 2025-20262027-2028 Negotiated Agreement**

THIS AGREEMENT IS MADE AND ENTERED INTO effective September 1, ~~2024~~2026, by and between the Board of Education of the Scotts Bluff County School District 79-0032 a/k/a Scottsbluff Public School District (hereinafter referred to as the "Board" or "District" or "School District" as the context may require) and the Scottsbluff Schools Classified Association (hereinafter referred to as "Classified Association" or "Association").

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A. **Scope of Agreement:** The following shall be the Negotiated Agreement between the Classified Association, certified by the Nebraska Commission of Industrial Relations (CIR) and the Board of Education. -This Agreement sets forth the terms and conditions of employment with regard to wages and benefits and the grievance procedure for the Para-Professionals, Clerical Staff, and Custodial and Maintenance employees of the School District for the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 school fiscal and contract years. -Excluded from this Agreement are the positions listed in the Salaried Compensation Procedures document.

B. **At-Will Employment, Assignment and Work Days:** Para-Professionals, Clerical, and Custodial and Maintenance staff shall be employed on an "at-will" basis and compensated for hours worked according to each individual assignment by his/her immediate supervisor. -Para-Professionals, Clerical, and Custodial and Maintenance staff shall only be on duty and compensated on school days when students are present unless otherwise assigned by his/her immediate supervisor.

C. **Compensation:**

Para-Professional

1. **Hourly Rate Pay Scales:** Para-Professionals are non-exempt hourly "at-will" employees and shall be compensated on the basis of the Para-Professional Hourly Pay Rate Scale plus supplemental hourly rate stipends set forth below.

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a. **Para-Professional Hourly Rate Pay Scale:** The Para-Professional Hourly Rate Pay Scale shall be established for each Para-Professional Group identified as follows:

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Group No.	Para-Professional Positions in Group
Group I	After-School Para, Instructional Paras (Title, SPED Resource, EL and Translators, General, Reading Intervention, Speech, TeleTherapy Para), Preschool, Preschool SPED, and Media
Group II	SPED-Emotional, Significant Disabilities Para**, Transitional Learning Center**, One-on-One and Visual, Sign Language Interpreter, Health Office Aides***, Secure Entrance Monitor, <u>and Behavior & Mental Health 1</u>

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Group III	Communication Assistant, In School Suspension Supervisor*, Home Visitor, After School Site Director, PAWS Program Paras**, Interpreters, Job Coach HS Behavior Program, REPS**, Paws Transitional Program (PTP)**, Program Supervisor for After School Program*, Accompanist, Campus Security****, <u>and Behavior & Mental Health 2</u>
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The hourly wage rate for each Para-Professional Group for the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 school and contract years shall be as follows:

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Group I		Group II		Group III	
24-25 <u>26-27</u>	25-26 <u>27-28</u>	24-25 <u>26-27</u>	25-26 <u>27-28</u>	24-25 <u>26-27</u>	25-26 <u>27-28</u>
14.51	15.42	15.00	15.84	15.19	15.96
18.34	19.27	18.74	19.79		

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*Due to the supervisory responsibilities of the In School Suspension Supervisor, such position shall be paid an additional hourly stipend of ninety cents (90¢) per hour.

**PAWS, REPS, ~~and~~ PTP, Significant Disabilities, and Transitional Learning Center paras shall be paid an additional twenty cents (20¢) per hour.

***Health Office Aides shall be paid an additional one dollar (\$1.00) per hour.

****Campus Security shall be paid an additional two dollars (\$2.00) per hour.

2. **Work Day Assignment:** All Para-Professionals shall be assigned to three (3) work days during each contract year on dates and at times to be determined by the School District.

3. **Snow Day:** In the event of a snow day or closure due to extenuating circumstances, staff may be assigned a corresponding work day on a date and time to be determined by the School District up to a maximum of two (2) days a contract year.

Custodial and Maintenance Staff

1. **Hourly Rate Pay Scale:** Custodial and Maintenance Staff are non-exempt hourly “at-will” employees and shall be compensated on the basis of the Custodial and Maintenance Staff Hourly Rate Pay Scale plus supplemental hourly rate stipends set forth below.

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a. **Custodial and Maintenance Staff Hourly Rate Pay Scale:** The Custodial and Maintenance Staff Hourly Rate Pay Scale wage shall be established for each Custodial and Maintenance Staff Group identified as follows:

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Group No.	Custodial and Maintenance Staff Positions in Group
Group I	Part-Time Night Custodians Middle School/High School, Part-Time Elementary Support Custodian, and Part-Time Facility Support
Group II	Elementary Assistant Custodian, Middle School Assistant Custodian, High School Assistant Custodian, Custodian – Special, and Maintenance/Logistics, <u>and Grounds and Maintenance (District)</u>
Group IV<u>III</u>	<u>Elementary Head Custodian</u> , Carpenter/Construction, Trained Non-Licensed Maintenance (Electrician, Plumber), and Central <u>Receiving Logistics/Warehouse 1</u>

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Group No.	Custodial and Maintenance Staff Positions in Group
Group VIV	Middle School Head Custodian, High School Head Custodian, Preventative Maintenance, and Licensed Electrician*, Plumber* and , HVAC, and Logistics/Warehouse 2

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The hourly wage rate for each Custodial and Maintenance Staff Group for the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 school and contract years shall be as follows:

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Group I		Group II		Group IVIII		Group Group-VIV	
24-2526- 27	25-2627- 28	24-2526- 27	25-2627- 28	24-2526- 27	25-2627- 28	24-2526- 27	25-2627- 28
14.4815.4	15.0015.8	20.0022.1	20.4422.7	22.3123.4	22.8024.0	28.4629.9	29.0930.7
<u>2</u>	<u>4</u>	<u>1</u>	<u>1</u>	<u>5</u>	<u>9</u>	<u>1</u>	<u>2</u>

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*Licensed Electrician and Licensed Plumber will be paid an additional two dollars (\$2.00) per hour.

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Clerical Staff

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1. Hourly Rate Pay Scale: Clerical Staff are non-exempt hourly “at-will” employees and shall be compensated on the basis of the Clerical Hourly Rate Pay Rate Scale plus supplemental hourly rate stipends set forth below.

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a. Clerical Hourly Rate Pay Scale: The Clerical Hourly Rate Pay Scale hourly rate wage shall be established for each Clerical Group identified as follows:

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Group No.	Clerical Positions in Group
Group I	High School Activities Bookkeeper, Middle School/High School Attendance Secretary, Middle School Counselor Secretary, Level 1 Computer Support Technician, Facilities Management Assistant, and High School Special Education Secretary
Group II	High School Activities Secretary, High School Counselor Secretary, Secretary to the Principal Elementary/Middle School/ High School, and Administrative Secretary, and Level 2 Computer Support Technician
Group III	Information Services, Purchasing/Bookkeeper, Secretary to the Directors District Office Administrative Assistant, and Level 3 Computer Support Technician
Group IV	Bookkeeper/Accounts Payable, Bookkeeper/Human Resources, Bookkeeper/Payroll, and Database Analyst

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The hourly wage rate for each Clerical Group employee for the ~~2024-2025~~2026-2027 and ~~2025-~~20262027-2028 school and contract years shall be as follows:

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Group I		Group II		Group III		Group IV	
24-2526- 27	25-2627- 28	24-2526- 27	25-2627- 28	24-2526- 27	25-2627- 28	24-25-26- 27	25-2627- 28

<u>19.2520.</u> <u>23</u>	<u>19.6720.</u> <u>78</u>	<u>21.3322.</u> <u>42</u>	<u>21.8023.</u> <u>03</u>	<u>23.2924.</u> <u>47</u>	<u>23.8025.</u> <u>13</u>	<u>25.4626.</u> <u>76</u>	<u>26.0227.</u> <u>49</u>
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2. Snow Day: In the event of a snow day or closure due to extenuating circumstances, staff may be assigned a corresponding work day on a date and time to be determined by the School District up to a maximum of two (2) days a contract year.

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D. Stipends, Payment of Compensation, & Overtime Pay:

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1. Service Year Hourly Stipend: Each Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid a service year hourly rate stipend for ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 in addition to hourly wages paid pursuant to the Hourly Rate Pay Scale according to the following table. -For purpose of this paragraph “service year” means a completed year of creditable service in which the employee was employed by December 1st of the school year and also finished the school year and/or fiscal year as an employee of the Scottsbluff School System-

Up to five (5) years of outside experience, relevant in the position the employee has been employed with SBPS, may be granted. The employee may be required to provide proof of the outside employment. The Superintendent will have final authority if the outside experience qualifies. This will be considered the initial placement for the staff member who shall then follow the natural progression within the Years of Service Stipend. Staff employed prior to the 2024-2025 school year may be granted their outside years of experience to get up to five (5) years of service for the 2024-2025 year but will not be placed further than that. Should a staff member already be at or beyond the five (5) years of experience, no additional outside experience shall be given.

Years of Service	Stipend
1	5¢
2	10¢
3 – 4	20¢
5 – 9	40¢
10 – 14	60¢
15 – 19	80¢
20+	\$1.00

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2. Educational Attainment Hourly Stipend: Beginning with the 2016-2017 contract year, a Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid an educational attainment hourly rate stipend in addition to hourly wages paid pursuant to the Hourly Rate Pay Scale according to the following table; subject to the additional requirements for Sign Language Interpreters set forth below. -The educational attainment stipend shall only be paid following submission by the employee to the administrative offices of the Executive Director of ~~Finance~~Human Resources of the School District on or before July 1st of each year this agreement is in effect of a certified transcript from the educational institution from which the degree was received by the employee verifying the level of education attained.

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Education Level	Stipend
Associate Degree	10¢
Bachelor's Degree	20¢
Master's Degree	30¢

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To be eligible for the Educational Attainment Stipend, a Sign Language Interpreter must attain the following EIPA scores:

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Sign Language Interpreter EIPA Score	Stipend
3.5-3.9	10¢
4.0-4.4	20¢
4.5+	30¢

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3. **Professional Development Credits Hourly Stipend¹:** A Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid a Professional Development credits hourly rate stipend for the ~~2024-2025~~~~2026-2027~~ and ~~2025-2026~~~~2027-2028~~ contract years in addition to hourly wages paid pursuant to the Hourly Rate Pay Scale according to the following table. -The Professional Development credits stipend shall only be paid following completion by the employee during the ~~2024-2025~~~~2026-2027~~ and ~~2025-2026~~~~2027-2028~~ school years of required or approved Professional Development programs or classes designed to enhance the employees' performance in the employees' work assignment and verification by the employee's immediate supervisor of the employee's successful completion of the Professional Development program or class to the administrative offices of the Executive Director of ~~Finance~~-**Human Resources** of the School District. -Employees shall have a period of two years to accrue the requisite number of hours for each level of professional development with hours earned in one fiscal year applicable to the immediately following fiscal year to achieve the "7.5 hours" stipend level, i.e. an employee can earn sufficient hours to reach the "7.5 hours" stipend level during the ~~2023-2024~~~~2025-2026~~ fiscal year to receive the stipend for the ~~2024-2025~~~~2026-2027~~ fiscal year, and apply those hours to hours earned during the ~~2024-2025~~~~2026-2027~~ fiscal year to receive the stipend for the ~~2025-2026~~~~2027-2028~~ fiscal year and beyond. The Professional Development credits hourly rate stipend shall be added to the employee's compensation beginning with the first day of the contract year next following the successful completion of the Professional Development program. -This information must be turned in to the administrative offices of the Executive Director of ~~Finance~~-**Human Resources** of the School District on or before July 1st to be applied to the following year this agreement is in effect. In the event the employee leaves the district

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¹ The SBPS Executive Director of ~~Curriculum & Instruction~~~~Human Resources~~ will provide a list of courses that the para-educator, clerical, custodial/maintenance, and security employees may complete to apply to Professional Development credit.

and later returns, any previous professional development credit shall be granted to the returned employee. The maximum amount for the Professional Development Credits Hourly Stipend is \$3.00.

Professional Development Program or Class	Stipend
Uncompensated District identified Training(s) 7.5 hours or more. <u>Training completed by 8/31/2026.</u>	15¢
<u>Uncompensated District identified Training(s) 7.5 hours or more. Training completed after 8/31/2026.</u>	<u>20¢</u>

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4. **Bilingual Stipend:** A 50¢ hourly stipend shall be paid to a maximum of ~~twenty-five (25) individuals for the 2024-2025 year and~~ thirty (30) individuals for the ~~2025-2026~~ 2026-2027 and 2027-2028 school years among the three groups (Para-Professional, Clerical, and Custodial and Maintenance) as determined by the District Administration. This stipend is a year-to-year determination and shall require the individual to interpret as called upon.

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5. **Payment of Compensation:** Each Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid for each day for which services are performed on a monthly basis. -Employees shall not be compensated for days when the employee is not required to report for duty (for example a “snow day”).

6. **Overtime Pay:** All requests to work overtime must be approved by the immediate supervisor who must have received prior approval from the Executive Director of Finance or his/her designee. -Overtime pay must be paid for each hour worked in excess of the maximum workweek of forty (40) hours, applicable to the type of employment in which the employee is engaged. -Overtime pay must be paid at the rate of not less than 1.5 times the employee’s regular rate of pay for all hours worked in excess of the maximum workweek. -All hours paid but not worked do not count toward the forty-hour threshold for payment of overtime.

E. **Benefits:** Classified staff, with a full time (more than 30 hours per week) permanent status, shall be provided the following benefits or benefit opportunities:

1. **Health and Dental Insurance:** The School District has contracted with the Nebraska Educator’s Health Alliance (EHA) to provide group health and dental insurance coverage for the ~~2024-2025~~ 2026-2027 and ~~2025-2026~~ 2027-2028 contract years, September 1, ~~2024-2026~~ through August 31, ~~2025-2027~~ and September 1, ~~2025-2027~~ through August 31, ~~2026-2028~~ (EHA Group Health & Dental Insurance Plan). -The coverage provider and level of coverage shall be Blue Cross-Blue Shield of Nebraska, or another provider determined by the School District, \$1,050 deductible or \$2,500 deductible “Dual Choice” health insurance coverage with 100% A, 75% B, & with 50% C dental insurance coverage, or the corresponding successor deductible established by EHA for the plan year in effect; this deductible adjustment is applicable to all references to the \$1,050 deductible or \$2,500 deductible “Dual Choice” health

insurance coverage in this Section E, "Benefits" section. -The School District in its discretion may unilaterally elect to contract with a different group health and dental insurance carrier during the term of this contract or for subsequent contract years with the same or similar levels of coverage.

a. Clerical and Custodial/Maintenance Personnel: For all full-time (six (6) hours per day or more) Clerical and full-time (six (6) hours per day or more) twelve (12) month Custodial/Maintenance personnel the School District shall contribute:

(1) For the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 contract years, an amount equal to Sixty- Percent (60%) of the cost of the monthly premium for the \$1,050 deductible "Employee" level plan for each month the Employee is employed by the School District and continues to be enrolled in the EHA Group Health & Dental Insurance Plan. Eligible Clerical or Custodial/Maintenance personnel electing to participate in the EHA Group Health & Dental Insurance Plan may elect either the \$1,050 deductible or \$2,500 deductible coverage and pay the balance of the cost of the monthly premium for an "Employee" level plan not paid by the School District's contribution through the School District's Section 125 plan by signing of a wage reduction agreement to be executed prior to the beginning of any available enrollment period).

b. Para-Professional Personnel: For all full-time (six and one-half (6.5) hours per day or more) Para-Professional personnel the School District shall contribute:

(1) The School District shall for Para-Professional personnel budgeted and employed for six and one-half (6.5) hours or more per school day contribute:

(a) For the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 contract years, an amount equal to Sixty Percent (60%) of the cost of the monthly premium for the \$1,050 deductible "Employee" level plan for each month the Employee is employed by the School District and continues to be enrolled in the EHA Group Health & Dental Insurance Plan. Eligible Para-Professional personnel electing to participate in the EHA Group Health & Dental Insurance Plan may elect either the \$1,050 deductible or \$2,500 deductible coverage and pay the balance of the cost of the monthly premium for an "Employee" level plan not paid by the School District's contribution through the School District's Section 125 plan by signing of a wage reduction agreement to be executed prior to the beginning of any available enrollment period.

(2) The School District shall for Para-Professional personnel budgeted and employed for less than six and one-half (6.5) hours or more per school day make no contribution toward the cost of health and dental insurance; such Para-Professional staff employed may elect to participate and enroll in the School District's EHA Group Health & Dental Insurance Plan electing either the \$1.050 deductible or \$2,500 deductible coverage and pay One Hundred Percent (100%) of the cost of premiums for such health and dental insurance through the School District's Section 125 plan by the signing of a wage reduction agreement to be executed prior to the beginning of any available enrollment period.

2. Long Term Disability Insurance: The Scottsbluff Public Schools will provide disability insurance to employees who are ~~working at least .5 FTE (half time), that scheduled to work a minimum of 20 hours/week, which~~ will commence upon exhaustion of sick leave days, regardless of how many or how few days were available to the employee. -Long-term disability monthly payments are 66 2/3% of basic monthly earnings. -The insurance is effective the first of the month following the hire date.

3. Life Insurance: The School District will provide life insurance to employees who are ~~working at least .5FTE (half-time), scheduled to work a minimum of 20 hours/week.~~ The School District has contracted with an insurance company to provide and the School District shall pay the cost of term life insurance coverage in the amount of \$15,000 on the life of the Classified employee if under age 70 and in the amount of \$7,500 on the life of the Classified employee if age 70 or older, \$3,000 on the life of a spouse, and \$2,000 on the life of any dependents designated by the Classified employee.

F. Leaves:

1. Sick Leave: Classified Staff, at a full time, permanent status, will earn sick leave at the rate of one (1) "work day" per each calendar month of service; a "work day" shall be defined as the budgeted number of hours per day the classified employee is scheduled to work, and "sick leave time" shall be equivalent to the budgeted number of hours per day the classified employee is scheduled to work. -Sick leave shall be accumulated to a maximum of SEVENTY-FIVE (75) days. -For example: ~~if a classified staff employee is employed three (3) hours per day, they would receive a sick day worth three (3) hours per day.~~ -~~If~~ if a classified staff employee is employed six (6) hours per day that employee would receive a six (6) hour sick day. All current accumulated sick leave days accrued by any Classified Staff employee prior to May 31, 2012, will continue with this Agreement.

Sick leave may be used for parental leave, illness, accident, injury or death of the employee's spouse, children and their spouses, parent, step-parent, parent-in-law, grandparents, siblings, grandchildren, and individuals living in the same household as the Classified Staff; provided, that such paid leave shall not exceed five (5) days per occurrence as defined below. In the case of the death of a child/step-child or spouse, not more than fifteen (15) days per occurrence are allowed. For purposes of this paragraph, "occurrence" means an identified event (illness, injury or death) reported by the Classified Staff to an immediate supervisor. In the event the leave qualifies under the Family Medical Leave Act, the number of sick days that may be utilized shall not exceed the number of days within the employee's sick leave bank and shall not be limited to the five (5) days per occurrence in the event the FMLA leave is to care for another person.

All sick leave benefits cease upon termination of employment with Scottsbluff Public Schools.

2. Sick Leave Compensation at Retirement or by Qualified Permanent Disability: Qualified employees will be compensated for accumulated sick leave at retirement or by qualified permanent disability as follows:

a. Resignation: Upon Resignation (age 55 minimum) with the School District or death, a Classified Staff member having ten (10) years or more of continuous service to the School District in any capacity shall be paid for all accumulated sick leave days at a rate of \$40 per sick day.

b. Disability: An employee who becomes permanently disabled, as qualified by a physician, without possibility of return of employment in this School District will be compensated for unused sick leave based on the following formula: Number of days accumulated X hours per day worked x hourly rate x 100%.

3. Personal Leave: All Classified staff with a full-time permanent status budgeted to be on duty thirty (30) or more hours per week will be allowed two (2) personal days per contract year. -These are not additional days. -Notification to the Classified Staff's immediate supervisor shall be made as far in advance as possible, but at least a twenty-four (24) hour notification to the supervisor is necessary to utilize this day. -Leave must be approved by the supervisor. -It is not required that the purpose of the personal leave be included in the request. -Leave may be used for a snow day, if available. -Classified Staff will be allowed to carry two (2) unused personal days to the next contract year with a maximum balance of four (4) personal days.

4. Holidays:

a. 12 month employees: Classified Staff employed full-time (six (6) hours per day or more) will receive eleven (11) paid holidays per year. -The following are paid holidays if the holiday occurs during the staff person's regular contract year, such pay to be at their regular hourly rate for the budgeted hours worked per regular work day: July 4th, Labor Day, Thanksgiving Day and the Friday following, Christmas Day and either Christmas Eve Day or the day following Christmas – December 26th as determined by the employee's immediate supervisor, January 1st and either December 31st or January 2nd as determined by the District, Easter/Spring Break – two (2) days as determined by the employee's immediate supervisor, and Memorial Day.

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b. 10 month employees: Classified Staff employed full-time (six (6) hours per day or more) will receive nine (9) paid holidays per year. -The following are paid holidays if the holiday occurs during the staff person's regular contract year, such pay to be at their regular hourly rate for the budgeted hours worked per regular work day: Labor Day, Thanksgiving Day and the Friday following, Christmas Day and either Christmas Eve Day or the day following Christmas – December 26th as determined by the employee's immediate supervisor, January 1st and either December 31st or January 2nd as determined by the District, Easter/Spring Break – one (1) day as determined by the employee's immediate supervisor, and Memorial Day.

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c. 9 month employees: Classified Staff employed full-time (six (6) hours per day or more) will receive three (3) paid holidays per year. -The following are paid holidays if the holiday occurs during the staff person's regular contract year, such pay to be at their regular hourly rate for the budgeted hours worked per regular work day: Labor Day, Thanksgiving Day Christmas.

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d. New Hires: All classified staff hired after May 31, 2011, who work less than six (6) hours per day shall receive no holiday pay.

e. Holiday Swap: Staff who work on a scheduled holiday may put that leave into a Holiday Swap Leave Bank. Approval is required from the employee's immediate supervisor and the Executive Director of Finance prior to working. This leave must be utilized in the fiscal year it is accumulated. Should it not be utilized in the year it is accumulated, it shall be paid out at the staff members current hourly rate.

6. Vacation Leave – Twelve (12) Month Full-Time Employees Only: All Classified Staff employed full-time (six (6) hours per day or more) for a period of twelve (12) months per contract year shall accrue vacation leave at the rate of 0.834 days per month during the first ten (10) years of continuous employment with a maximum accrual of vacation days limited to a maximum amount of twenty (20) total days; and, at the rate of 1.25 days per month during the beginning with the 11th year of continuous employment with a maximum accrual of vacation days limited to a maximum amount of thirty (30) total days. Employees who have transitioned into a twelve (12) month position must work 120 months with no break in employment to accrue vacation at the rate of 1.25 days per month with a maximum accrual of vacation days limited to a maximum amount of thirty (30) total days.

G. Grievance Procedure: The purpose of this grievance procedure is to secure, at the lowest possible level, equitable solutions to the problems that may from time to time arise concerning the interpretation, application, or meaning of the terms and conditions of employment set forth in this Negotiated Agreement. -An underlying principle of the grievance procedure is to ensure fair and equitable treatment to the District's employees.

1. Definitions:

a. Grievance: A grievance is defined as any claim or complaint relative to a purported violation of the terms and conditions of employment set forth in this Negotiated Agreement.

b. Grievant: A Classified staff member, or the Association making the claim.- Any employee has the right to have a representative of their choice at any step of the grievance procedure.

c. Time Limits: All time limits shall consist of the Classified staff's working days except when a grievance is submitted after the end of the school year; the time limits after the end of the school year shall consist of all week days Monday through Friday. -The number of days indicated at each level should be considered maximum and every effort shall be made at all levels to expedite the process. -Failure of any grievant to comply with the time limits contained herein shall constitute a waiver of right to appeal to the next step. -Failure of the District or its representatives to comply with the time limits at any level shall permit the grievant to appeal the grievance to the next level.

d. Grievance Meetings or Hearings: All meetings and hearings under this procedure up to and including Step 2 shall be conducted in private and shall include only the Administration's representatives, the grievant, and the grievant's designated representatives.

2. The Procedure

a. Informal Resolution. The parties believe that it is usually most desirable for an employee and the District to resolve problems through free and informal communications. When requested by the Classified staff, a representative of the Association may assist in this resolution. -However, when the grievance remains unresolved, then the grievance shall be processed as follows:

Step 1. The request or complaint shall be made in writing to the Classified staff member's immediate supervisor. -The supervisor shall then have five (5) working days to respond to the grievance and give an answer in writing.

Step 2. If the grievance has not yet been settled, the Classified staff member may pursue further action by filing the grievance within five (5) working days to the Superintendent of the Schools or their designated representative. -The Superintendent or their designated representative shall arrange for a meeting to be held within ten (10) working days in order to discuss the grievance. -A written answer to the grievance will be provided within five (5) working days after the conclusion of the meeting. -The decision of the Superintendent of Schools shall be final and may not be appealed to the Board of Education.

H. Reopening of Agreement: Both the Board of Education and the Classified Association, during and for the term of this Agreement, voluntarily and unqualifiedly waive the right and agree that the other shall not be obligated to bargain collectively with respect to any subject or matter, whether or not referred to or covered by this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of the parties at the time they negotiated or signed this Agreement, PROVIDED, HOWEVER, either party may reopen this Agreement for the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 contract years for purposes of amending the terms and conditions thereof to meet the statutory and regulatory requirements of the Patient Protection and Affordable Care Act of 2010, (P.L. 111-148), in a manner that will avoid all penalties potentially assessed against an employer thereunder, including the amendment of the compensation structure, employer and employee contribution to the cost of health insurance, and other health insurance related provisions; such right to reopen this Negotiated Agreement may be exercised at any time during the term of thereof.

I. Duration of Agreement: This contract shall be effective for the ~~2024-2025~~2026-2027 and ~~2025-2026~~2027-2028 school fiscal years.

IN WITNESS WHEREOF the parties hereto caused this contract to be signed by their respective presidents, attested by their respective chief negotiators, and their signatures to be placed hereon, all on this day and year set forth in signature block below.

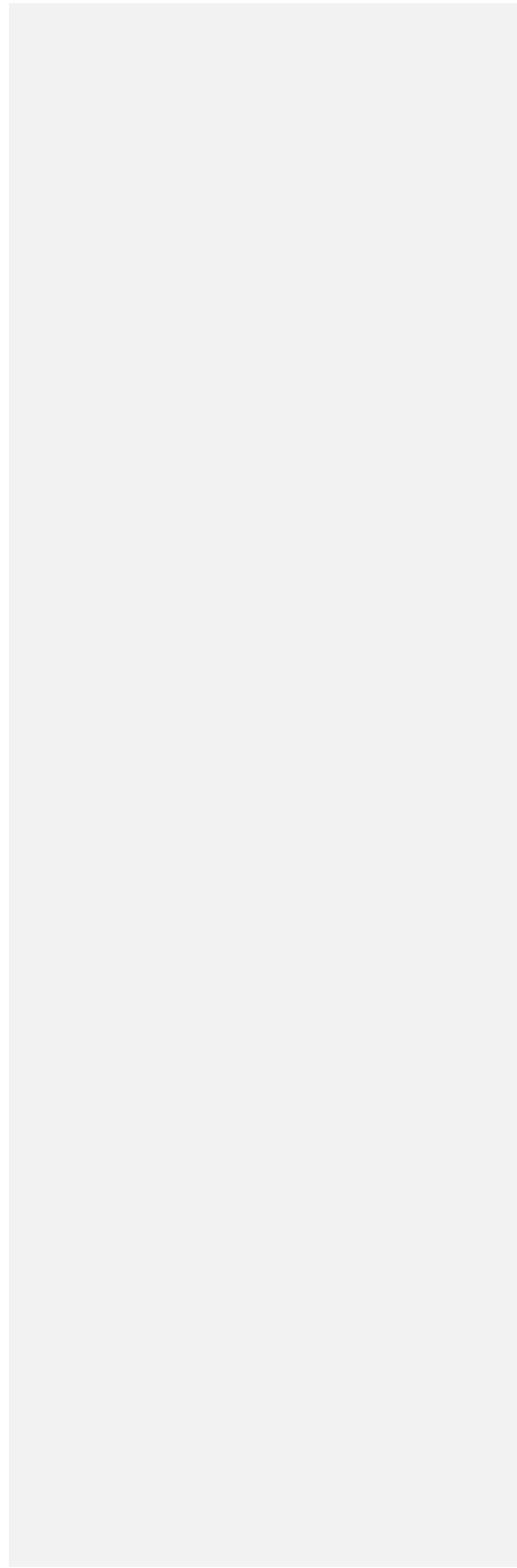
Scotts Bluff County School District 79-0032 a/k/a Scottsbluff Public School District	Scottsbluff Schools Classified Association
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By: _____ Scott Reisig President, Board of Education	By: _____ Maria Frueh President of Association
Dated: _____	Dated: _____



**Scottsbluff Public Schools – Scottsbluff Schools Classified Association
2026-2027 and 2027-2028 Negotiated Agreement**

THIS AGREEMENT IS MADE AND ENTERED INTO effective September 1, 2026, by and between the Board of Education of the Scotts Bluff County School District 79-0032 a/k/a Scottsbluff Public School District (hereinafter referred to as the "Board" or "District" or "School District" as the context may require) and the Scottsbluff Schools Classified Association (hereinafter referred to as "Classified Association" or "Association").

A. Scope of Agreement: The following shall be the Negotiated Agreement between the Classified Association, certified by the Nebraska Commission of Industrial Relations (CIR) and the Board of Education. This Agreement sets forth the terms and conditions of employment with regard to wages and benefits and the grievance procedure for the Para-Professionals, Clerical Staff, and Custodial and Maintenance employees of the School District for the 2026-2027 and 2027-2028 school fiscal and contract years. Excluded from this Agreement are the positions listed in the Salaried Compensation Procedures document.

B. At-Will Employment, Assignment and Work Days: Para-Professionals, Clerical, and Custodial and Maintenance staff shall be employed on an "at-will" basis and compensated for hours worked according to each individual assignment by his/her immediate supervisor. Para-Professionals, Clerical, and Custodial and Maintenance staff shall only be on duty and compensated on school days when students are present unless otherwise assigned by his/her immediate supervisor.

C. Compensation:

Para-Professional

1. Hourly Rate Pay Scales: Para-Professionals are non-exempt hourly "at-will" employees and shall be compensated on the basis of the Para-Professional Hourly Pay Rate Scale plus supplemental hourly rate stipends set forth below.

a. Para-Professional Hourly Rate Pay Scale: The Para-Professional Hourly Rate Pay Scale shall be established for each Para-Professional Group identified as follows:

Group No.	Para-Professional Positions in Group
Group I	After-School Para, Instructional Paras (Title, SPED Resource, EL and Translators, General, Reading Intervention, Speech, TeleTherapy Para), Preschool, Preschool SPED, and Media
Group II	SPED-Emotional, Significant Disabilities Para**, Transitional Learning Center**, One-on-One and Visual, Sign Language Interpreter, Health Office Aides***, Secure Entrance Monitor, and Behavior & Mental Health 1

Group III	Communication Assistant, In School Suspension Supervisor*, Home Visitor, After School Site Director, PAWS Program Paras**, Interpreters, Job Coach HS Behavior Program, REPS**, Paws Transitional Program (PTP)**, Program Supervisor for After School Program*, Accompanist, Campus Security****, and Behavior & Mental Health 2
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The hourly wage rate for each Para-Professional Group for the 2026-2027 and 2027-2028 school and contract years shall be as follows:

Group I		Group II		Group III	
26-27	27-28	26-27	27-28	26-27	27-28
15.42	15.84	15.96	16.39	19.27	19.79

*Due to the supervisory responsibilities of the In School Suspension Supervisor, such position shall be paid an additional hourly stipend of ninety cents (90¢) per hour.

**PAWS, REPS, PTP, Significant Disabilities, and Transitional Learning Center paras shall be paid an additional twenty cents (20¢) per hour.

***Health Office Aides shall be paid an additional one dollar (\$1.00) per hour.

****Campus Security shall be paid an additional two dollars (\$2.00) per hour.

2. Work Day Assignment: All Para-Professionals shall be assigned to three (3) work days during each contract year on dates and at times to be determined by the School District.

3. Snow Day: In the event of a snow day or closure due to extenuating circumstances, staff may be assigned a corresponding work day on a date and time to be determined by the School District up to a maximum of two (2) days a contract year.

Custodial and Maintenance Staff

1. Hourly Rate Pay Scale: Custodial and Maintenance Staff are non-exempt hourly “at-will” employees and shall be compensated on the basis of the Custodial and Maintenance Staff Hourly Rate Pay Scale plus supplemental hourly rate stipends set forth below.

a. Custodial and Maintenance Staff Hourly Rate Pay Scale: The Custodial and Maintenance Staff Hourly Rate Pay Scale wage shall be established for each Custodial and Maintenance Staff Group identified as follows:

Group No.	Custodial and Maintenance Staff Positions in Group
Group I	Part-Time Night Custodians Middle School/High School, Part-Time Elementary Support Custodian, and Part-Time Facility Support
Group II	Elementary Assistant Custodian, Middle School Assistant Custodian, High School Assistant Custodian, Custodian – Special, Maintenance/Logistics, and Grounds and Maintenance (District)
Group III	Elementary Head Custodian, Carpenter/Construction, Trained Non-Licensed Maintenance (Electrician, Plumber), and Logistics/Warehouse 1

Group No.	Custodial and Maintenance Staff Positions in Group
Group IV	Middle School Head Custodian, High School Head Custodian, Preventative Maintenance, and Licensed Electrician*, Plumber*, HVAC, and Logistics/Warehouse 2

The hourly wage rate for each Custodial and Maintenance Staff Group for the 2026-2027 and 2027-2028 school and contract years shall be as follows:

Group I		Group II		Group III		Group IV	
26-27	27-28	26-27	27-28	26-27	27-28	26-27	27-28
15.42	15.84	22.11	22.71	23.45	24.09	29.91	30.72

*Licensed Electrician and Licensed Plumber will be paid an additional two dollars (\$2.00) per hour.

Clerical Staff

1. Hourly Rate Pay Scale: Clerical Staff are non-exempt hourly “at-will” employees and shall be compensated on the basis of the Clerical Hourly Rate Pay Rate Scale plus supplemental hourly rate stipends set forth below.

a. Clerical Hourly Rate Pay Scale: The Clerical Hourly Rate Pay Scale hourly rate wage shall be established for each Clerical Group identified as follows:

Group No.	Clerical Positions in Group
Group I	High School Activities Bookkeeper, Middle School/High School Attendance Secretary, Middle School Counselor Secretary, Level 1 Computer Support Technician, Facilities Management Assistant, and High School Special Education Secretary
Group II	High School Activities Secretary, High School Counselor Secretary, Secretary to the Principal Elementary/Middle School/ High School, Administrative Secretary, and Level 2 Computer Support Technician
Group III	Information Services, Purchasing/Bookkeeper, District Office Administrative Assistant, and Level 3 Computer Support Technician
Group IV	Bookkeeper/Accounts Payable, Bookkeeper/Human Resources, Bookkeeper/Payroll, and Database Analyst

The hourly wage rate for each Clerical Group employee for the 2026-2027 and 2027-2028 school and contract years shall be as follows:

Group I		Group II		Group III		Group IV	
26-27	27-28	26-27	27-28	26-27	27-28	26-27	27-28
20.23	20.78	22.42	23.03	24.47	25.13	26.76	27.49

2. Snow Day: In the event of a snow day or closure due to extenuating circumstances, staff may be assigned a corresponding work day on a date and time to be determined by the School District up to a maximum of two (2) days a contract year.

D. Stipends, Payment of Compensation, & Overtime Pay:

1. Service Year Hourly Stipend: Each Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid a service year hourly rate stipend for 2026-2027 and 2027-2028 in addition to hourly wages paid pursuant to the Hourly Rate Pay Scale according to the following table. For purpose of this paragraph “service year” means a completed year of creditable service in which the employee was employed by December 1st of the school year and also finished the school year and/or fiscal year as an employee of the Scottsbluff School System

Up to five (5) years of outside experience, relevant in the position the employee has been employed with SBPS, may be granted. The employee may be required to provide proof of the outside employment. The Superintendent will have final authority if the outside experience qualifies. This will be considered the initial placement for the staff member who shall then follow the natural progression within the Years of Service Stipend. Staff employed prior to the 2024-2025 school year may be granted their outside years of experience to get up to five (5) years of service for the 2024-2025 year but will not be placed further than that. Should a staff member already be at or beyond the five (5) years of experience, no additional outside experience shall be given.

Years of Service	Stipend
1	5¢
2	10¢
3 – 4	20¢
5 – 9	40¢
10 – 14	60¢
15 – 19	80¢
20+	\$1.00

2. Educational Attainment Hourly Stipend: Beginning with the 2016-2017 contract year, a Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid an educational attainment hourly rate stipend in addition to hourly wages paid pursuant to the Hourly Rate Pay Scale according to the following table; subject to the additional requirements for Sign Language Interpreters set forth below. The educational attainment stipend shall only be paid following submission by the employee to the administrative offices of the Executive Director of Human Resources of the School District on or before July 1st of each year this agreement is in effect of a certified transcript from the educational institution from which the degree was received by the employee verifying the level of education attained.

Education Level	Stipend
Associate Degree	10¢

Education Level	Stipend
Bachelor's Degree	20¢
Master's Degree	30¢

To be eligible for the Educational Attainment Stipend, a Sign Language Interpreter must attain the following EIPA scores:

Sign Language Interpreter EIPA Score	Stipend
3.5-3.9	10¢
4.0-4.4	20¢
4.5+	30¢

3. Professional Development Credits Hourly Stipend¹: A Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid a Professional Development credits hourly rate stipend for the 2026-2027 and 2027-2028 contract years in addition to hourly wages paid pursuant to the Hourly Rate Pay Scale according to the following table. The Professional Development credits stipend shall only be paid following completion by the employee during the 2026-2027 and 2027-2028 school years of required or approved Professional Development programs or classes designed to enhance the employees' performance in the employees' work assignment and verification by the employee's immediate supervisor of the employee's successful completion of the Professional Development program or class to the administrative offices of the Executive Director of Human Resources of the School District. Employees shall have a period of two years to accrue the requisite number of hours for each level of professional development with hours earned in one fiscal year applicable to the immediately following fiscal year to achieve the "7.5 hours" stipend level, i.e. an employee can earn sufficient hours to reach the "7.5 hours" stipend level during the 2025-2026 fiscal year to receive the stipend for the 2026-2027 fiscal year, and apply those hours to hours earned during the 2026-2027 fiscal year to receive the stipend for the 2027-2028 fiscal year and beyond. The Professional Development credits hourly rate stipend shall be added to the employee's compensation beginning with the first day of the contract year next following the successful completion of the Professional Development program. This information must be turned in to the administrative offices of the Executive Director of Human Resources of the School District on or before July 1st to be applied to the following year this agreement is in effect. In the event the employee leaves the district and later returns, any previous professional development credit shall be granted to the returned employee. The maximum amount for the Professional Development Credits Hourly Stipend is \$3.00.

¹ The SBPS Executive Director of Human Resources will provide a list of courses that the para-educator, clerical, custodial/maintenance, and security employees may complete to apply to Professional Development credit.

Professional Development Program or Class	Stipend
Uncompensated District identified Training(s) 7.5 hours or more. Training completed by 8/31/2026.	15¢
Uncompensated District identified Training(s) 7.5 hours or more. Training completed after 8/31/2026.	20¢

4. Bilingual Stipend: A 50¢ hourly stipend shall be paid to a maximum of thirty (30) individuals for the 2026-2027 and 2027-2028 school years among the three groups (Para-Professional, Clerical, and Custodial and Maintenance) as determined by the District Administration. This stipend is a year-to-year determination and shall require the individual to interpret as called upon.

5. Payment of Compensation: Each Para-Professional, Custodial and Maintenance, and Clerical staff shall be paid for each day for which services are performed on a monthly basis. Employees shall not be compensated for days when the employee is not required to report for duty (for example a “snow day”).

6. Overtime Pay: All requests to work overtime must be approved by the immediate supervisor who must have received prior approval from the Executive Director of Finance or his/her designee. Overtime pay must be paid for each hour worked in excess of the maximum workweek of forty (40) hours, applicable to the type of employment in which the employee is engaged. Overtime pay must be paid at the rate of not less than 1.5 times the employee’s regular rate of pay for all hours worked in excess of the maximum workweek. All hours paid but not worked do not count toward the forty-hour threshold for payment of overtime.

E. Benefits: Classified staff, with a full time (more than 30 hours per week) permanent status, shall be provided the following benefits or benefit opportunities:

1. Health and Dental Insurance: The School District has contracted with the Nebraska Educator’s Health Alliance (EHA) to provide group health and dental insurance coverage for the 2026-2027 and 2027-2028 contract years, September 1, 2026 through August 31, 2027 and September 1, 2027 through August 31, 2028 (EHA Group Health & Dental Insurance Plan). The coverage provider and level of coverage shall be Blue Cross-Blue Shield of Nebraska, or another provider determined by the School District, \$1,050 deductible or \$2,500 deductible “Dual Choice” health insurance coverage with 100% A, 75% B, & with 50% C dental insurance coverage, or the corresponding successor deductible established by EHA for the plan year in effect; this deductible adjustment is applicable to all references to the \$1,050 deductible or \$2,500 deductible “Dual Choice” health insurance coverage in this Section E, “Benefits” section. The School District in its discretion may unilaterally elect to contract with a different group health and dental insurance carrier during the term of this contract or for subsequent contract years with the same or similar levels of coverage.

a. Clerical and Custodial/Maintenance Personnel: For all full-time (six (6) hours per day or more) Clerical and full-time (six (6) hours per day or more) twelve (12) month Custodial/Maintenance personnel the School District shall contribute:

(1) For the 2026-2027 and 2027-2028 contract years, an amount equal to Sixty- Percent (60%) of the cost of the monthly premium for the \$1,050 deductible “Employee” level plan for each month the Employee is employed by the School District and continues to be enrolled in the EHA Group Health & Dental Insurance Plan. Eligible Clerical or Custodial/Maintenance personnel electing to participate in the EHA Group Health & Dental Insurance Plan may elect either the \$1,050 deductible or \$2,500 deductible coverage and pay the balance of the cost of the monthly premium for an “Employee” level plan not paid by the School District’s contribution through the School District’s Section 125 plan by signing of a wage reduction agreement to be executed prior to the beginning of any available enrollment period).

b. Para-Professional Personnel: For all full-time (six and one-half (6.5) hours per day or more) Para-Professional personnel the School District shall contribute:

(1) The School District shall for Para-Professional personnel budgeted and employed for six and one-half (6.5) hours or more per school day contribute:

(a) For the 2026-2027 and 2027-2028 contract years, an amount equal to Sixty Percent (60%) of the cost of the monthly premium for the \$1,050 deductible “Employee” level plan for each month the Employee is employed by the School District and continues to be enrolled in the EHA Group Health & Dental Insurance Plan. Eligible Para-Professional personnel electing to participate in the EHA Group Health & Dental Insurance Plan may elect either the \$1,050 deductible or \$2,500 deductible coverage and pay the balance of the cost of the monthly premium for an “Employee” level plan not paid by the School District’s contribution through the School District’s Section 125 plan by signing of a wage reduction agreement to be executed prior to the beginning of any available enrollment period.

(2) The School District shall for Para-Professional personnel budgeted and employed for less than six and one-half (6.5) hours or more per school day make no contribution toward the cost of health and dental insurance; such Para-Professional staff employed may elect to participate and enroll in the School District’s EHA Group Health & Dental Insurance Plan electing either the \$1,050 deductible or \$2,500 deductible coverage and pay One Hundred Percent (100%) of the cost of premiums for such health and dental insurance through the School District’s Section 125 plan by the signing of a wage reduction agreement to be executed prior to the beginning of any available enrollment period.

2. Long Term Disability Insurance: The Scottsbluff Public Schools will provide disability insurance to employees who are scheduled to work a minimum of 20 hours/week, which will commence upon exhaustion of sick leave days, regardless of how many or how few days were available to the employee. Long-term disability monthly payments are 66 2/3% of basic monthly earnings. The insurance is effective the first of the month following the hire date.

3. Life Insurance: The School District will provide life insurance to employees who are scheduled to work a minimum of 20 hours/week. The School District has contracted with an insurance company to provide and the School District shall pay the cost of term life insurance coverage in the amount of \$15,000 on the life of the Classified employee if under age 70 and in

the amount of \$7,500 on the life of the Classified employee if age 70 or older, \$3,000 on the life of a spouse, and \$2,000 on the life of any dependents designated by the Classified employee.

F. Leaves:

1. Sick Leave: Classified Staff, at a full time, permanent status, will earn sick leave at the rate of one (1) “work day” per each calendar month of service; a “work day” shall be defined as the budgeted number of hours per day the classified employee is scheduled to work, and “sick leave time” shall be equivalent to the budgeted number of hours per day the classified employee is scheduled to work. Sick leave shall be accumulated to a maximum of SEVENTY-FIVE (75) days. For example: if a classified staff employee is employed six (6) hours per day that employee would receive a six (6) hour sick day. All current accumulated sick leave days accrued by any Classified Staff employee prior to May 31, 2012, will continue with this Agreement.

Sick leave may be used for parental leave, illness, accident, injury or death of the employee’s spouse, children and their spouses, parent, step-parent, parent-in-law, grandparents, siblings, grandchildren, and individuals living in the same household as the Classified Staff; provided, that such paid leave shall not exceed five (5) days per occurrence as defined below. In the case of the death of a child/step-child or spouse, not more than fifteen (15) days per occurrence are allowed. For purposes of this paragraph, “occurrence” means an identified event (illness, injury or death) reported by the Classified Staff to an immediate supervisor. In the event the leave qualifies under the Family Medical Leave Act, the number of sick days that may be utilized shall not exceed the number of days within the employee’s sick leave bank and shall not be limited to the five (5) days per occurrence in the event the FMLA leave is to care for another person.

All sick leave benefits cease upon termination of employment with Scottsbluff Public Schools.

2. Sick Leave Compensation at Retirement or by Qualified Permanent Disability: Qualified employees will be compensated for accumulated sick leave at retirement or by qualified permanent disability as follows:

a. Resignation: Upon Resignation (age 55 minimum) with the School District or death, a Classified Staff member having ten (10) years or more of continuous service to the School District in any capacity shall be paid for all accumulated sick leave days at a rate of \$40 per sick day.

b. Disability: An employee who becomes permanently disabled, as qualified by a physician, without possibility of return of employment in this School District will be compensated for unused sick leave based on the following formula: Number of days accumulated X hours per day worked x hourly rate x 100%.

3. Personal Leave: All Classified staff with a full-time permanent status budgeted to be on duty thirty (30) or more hours per week will be allowed two (2) personal days per contract year. These are not additional days. Notification to the Classified Staff’s immediate supervisor shall be made as far in advance as possible, but at least a twenty-four (24) hour notification to the

supervisor is necessary to utilize this day. Leave must be approved by the supervisor. It is not required that the purpose of the personal leave be included in the request. Leave may be used for a snow day, if available. Classified Staff will be allowed to carry two (2) unused personal days to the next contract year with a maximum balance of four (4) personal days.

4. Holidays:

a. 12 month employees: Classified Staff employed full-time (six (6) hours per day or more) will receive eleven (11) paid holidays per year. The following are paid holidays if the holiday occurs during the staff person's regular contract year, such pay to be at their regular hourly rate for the budgeted hours worked per regular work day: July 4th, Labor Day, Thanksgiving Day and the Friday following, Christmas Day and either Christmas Eve Day or the day following Christmas – December 26th as determined by the employee's immediate supervisor, January 1st and either December 31st or January 2nd as determined by the District, Easter/Spring Break – two (2) days as determined by the employee's immediate supervisor, and Memorial Day.

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c. 9 month employees: Classified Staff employed full-time (six (6) hours per day or more) will receive three (3) paid holidays per year. The following are paid holidays if the holiday occurs during the staff person's regular contract year, such pay to be at their regular hourly rate for the budgeted hours worked per regular work day: Labor Day, Thanksgiving Day Christmas.

d. New Hires: All classified staff hired after May 31, 2011, who work less than six (6) hours per day shall receive no holiday pay.

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6. Vacation Leave – Twelve (12) Month Full-Time Employees Only: All Classified Staff employed full-time (six (6) hours per day or more) for a period of twelve (12) months per contract year shall accrue vacation leave at the rate of 0.834 days per month during the first ten (10) years of continuous employment with a maximum accrual of vacation days limited to a maximum amount of twenty (20) total days; and, at the rate of 1.25 days per month during the

beginning with the 11th year of continuous employment with a maximum accrual of vacation days limited to a maximum amount of thirty (30) total days. Employees who have transitioned into a twelve (12) month position must work 120 months with no break in employment to accrue vacation at the rate of 1.25 days per month with a maximum accrual of vacation days limited to a maximum amount of thirty (30) total days.

G. Grievance Procedure: The purpose of this grievance procedure is to secure, at the lowest possible level, equitable solutions to the problems that may from time to time arise concerning the interpretation, application, or meaning of the terms and conditions of employment set forth in this Negotiated Agreement. An underlying principle of the grievance procedure is to ensure fair and equitable treatment to the District's employees.

1. Definitions:

a. Grievance: A grievance is defined as any claim or complaint relative to a purported violation of the terms and conditions of employment set forth in this Negotiated Agreement.

b. Grievant: A Classified staff member, or the Association making the claim. Any employee has the right to have a representative of their choice at any step of the grievance procedure.

c. Time Limits: All time limits shall consist of the Classified staff's working days except when a grievance is submitted after the end of the school year; the time limits after the end of the school year shall consist of all week days Monday through Friday. The number of days indicated at each level should be considered maximum and every effort shall be made at all levels to expedite the process. Failure of any grievant to comply with the time limits contained herein shall constitute a waiver of right to appeal to the next step. Failure of the District or its representatives to comply with the time limits at any level shall permit the grievant to appeal the grievance to the next level.

d. Grievance Meetings or Hearings: All meetings and hearings under this procedure up to and including Step 2 shall be conducted in private and shall include only the Administration's representatives, the grievant, and the grievant's designated representatives.

2. The Procedure

a. Informal Resolution. The parties believe that it is usually most desirable for an employee and the District to resolve problems through free and informal communications. When requested by the Classified staff, a representative of the Association may assist in this resolution. However, when the grievance remains unresolved, then the grievance shall be processed as follows:

Step 1. The request or complaint shall be made in writing to the Classified staff member's immediate supervisor. The supervisor shall then have five (5) working days to respond to the grievance and give an answer in writing.

Step 2. If the grievance has not yet been settled, the Classified staff member may pursue further action by filing the grievance within five (5) working days to the Superintendent of the Schools or their designated representative. The Superintendent or their designated representative shall arrange for a meeting to be held within ten (10) working days in order to discuss the grievance. A written answer to the grievance will be provided within five (5) working days after the conclusion of the meeting. The decision of the Superintendent of Schools shall be final and may not be appealed to the Board of Education.

H. Reopening of Agreement: Both the Board of Education and the Classified Association, during and for the term of this Agreement, voluntarily and unqualifiedly waive the right and agree that the other shall not be obligated to bargain collectively with respect to any subject or matter, whether or not referred to or covered by this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of the parties at the time they negotiated or signed this Agreement, PROVIDED, HOWEVER, either party may reopen this Agreement for the 2026-2027 and 2027-2028 contract years for purposes of amending the terms and conditions thereof to meet the statutory and regulatory requirements of the Patient Protection and Affordable Care Act of 2010, (P.L. 111-148), in a manner that will avoid all penalties potentially assessed against an employer thereunder, including the amendment of the compensation structure, employer and employee contribution to the cost of health insurance, and other health insurance related provisions; such right to reopen this Negotiated Agreement may be exercised at any time during the term of thereof.

I. Duration of Agreement: This contract shall be effective for the 2026-2027 and 2027-2028 school fiscal years.

IN WITNESS WHEREOF the parties hereto caused this contract to be signed by their respective presidents, attested by their respective chief negotiators, and their signatures to be placed hereon, all on this day and year set forth in signature block below.

Scotts Bluff County School District 79-0032 a/k/a Scottsbluff Public School District	Scottsbluff Schools Classified Association
By: _____ Scott Reisig President, Board of Education Dated: _____	By: _____ Maria Frueh President of Association Dated: _____

Scottsbluff Public Schools Public Hearing
Student Fees
School Board Report
2025-2026

Review of amount of money collected under this policy:

Fund 7 Activity Log

	Beginning Balance	Revenue	Expenses	Ending Balance
BMS Tech Fees	0	\$4,192	\$1,221	\$2,971
SHS Tech Fees	0	\$6,261	\$3,939	\$2,322

Scottsbluff High School

	25-26		24-25	
	Students	Amount	Students	Amount
Family and Consumer Science	19	\$390	24	\$500
Activity Fees	85	\$3,960	93	\$4,185
Graduation Fees	82	\$1,766	54	\$1,156
Shop Fees	17	\$510	6	\$180
Skills USA	9	\$1,275	7	\$900
Vocal Music	9	\$380	14	\$560
DECA	11	\$550	6	\$225
Band	7	\$140	2	\$73
Ed Rising	4	\$220	5	\$240
FCCLA	5	\$275	3	\$120
Orchestra	11	\$375	8	\$260
HOSA	42	\$1,890	36	\$900
Intro to Skills & Tech	15	\$375	14	\$350
ProStart	3	\$120	5	\$200
Counseling (AP Testing)	12	\$1,121	18	\$1,593

Bluffs Middle School

	2025-26		2024-25	
	Students	Amount	Students	Amount
Activity Cards	98	\$3,430	120	\$4,200
Band	5	\$125	-	-
Math Counts	1	\$35	-	-
Music Instruments	40	-	28	-

StudentsStudent Fees Policy

The Board of Education of Scottsbluff Public Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children which extend beyond the minimum level of constitutionally required free instruction. Students and their parents/guardians have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent/guardian contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations which may be adopted from time to time. Policy 5416.1 provides further specifics of student fees and materials required of students. Parents/guardians and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

1. Guidelines for Non-Specialized Attire Required for Specified Courses and Activities
Students have the responsibility to furnish and wear non-specialized attire meeting general district grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or

other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

2. Personal or Consumable Items & Miscellaneous

- a. Extracurricular Activities - Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.
- b. Courses
 - i. General Course Materials - Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses. A specific class supply list will be published annually for elementary and middle school students. The list may include refundable damage or loss deposits required for usage of certain district property.
 - ii. Damaged or Lost Items - Students are responsible for the careful and appropriate use of school property. Students and their parents/guardians will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.
 - iii. Materials Required for Course Materials - Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.
 - iv. Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.
- c. Parking - Students may be required to pay for parking on school grounds or to school-sponsored activities, and may be subject to payment of fines or damages for damages caused with or to vehicles or for failure to comply with school parking rules.

3. Extracurricular Activities-Specialized Equipment or Attire

Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with t-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouth pieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extracurricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

4. Extracurricular Activities-Fees for Participation

Any fees for participation in extracurricular activities are further specified in Policy 5416.1. Admission fees are charged for extracurricular activities and events.

5. Postsecondary Education Costs

Students are responsible for postsecondary education costs for courses offered off campus that are not part of the students' Career Academy graduation requirements. The phrase "postsecondary education costs" means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a dual credit course taken at Scottsbluff High School taught by a Scottsbluff High School instructor or a course taken through a post-secondary institution as part of the student's Career Academy graduation requirements. These courses shall be offered without charge for tuition, books, or other fees.

6. Transportation Costs

Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

7. Copies of Student Files or Records

The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents/guardians of such student. A parent/guardian or student who requests copies

of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents/guardians of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

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

Students are responsible for fees required for participation in before-and-after-school or pre-kindergarten services offered by the District, except to the extent such services are required to be provided without cost.

9. Participation in Summer School or Night School

Students are responsible for fees required for participation in summer school or night school. Students are also responsible for correspondence courses.

10. Breakfast and Lunch Programs

Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a "school store," a vending machine, a booster club, or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities.

11. Waiver Policy

The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: a.) participation in extracurricular activities and b.) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Students or their parents/guardians must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

12. Distribution of Policy

The Superintendent or the Superintendent's designee shall publish the District's student fees policy in the Parent-Student handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the Parent-Student handbook). The

Parent-Student handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

13. Student Fee Fund

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: a.) participation in extracurricular activities, b.) postsecondary education costs, and c.) summer school or night school.

CERTIFICATION

On the __ day of _____, 20__, the School Board held a public hearing at a meeting of the School Board on a proposed student fees policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fees policy for the preceding school year. The foregoing student fees policy was adopted after such a public hearing by a majority vote of the School Board at an open public meeting in compliance with the public meetings laws.

Superintendent or Other Authorized School Official

Legal Reference: [Neb. Rev. Stat. §§ 79-2,125 to 79-2,135](#)
[Nebraska Constitution, Article VII-1](#)
[Neb. Rev. Stat. § 79-241](#)
[Neb. Rev. Stat. § 79-605](#)
[Neb. Rev. Stat. § 79-611](#)
[Neb. Rev. Stat. § 79-715](#)
[Neb. Rev. Stat. § 79-737](#)
[Neb. Rev. Stat. § 79-1104](#)
[Neb. Rev. Stat. § 79-1108.03](#)
[Neb. Rev. Stat. § 79-2104](#)

Date of Adoption: August 9, 2021
 Date of Revision: March 13, 2022
 Date of Review: ~~May 11, 2026~~ June 8, 2026

Appendix "1" to Student Fees Policy of Scottsbluff Public Schools

Additional Specification of Required Materials and Fees¹

Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum)² or Specific Material Required
Elementary Program		
Physical Education classes	Appropriate clothing (non-specialized attire)	Appropriate attire
Music - Optional Band Courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, drumsticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.). Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None - necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists.
Field Trips	Transportation and admission costs of field trips	None - costs of school sponsored, class-related field trips will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to \$5 per student for each field trip to defray costs. (with administrative approval, the requested donation may be up to \$100 for special field trips). Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students.
School Meals		Breakfast (Grades K-5) - \$2.10 Lunch (Grades K-5) - \$3.10 Milk (Grades K-5) - \$.60 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
After School Program	Fees for the After School Program	\$3/hour

- 1. This listing is a part of the current Student Fees Policy and is intended to provide supplemental information. For additional specifications, refer to the policy.*
- 2. Generally, dollar amounts are stated in terms of "maximums." The actual fee or charge may be less during the current school year.*

Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required
Secondary Program		
Physical Education Classes	Appropriate clothing (non-specialized attire)	Tennis shoes and socks, running shorts, T-shirt, lock for PE locker, unless otherwise specified.
Art and Shop Classes and Special Projects, Science Classes	Appropriate clothing (non-specialized attire) Safety glasses-1 pair provided per year. If lost or damaged students are required to purchase a new pair.	Clothing which may get paint on it or otherwise be damaged; protective clothing for shop classes; approved protective safety glasses for Science classes.
Music - Optional Band Courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, etc.) Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None - necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists, which may be handed out by the office or individual teachers.
Classroom Projects, i.e, Family & Consumer Science, Industrial Technology, & Marketing	Project cost	Student pays cost that is beyond the standard project provided by the school.
Advanced Math or Science Classes	Specialized calculators	Some calculators will be available at school. If lost or damaged a replacement fee will be assessed at a rate paid by the school. Students are encouraged but not required to purchase such equipment for their personal use.
School Meals		Breakfast (Grades 6-12) - \$2.40 Lunch (Grades 6-8) - \$3.40 Lunch (Grades 9-12) - \$3.65 Chef Special at Lunch - \$4.65 Milk (Grades 6-12) - \$.60 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
Post-Secondary Education Classes	Tuition and fees for college courses taken for credit.	Identified classes not paid for by the District will be paid for by the student.
End-of-Year Lost or Damaged Books	Damage fee or replacement cost	Fees and fines up to \$5 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of \$60.

Yearbooks - Optional	School Book	Yearbooks are published and made available for purchase every year. Cost is generally about \$55.
College Entrance Tests and Preparation	Prep programs & tests	Costs of college entrance tests or prep courses, such as ACT preparation tutoring, PSAT test, PACT, and ACT test, are optional and to be paid directly to the private companies involved.
AP Testing	Fee per test	\$98
Summer School Courses	Classes offered during the summer, or at night, if any	If a fee is charged students may be responsible.
Locker Usage	Use of school padlock	\$10 \$14 fee if damaged or not returned at the end of the year.

Extracurricular and Other Programs	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required
Athletic Programs		
Admission	Spectator fees for admission to events	\$6 \$8 per event maximum. \$15 \$15 for events that are multiday maximum . Students may purchase an Activity Ticket not to exceed \$45 \$50 per year. For District and Conference events hosted by the School, cost to be set by NSAA. Students participating in activities/athletics must purchase an activity ticket.
Athletic Physicals	NSAA required athletic Physicals	Cost varies; payable directly to the student's physician or clinic.
Equipment and Attire	Students are responsible for required equipment and attire appropriate to the sport or activity which are not provided by the school, and are responsible for any optional clothing, equipment, or other items associated with the sport or activity. Uniform items are checked out to students. If lost or damaged students will be assessed fees in the amount of replacement cost.	Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, nonrequired gloves, swim goggles, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include: <ul style="list-style-type: none"> • Basketball - No additional • Football - Mouthpiece • Golf - Golf bag (to be checked out each year) and clubs • Speech - Dress attire and copies of research • Track - No additional

		<ul style="list-style-type: none"> • Volleyball - Volleyball knee pads • Wrestling - Wrestling head gear • Cheerleading - Shoes, approved uniforms (tops & skirt; jacket), poms and other accessories
Travel Meals	Meals	Students are responsible for their own meals while traveling
Locker Use	Padlock for locker	\$10 14 fee if damaged or not returned at the end of the year.
Camps and Clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps, and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.
Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Currently, no dues are required. Annual dues not to exceed \$25 per club.
Marching Band and Musical Groups	Equipment and attire.	Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. High School Uniforms for the marching band and pep band will be supplied by the school; students may be required to pay a band uniform fee of \$20. High School Uniform Shoes: \$45 60 For Middle School Band students, a \$20 uniform cleaning fee is requested.
Vocal Music Group	Coordinating group attire	Students will pay for outfits selected by the group. Cost will be based on selection at a maximum of \$130
Clubs/Organizations		
Basic Nursing	Basic Nursing Assistant state registration fee	\$75
Cheerleading	Uniforms	Shoes - \$125 Camp Uniforms - \$400 Camp attendance is optional.
Choir	Attire	Choir Outfit Rental/Cleaning - \$20 Show Choir Outfit Rental/Cleaning - \$40 Travel Fees - \$125 to \$400
DECA	Membership Travel	Membership Dues - \$25 Based on current travel costs
Drill Team	Uniforms National trip	Shoes, approved uniforms (top & skirt; jacket), poms, and other accessories Based on current travel costs
Educators Rising	Membership dues Membership polo Travel fees	\$30 \$25 Based on current travel costs

Family and Consumer Science (FACS) Courses	Foods Advanced foods Culinary/ProStart	\$20 \$25 \$40
FFA	Uniforms Travel fees	\$75 Based on current travel costs
Future Career/ Community Leaders (FCCLA)	Membership dues Membership polo/red jacket Travel fees	\$30 \$25 - \$90 Based on current travel costs
HOSA	Membership dues Competition Travel fees	\$25 \$10 Based on current travel costs
Key Club	Membership dues	\$10
Medication Aide	State test fee & application	\$53
National Honor Society & National Junior Honor Society	Membership dues	\$20
Orchestra	Instrument Uniform rental	Varies \$20 to \$50
Senior Graduation	Cap and gown Breakfast	\$36 \$15
Skilled and Technical Science Courses	Advanced Woods Manufacturing Intro to Skilled & Technical Science	\$35 \$25
SkillsUSA	Membership Dues Travel Fees	\$25 \$50 to \$150
Spanish Club	Membership Fees	\$5
Spanish Heritage/AP Spanish	CLEP Test Testing Center Fee	\$95 \$15
World Languages – Seal of Biliteracy	Fee	\$10
Social & Recognition Activities		
School Plays, Musicals, and Social Activities	Admission to events	\$10 per play or activity
School Dances	Admission to prom, homecoming, etc.	Up to \$10 per event
Class Dues		Currently, no dues are assessed. Each of the six secondary classes may assess its members an amount not to exceed \$50 annually for rental and decoration of dance facilities, punch and snacks at

		social activities, memorials and recognition plaques, flowers and cards, and similar class activities. The payment of such an assessment shall be strictly voluntary, but students who do not pay may be denied admission to extracurricular activities supported by the class dues.
Picture Packets	Optional – Pictures are still taken for use in the school yearbook	Students purchase packets as desired and pay directly to the photo company
Senior Recognition Assessment	Optional graduation activities	Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook pages, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. They may include the rental of graduation robes, caps, tassels, class flowers, one mother’s flower, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed \$50, will be assessed to those seniors who elect to participate in such activities. Expenses for above mentioned items will be paid out of the “Class Activity” account until funds are depleted. After this fund is empty, students will be responsible for all optional graduation activity costs
Trips	Transportation, lodging, meals, admission to events, etc.	If the trip is not school sponsored, the costs of the trip are not subject to this policy, and no fee waivers will apply. A trip is not school sponsored if it is not supervised or administered by the school, attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.

Date of Revision: ~~June 9, 2025~~ June 8, 2026

Scottsbluff Public Schools Facility Committee Meeting

June 2, 2026	
Attendance:	Rob Polk, Scott Reisig, Mark Lang, Andrew Dick, Travis Rickey, Jeremy Behnke, Lukas Benzel, Nate Rock, Justin Shaddick, and Marianne Carlson
Baseball	<ul style="list-style-type: none"> • Reviewed information on baseball at the high school level
First Student Contract	<ul style="list-style-type: none"> • Gave update on First Student Contract
Misc Projects	<ul style="list-style-type: none"> • Discussion of projects completed throughout the district and upcoming projects for the facility and maintenance team
BOE Updates	<ul style="list-style-type: none"> • Board Policies <ul style="list-style-type: none"> ○ 1st Reading on various policies due to legislation and suggested changes ○ 6410 Parental Involvement (Public Hearing) ○ EDOHR Policies (1200, 4003, & 5401) • Review of committee on American Civics • SSCA Agreement • Disposal of assets at Westmoor • PAWS/PTP Calendar
Roundtable	<ul style="list-style-type: none"> • Future Meetings will be on the Tuesday before the board meeting with noted exceptions <ul style="list-style-type: none"> ○ Tuesday, July 7th ○ Tuesday, August 4th ○ Tuesday, September 8th ○ Tuesday, October 6th

Scottsbluff Public Schools Finance Committee Meeting

June 1, 2026	
Attendance:	Paul Snyder, Tory Schwartz, Andrew Dick, Frances Burkhalter, Jana Mason, Justin Shaddick, Nate Rock, and Marianne Carlson
Baseball	<ul style="list-style-type: none"> • Reviewed information on baseball at the high school level
First Student Contract	<ul style="list-style-type: none"> • Gave update on First Student Contract
BOE Updates	<ul style="list-style-type: none"> • Board Policies <ul style="list-style-type: none"> ○ 1st Reading on various policies due to legislation and suggested changes ○ 6410 Parental Involvement (Public Hearing) ○ EDOHR Policies (1200, 4003, & 5401) • Review of committee on American Civics • SSCA Agreement • Disposal of assets at Westmoor • PAWS/PTP Calendar
P-Card Expenditures and Cash Flows	<ul style="list-style-type: none"> • P-Card Expenditures for April were reviewed • Cash Flows as of May 31, 2026 were reviewed
Roundtable	<ul style="list-style-type: none"> • Future Meetings will be held on the Monday before the board meeting with noted exceptions <ul style="list-style-type: none"> ○ Monday, July 6th ○ Monday, August 3rd ○ Tuesday, September 8th ○ Monday, October 5th

**Scottsbluff Public Schools
Policy Committee Meeting**

May 11, 2026	
Attendance:	Dr. Andrew Dick, Dr. Wendy Kemling, Mike Mason, Marianne Carlson, Reagan True, Justin Shaddick, Jana Mason, Paul Synder, Tory Schwartz, Rob Polk

Policies Reviewed	Policies 1110, 1310, 3130, 3550, 3560, 3601, 4115, 5003.1, 5004, 5005, 5006, 5006.1, 5008, 5101, 5205, 5417, 8140, 8231, 8342
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