

Public Hearing and Regular Meeting
Kearney Public Schools Board of Education
Monday, July 14, 2025 at 5:30 PM
2nd Floor Staff Development Room, Administration Building
320 W 24th Street
Kearney, NE 68845

1. Public Hearing for Additional Property Tax Request Authority

1.A. Convene Hearing

- Hearing convened at 5:30 PM.

1.B. Presentation, Discussion and Public Input

- Meagan Kerschner, Director of Finance, presented information requesting access to the district's additional property tax request authority by up to an additional 5%, or other maximum as permitted by law, above the base growth percentage.

1.C. Close Hearing

2. Routine Business

2.A. **Call to Order**

President Icenogle called the meeting to order at 5:36 PM.

2.B. **Open Meetings Act Announcement**

2.C. **Board Meeting Decorum Expectations**

2.D. **Pledge of Allegiance**

2.E. **Roll Call**

Attendance Taken at 5:37 PM.

Amy Barth: Present

Drew Blessing: Present

Niki Deeds: Present

Paul Hazard: Present

John Icenogle: Present

Amanda Smallcomb: Present

2.E.I. Excuse Absent Board Member

2.F. Approval of the Agenda

Move to approve the agenda for the meeting, as presented. This motion, made by John Icenogle and seconded by Drew Blessing, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

3. **Recognitions**

3.A. Recognition of the Kearney High School Girls Basketball Team and Head Coach Drew Danielson for Receiving the 2024-2025 Nebraska Coaches Association Academic Excellence Award

- Drew Danielson, Kearney High School Girls Basketball Coach, reported that this year they had a really special team and receiving this award is a testament to the culture that is being built.

3.B. Recognition of Head Coach Nate Polacek and the Kearney High School Girls Track Individual State Champions and Runners-Up

- Nate Polacek, Kearney High Girls Track Coach mentioned that this was a great team to coach. There were over 100 girls on the team, and they put a lot of time and effort into this season, and many of them provided great leadership. Coach Polacek introduced Abigail Burger and Kyah Hazard, who spoke about their season and their plans for the future.

3.C. Recognition of Kearney High School FFA 2025 National Qualifiers

- Sheridan Swotek, Kearney High School Agriculture Teacher and FFA Advisor, introduced Josh Hamilton, Mackinze Brennan, Jazmin Recroft and Rachel Covert, who all qualified for nationals, and Hudson Dellevoet, the 2025-2026 Kearney FFA President. Ms. Swotek acknowledged all the time and effort outside the classroom that it takes to qualify for nationals. The students must first qualify for the state competition and win their category in order to advance to nationals. They compete against 19 other schools at the state level and hundreds of other students at nationals. She added that she is not only excited and proud of them for their achievement and composition, but also how they have grown as leaders.

4. **Presentations**

4.A. KHS Report on the Class of 2025 Academic and Scholarship Achievements

- Mr. Jeff Ganz, Kearney High School Principal, expressed his gratitude to the KHS Counseling Office, the administrative team, and all staff at both KHS and the Hanny Arram Center for Success for their efforts in making the 2025 graduation ceremony a success. He shared that 390 students fulfilled all graduation requirements this year. The Class of 2025 contributed more than 8,000 hours of community service, earned \$5.3 million in scholarships, and 76 students achieved a GPA of 4.0 or higher.

4.B. Construction Update

- Kent Cordes with BD Construction gave an update on all the construction projects finishing up and continuing throughout the district.

4.C. Middle School Enrollment Overview

- Superintendent Jason Mundorf shared projected enrollment figures for the middle schools over the coming years. He emphasized that the district has reached a point where it must begin making decisions to balance student numbers between Horizon and Sunrise Middle Schools. Mr. Clint Edwards, Director of 6-12 Education, noted that while many options are available, the key will be determining the best plan to serve the community.

5. **Public Participation/Comment**

6. **Board Reports**

6.A. Kearney Public Schools Foundation Report

- Mrs. Smallcomb reported on various KPS Foundation achievements throughout the year. *(The summary is attached to the agenda).*

7. **Consent Agenda**

Move to approve the items on the Consent Agenda, as presented. This motion, made by John Icenogle and seconded by Amanda Smallcomb, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

7.A. Approval of Minutes of the June 9, 2025, Regular Meeting; the June 16, 2025, Summer Special Retreat Meeting; the July 9, 2025, Board Committee of the Whole Meeting of the Board of Education

7.B. Approval of the July 2025 Claims

7.C. Approval of the July 2025 Financial Reports

7.D. Approval of Kearney High School FBLA National Fall Leadership Conference Trip, November 6-9, 2025 in Phoenix, Arizona

7.E. Authorize the Superintendent or His/Her Designee to Dispose of All Obsolete Furniture, Books, Materials, and Equipment in the Most Favorable Manner to the District in Accordance with All Laws, Rules, and Regulations Pertaining to Such Disposition, for the 2025-2026 School Year

7.F. Designate Mr. Jason Mundorf as the Authorized Representative of the Kearney Public Schools to Sign All Claims and Forms for All Federal Programs for the 2025-2026 School Year

7.G. Designate Shelia Sanford and Meagan Kershner as the Authorized Representatives of the Kearney Public Schools to Sign All Claims for Reimbursement, as Well as All Federal, State, and Local Information Pertaining to

the School Food Service Program, for the 2025-2026 School Year.

7.H. Approval of the 2025-2026 KPS Handbooks and School Guidebooks

8. Regular Agenda - Personnel

8.A. Acceptance of Resignation

Move to accept, with regret, the resignation as presented. This motion, made by Paul Hazard and seconded by Niki Deeds, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

8.B. Approval of the Employment of Certificated Staff

Move to employ the certificated staff at Kearney Public Schools for the 2025-2026 school year, as presented. This motion, made by Drew Blessing and seconded by Amanda Smallcomb, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

8.C. Discuss, consider, and take all necessary action to approve the Resolution to Cancel the Employment Contract of Jill Hadwiger

Move to approve the Resolution to Cancel the Employment Contract of Jill Hadwiger. This motion, made by Drew Blessing and seconded by Amy Barth, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

9. Regular Agenda - Business

9.A. Second and Final Reading Approval of New and Revised Board Policies

- Mr. Mundorf reviewed the new and revised board policies that were previously discussed.

Move to approve the second and final reading of new and revised board policies, as presented. This motion, made by John Icenogle and seconded by Paul Hazard, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

9.B. First Reading Approval of New and Revised Board Policies

- Mr. Mundorf mentioned that he met with the Board policy committee, and they reviewed all the recommended policy changes based on new state statutes from Perry Law Firm. The changes were also reviewed during this month's Committee meeting.
Move to approve the first reading of new and revised board policies, as presented. This motion, made by Amanda Smallcomb and seconded by Drew Blessing, Passed.
Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0
- 9.C. Approve a Proposed Temporary Easement Requested by Kearney Regional Medical Center for the Expansion of 6th Avenue Near the Southeast Corner of Land Owned by Kearney Public Schools
- Mr. Mundorf explained that Kearney Regional Hospital is requesting an extension of 6th Avenue westward to the KPS property line. The proposed easement would provide a turnaround area for vehicles where the road currently ends. He clarified that this extension would involve no cost or liability for the district.
Move to approve the proposed temporary easement, requested by Kearney Regional Medical Center for the expansion of 6th Avenue near the southeast corner of land owned by Kearney Public Schools, as presented. This motion, made by Niki Deeds and seconded by Paul Hazard, Passed.
Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0
- 9.D. Discuss, Consider and Take Possible Action to Increase the District's Overall Property Tax Request Authority Up to an Additional 5% or Other Maximum as Permitted by Law, Above the Base Growth Percentage
- It was noted that the approval of the additional property tax request authority is essential due to the unknown status of legislative negotiations at this time, so that the district will have access to the funds should they be required in preparing the 2025-2026 budget.
Move to adopt the resolution to increase the school district's overall property tax request authority by up to an additional 5% above the base growth percentage, and authorize and direct the Superintendent or designee to take any action to ensure that the school district's overall property tax request complies with LB243. This motion, made by Paul Hazard and seconded by Amy Barth, Passed.
Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 6, Nay: 0

10. Regular Agenda - Miscellaneous

11. Next Meeting

12. Adjournment

- Meeting was adjourned at 6:51 PM.

Move to adjourn the meeting. This motion, made by John Icenogle and seconded by Drew Blessing, Passed.

Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 6, Nay: 0

Notice of Meeting

This meeting was publicized in the Kearney Hub on July 12, 2025; radio stations KGFW and KKPR; and KSNB and KHGI T.V.

Drew Blessing, Secretary

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES

2025/26 PROPERTY TAX REQUEST AUTHORITY CERTIFICATION

KEARNEY PUBLIC SCHOOLS (10-0007-000)

Total Certified Property Tax Request Authority	\$50,997,949
Additional Base Growth % Allowed with Board Approval	5 %
Additional Property Tax Request Authority Allowed with Board Approval	\$3,633,082
Maximum Certified Property Tax Request Authority Including Board Approved Amount	\$54,631,031

SECTION A TOTAL BASE REVENUE CALCULATION

2024/25 Property Tax	\$48,846,893
2022/23 Other Non-Property Tax	\$7,177,174
2023/24 SPED	\$6,865,379
2024/25 TEEOSA	\$9,772,197
TOTAL BASE REVENUE CALCULATION	\$72,661,643

SECTION B TOTAL BASE GROWTH PERCENTAGE

Base Growth	3.0000 %
Membership Growth	0.0214 %
LEP Growth	0.0990 %
Poverty Growth	0.0000 %
TOTAL BASE GROWTH RATE PERCENTAGE	3.1204 %

SECTION C TOTAL CALCULATED REVENUE CAP FOR 2025/26

(Section A Total x Section B Total)

TOTAL REVENUE CAP \$74,928,977

SECTION D TOTAL PROPERTY TAX REQUEST AUTHORITY FOR 2025/26

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

2023/24 Other Non-Property Tax (minus)	\$7,908,574
2024/25 SPED (minus)	\$7,550,291
2025/26 TEEOSA (minus)	\$9,869,846
2024/25 Unused Property Tax Authority (add)	\$1,397,683

TOTAL CERTIFIED PROPERTY TAX REQUEST AUTHORITY \$50,997,949

SECTIONS E - G ADDITIONAL BOARD APPROVAL INFORMATION

Additional Base Growth % Allowed with Board Approval	5 %
Additional Property Tax Authority Allowed with Board Approval	\$3,633,082

ALMAXIMUM CERTIFIED PROPERTY TAX REQUEST AUTHORITY INCLUDING BOARD APPROVED \$54,631,031

Some numbers may be rounded for presentation. For program contacts and additional information on how data was calculated visit www.education.ne.gov/fos/budgeting-school-district/property-tax-authority

Explanation of 2025/26 Property Tax Authority Calculation

SECTION A – TOTAL PROPERTY TAX & NON-PROPERTY TAX REVENUE

From the General and Special Building Funds only – Data collected and added together from the following sources:

- The property tax requests from the current budget year (2024-25 LC-2)
- Non-property tax revenue reported in the previous year's Annual Financial Report (2022-23 AFR)
- SPED reimbursement totals reported in the current AFR data year (2023-24 AFR)
- TEEOSA reimbursement total from the current fiscal year (to be paid 2024-25)

SECTION B – TOTAL BASE GROWTH %

The sum of the following percentages:

- 3%
- The annual percentage increase in the student enrollment of the school district multiplied by:
 - One if the school district's student enrollment has grown by an average of 3% over the preceding 3 years and 150 students over the 3 years; seven-tenths if the school district's student enrollment has grown by an average of 3% over the preceding 3 years; or four-tenths if growth average below 3%
- The percentage obtained by first dividing the annual increase in the total number of limited English proficiency students in the school district by the student enrollment of the school district and then multiplying the quotient by fifteen hundredths
- The percentage obtained by first dividing the annual increase in the total number of poverty students in the school district by the student enrollment of the school district and then multiplying the quotient by fifteen hundredths

SECTION C – REVENUE CAP

Total Property Tax & Non-Property Tax Revenue (Section A) multiplied by Total Base Growth Percentage total (Section B). This amount is the upcoming year's (2025-26) total revenue subject to the property tax cap authority calculation.

SECTION D – PROPERTY TAX REQUEST AUTHORITY

The sum of the Revenue Cap (Section C)

- LESS: Non-property tax revenue reported in the most recent available year's Annual Financial Report (2023-24 AFR) for the General and Special Building Funds. At certification data is updated for districts that submitted amendments.
- LESS: 2024/25 SPED reimbursement amount (model uses estimate from November 2024 SPED FFR, certification is revised with actual paid through May 2025)
- LESS: TEEOSA to be paid in the upcoming fiscal year including foundation aid and prior year correction amount

- PLUS: Prior years unused property tax authority (2024-25 LC-2)

2025-26 Property Tax Request Authority is the maximum amount a district will be allowed to ask between their General and Building fund tax request. This amount does not take into consideration the levy or spending authority requirements which may limit a districts request to an amount below their property tax request authority.

SECTION E - ADDITIONAL BASE GROWTH PERCENTAGE

With 70% Board approval the following additional percentage will apply:

- 7% with average daily membership of 471 students or less
- 6% with average daily membership of 472-3044 students
- 5% with average daily membership of 3045-10,000 students
- 4% with average daily membership of 10,001 or more students

SECTION F – ADDITIONAL PROPERTY TAX AUTHORITY IF BOARD APPROVED

Total Property Tax & Non-Property Tax Revenue (Section A) from the base year (2024-25) multiplied by Additional Base Growth Percentage (Section E). This is the amount of additional property taxes for the General and Building fund that may be levied if the district obtains 70% board approval.

SECTION G – PROPERTY TAX REQUEST AUTHORITY Including additional board approved amount

Sum of Property Tax Request Authority (Section D) and Additional Property Tax Authority (Section F) for the upcoming year (2025-26) which would be the maximum amount a district could levy in the General and Special Building funds without obtaining a voter approved override.

As the Foundation draws close to the end of its fiscal year, there are some notable achievements we would like to share.

- In this fiscal year, the foundation has handled over 2,400 donations from 1,050 donors. These gifts totaling over \$630,000 have supported individual schools, student organizations, parent groups, CLASS Act, playgrounds, Foundation events, scholarships and much more.
- The Foundation helped with selection for 88 KPS Foundation and Community Scholarships including the KTOM Scholarships. Managing the application site, selections, and the Honors Night reception has given the Foundation more connections to donors in the community who want to impact the success of our students.
- Direct gifts from the Foundation back to KPS including CLASS Act grants were over \$350,000. This includes expenditures such as equipment purchases, Family Assistance, books, and classroom supplies.
- Over \$14,000 was used to recognize employees of Kearney Public Schools including the Employee of the Month awards, Awards of Excellence, and staff sympathy gifts and celebrations.
- The KCLC program provided afterschool care and summer care to 590 students. Homework help, science programming, and other enrichment activities are designed to support students in their classroom achievements while they experience safe and healthy care.
- The Foundation's experience accepting gifts from 401k's, QCD's and estates is helping to grow resources to support district priorities far into the future. The endowment now includes seven scholarships, an FFA Endowment Fund, Skills and Technical Services Fund, KHS Alumni Association, and the Board Designated fund. While still small, the endowment is providing support to the Thank a Teacher Campaign, Dual Credit Scholarships, Honors Night and Foundation Operations.
- The Foundation also serves as a fiscal agent for the Merryman Performing Arts Center.

Foundation Report July 14, 2025

- An endowed fund honoring Michelle Arehart was created for KCLC to help augment the costs that the foundation covers from memorials and fundraisers. We were able to hire a new director after an extensive search.
- KCARD changes were well received. The cost of the card was increased for the first time since its inception, but this increased the amount that students can raise for their activity plus the foundation now can cover their production costs. 7,700 cards were created and sold. We signed a new MOU with Kearney Catholic for their cards and it has been renewed for this coming school year. We used to pay that without any reimbursement. This next year is off to a good start with some new businesses joining in.
- All Class reunion has been moved to 2026. This is off a year due to the longer times between events with Covid. It takes a lot and about \$50,000 to put on this every 5 years. After 2030 it will resume the regular schedule. 15,000 post cards being sent out asking for address updates.
- We had another successful season of the Polar Express Trolleys. Most slots were sold out and we were also able to offer 2 time slots that were Spanish speaking to support our families.
- FFA will no longer be supported by the Cepal estate. We will need new donor support to keep this program as robust as it has been in previous years.
- Thank a Teacher was a success this last year. We were able to increase the amount that each teacher receives and are hoping to hit \$50 a teacher this year. Please help spread the word!
- The foundation helped support Class Act for another great event. Grants will be awarded this October.

Regular Monthly Meeting of the Kearney Public Schools Board of Education
Kearney Public Schools Board of Education
Monday, June 9, 2025 at 5:30 PM
2nd Floor Staff Development Room, Administration Building
320 W 24th Street
Kearney, NE 68845

1. Routine Business

1.A. Call to Order

President Icenogle called the meeting to order at 5:30 PM.

1.B. Open Meetings Act Announcement

This is an open, public meeting of the Kearney Public Schools Board of Education, and a copy of the Open Meetings Act is posted in this room.

1.C. Board Meeting Decorum Expectations

1.D. Pledge of Allegiance

1.E. Roll Call

Attendance Taken at 5:32 PM.

Paul Hazard: Absent

Amy Barth: Present

Drew Blessing: Present

Niki Deeds: Present

John Icenogle: Present

Amanda Smallcomb: Present

1.E.I. Excuse Absent Board Member

Move to excuse absent Board member Paul Hazard from the meeting. This motion, made by John Icenogle and seconded by Niki Deeds, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John

Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

1.F. Approval of the Agenda

Move to approve the agenda for the meeting, as presented. This motion, made by John Icenogle and seconded by Drew Blessing, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

2. Recognitions

2.A. Recognition of Kearney Public Schools Head Athletic Trainer, Brian Haas, for Receiving the Nebraska State Interscholastic Athletic Administrators Association Outstanding Service Award

- Mr. Ryan Hogue, KHS Assistant Principal and Athletic Director, introduced Brian Haas, Kearney Public Schools Head Athletic Trainer. Mr. Hogue commended Brian for the great service he provides to KPS and for the number of awards he has received. Brian received the Nebraska State Interscholastic Athletic Administrators Association Outstanding Service Award, and he was named one of the nation's Most Valuable Athletic Trainers of the Year by "Training and Conditioning" magazine.

2.B. Recognition of the Kearney High School Swimming and Diving Team and Current Head Coach Sarah Coffman for Receiving the 2024-2025 Nebraska Coaches Association Academic Excellence Award

- Mr. Hogue introduced Sarah Coffman, Head Coach of the Kearney Public Schools Swimming and Diving Team. Ms. Coffman mentioned that she is so proud of these student athletes. They work very hard in the pool and in the classroom.

2.C. Recognition of the Kearney High School Boys Track Team and Head Coach Broc Howard as the 2025 State Champions and the Individual State Champions and Runners-Up

- Mr. Hogue introduced Broc Howard, Head Coach of the Kearney High School Boys Track team. Mr. Howard thanked all the coaches, their families and the athletes for their dedication and time they put into the season. Mr. Howard presented a few highlights from the season and from the state track meet. He also mentioned that these athletes do a great job of representing Kearney and Kearney Public Schools. Mr. Howard also thanked Mr. Hogue, Sue Higgins, Amy Cope and Mr. Ganz for helping them out through the season.
- Coach Brandon Cool introduced Zaire LaGrone-Miller. Coach Cool spoke about Zaire's positive attitude, work ethic and leadership. Zaire was presented with the State All-Class Championship metals for the 100M and 200M.

3. Presentations

3.A. Kearney High School Report on Student Participation in Activities

- Mr. Hogue reported on the number of students who participated in various activities and athletics at Kearney High School and Sunrise and Horizon Middle Schools during the 2024-2025 school year.
- Mr. Hogue highlighted the challenges that Class A schools are facing with the growing numbers. There will be 37–38 schools in Class A in two years.

3.B. Construction Update

- Kent Cordes of BD Construction gave an update on all the construction projects happening throughout the district.

3.C. Legislative Update

- Superintendent Mundorf and Drew Blessing gave an update on bills in the Nebraska Legislature up to the session closing.

4. Public Participation/Comment

5. Board Reports

6. Consent Agenda

Move to approve the items on the Consent Agenda, as presented. This motion, made by Drew Blessing and seconded by Amanda Smallcomb, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

6.A. Approval of Minutes of the May 12, 2025, Regular Meeting; and the June 4, 2025, Committee of the Whole Meeting of the Board of Education

6.B. Approval of the June Claims

6.C. Approval of the June Financial Reports

6.D. Approval of the Kearney High School Boys Basketball Trip to the Midwest Showcase, June 20-22, 2025 in Kansas City, Missouri

6.E. Approval of the Kearney High School FCCLA Capitol Leadership Trip, November 15-19, 2025 in Washington, D.C.

7. Regular Agenda - Personnel

7.A. Acceptance of Resignations

Move to accept, with regret, the resignation as presented. This motion, made by John Icenogle and seconded by Drew Blessing, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

7.B. Approval of the Employment of Certificated Staff

Move to employ the certificated staff at Kearney Public Schools for the 2025-2026 school year, as presented. This motion, made by Amanda Smallcomb and seconded by Niki Deeds, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

8. Regular Agenda - Business

8.A. Approval of an Update to Check Signing Authority for the Flex Account at NebraskaLand Bank for the Remainder of 2025. This update includes the removal of JoAnne Sawyer and the addition of Michelle Bond and Joel Mundorf to the Flex Account check signing authority.

Move to approve an update to check signing authority for the flex account at NebraskaLand Bank for the remainder of 2025, as presented. This motion, made by Amy Barth and seconded by Amanda Smallcomb, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle:

Yea, Amanda Smallcomb: Yea
Yea: 5, Nay: 0, Absent: 1

9. Regular Agenda - Miscellaneous

9.A. First and Final Reading Approval of Revised Board Policies

- Policy 5101 was thoroughly evaluated, and the required changes were discussed with regard to the dress code at the committee meeting that took place on June 4, 2025. Mr. Mundorf explained that the reason this is the first and final reading of these bills is because these changes are part of the state requirements, and that because of the late legislative session, we are required to be in compliance by July 1, 2025.
- Mr. Mundorf added that 6260 was also discussed during the committee meeting. However, late in the week he noticed that policy 1210 also has language related to parent and community engagement. Perry Law Firm recommended deleting language in sections A, B, C and D, so that it is not repetitive in policy 6260.

Move to approve the first and final reading of the revised board policies, as presented. This motion, made by John Icenogle and seconded by Niki Deeds, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 5, Nay: 0, Absent: 1

9.B. First Reading Approval of New and Revised Board Policies

- Mr. Mundorf reported that policy 4240 was reviewed during the committee meeting held on June 4, 2025. Minor revisions were discussed, specifically concerning the safe driving record requirements for drivers responsible for transporting students. The Perry Law Firm suggested changes to policy 3410—which aligns with our policy 4240—regarding the required time elapsed since certain driving offenses and the requirement for most drivers to obtain a medical examiner's certificate. During the committee meeting, the board considered reducing the required period from twenty years to ten years, while the Perry Law Firm recommended a reduction to seven years. Mr. Mundorf added that this is helpful because we are trying to hire some drivers now who would be affected by this policy.
- Policy 6050 is a new policy covering behavioral intervention and classroom management and was also discussed at the June committee meeting.
- The board agreed to move forward with first-reading approval of the new policy 6050 and policy 4240.

Move to approve the first reading of new and revised board policies, as presented. This motion, made by John Icenogle and seconded by Drew Blessing, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea
Yea: 5, Nay: 0, Absent: 1

10. Next Meeting

11. Adjournment

- Meeting was adjourned at 7:04 PM.

Move to adjourn the meeting. This motion, made by Amanda Smallcomb and seconded by Niki Deeds, Passed.

Paul Hazard: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

Notice of Meeting

This meeting was publicized in the Kearney Hub on June 5, 2025; radio stations KGFW and KKPR; and KSNB and KHGI T.V.

Drew Blessing, Secretary

Summer Special Retreat Meeting of the Kearney Public Schools Board of Education
Kearney Public Schools Board of Education
Monday, June 16, 2025 at 6:00 PM
2nd Floor Staff Development Room, Administration Building
320 W 24th Street
Kearney, NE 68845

1. Routine Business

1.A. Call to Order

President Icenogle called the meeting to order at 6:22 PM.

1.B. Open Meetings Act Announcement

This is an open, public meeting of the Kearney Public Schools Board of Education, and a copy of the Open Meetings Act is posted in this room.

1.C. Board Meeting Decorum Expectations

1.D. Pledge of Allegiance

1.E. Roll Call

Attendance Taken at 6:23 PM.

Niki Deeds: Absent

Amy Barth: Present

Drew Blessing: Present

Paul Hazard: Present

John Icenogle: Present

Amanda Smallcomb: Present

1.E.I. Excuse Absent Board Member

Move to excuse absent Board member Niki Deeds from the meeting. This motion, made by John Icenogle and seconded by Paul Hazard, Passed.

Niki Deeds: Absent, Amy Barth: Yea, Drew Blessing: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

1.F. Approval of the Agenda

Move to approve the agenda for the meeting, as presented. This motion, made by John Icenogle and seconded by Amanda Smallcomb, Passed.

Niki Deeds: Absent, Amy Barth: Yea, Drew Blessing: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

2. Public Participation/Comment

3. Agenda

3.A. K-8 Enrollment Projections and Planning Discussion

3.B. Construction Projects Review 2025-2026

3.C. Safety Protocols and Action Steps

3.C.I. Building Supervision Plans

3.C.II. Vape Detector Proposal 6-12

3.C.III. Metal Wand Board Policy

3.D. 2024-2025 District Accomplishments and Strategic Plan Accomplishments

4. Adjournment

- Meeting was adjourned at 9:00 pm

Move to adjourn the meeting. This motion, made by John Icenogle and seconded by Amanda Smallcomb, Passed.

Niki Deeds: Absent, Amy Barth: Yea, Drew Blessing: Yea, Paul Hazard: Yea, John Icenogle: Yea, Amanda Smallcomb: Yea

Yea: 5, Nay: 0, Absent: 1

Notice of Meeting

This meeting was publicized in the Kearney Hub on June 12, 2025; radio stations KGFW and KKPR; and KSNB and KHGI T.V.

Drew Blessing, Secretary

**Special Committee of the Whole Meeting of the Kearney Public Schools Board of
Education
Kearney Public Schools Board of Education
Wednesday, July 9, 2025 at 5:00 PM
1st floor Administration Building Conference Room
320 W 24th Street
Kearney, NE 68845**

1. Call to Order

Vice President Hazard called the meeting to order at 5:03 PM.

2. Open Meetings Act Announcement

This is an open, public meeting of the Kearney Public Schools Board of Education, and a copy of the Open Meetings Act is posted in this room.

3. Board Meeting Decorum Expectations

4. Roll Call

Attendance Taken at 5:03 PM.

John Icenogle: Absent
Amy Barth: Present
Drew Blessing: Present
Niki Deeds: Present
Paul Hazard: Present
Amanda Smallcomb: Present

Move to excuse absent Board member John Icenogle from the meeting. This motion, made by Paul Hazard and seconded by Amanda Smallcomb, Passed.

John Icenogle: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, Amanda Smallcomb: Yea
Yea: 5, Nay: 0, Absent: 1

5. Approval of Agenda

Move to approve the agenda of the meeting, as presented. This motion, made by Amy Barth and seconded by Niki Deeds, Passed.

John Icenogle: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, Amanda Smallcomb: Yea
Yea: 5, Nay: 0, Absent: 1

6. Public Participation/Comment

7. Agenda

7.A. Preview of the July 14, 2025 Regular Meeting Agenda

7.A.I. Public Hearing for Additional Property Tax Request Authority

7.A.II. Recognition of Head Coach Drew Danielson and the Kearney High School Girls Basketball Team for Receiving the 2024-2025 Nebraska Coaches Association Academic Excellence Award

7.A.III. Recognition of Head Coach Nate Polacek and the Kearney High School Girls Track Individual State Champions and Runners-Up

7.A.IV. Recognition of Kearney High School FFA 2025 National Qualifiers - Sheridan Swotek

7.A.V. KHS Report on the Class of 2025 Academic and Scholarship Achievements - Jeff Ganz

7.A.VI. Construction Update - Kent Cordes

7.A.VII. Board Reports

7.A.VII.a. Kearney Public Schools Foundation Report - Amanda Smallcomb

7.A.VIII. Consent Agenda

7.A.VIII.a. Approval of Kearney High School FBLA National Fall Leadership Conference Trip, November 6-9, 2025 in Phoenix, Arizona

7.A.VIII.b. Authorize the Superintendent or His/Her Designee to Dispose of All Obsolete Furniture, Books, Materials, and Equipment in the Most Favorable Manner to the District in Accordance with All Laws, Rules, and Regulations Pertaining to Such Disposition, for the 2025-2026 School Year

7.A.VIII.c. Designate Mr. Jason Mundorf as the Authorized Representative of the Kearney Public Schools to Sign All Claims and Forms for All Federal Programs for the 2025-2026 School Year

7.A.VIII.d. Designate Shelia Sanford and Meagan Kershner as the Authorized Representatives of the Kearney Public Schools to Sign All Claims for Reimbursement, as Well as All Federal, State, and Local Information Pertaining to the School Food Service Program, for the 2025-2026 School Year

7.A.VIII.e. Approval of the 2025-2026 KPS Handbooks (1. Athletics & Activities 2. K-12 Student Handbook and School Guidebooks, 3. Transportation)

7.A.IX. Regular Agenda - Personnel

7.A.IX.a. Acceptance of Resignation - Conner Beranek

7.A.IX.b. Approval of the Employment of Certificated Staff - Karla Rohde

7.A.IX.c. Discuss, consider, and take all necessary action to approve the Resolution to Cancel the Employment Contract of Jill Hadwiger

7.A.X. Regular Agenda

7.A.X.a. Second and Final Reading Approval of New and Revised Board Policies - (6050 (new) Behavioral Intervention and Classroom Management; 4240 Safe Driving Record for Drivers

7.A.X.b. First Reading Approval of New and Revised Board Policies - 1340 Community Relations; 4002 Personnel; 5001 Admission Requirements; 5401 Anti-discrimination, Anti-harassment & Anti-retaliation; 3290 Internal Controls; 3730 Procurement Plan;

4030 Transportation Employees & Form A; 5101 Student Discipline-Electronic Devices; 5004 Full-time and Part-time Enrollment; 5201 Promotion and Retention & Repeat Grade Form; 5202 Notification of Rights Under FERPA; 6420 Association Activities; 5503 Foster Care Student Transportation; Rescission of 6260 Title I Parental/Community Engagement in Schools

7.A.X.c. Approve a Proposed Temporary Easement Requested by Kearney Regional Medical Center for the Expansion of 6th Avenue Near the Southeast Corner of Land Owned by Kearney Public Schools

7.A.X.d. Discuss, Consider and Take Possible Action to Increase the District's Overall Property Tax Request Authority Up to an Additional 5% or Other Maximum as Permitted by Law, Above the Base Growth Percentage

7.B. Discussion of a proposed temporary easement requested by Kearney Regional Medical Center for the Expansion of 6th Avenue Near the Southeast Corner of Land Owned by Kearney Public Schools

7.C. Discussion of a Proposal from Nelnet Regarding a Potential Solar Array at Kearney High School

7.D. Discussion of Proposed Board Policies

7.E. Discussion of Potential Options for Rebalancing Middle School Enrollment Numbers in the 2026-2027 School Year and Beyond

8. Adjournment

- Meeting was adjourned at 7:10 PM.

Move to adjourn the meeting. This motion, made by Amy Barth and seconded by Drew Blessing, Passed.

John Icenogle: Absent, Amy Barth: Yea, Drew Blessing: Yea, Niki Deeds: Yea, Paul Hazard: Yea, Amanda Smallcomb: Yea
Yea: 5, Nay: 0, Absent: 1

Notice of Meeting

This meeting was publicized in the Kearney Hub on July 5, 2025; radio stations KGFW and KKPR; and KSNB and KHGI T.V.

Drew Blessing, Secretary

KEARNEY PUBLIC SCHOOLS DISTRICT #7

CLAIMS TO BE PAID IN JULY 2025

PUBLICATION OF CHECKS

VENDOR	DESCRIPTION	AMOUNT
4imprint, Inc	Advertising Communications	\$ 1,045.19
Aaron Weismann	Professional Services Basketball/Boys	\$ 30.00
Active Internet Technologies	Advertising Communications	\$ 25,263.00
Adaline Ewolt	Professional Services Early Childhood	\$ 120.00
Adventure Enterprises LLC	Transportation Charges	\$ 1,210.00
AGParts Worldwide, Inc.	Repairs & Maintenance Services Chromebook Mainte	\$ 718.00
Airborne Athletics Inc	Miscellaneous Expenditure Wish List	\$ 5,582.00
Alex Harms	Professional Services Basketball/Boys	\$ 30.00
Alexis Folkers	Professional Services Early Childhood	\$ 60.00
Alison Klein	Miscellaneous Expenditure Kearney Outdoor Learni	\$ 34.87
All City Garage Door LLC	Repairs & Maintenance Services Maintenance Of Bu	\$ 4,483.00
All Makes	Miscellaneous Expenditure Foundation Donation	\$ 1,500.00
All Makes	Miscellaneous Expenditure PreSchool Tuition	\$ 919.96
All Makes	Furniture and Fixtures Operations of Buildings	\$ 144,178.58
All Makes	Furniture and Fixtures Care & Upkeep of Grounds	\$ 12,975.28
All Makes	Supplies State Early Childhood	\$ 1,844.08
All Makes Auto Supply	Supplies Maintenance of Buildings	\$ 326.76
All Makes Auto Supply	Supplies Care and Upkeep of Grounds	\$ 92.57
All Makes Auto Supply	Supplies Regular Education Transportation	\$ 44.49
All Makes Auto Supply	Tires and Parts Reg. Ed. Transp. Maintenance	\$ 161.48
Allo Communications LLC	Purchased Service Telephone Technology	\$ 583.75
Allysa Batenhorst	Professional Services	\$ 18,000.00
Alyssa Clay	Travel IDEA Base & E/P	\$ 375.24
Amanda Simeon	Miscellaneous Expenditure	\$ 132.65
Amazon Capital Services	Supplies Regular Instruction	\$ 844.20
Amazon Capital Services	Supplies Regular Instruction	\$ 155.00
Amazon Capital Services	Supplies Regular Instruction	\$ 238.56
Amazon Capital Services	Supplies Regular Instruction	\$ 235.40
Amazon Capital Services	Supplies Regular Instruction	\$ 228.36
Amazon Capital Services	Supplies Regular Instruction	\$ 288.14
Amazon Capital Services	Supplies Regular Instruction	\$ 265.79
Amazon Capital Services	Supplies Regular Instruction	\$ 166.90
Amazon Capital Services	Supplies Regular Instruction	\$ 246.71
Amazon Capital Services	Supplies Regular Instruction	\$ 234.13
Amazon Capital Services	Supplies Regular Instruction	\$ 225.32
Amazon Capital Services	Supplies Regular Instruction	\$ 213.12
Amazon Capital Services	Supplies Regular Instruction	\$ 93.60
Amazon Capital Services	Supplies Regular Instruction	\$ 251.26
Amazon Capital Services	Supplies Regular Instruction	\$ 240.47
Amazon Capital Services	Supplies Regular Instruction	\$ 499.21
Amazon Capital Services	Supplies Regular Instruction	\$ 525.40
Amazon Capital Services	Supplies Regular Instruction	\$ 60.49
Amazon Capital Services	Supplies Regular Instruction	\$ 331.85
Amazon Capital Services	Supplies Regular Instruction	\$ 19.77
Amazon Capital Services	Supplies Regular Instruction	\$ 34.98
Amazon Capital Services	Supplies Regular Instruction	\$ 84.95

Amazon Capital Services	Supplies Regular Instruction	\$	177.01
Amazon Capital Services	Supplies Regular Instruction	\$	5,757.33
Amazon Capital Services	Supplies Regular Instruction	\$	104.63
Amazon Capital Services	Supplies Regular Instruction	\$	2,193.94
Amazon Capital Services	Supplies Regular Instruction	\$	870.93
Amazon Capital Services	Supplies Science	\$	77.24
Amazon Capital Services	Supplies Science	\$	53.51
Amazon Capital Services	Supplies Science	\$	19.98
Amazon Capital Services	Supplies PE	\$	191.92
Amazon Capital Services	Supplies Art	\$	18.03
Amazon Capital Services	Supplies Vocal Music	\$	69.79
Amazon Capital Services	Supplies Orchestra	\$	855.01
Amazon Capital Services	Supplies Orchestra	\$	146.54
Amazon Capital Services	Supplies Band	\$	43.46
Amazon Capital Services	Supplies Wood Shop	\$	1,890.61
Amazon Capital Services	Supplies Early Childhood	\$	4,410.00
Amazon Capital Services	Supplies Transition	\$	280.61
Amazon Capital Services	Supplies Adaptive PE	\$	427.89
Amazon Capital Services	Supplies Resource	\$	3,621.39
Amazon Capital Services	Supplies Resource	\$	13.99
Amazon Capital Services	Supplies Behavior Disorder	\$	1,971.32
Amazon Capital Services	Supplies Behavior Disorder	\$	27.96
Amazon Capital Services	Supplies Guidance Services	\$	495.08
Amazon Capital Services	Supplies Guidance Services	\$	180.40
Amazon Capital Services	Supplies Health Services	\$	20.82
Amazon Capital Services	Supplies Speech Pathology & Audiology	\$	470.54
Amazon Capital Services	Supplies Speech Pathology & Audiology	\$	111.97
Amazon Capital Services	Supplies OT Related Services	\$	531.99
Amazon Capital Services	Supplies OT Related Services	\$	31.99
Amazon Capital Services	Supplies Instruction & Curriculum Development	\$	764.97
Amazon Capital Services	Supplies	\$	74.41
Amazon Capital Services	Supplies Implementation of Standards	\$	33.66
Amazon Capital Services	Supplies Technology	\$	176.23
Amazon Capital Services	Supplies Technology	\$	205.19
Amazon Capital Services	Advertising Communications	\$	938.30
Amazon Capital Services	Supplies Office of the Principal	\$	474.91
Amazon Capital Services	Supplies Office of the Principal	\$	2,844.91
Amazon Capital Services	Supplies Fiscal Services	\$	35.48
Amazon Capital Services	Supplies Maintenance of Buildings	\$	66.22
Amazon Capital Services	Supplies Care and Upkeep of Grounds	\$	832.51
Amazon Capital Services	Supplies IDEA Base & E/P	\$	34.13
Amazon Capital Services	Supplies IDEA Base & E/P	\$	469.32
Amazon Capital Services	Supplies IDEA Base & E/P	\$	386.39
Amazon Capital Services	Supplies IDEA Base & E/P	\$	1,024.31
Amazon Capital Services	Miscellaneous Expenditure Weight Room	\$	738.84
Amazon Capital Services	Miscellaneous Expenditure Box Tops	\$	481.14
Amazon Capital Services	Miscellaneous Expenditure Cheerleaders	\$	83.94
Amazon Capital Services	Miscellaneous Expenditure Construction Tech Fund	\$	631.50
Amazon Capital Services	Miscellaneous Expenditure Courtesy/Teachers Loun	\$	22.68
Amazon Capital Services	Miscellaneous Expenditure Dance Catz	\$	413.30
Amazon Capital Services	Miscellaneous Expenditure Donations Misc	\$	329.99

Amazon Capital Services	Miscellaneous Expenditure Donations Misc	\$	69.98
Amazon Capital Services	Miscellaneous Expenditure Drama	\$	18.47
Amazon Capital Services	Miscellaneous Expenditure FCCLA	\$	-
Amazon Capital Services	Miscellaneous Expenditure Media Lost Library B	\$	10.99
Amazon Capital Services	Miscellaneous Expenditure Media Productions	\$	556.16
Amazon Capital Services	Miscellaneous Expenditure Music Vocal	\$	-
Amazon Capital Services	Miscellaneous Expenditure Principal	\$	197.74
Amazon Capital Services	Miscellaneous Expenditure Principal	\$	2,484.26
Amazon Capital Services	Miscellaneous Expenditure Student Activity Accou	\$	28.95
Amazon Capital Services	Miscellaneous Expenditure Textbooks Lost	\$	-
Amazon Capital Services	Miscellaneous Expenditure Wellness	\$	17.86
Amazon Capital Services	Miscellaneous Expenditure PreSchool Tuition	\$	5,647.14
Amazon Capital Services	Miscellaneous Expenditure Summer School Orches	\$	414.87
Amber Lewis	Travel Principal Office of the Principal	\$	542.12
Amy Cope	Travel Athletic Admin Pass Thru	\$	35.14
Amy Otto	Travel IDEA Base & E/P	\$	84.35
Amy Otto	Travel IDEA Base & E/P	\$	32.48
Angela J KratochvilStava, MD	Professional Services	\$	500.00
Apple Inc	Miscellaneous Expenditure Student Activity Accou	\$	329.00
Arnolds Motor Supply 88593/102634	Supplies Care and Upkeep of Grounds	\$	45.89
AssetGenie Inc	Repairs & Maintenance Services Chromebook Mainte	\$	504.50
Augusta Ganz	Professional Services Basketball/Boys	\$	60.00
Austin Lutkemeier	Professional Services Basketball/Boys	\$	270.00
Austin Lutkemeier	Professional Services Basketball/Boys	\$	330.00
Awards Unlimited	Miscellaneous Expenditure Athletic Administratio	\$	246.77
Awarii Dunes Golf Club	Miscellaneous Expenditure Golf Boys	\$	5,060.00
B & H Photo Video	Miscellaneous Expenditure Log/Yearbook	\$	5,401.40
Ballard & Tighe Publishers	Supplies Science	\$	212.85
Bark Technologies Inc	Technology Software Technology	\$	8,550.00
Bayden Sayer	Professional Services Early Childhood	\$	240.00
Ben Huls	Professional Services Basketball/Boys	\$	90.00
Best Western Plus Lincoln Inn & Suites	Travel Athletic Admin Pass Thru	\$	1,111.80
Best Western Plus Lincoln Inn & Suites	Miscellaneous Expenditure Softball	\$	887.40
Best Western Plus Lincoln Inn & Suites	Miscellaneous Expenditure Basketball Boys	\$	557.60
Big Apple Fun Center	Miscellaneous Expenditure Principal	\$	142.50
Black Hills Energy	Natural Gas Operations of Buildings	\$	131.96
Black Hills Energy	Natural Gas IDEA Base & E/P	\$	0.28
Black Squirrel Enterprises, LLC	Supplies Track Girls	\$	125.00
Blake Witte	Professional Services Basketball/Boys	\$	90.00
Blick Art Materials II	Supplies Art	\$	465.38
Bomgaars Supply Inc	Supplies Care and Upkeep of Grounds	\$	23.47
Bonnie Bautista	Miscellaneous Expenditure Media Lost Library B	\$	16.00
Brad Lindblad	Professional Services Basketball/Boys	\$	120.00
Brad Lindblad	Professional Services Basketball/Boys	\$	180.00
Brady Danielson	Professional Services Basketball/Boys	\$	270.00
Brady Danielson	Professional Services Basketball/Boys	\$	270.00
Brian Haas	Travel Training Room	\$	579.48
Brian Haas	Transportation Charges Training Room	\$	442.40
Bryce Andersen	Professional Services	\$	120.00
Bryce Kneeland	Miscellaneous Expenditure Construction Tech Fund	\$	750.00
BSN Sports, LLC	Miscellaneous Expenditure Wish List	\$	5,688.18

BSN Sports, LLC	Supplies Cross Country Girls	\$	1,828.50
BSN Sports, LLC	Miscellaneous Expenditure Softball/Girls	\$	1,187.18
BSN Sports, LLC	Miscellaneous Expenditure Baseball	\$	5,324.80
Buffalo Graphics and Decals LLC	Miscellaneous Expenditure Wish List	\$	926.50
Builders HowTo Warehouse	Miscellaneous Expenditure Construction Tech Fund	\$	10,176.70
Builders HowTo Warehouse	Miscellaneous Expenditure Construction Tech Fund	\$	515.85
Builders HowTo Warehouse	Supplies Care and Upkeep of Grounds	\$	458.35
Builders HowTo Warehouse	Miscellaneous Expenditure Construction Tech Fund	\$	169.42
Carlie Schlender	Professional Services Basketball/Boys	\$	200.00
Carlie Schlender	Professional Services Basketball/Boys	\$	400.00
Carol Kenton	Travel IDEA Base & E/P	\$	59.08
Carol Kenton	Travel IDEA Base & E/P	\$	2.52
Carolina Biological Supply	Textbooks Regular Instruction	\$	5,095.65
Carolina Crown Inc	Miscellaneous Expenditure Music Band	\$	4,167.95
Cash from NebraskaLand National Bank	Tires and Parts	\$	41.35
CashWa Distributing	Food	\$	26,453.29
CDW Government	Supplies Technology	\$	3,083.20
CDW Government	TechnologyRelated Hardware	\$	148.79
CDW Government	Supplies Office of the Principal	\$	148.79
Central Restaurant Products	Furniture and Fixtures	\$	3,600.34
Century Lumber Center	Miscellaneous Expenditure Track Boys	\$	98.20
Chad Gillespie	Professional Services Basketball/Boys	\$	480.00
Charter Communications	Supplies Regular Instruction	\$	46.94
Charter Communications	Supplies Office of the Principal	\$	23.21
Charter Communications	Other Communication Regular Education Transporta	\$	33.75
City Of Kearney	Miscellaneous Expenditure Construction Tech Fund	\$	26.04
City Of Kearney	Miscellaneous Expenditure Principal	\$	100.00
City Of Kearney Fuel Dept.	Travel Instruction & Curriculum Development	\$	-
City Of Kearney Fuel Dept.	Travel AudioVisual	\$	-
City Of Kearney Fuel Dept.	Vehicle Gasoline Non Student Vehicles	\$	7,323.87
City Of Kearney Fuel Dept.	Vehicle Gasoline Regular Education Transportatio	\$	6,261.21
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	510.53
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	-
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	-
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	50.94
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	444.88
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	508.68
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	438.44
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	318.61
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	-
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	325.62
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	73.57
City Of Kearney Fuel Dept.	Vehicle Gasoline School Age Sped Transportation	\$	262.90
City Of Kearney Fuel Dept.	Vehicle Gasoline Construction Tech Fund	\$	110.78
City Of Kearney Fuel Dept.	Vehicle Gasoline	\$	487.38
City Of Kearney Fuel Dept.	Transportation Charges	\$	-
City Of Kearney Fuel Dept.	Transportation Charges	\$	-
City of Kearney Park and Recreation	Supplies Sixpence Home 1	\$	94.00
City of Kearney School Resource Office	Security Officer Security	\$	28,327.02
City of KearneyWater,Sanitn,Sewer Dept	Garbage	\$	9,069.07
Clint Edwards	Travel Instruction & Curriculum Development	\$	351.45

Coach Master's Inc	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	393.80
CoachComm, LLC	Miscellaneous Expenditure Baseball	\$	410.00
Cody Dvorak	Miscellaneous Expenditure Soccer Boys	\$	120.00
College Board NY	Miscellaneous Expenditure Adv Placement Test	\$	3,390.00
Collin Swedberg	Professional Services Basketball/Boys	\$	30.00
Colton Criffield	Professional Services Basketball/Boys	\$	60.00
Column Software PBC	Advertising Fiscal Services	\$	53.11
Comfy Bowl Inc	Miscellaneous Expenditure Construction Tech Fund	\$	80.00
Conscious Discipline	Miscellaneous Expenditure PreSchool Tuition	\$	425.50
Conscious Discipline	Miscellaneous Expenditure Principal	\$	75.00
Copycat Printing Inc	Supplies Regular Instruction	\$	173.27
Corporate Edge I	Miscellaneous Expenditure DECA	\$	1,579.00
Cottonmill Enterprises, Inc	Miscellaneous Expenditure Construction Tech Fund	\$	150.00
CPI	Supplies IDEA Base & E/P	\$	3,229.00
Craig Lathrop	Miscellaneous Expenditure Track Boys	\$	700.00
Culligan Of Kearney	Supplies Regular Instruction	\$	42.67
Culligan Of Kearney	Professional Services Care & Upkeep of Grounds	\$	14.35
Culligan Of Kearney	Supplies Care and Upkeep of Grounds	\$	103.55
Cummins Central Power LLC	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	10,415.09
Cummins Central Power LLC	Vehicle Repair Sped Transportation Maintenance	\$	1,914.17
Danielle Steffensmeier	Professional Services Early Childhood	\$	80.00
Dan's Sanitation Inc	Garbage Operations of Buildings	\$	132.47
Dan's Sanitation Inc	Garbage IDEA Base & E/P	\$	0.28
DAS State Accounting Central Finance	Purchased Service Telephone Technology	\$	292.87
Dawson Public Power District	Electricity Operations of Buildings	\$	656.06
Dawson Public Power District	Electricity IDEA Base & E/P	\$	1.38
Dennys Marquez	Miscellaneous Expenditure Principal	\$	418.67
Deterdings	Supplies Maintenance of Buildings	\$	27.98
Dmilaco Sports Fashions	Miscellaneous Expenditure Summer School Orches	\$	709.50
Domino's Pizza	Supplies Concessions	\$	1,627.25
Domino's Pizza	Miscellaneous Expenditure Soccer Girls	\$	208.75
Domino's Pizza	Miscellaneous Expenditure Principal	\$	350.00
Drake Beranek	Miscellaneous Expenditure Basketball Boys	\$	2,664.44
DuttonLainson Company	Supplies Maintenance of Buildings	\$	639.18
DuttonLainson Company	Supplies Care and Upkeep of Grounds	\$	700.97
Eakes Office Solutions	Supplies	\$	15,709.68
Eakes Office Solutions	Miscellaneous Expenditure PreSchool Tuition	\$	1,526.57
Eakes Office Solutions	Miscellaneous Expenditure PreSchool Tuition	\$	639.01
Eakes Office Solutions	Supplies Regular Instruction	\$	88.98
Eakes Office Solutions	Supplies Regular Instruction	\$	96.86
Eakes Office Solutions	Supplies Regular Instruction	\$	2,249.50
Eakes Office Solutions	Supplies Regular Instruction	\$	102.75
Eakes Office Solutions	Supplies Regular Instruction	\$	1,947.05
Eakes Office Solutions	Supplies Executive Administration	\$	10.87
Eakes Office Solutions	Supplies Office of the Principal	\$	899.80
Eakes Office Solutions	Miscellaneous Expenditure	\$	60.90
Eakes Office Solutions	Supplies Operations of Buildings	\$	77.83
Eakes Office Solutions	Supplies Regular Education Transportation	\$	96.55
Eakes Office Solutions	Miscellaneous Expenditure PreSchool Tuition	\$	10.83
Echo Group Inc.	Supplies Maintenance of Buildings	\$	2,121.96
Ed Sughroue	Professional Services Basketball/Boys	\$	450.00

Edupoint Educational Systems	Professional Services Technology	\$	3,474.32
Enabling Devices	Supplies IDEA Base & E/P	\$	479.95
Erin Jones	Travel Regular Instruction	\$	259.00
Erin Jones	Periodicals Office of the Principal	\$	69.38
Erin Small	Professional Services Early Childhood	\$	250.46
ESU 10	Sped Tuition/Agencies Supervision	\$	344.33
ESU 10	Sped Tuition/Agencies Contracted Services	\$	1,324.51
ESU 10	Sped Tuition/Agencies Speech Pathology & Audiolo	\$	1,900.56
ESU 10	Sped Tuition/Agencies PT Related Services	\$	4,434.34
ESU 10	Sped Tuition/Agencies Visually Handicapped	\$	4,381.38
ESU 10	Professional Services Technology	\$	42.50
ESU 10	Dues and Fees Office of the Principal	\$	340.00
ESU 10	Sped Tuition/Agencies IDEA Base & E/P	\$	791.86
ESU 10	Sped Tuition/Agencies IDEA Base & E/P	\$	1,888.89
ESU 16	Dues and Fees Instruction & Curriculum Developme	\$	100.00
ESU 9	Professional Services Technology	\$	5,520.00
Eustis Body Shop Kearney	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	270.07
Excelcia Music Publishing LLC	Miscellaneous Expenditure Music Orchestra	\$	298.11
Family Suite Learning Center	Professional Services Early Childhood	\$	950.00
Farmers Union Coop Assn	Supplies Care and Upkeep of Grounds	\$	31.35
Father Flanagan's Boys' Home	Professional Services Instruction & Curriculum D	\$	10,097.80
Fiber Platform LLC	Purchased Service Telephone Technology	\$	9,101.03
Fiber Platform LLC	Other Communication Technology	\$	43,000.20
First Aid Supplies Online Inc	Supplies Health Services	\$	193.54
First Book	Supplies Early Childhood	\$	194.17
Flashlight Learning, Inc	Supplies Instruction & Curriculum Development	\$	7,875.00
Follett Content Solutions LLC	Library References Library	\$	225.77
Follett Content Solutions LLC	Library References Library	\$	578.70
Follett Content Solutions LLC	Library References Library	\$	3,887.33
Follett Content Solutions LLC	Library References Library	\$	1,351.70
Follett Content Solutions LLC	Periodicals Library	\$	231.54
Franklin Covey, Co	Textbooks Regular Instruction	\$	44,885.68
Franklin Covey, Co	Employee Training and Development Services	\$	6,882.00
Fremont High School	Miscellaneous Expenditure	\$	270.00
Frontier	Professional Services Regular Instruction	\$	242.75
Frontier	Professional Services Regular Instruction	\$	13.49
Frontier	Professional Services Regular Instruction	\$	13.49
Frontier	Purchased Service Telephone Fiscal Services	\$	1,963.39
Funshine Express Inc.	Miscellaneous Expenditure PreSchool Tuition	\$	5,883.43
Game One	Miscellaneous Expenditure Basketball Girls	\$	783.00
Gavin Bowman	Professional Services Basketball/Boys	\$	60.00
Gavin Bowman	Professional Services Basketball/Boys	\$	90.00
General Parts	Supplies Maintenance of Buildings	\$	322.80
General Parts LLC	Supplies Maintenance of Buildings	\$	482.91
Gothenburg High School	Miscellaneous Expenditure	\$	1,955.00
Graczyk Lawn & Landscape	Lawn Services Care & Upkeep of Grounds	\$	12,690.00
Graham Tire	Vehicle Repair Non Student Vehicles	\$	30.19
Graham Tire	Tires and Parts Non Student Vehicles	\$	734.30
Graham Tire	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	33.38
Grand Island High School	Miscellaneous Expenditure	\$	300.00
Grayson Bragg	Professional Services Basketball/Boys	\$	90.00

Haley Sanchez	Professional Services Early Childhood	\$ 250.00
Haley Wiemers	Miscellaneous Expenditure Music Vocal	\$ 250.00
Hands of Heartland , LLC	Pupil Services Contracted Services	\$ 8,806.27
Harco Athletic Reconditioning Inc	Professional Services Football	\$ 2,021.00
Harold Warp Pioneer Village Foundation	Dues and Fees Implementation of Standards	\$ 1,530.75
Heidi Woltz	Miscellaneous Expenditure	\$ 12.00
Henry Fletcher	Professional Services Basketball/Boys	\$ 90.00
Henry Fletcher	Professional Services Basketball/Boys	\$ 150.00
Heritage Water Services Inc.	Professional Services Maintenance of Buildings	\$ 1,910.00
Heritage Water Services Inc.	Professional Services Care & Upkeep of Grounds	\$ 955.00
High Point Networks, LLC	Professional Services Technology	\$ 5,520.00
Hiland Dairy Foods	Food	\$ 7,455.35
Hobart Sales & Service E.F. Incorporated	Repairs & Maintenance Services Maintenance Of Bu	\$ 233.40
Hobby Lobby Stores Inc	Supplies Regular Instruction	\$ 6.71
Hobby Lobby Stores Inc	Supplies Art	\$ 63.82
Hoehner Turf Irrigation	Lawn Services Care & Upkeep of Grounds	\$ 1,364.00
Holmes Plumbing & Htg	Supplies Maintenance of Buildings	\$ 1,162.16
Holmes Plumbing & Htg	Supplies Care and Upkeep of Grounds	\$ 1,120.22
Hometown Leasing	Rentals of Equipment and Vehicles Regular Instru	\$ 10,786.59
Horizon Designs Inc	Supplies Regular Instruction	\$ 337.13
Houghton Mifflin Harcourt Publishing Co.	Textbooks Regular Instruction	\$ 77,194.27
Houghton Mifflin Harcourt Publishing Co.	Supplies Instruction & Curriculum Development	\$ 694.84
Howie's Hockey, Inc	Supplies Training Room	\$ 5,393.85
Hudl	Miscellaneous Expenditure Athletic Administratio	\$ 2,000.00
HyVee Accounts Receivable	Miscellaneous Expenditure	\$ 58.90
HyVee Accounts Receivable	Miscellaneous Expenditure Basketball Boys	\$ 361.71
Intellicom	Other Communication Technology	\$ 2,418.00
Iowa School for the deaf	Pupil Services Contracted Services	\$ 35,548.00
J Spot Services LLC	Professional Services Care & Upkeep of Grounds	\$ 1,640.00
J W Pepper & Son Inc	Miscellaneous Expenditure Music Orchestra	\$ 1,261.26
Jack Johnson	Professional Services Basketball/Boys	\$ 180.00
Jack Lederman Co Inc	Professional Services	\$ 24.27
Jack Lederman Co Inc	Miscellaneous Expenditure Industrial Tech Meta	\$ 509.70
Jaden Engen	Miscellaneous Expenditure Basketball Boys	\$ 301.73
Jake Kracl	Professional Services Basketball/Boys	\$ 180.00
Jana Seier	Travel IDEA Base & E/P	\$ 121.94
Jana Seier	Travel IDEA Base & E/P	\$ 241.92
Janet Albrecht	Professional Services Early Childhood	\$ 240.00
Jason Mundorf	Travel Executive Administration	\$ 252.00
Jason Weides	Professional Services Soccer/Boys	\$ 1,410.00
Jayce Dueland	Professional Services Basketball/Boys	\$ 270.00
Jeff Babl	Miscellaneous Expenditure Football	\$ 300.00
Jeff Ganz	Travel Principal Office of the Principal	\$ 264.60
Jennifer Barraza	Professional Services Early Childhood	\$ 60.00
Jeremy Canada	Professional Services Basketball/Boys	\$ 180.00
Jett Flamig	Professional Services Basketball/Boys	\$ 60.00
Jim Langin	Professional Services Basketball/Boys	\$ 450.00
Jim Moran	Professional Services Basketball/Boys	\$ 200.00
Jim Moran	Professional Services Basketball/Boys	\$ 230.00
Joel Ferebee	Professional Services Basketball/Boys	\$ 270.00
Joel Ferebee	Professional Services Basketball/Boys	\$ 360.00

Johnny L. Krotz	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	1,185.00
Johnstone Supply	Supplies Maintenance of Buildings	\$	5,718.94
Jostens, Inc.	Miscellaneous Expenditure Music Band	\$	65.90
Jostens, Inc.	Miscellaneous Expenditure Music Orchestra	\$	601.90
Just Medical Store Inc	Supplies Resource	\$	2,589.00
Kaplan Early Learning Company	Supplies	\$	1,790.87
Kaplan Early Learning Company	Miscellaneous Expenditure PreSchool Tuition	\$	3,723.36
Kashtyn Foshier	Professional Services Basketball/Boys	\$	30.00
Kassandra Sabah	Mileage Paid to Staff Fiscal Services	\$	5.60
Kate Murphy	Travel	\$	29.12
Katrina Hamilton	Miscellaneous Expenditure	\$	11.40
Kaylee Harris	Supplies	\$	3,563.12
Kearney Ace Hardware	Supplies Care and Upkeep of Grounds	\$	105.87
Kearney Ag & Auto Repair Inc	Vehicle Repair Non Student Vehicles	\$	1,839.42
Kearney Ag & Auto Repair Inc	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	290.81
Kearney Ag & Auto Repair Inc	Vehicle Repair Sped Transportation Maintenance	\$	156.09
Kearney Ag & Auto Repair Inc	Vehicle Repair Sped Transportation Maintenance	\$	566.11
Kearney Ag & Auto Repair Inc	Vehicle Repair Sped Transportation Maintenance	\$	87.50
Kearney Ag & Auto Repair Inc	Vehicle Repair Sped Transportation Maintenance	\$	139.18
Kearney Area Chamber Of Commerce	Miscellaneous Expenditure Executive Administrati	\$	1,000.00
Kearney Area Children's Museum	Miscellaneous Expenditure	\$	80.00
Kearney Area Solid Landfill City Of Kear	Professional Services Care & Upkeep of Grounds	\$	606.85
Kearney High Band Parent	Miscellaneous Expenditure Music Orchestra	\$	275.00
Kearney Quality Sew & Vac	Miscellaneous Expenditure FCCLA	\$	21.96
Kearney SportsPlex	Miscellaneous Expenditure Student Activity Accou	\$	100.00
Kearney Winlectric Co	Supplies Maintenance of Buildings	\$	1,381.09
Kearney Winnelson	Supplies Maintenance of Buildings	\$	2,962.52
Keaton Klimek	Professional Services Basketball/Boys	\$	400.00
Kelly R. Tovar Hernandez	Professional Services Early Childhood	\$	60.00
Kelly Supply Co	Supplies Care and Upkeep of Grounds	\$	144.40
Kidwell	Professional Services	\$	14,762.50
Kidwell	Professional Services Technology	\$	12,477.50
Kori Hoffart	Professional Services Basketball/Boys	\$	60.00
Krystal Reynolds	Miscellaneous Expenditure Principal	\$	20.00
KSB School Law	Contracted Legal Services Legal Services	\$	120.00
Kyle Fletcher	Miscellaneous Expenditure Basketball Boys	\$	88.25
Kyle Goldenstein	Professional Services Basketball/Boys	\$	120.00
Lakeshore Lrng Materials	Supplies	\$	7,255.15
Lakeshore Lrng Materials	Supplies Resource	\$	610.14
Lakeshore Lrng Materials	Supplies Behavior Disorder	\$	400.38
Lakeshore Lrng Materials	Supplies State Early Childhood	\$	3,664.17
Lakeshore Lrng Materials	Supplies Sixpence Community Grant	\$	936.65
Lakeshore Lrng Materials	Supplies IDEA Base & E/P	\$	28.49
Lakeshore Lrng Materials	Miscellaneous Expenditure PreSchool Tuition	\$	6,311.49
Lance Rohde	Professional Services Basketball/Boys	\$	90.00
Landon Bouc	Professional Services Basketball/Boys	\$	90.00
Language Line Services Inc	Contracted Educational Resource	\$	8.85
Leisa McConnell	Travel IDEA Base & E/P	\$	93.94
Leisa McConnell	Travel IDEA Base & E/P	\$	65.52
Lexia Learning Systems LLC	Textbooks Regular Instruction	\$	2,000.00
Lexia Learning Systems LLC	Technology Software Regular Instruction	\$	1,398.00

Libbi Harsh	Professional Services Early Childhood	\$	228.90
Lincoln Journal Star	Advertising Communications	\$	424.00
Lincoln Journal Star	Advertising Fiscal Services	\$	713.93
Lindeblad Piano Restoration	Miscellaneous Expenditure	\$	10,250.00
Lips Printing Service	Supplies Office of the Principal	\$	545.69
Little Bee Speech Co	Supplies Speech Pathology & Audiology	\$	479.96
LMN Graphics, LLC	Miscellaneous Expenditure Athletic Administratio	\$	200.00
LMN Graphics, LLC	Supplies Regular Instruction	\$	50.00
Luke Sutherland	Travel Resource	\$	195.00
Mailgun Technologies Inc	Technology Software Technology	\$	325.00
Makayla Harmon	Miscellaneous Expenditure Principal	\$	376.99
Marchmaster, Inc	Miscellaneous Expenditure Music Band	\$	1,397.00
Marci Ochsner	Travel Fiscal Services	\$	30.10
Martin Kracl	Professional Services Basketball/Boys	\$	180.00
Martin Kracl	Professional Services Basketball/Boys	\$	90.00
Masters True Value	Supplies Care and Upkeep of Grounds	\$	863.88
Masters True Value	Repairs & Maintenance Services Non Student Vehic	\$	45.00
Matheson TriGas Inc	Rentals of Equipment and Vehicles Maintenance of	\$	182.22
Matheson TriGas Inc	Supplies Care and Upkeep of Grounds	\$	1,473.80
Matt Connot	Miscellaneous Expenditure Baseball	\$	875.26
Mattie Traphagan	Travel Behavior Behavior Disorder	\$	185.00
Mead Lumber Co	Miscellaneous Expenditure Construction Tech Fund	\$	103.64
Meca Sportswear	Miscellaneous Expenditure Athletic Administratio	\$	1,335.00
Megan Braden	Travel Regular Instruction	\$	218.86
Melinda Reid	Travel IDEA Base & E/P	\$	788.61
Menards Kearney	Miscellaneous Expenditure Construction Tech Fund	\$	1,467.61
Menards Kearney	Supplies Operations of Buildings	\$	747.17
Menards Kearney	Supplies Care and Upkeep of Grounds	\$	1,719.62
Menards Kearney	Supplies Regular Education Transportation	\$	106.90
Menards Kearney	Miscellaneous Expenditure Music Band	\$	807.90
Menards Kearney	Miscellaneous Expenditure PreSchool Tuition	\$	279.98
Merryman Performing Arts Center	TECHNICAL SERVICES	\$	21,118.04
Metal Doors & Hardware Co	Supplies Maintenance of Buildings	\$	1,273.38
MHS MultiHealth Systems Inc	Supplies Psychologist	\$	138.29
Michael Leary	Professional Services	\$	1,200.00
Michelle Jura	Miscellaneous Expenditure Volleyball	\$	75.00
Midwest Connect	Postage Regular Instruction	\$	27.01
Midwest Connect	Supplies Regular Instruction	\$	307.43
Midwest Connect	Supplies Regular Instruction	\$	3.77
Midwest Connect	Supplies Regular Instruction	\$	21.42
Midwest Connect	Supplies Regular Instruction	\$	14.43
Midwest Connect	Postage Early Childhood	\$	11.55
Midwest Connect	Postage Supervision	\$	141.23
Midwest Connect	Postage Office of the Principal	\$	242.26
Midwest Connect	Postage Office of the Principal	\$	93.04
Midwest Connect	Postage Office of the Principal	\$	17.30
Midwest Connect	Postage Office of the Principal	\$	3.16
Midwest Connect	Postage Office of the Principal	\$	155.48
Midwest Connect	Postage Fiscal Services	\$	257.22
Midwest Connect	Postage Human Resources	\$	0.73
Midwest Connect	Postage Maintenance of Buildings	\$	6.40

Midwest Connect	Postage Regular Education Transportation	\$	0.73
Midwest Connect	Postage	\$	2.92
Midwest Floor Specialties	Repairs & Maintenance Services Maintenance Of Bu	\$	7,965.00
Mighty Ducts	Professional Services Maintenance of Buildings	\$	9,975.00
Mighty Ducts	Repairs & Maintenance Services Maintenance Of Bu	\$	5,550.00
Millard South High School	Miscellaneous Expenditure	\$	650.00
Miller Signs	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	100.00
Miracle Mile Motors Inc	Vehicle Acquisition	\$	34,950.00
Misko Sports	Miscellaneous Expenditure Baseball	\$	1,038.00
Mister B's Tees	Miscellaneous Expenditure Soccer Boys	\$	1,128.00
Mister B's Tees	Miscellaneous Expenditure Basketball Boys	\$	1,898.00
Moonlight Embroidery & Screen Print	Miscellaneous Expenditure Cross Country Boys	\$	45.00
Moonlight Embroidery & Screen Print	Miscellaneous Expenditure Wrestling Boys	\$	318.50
Moonlight Embroidery & Screen Print	Miscellaneous Expenditure Wrestling Girls	\$	736.25
Moonlight Embroidery & Screen Print	Miscellaneous Expenditure Cheerleaders	\$	220.00
Moonlight Embroidery & Screen Print	Miscellaneous Expenditure Football	\$	180.00
Moonlight Embroidery & Screen Print	Supplies Soccer Boys	\$	500.00
Moonlight Embroidery & Screen Print	Miscellaneous Expenditure Cheerleaders	\$	88.00
Morris Press & Office Supplies	Commencement Expense Support Services Student	\$	3,045.40
Multivoice LLC	Miscellaneous Expenditure Football	\$	535.00
n2y, LLC	Supplies IDEA Base & E/P	\$	26,870.37
NACIA	Dues and Fees Instruction & Curriculum Developme	\$	40.00
NACIA	Dues and Fees Instruction & Curriculum Developme	\$	40.00
NASBNE Association of School Boards	Travel Board of Education	\$	185.00
National Cheerleaders Association	Miscellaneous Expenditure Cheerleaders	\$	11,036.00
National Insurance Marketing Brokers LLC	Professional Services Pro Development Human Re	\$	2,576.25
NCS Pearson Inc	Supplies Psychologist	\$	9,773.92
NCSANebraska Council of School Admin	Employee Training and Development Services	\$	2,453.00
NCSANebraska Council of School Admin	Supplies Regular Instruction	\$	335.00
NCSANebraska Council of School Admin	Supplies Regular Instruction	\$	435.00
NCSANebraska Council of School Admin	Supplies Office of the Principal	\$	1,249.00
NCSANebraska Council of School Admin	Travel Fiscal Services	\$	75.00
NCSANebraska Council of School Admin	CTE Grant	\$	38.00
NE DHHS Food Distribution Program	Food	\$	1,529.75
Nebraska Assoc of Teachers of Mathematic	Supplies Math	\$	120.00
Nebraska Central Equipment Co	Tires and Parts Reg. Ed. Transp. Maintenance	\$	496.35
Nebraska Central Equipment Co	Tires and Parts Sped Transportation Maintenance	\$	57.36
Nebraska FCCLA	Miscellaneous Expenditure FCCLA	\$	1,080.00
Nebraska Girls Basketball Showcase, LLC	Miscellaneous Expenditure Basketball Girls	\$	425.00
Nebraska Public Power District	Miscellaneous Expenditure	\$	80.86
Nebraska Public Power District	Miscellaneous Expenditure	\$	90.01
Nebraska Public Power District	Electricity	\$	62,468.23
Nebraska Safety Center	Professional Services Regular Education Transpor	\$	125.00
Nielsen Contracting LLC	Professional Services Care & Upkeep of Grounds	\$	13,800.00
Nikki Garey	Travel Hearing Handicapped	\$	119.14
No Tears Learning Inc	Miscellaneous Expenditure PreSchool Tuition	\$	56.40
Noah Sedlacek	Professional Services Basketball/Boys	\$	60.00
Nolan Sughroue	Professional Services Basketball/Boys	\$	390.00
Nolan Wetovick	Professional Services Basketball/Boys	\$	270.00
Northwestern Energy	Natural Gas	\$	3,063.06
Northwestern Energy New Construction	Miscellaneous Expenditure	\$	17.09

Novus Windshield Repair	Vehicle Repair Reg. Ed. Transp. Maintenance	\$	210.00
NSAA	Miscellaneous Expenditure	\$	2,018.97
NSAA	Miscellaneous Expenditure Athletic Administratio	\$	3,125.00
NSIAAA	Miscellaneous Expenditure	\$	500.00
Omaha Northwest High School	Dues and Fees	\$	350.00
One Call Concepts Inc	Professional Services Care & Upkeep of Grounds	\$	34.71
One Source	Professional Services Pro Development Human Re	\$	248.45
PANOGOLD Baking Co.	Food	\$	484.80
Paper Tiger Shredding	Supplies Office of the Principal	\$	110.70
Patrick O'Neill	Professional Services Basketball/Boys	\$	90.00
Paul Reinertson	Professional Services Basketball/Boys	\$	150.00
Paul Reinertson	Professional Services Basketball/Boys	\$	450.00
PEP CO, Inc.	Professional Services Care & Upkeep of Grounds	\$	1,385.00
Pioneer Valley Books	Supplies Regular Instruction	\$	170.00
Pioneer Valley Books	Miscellaneous Expenditure PTO Donations	\$	15.19
Platinum Awards & Gifts	Miscellaneous Expenditure Foundation Donation	\$	20.00
Play With A Purpose	Supplies	\$	1,169.64
Play With A Purpose	Miscellaneous Expenditure Principal	\$	785.46
Power of ICU	Miscellaneous Expenditure Foundation Donation	\$	1,999.00
Prairie View Roofing & Development LLC	Repairs & Maintenance Services Maintenance Of Bu	\$	1,584.00
PyeBarker Fire & Safety	Professional Services Maintenance of Buildings	\$	2,935.56
Quill Corporation	Supplies Regular Instruction	\$	219.19
Quill Corporation	Supplies Regular Instruction	\$	553.00
Quill Corporation	Supplies Fiscal Services	\$	213.76
Ravenna Sanitation LLC	Professional Services Care & Upkeep of Grounds	\$	505.84
Really Good Stuff Inc	Supplies Regular Instruction	\$	43.94
Really Good Stuff Inc	Miscellaneous Expenditure PreSchool Tuition	\$	97.89
Renaissance Learning Inc	Textbooks Supplementals Regular Instruction	\$	46,270.95
Renee Palmore	Professional Services Dance Catz	\$	1,286.00
Rhett Mundorf	Professional Services	\$	120.00
Richardson Concessions	Miscellaneous Expenditure Fundraiser 3	\$	471.00
Riley Rose	Professional Services Basketball/Boys	\$	720.00
Riverside Assessments, LLC	Supplies Psychologist	\$	2,727.47
Rivistas Subscription Services	Periodicals Library	\$	354.67
Robert Goff	Travel STRIV TV	\$	198.80
Rochester 100 Inc	Supplies Regular Instruction	\$	496.00
Rogue Fitness HQ	Miscellaneous Expenditure Weight Room	\$	3,894.48
Roland C Whitney	Rentals of Equipment and Vehicles Maintenance of	\$	1,170.00
S.A.M. Que & Catering Sean Cromer	Miscellaneous Expenditure	\$	26.18
Sayler Screenprinting	Supplies Office of the Principal	\$	36.00
Scholastic Book Clubs	Miscellaneous Expenditure	\$	1,000.67
Scholastic Book Fairs	Miscellaneous Expenditure	\$	608.79
School Health Corporation	Supplies Health Services	\$	386.05
School Pride	Miscellaneous Expenditure Athletic Administratio	\$	125.00
School Pride	Miscellaneous Expenditure Athletic Administratio	\$	670.00
School Savers Corporation	Supplies Math	\$	1,754.35
SCHOOLSin	Supplies	\$	2,192.49
Screencastify, LLC	Technology Software Regular Instruction	\$	19,750.00
Screenflex Portable Partitions	Supplies Office of the Principal	\$	2,972.00
Securly, Inc	Miscellaneous Expenditure Foundation Donation	\$	2,106.00
Securly, Inc	Dues and Fees Office of the Principal	\$	5,539.37

Sejal Vaghela	Miscellaneous Expenditure	\$	17.00
Seth Behrens	Professional Services Basketball/Boys	\$	180.00
Shelby McKeown	Professional Services Early Childhood	\$	60.00
Shelly Saar	Miscellaneous Expenditure	\$	11.00
SherwinWilliams	Supplies Maintenance of Buildings	\$	2,146.36
SherwinWilliams	Supplies Care and Upkeep of Grounds	\$	211.50
Shiloh Robinson	Professional Services Basketball/Boys	\$	200.00
Shiloh Robinson	Professional Services Basketball/Boys	\$	900.00
Shutterfly Lifetouch LLC	Miscellaneous Expenditure	\$	536.91
Silas Boykin	Professional Services Basketball/Boys	\$	60.00
SLP Now, LLC	Supplies Speech Pathology & Audiology	\$	498.00
Spracklin Chiropractic	Physicals School Age SPED Transportation	\$	100.00
Spracklin Chiropractic	Physicals School Age SPED Transportation	\$	100.00
Stageright Corporation	Miscellaneous Expenditure Music Vocal	\$	3,890.00
Stephanie Lafferty	Mileage Paid to Parents	\$	52.50
Summer Lukasiewicz	Professional Services One Act Play	\$	1,250.00
SupplyWorks	Supplies Operations of Buildings	\$	22,092.16
Sway Medical Inc	Miscellaneous Expenditure Athletic Administratio	\$	2,000.00
TAESE/USU Technical Assist Excell Sped	Travel Coordinator	\$	900.00
TAESE/USU Technical Assist Excell Sped	Travel Supervision	\$	305.00
TAESE/USU Technical Assist Excell Sped	Travel Pyschologist	\$	600.00
Tay Tot	Professional Services Basketball/Boys	\$	120.00
Teacher Synergy Inc	Supplies IDEA Base & E/P	\$	49.50
Teaching Strategies LLC	Supplies IDEA Base & E/P	\$	807.00
Teaching Strategies LLC	Supplies IDEA Base & E/P	\$	1,345.00
Teaching Strategies LLC	Miscellaneous Expenditure PreSchool Tuition	\$	2,690.00
The Bike Shed	Miscellaneous Expenditure	\$	42,870.00
The Lockmobile	Supplies Care and Upkeep of Grounds	\$	24.50
The Prophet Corporation c/o	Supplies Adaptive PE	\$	119.59
The World Theatre	Supplies Regular Instruction	\$	410.00
Therapro, Inc	Supplies OT Related Services	\$	833.80
Therapro, Inc	Supplies IDEA Base & E/P	\$	147.16
Tiffany Weiss	Miscellaneous Expenditure Principal	\$	140.07
Tillotson Enterprises	Roofs	\$	3,707.50
TK Elevator Corporation	Professional Services Maintenance of Buildings	\$	984.87
Tobii Dynavox LLC	Supplies Resource	\$	199.00
Tori Stofferson	Travel Communications	\$	2,365.45
Tractor Supply Co.	Miscellaneous Expenditure PreSchool Tuition	\$	147.96
Trane	Repairs & Maintenance Services Maintenance Of Bu	\$	4,306.00
Trane	Supplies Maintenance of Buildings	\$	654.96
Trane	Professional Services Care & Upkeep of Grounds	\$	712.00
TriCounty Glass Inc	Repairs & Maintenance Services Maintenance Of Bu	\$	750.00
Tyler Technologies Inc	Employee Training and Development Services	\$	2,100.00
Tyler Technologies Inc	Technology Software Fiscal Services	\$	5,266.67
Tyler Technologies Inc	Professional Services Regular Education Transpor	\$	1,127.50
UNKFacilities Management / Planning	Miscellaneous Expenditure Music Kearney Hosted	\$	300.00
US Bank Cardmember Service	Community Service Activities	\$	974.01
US Bank Cardmember Service	Travel Regular Instruction	\$	1,138.17
US Bank Cardmember Service	Textbooks Regular Instruction	\$	3,990.00
US Bank Cardmember Service	Textbooks Regular Instruction	\$	2,340.00
US Bank Cardmember Service	Dues and Fees English	\$	800.00

US Bank Cardmember Service	Supplies Science	\$	289.54
US Bank Cardmember Service	Supplies Art	\$	606.66
US Bank Cardmember Service	Supplies Machine Shop	\$	147.96
US Bank Cardmember Service	Supplies PLTW	\$	896.62
US Bank Cardmember Service	Transportation Charges/Professional Staff	\$	114.01
US Bank Cardmember Service	Periodicals Library	\$	29.95
US Bank Cardmember Service	Technology Software Technology	\$	84.08
US Bank Cardmember Service	Travel Executive Administration	\$	12.54
US Bank Cardmember Service	Miscellaneous Expenditure Executive Administrati	\$	261.98
US Bank Cardmember Service	Advertising Communications	\$	281.85
US Bank Cardmember Service	Miscellaneous Expenditure	\$	104.55
US Bank Cardmember Service	Travel Principal Office of the Principal	\$	1,138.17
US Bank Cardmember Service	Supplies Office of the Principal	\$	100.00
US Bank Cardmember Service	Supplies Fiscal Services	\$	34.50
US Bank Cardmember Service	Professional Services Pro Development Human Re	\$	237.00
US Bank Cardmember Service	Rentals of Equipment and Vehicles Maintenance of	\$	180.00
US Bank Cardmember Service	Supplies Maintenance of Buildings	\$	120.43
US Bank Cardmember Service	Transportation Charges Regular Education Transpo	\$	35.00
US Bank Cardmember Service	Driver License/Criminal History Regular Educatio	\$	22.50
US Bank Cardmember Service	Professional Services Sixpence Community Grant	\$	6,608.98
US Bank Cardmember Service	Travel Title I, Part A CSI/ TSI	\$	2,918.94
US Bank Cardmember Service	Supplies IDEA Base & E/P	\$	14.10
US Bank Cardmember Service	Miscellaneous Expenditure Activities Director	\$	548.78
US Bank Cardmember Service	Transportation Charges Athletic Administration	\$	296.88
US Bank Cardmember Service	Travel Athletic Admin Pass Thru	\$	1,081.89
US Bank Cardmember Service	Supplies Athletic Admin Pass Thru	\$	77.22
US Bank Cardmember Service	Miscellaneous Expenditure Athletic Administratio	\$	1,275.53
US Bank Cardmember Service	Supplies Training Room	\$	45.50
US Bank Cardmember Service	Miscellaneous Expenditure Training Room	\$	60.00
US Bank Cardmember Service	Transportation Charges Basketball Girls	\$	92.46
US Bank Cardmember Service	Miscellaneous Expenditure Basketball Girls	\$	259.87
US Bank Cardmember Service	Uniforms Boys Wrestling	\$	1,211.91
US Bank Cardmember Service	Travel Baseball	\$	940.14
US Bank Cardmember Service	Transportation Charges	\$	33.75
US Bank Cardmember Service	Miscellaneous Expenditure Track Boys	\$	71.35
US Bank Cardmember Service	Transportation Charges Track/Girls	\$	14.34
US Bank Cardmember Service	Miscellaneous Expenditure Track Girls	\$	71.35
US Bank Cardmember Service	Miscellaneous Expenditure Bearcat Design/Corner	\$	407.49
US Bank Cardmember Service	Miscellaneous Expenditure Cheerleaders	\$	357.60
US Bank Cardmember Service	Miscellaneous Expenditure Class of 2025	\$	286.00
US Bank Cardmember Service	Miscellaneous Expenditure Construction Tech Fund	\$	52.55
US Bank Cardmember Service	Miscellaneous Expenditure Dance Catz	\$	2,500.31
US Bank Cardmember Service	Miscellaneous Expenditure Donations Misc	\$	86.45
US Bank Cardmember Service	Miscellaneous Expenditure FBLA	\$	359.50
US Bank Cardmember Service	Miscellaneous Expenditure FCCLA	\$	50.00
US Bank Cardmember Service	Transportation Charges FFA	\$	41.18
US Bank Cardmember Service	Miscellaneous Expenditure Media Productions	\$	121.35
US Bank Cardmember Service	Miscellaneous Expenditure Music Band	\$	697.00
US Bank Cardmember Service	Miscellaneous Expenditure Music Choral Student	\$	58.00
US Bank Cardmember Service	Miscellaneous Expenditure Principal	\$	5,124.09
US Bank Cardmember Service	Miscellaneous Expenditure Football	\$	639.97

US Bank Cardmember Service	Miscellaneous Expenditure Basketball Girls	\$ 1,344.76
US Bank Cardmember Service	Miscellaneous Expenditure Wrestling Boys	\$ 1,188.85
US Bank Cardmember Service	Miscellaneous Expenditure Wrestling Girls	\$ 4,440.00
US Bank Cardmember Service	Miscellaneous Expenditure Baseball	\$ 927.85
US Bank Cardmember Service	Miscellaneous Expenditure Golf Boys	\$ 30.00
US Bank Cardmember Service	Miscellaneous Expenditure Tennis Girls	\$ 99.87
US Bank Cardmember Service	Miscellaneous Expenditure Track Boys	\$ 2,164.66
US Bank Cardmember Service	Miscellaneous Expenditure Soccer Boys	\$ 63.56
US Bank Cardmember Service	Miscellaneous Expenditure Soccer Girls	\$ 1,115.45
USI Education & Government Sales	Supplies Regular Instruction	\$ 478.12
Varsity Spirit LLC	Miscellaneous Expenditure Dance Catz	\$ 10,722.00
Varsity Spirit LLC	Miscellaneous Expenditure Cheerleaders	\$ 3,396.80
Verizon Wireless	Miscellaneous Expenditure	\$ 113.79
Vestis	Uniforms Operations of Buildings	\$ 1,247.77
Vestis	Uniforms Regular Education Transportation	\$ 95.56
Vic Svoboda	Professional Services Basketball/Boys	\$ 150.00
Vincent Graddy	Professional Services Basketball/Boys	\$ 150.00
Vista Higher Learning	Textbooks Regular Instruction	\$ 2,397.00
Walmart Community BRC	Miscellaneous Expenditure	\$ 1,811.37
Walsworth Publishing Company	Library References Library	\$ 150.00
Wieser Educational Inc.	Textbooks Regular Instruction	\$ 1,939.22
WILKINS ArchitectureDesignPlanning	Architect	\$ 8,814.00
WILKINS ArchitectureDesignPlanning	Architect	\$ 3,680.00
Winzer Franchise Company	Supplies Care and Upkeep of Grounds	\$ 241.36
Yandas Music	Miscellaneous Expenditure Music Orchestra	\$ 1,656.76
YMCA	Dues and Fees	\$ 2,158.07

**SPECIAL BUILDING FUND and QCPUF
CLAIMS TO REPORT FOR JULY 2025**

VENDOR	DESCRIPTION	AMOUNT
BD Construction	Building Acquisitions and Improvements	\$ 56,608.50
BD Construction	Construction Services	\$ 2,522.82
BD Construction	Construction Services	\$ 1,214,888.84
BD Construction	Construction Services	\$ 187,608.49
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 130,527.04
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.36
BD Construction	Construction Services	\$ 25,844.37
Hoehner Turf Irrigation	Construction Services	\$ 791.45
Hoehner Turf Irrigation	Construction Services	\$ 1,847.35
Hoehner Turf Irrigation	Construction Services	\$ 19,245.85
MidState Engineering and Testing Inc	Construction Services	\$ 1,910.00
Trane	Construction Services	\$ 42,690.50
Trane	Construction Services	\$ 3,298.76
WarrenT Drain Cleaners & Plum	Construction Services	\$ 201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$ 201.11

WarrenT Drain Cleaners & Plum	Construction Services	\$	201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$	201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$	201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$	201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$	201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$	201.11
WarrenT Drain Cleaners & Plum	Construction Services	\$	201.12
WILKINS ArchitectureDesignPlanning	Professional Services	\$	333.33
WILKINS ArchitectureDesignPlanning	Professional Services	\$	333.33
WILKINS ArchitectureDesignPlanning	Professional Services	\$	333.34
WILKINS ArchitectureDesignPlanning	Construction Services	\$	3,461.68
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.33
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.33
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.33
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.33
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.33
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.34
WILKINS ArchitectureDesignPlanning	Construction Services	\$	2,264.16
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.34
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.34
WILKINS ArchitectureDesignPlanning	Construction Services	\$	287.34

General Account - NebraskaLand National Bank Month Ending June 30th, 2025

Per Bank

NebraskaLand Bank	June 30, 2025	\$	26,417,422.36
Less Outstanding Checks		\$	(148,695.25)
Less Outstanding Other Disbursements		\$	-
Plus Outstanding Deposits		\$	15,434,734.37
Adjustment		\$	-
Ending Balance		\$	<u>41,703,461.48</u>

Per Books

Beginning Balance	June 30, 2025	\$	42,394,935.10
Plus Receipts		\$	7,566,702.56
Less Expenditures		\$	(8,258,176.18)
Less Returned Checks			
Adjustment		\$	-
Voided Checks		\$	-
Ending Book Balance	June 30, 2025	\$	<u>41,703,461.48</u>

Flex Spending Account Balance

\$54,199.19

School District 7

Fund Balances

Fiscal Year: 2024-2025

Month: June
 Year: 2025
 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>	<u>Cash Balance</u>	<u>Variance</u>
01	General Fund	\$29,129,456.00	\$76,591,051.51	(\$67,226,019.34)	\$0.00	\$38,494,488.17	\$39,496,634.24	(\$1,002,146.07)
02	Depreciation Fund	\$223,261.05	\$0.00	(\$468,481.48)	\$0.00	(\$245,220.43)	(\$245,220.43)	\$0.00
03	Employee Benefit Fund	\$48,081.40	\$0.00	\$0.00	\$0.00	\$48,081.40	\$48,081.40	\$0.00
05	Activities Fund	\$1,709,489.45	\$2,270,085.43	(\$3,602,025.46)	(\$1,282.40)	\$376,267.02	\$377,872.58	(\$1,605.56)
06	School Nutrition Fund	\$2,340,509.43	\$3,397,166.38	(\$4,142,956.94)	\$0.00	\$1,594,718.87	\$1,642,176.75	(\$47,457.88)
07	Bond Fund	\$10,571,848.22	\$7,405,141.63	(\$7,376,064.87)	\$0.00	\$10,600,924.98	\$10,600,924.98	\$0.00
08	Special Building Fund	\$2,051,029.03	\$16,502,754.22	(\$4,662,866.42)	\$0.00	\$13,890,916.83	\$13,890,916.83	\$0.00
09	Qualified Capital Fund	\$9,515,129.91	\$2,036,151.37	(\$5,566,424.15)	\$0.00	\$5,984,857.13	\$5,984,857.13	\$0.00
10	Coop Fund	\$23,387.08	\$373,409.87	(\$279,506.05)	\$0.00	\$117,290.90	\$120,892.82	(\$3,601.92)
12	Student Fee Fund	\$350,980.90	\$305,520.21	(\$274,971.72)	\$0.00	\$381,529.39	\$382,520.86	(\$991.47)
Grand Total:		\$55,963,172.47	\$108,881,280.62	(\$93,599,316.43)	(\$1,282.40)	\$71,243,854.26	\$72,299,657.16	(\$1,055,802.90)

End of Report

FY25 KPS Revenue and Expense Report Compared to Budget

DATE: June 2025

Percent of FY Completed

83%

	<u>TOTAL</u>	<u>BUDGET</u>	<u>%</u>		<u>TOTAL</u>	<u>BUDGET</u>	<u>%</u>
	<u>FY 2025</u>				<u>FY 2025</u>		
<u>GENERAL FUND</u>				<u>SCHOOL NUTRITION FUND</u>			
Revenue:	\$76,591,051.51	\$58,239,513.00	132%	Revenue:	\$3,397,166.38	\$2,640,214.00	129%
Expense:	<u>\$67,226,019.34</u>	\$82,822,585.00	81%	Expense:	<u>\$4,142,956.94</u>	\$4,941,540.00	84%
Net:	\$9,365,032.17			Net:	-\$745,790.56		
100 Supt. \$197,263.39 \$250,000.00 79%				<u>SNF SUMMARY</u>			
103 Comm \$59,888.28 \$50,000.00 120%				<u>TOTAL</u>			
211 Dir PK-5 \$164,697.44 \$400,000.00 41%				Lunch	697247	168.21	4145.10
220 Sped \$873,190.34 \$620,000.00 141%				Breakfast	188596	167.55	1125.61
230 Media \$20,904.79 \$29,000.00 72%				<u>BOND FUND</u>			
240 Dir SS&S \$493,379.08 \$140,000.00 352%				Revenue:	\$7,405,141.63	\$5,208,578.00	142%
270 Dir 6-12 \$851,699.22 \$400,000.00 213%				Expense:	<u>\$7,376,064.87</u>	\$17,801,474.00	41%
310 Personnel \$196,469.24 \$275,000.00 71%				Net:	\$29,076.76		
320 Technology \$1,395,470.21 \$1,750,000.00 80%				<u>BUILDING FUND</u>			
400 Principals \$1,063,006.14 \$1,041,000.00 102%				Revenue:	\$16,502,754.22	\$17,213,878.00	96%
510 Finance \$1,457,635.76 \$7,190,522.83 20%				Expense:	<u>\$4,662,866.42</u>	\$19,361,897.00	24%
550 Facilities \$3,245,268.64 \$3,020,000.00 107%				Net:	\$11,839,887.80		
560 Utilities \$874,384.08 \$1,000,000.00 87%				<u>QCPUF FUND</u>			
570 Transport. \$294,592.72 \$260,000.00 113%				Revenue:	\$2,036,151.37	\$1,785,098.00	114%
910 Payroll \$54,504,134.22 \$64,342,062.17 85%				Expense:	<u>\$5,566,424.15</u>	\$12,564,466.00	44%
931 Substitutes \$1,461,880.65 \$2,000,000.00 73%				Net:	-\$3,530,272.78		
941 Overtime <u>\$72,155.14</u> <u>\$55,000.00</u> 131%				<u>COOP FUND</u>			
	\$67,226,019.34	\$82,822,585.00	81%	Revenue:	\$373,409.87	\$913,573.00	41%
<u>DEPRECIATION FUND</u>				Expense:	<u>\$279,506.05</u>	\$914,960.00	31%
Revenue:	\$0.00	\$301,739.00	0%	Net:	\$93,903.82		
Expense:	<u>\$468,481.48</u>	\$525,000.00	89%	<u>STUDENT FEE FUND</u>			
Net:	-\$468,481.48			Revenue:	\$305,520.21	\$106,418.00	287%
<u>ACTIVITIES FUND</u>				Expense:	<u>\$274,971.72</u>	\$457,399.00	60%
Revenue:	\$2,270,085.43	\$2,353,152.00	96%	Net:	\$30,548.49		
Expense:	<u>\$3,602,025.46</u>	\$4,062,641.00	89%	TOTAL REVENUE \$108,881,280.62 \$88,810,244.40 123%			
Net:	-\$1,331,940.03			TOTAL EXPENDITURES \$93,599,316.43 \$143,500,043.40 65%			
<u>EMP. BENEFIT FUND</u>							
Revenue:	\$0.00	\$48,081.40	0%				
Expense:	<u>\$0.00</u>	\$48,081.40	0%				
Net:	\$0.00						

Bearcat Diner Financial Statement for Month Ending June 30 2025

Receipts:	Budget	Month End	Year-to-Date	% of Budget	2023-2024%
Federal Reimbursement	\$ 1,631,713.83	\$ 87,141.54	\$ 2,069,496.92	126.83%	
Sale of Lunches -Pupils	\$ 950,000.00	\$ 3,569.60	\$ 1,156,285.77	121.71%	
Other Income	\$ 38,500.00	\$ 737.71	\$ 75,827.45	196.95%	
District Support			\$ -		
Total:	\$ 2,620,213.83	\$ 91,448.85	\$ 3,301,610.14	126.01%	
 Expenditures:					
Salaries/Fringe	\$ 2,262,628.92	\$ 176,377.04	\$ 2,018,154.40	89.20%	
	\$ 2,262,628.92		\$ -		
			\$ 1,841,777.36	81.40%	
			\$ -		
Food Items	\$ 2,323,911.08	\$ 29,771.61	\$ 1,875,417.08	80.70%	
Equipment	\$ 250,000.00	\$ 3,600.34	\$ 122,363.65	48.95%	
Supplies,Repairs and Other	\$ 105,000.00	\$ 3,378.84	\$ 32,173.22	30.64%	
Total:	\$ 4,941,540.00	\$ 36,750.79	\$ 3,871,731.31	78.35%	
Revenue Over/Under Expenses		\$ 54,698.06	\$ (570,121.17)		
Beginning Balance	\$ 1,807,001.50		\$ 1,807,001.50		
Ending Balance	\$ 1,807,001.50		\$ 1,236,880.33		
 Federal Money Due					
		\$ 87,141.54			
 Accounts Receivable < \$50.00					
		\$ 7,754.01			
Accounts Receivable > \$50.00					
		\$ 64,792.46			



KEARNEY
PUBLIC SCHOOLS
OWN *Your* FUTURE

PreK -12
HANDBOOK
2025-2026



Welcome to Kearney Public Schools!

It is my privilege as Superintendent to work firsthand alongside our dedicated Kearney Public Schools staff and our amazing students and families. Kearney is a community connected by education and is devoted to our quality school system. We maintain high standards in academics, arts, and athletics to remain a pinnacle of educational institutions against which many other districts are measured.

The learning environments in our schools serve as a premiere platform to engage our students throughout their educational journey. Thanks to our supportive community, Kearney Public Schools continues to remodel and construct new classrooms, while adding programs that will make teaching and learning more productive.

At Kearney Public Schools, we know the importance of providing a customized, tailored approach to educating each child which makes our students and our district successful. We offer a wide range of activities and student organizations to promote curiosity, involvement, and areas for all students to harness and develop their interests. From our student champions in academics to our state champion arts programs and athletic teams; Kearney Public Schools has demonstrated success on the local, state, and national levels.

I am proud to serve this highly successful system. At Kearney Public Schools, we are confident that our students are entering the world well-prepared, well-rounded, and well-educated.

We encourage you to become our partner in education and experience our award-winning school district.

Jason Mundorf
Superintendent

BOARD OF EDUCATION



Amy Barth



Drew Blessing



Niki Deeds



Paul Hazard



John D. Icenogle



Amanda Smallcomb

OUR SCHOOLS

PRESCHOOL

Bright Futures Preschool	Megan Schmidt, Administrator	1511 5 th Ave.	698-8050
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ELEMENTARY SCHOOLS

Bryant Elementary	Natalie Madsen, Principal	1611 Ave. C	698-8190
Buffalo Hills Elementary	Chance Waggoner, Principal	6110 11 th Ave.	698-8290
Central Elementary	Dustin Mitchell, Principal	300 West 24th St	698-8040
Emerson Elementary	Meredith Johnson, Principal	2705 Ave. E.	698-8270
Kenwood Elementary	Michelle Dutcher, Principal	915 16 th Ave	698-8200
Meadowlark Elementary	Connor Williams, Principal	1010 East 53rd St	698-8210
Northeast Elementary	Amber Taylor, Principal.	910 East 34th St	698-8230
Park Elementary	Taylor Peters, Principal	3000 7th Ave	698-8280
Windy Hills Elementary	Jason Calahan, Principal	4211 20th Ave	698-8220

MIDDLE SCHOOLS

Horizon Middle School	Amber Lewis, Principal	915 w. 35th St	698-8120
Sunrise Middle School	Mark Johnson, Principal	4611 Ave N	698-8150

HIGH SCHOOL

Kearney High School	Jeff Ganz, Principal	2702 W. 11th	698-8060
Hanny Arram Center	Jason Owens, Principal	3907 6th Ave.	698-8111

ADMINISTRATION OFFICES

Superintendent's Office	Jason Mundorf	698-8002
Associate Superintendent/Finance	Dr. Kent Edwards	698-8006
PK-5 Education Director	Jenn True	698-8021
6-12 Education Director	Clint Edwards	698-8020
Human Resources	Dr. Melissa Herrmann	698-8012
Special Education	Sara Paider	698-8017
Student Services & Security	Jeff Schwartz	698-8005
Student Enrollment Office	Sarah Larsen	698-8029
Communication & Marketing	Tori Stofferson	698-8028
Kearney Public Schools Foundation	Lisa Parish	698-8030
Transportation	Dr. Jason Sutton	698-8261
KCLC After-School Program	Tasha Maloley-Hamilton	698-8053
Bearcat Diner	Shelia Sanford	698-8160
Facilities	Trent Bosard	698-8250
Technology	Troy DeHaven	698-8014

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ADMISSIONS

The following students shall be admitted to the Kearney Public Schools:

1. Emancipated minors residing in the district
2. Residing in the district with a parent or legal guardian who is a resident of the district
3. A child who is a ward of the state or court and 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.
4. Students residing in the district with a parent or guardian who, having entered public service of the State of Nebraska, is residing within the district for temporary purposes incidental to serving the state
5. Unaccompanied Youth - A homeless child or youth living in the district who is not in the physical custody of a parent or guardian.
6. Students approved for the option enrollment program per policy 5006
7. Students participating in an approved foreign exchange program
8. Children of divorced parents if either parent resides in the district
9. A child residing in a group home, skilled nursing facility, foster home, shelter, or other similar residential facility which is located in the district and which has legal or actual charge or control of the child.
10. Adults, age 19 or 20, residing in the district who have not completed high school
11. A **homeless** or "in transition" person who is physically present in the district, or who resided in the district immediately prior to becoming homeless or "in transition". Homeless or "in transition" is defined as a child who lacks a fixed, regular, and adequate nighttime residence; and includes: (1) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals; (2) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; children or youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and migratory children who qualify as homeless because they are living in circumstances described in items 1-3. The term "homeless", "homeless individual" or "in transition" does not include any individual imprisoned or otherwise detained by an Act of Congress or State Law.

Any student who is designated as "homeless" or "in transition" is eligible for support with instructional needs and accommodations to allow students to attend school. Once a school has been selected in accordance with the child's or youth's best interest, that child or youth shall be immediately enrolled, even if the child or youth is unable to produce records normally required for enrollment including, but not limited to, previous academic records, immunization or other health records, proof of residency, or has missed any application or enrollment deadlines during any period of homelessness. Any information about a homeless child's or youth's living situation shall be treated as a confidential student education record and shall not be deemed to be directory information. To access support for homeless or "in transition" needs, call the Registrar, Sarah Larsen, at 308-698-8029.

12. Expelled Students

If a student has been expelled from any public school district in any state, or from a private, denominational, or parochial school in any state, and the student has not completed the terms or time period of the expulsion, the student shall not be permitted to enroll in this school district until the expulsion period from such other school has expired, unless the School Board of this school district in its sole and absolute discretion upon a proper application approves by a majority vote the enrollment of such student prior to expiration of the expulsion period. As a condition of enrollment, the School Board may require attendance in an alternative school, class or educational program pursuant to Nebraska law until the terms or time period of the original underlying expulsion are completed. A student expelled from a private, denominational, or parochial school or from any public school in another state, will not be prohibited from enrolling in the public school district in which the student resides or in which the student has been accepted pursuant to the enrollment option program for any period of time beyond the time limits placed on expulsion, pursuant to the Student Discipline Act, or for any expulsion for an offense for which expulsion is not authorized for a public school student under such Act.

For purposes of this policy, the term expulsion or expelled includes any removal from any school for a period in excess of twenty (20) school days.

Resident students who have been expelled from the district will be eligible for academic credit upon successful completion of approved alternative courses, or programs. Students will be advised in writing of the availability of alternative courses or

programs.

If a parent/guardian refuses to permit an expelled student to participate in an alternative school, class, or program, the District will have no further obligation to the student, parent/guardian with regard to providing an alternative school, class, or program except as required (under the IDEA and NDE Rule 51) for special education students.

Military Families: If a parent presents documentation to the District of military orders that a military family will be stationed in the State of Nebraska during the current or following school year, the District will enroll preliminarily the parent's student. Students may be admitted to the Kearney Public Schools, at the district's discretion, who are:

1. Nonresident tuition students;
2. Students whose residence in the district ceases during the school year, who may be allowed by the district to continue attending school for the remainder of the school year without the payment of tuition; and,
3. Non-resident students who may be admitted without the payment of tuition, if they are in the actual physical custody of a resident of the school district and are not residents of an adjoining district, and the school board determines that the pupils would otherwise be denied guaranteed free common school privileges.

13. Part-Time Enrollment of Non-Public School Students-

The Board of Education shall allow the part-time enrollment of students who are residents of the school district and who are also enrolled in a private, denominational, or parochial school or in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements. Such students are referred to herein as "non-public school students." For more information please reference policy 5004.

Birth Certificate

Upon admission to the Kearney Public Schools, the parents/legally appointed guardian of any child preschool to grade 12, shall furnish a certified copy of the student's birth certificate issued by the state in which the child was born; or when an official certificate is unattainable, other reliable proof of the child's identity and age (i.e. naturalization or immigration documents showing date of birth, or official hospital birth records) accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.

An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced. If the parent/legally appointed guardian fails to comply with this request within thirty (30) days, the school shall notify them in writing that they need to comply within ten (10) days.

If compliance is not obtained within that ten (10) day period, the school shall immediately report the matter to the Kearney Police Department for investigation. If the affidavit requested appears inaccurate or suspicious in form or content, this shall be reported immediately to the Kearney Police Department.

CHANGE OF ADDRESS

Any changes of address, telephone number, emergency reference, place of employment, or doctor should be reported to the school.

Elementary & Middle School Boundaries & Student Placement

The district has established boundaries for elementary and middle school attendance areas. Current attendance boundary information is available at the Administration Office. Students are expected to attend neighborhood school sites. However, because of facility and personnel limitation considerations, students may be assigned to particular elementary or middle school sites to maintain an appropriate class size, as established by the district. District administrators may place students at a building site for the purpose of special programming.

Elementary and middle school students must register at the Kearney Public Schools Enrollment Office at 320 West 24th St. Registration requires visible evidence of establishing a residence in the school attendance area in which the student wishes to be placed.

An "elementary attendance center" in this district shall mean a building in which education is offered in one or more of the grades – kindergarten through grade five. Only grades kindergarten through grade five at any such building shall be considered a part of or defined and designated as constituting an elementary attendance center. The designation of and definition of "elementary attendance center" as used herein shall also apply to the terms "elementary facility" or "elementary school."

For admission information and forms contact the KPS Registrar at 308-698-8029 or go online to:

<https://www.kearneypublicschools.org/enrollment>

Residency Requirement

To be a legal resident, a student must permanently reside within the boundaries of the school district with either his or her parent(s) or legal guardian(s), or other person or be an emancipated individual. All students are required to show proof of residency.

Students who are unable to meet this requirement of residency, except as otherwise provided or required by law, shall be denied admittance to school unless they comply with the requirements set forth in the board's policy related to non-resident students.

Except as otherwise provided by law, the administration shall, when there is a question about whether a student meets the requirements, require an affidavit (Application for Admission and Power of Attorney) of the student's parent(s) or legal guardian(s) or other persons who are responsible for the student's supervision and support, attesting that they reside within the district, the student resides with them permanently on a day-to-day basis, and they provide for the support of the student.

Failure on the part of the student's parent(s) or legal guardian(s) or other person/s to provide the administration with such evidence shall be deemed as evidence of non-residency and the student in question shall immediately be denied admittance to the school until proof of residency is provided the administration, unless they are emancipated.

In cases of denial of admission, applicants shall be informed of appeal procedures. The Board of Education may waive this requirement for a period of time not to exceed the remainder of that school year, provided the parent(s) or legal guardian(s) or other person(s) present other reasons for the board to waive the requirements of this policy.

Transfers & Withdrawals

The parents of students who are moving out of their attendance center are required to report to the office information regarding the anticipated date of withdrawal. At this time, they are to check in to the teacher, all books and supplies which have been loaned to them by the school.

Parents may request a transfer of their child to another Kearney Public school outside their neighborhood area by filing a request for voluntary transfer with the Enrollment Office.

This application for transfer must be repeated each year that the parent wishes to have the child attend a school that is not their neighborhood school. Placement remains until the space is needed for resident students. Determinations on transfer requests will be made at the beginning of each school year.

Resident students always have priority over voluntary transfer students.

Extreme discipline situations at the receiving school may generate cause to return the student to his/her neighborhood school. Parents who voluntarily transfer their child to another school, are responsible for transporting the child to that school.

PRESCHOOL

Kearney Public Schools offers a KPS grant-supported "Bright Futures" center-based preschool program for students that qualify through designated criteria. These programs are available based on criteria for family need.

Criteria

- Birth to 3-years-old - Home Visitation Program
- 18 months to 3-years-old - Toddler Program – Center-based
- 3 & 4-year-olds – Preschool - Center-based

Application

Parents must submit an application request. Students are selected based on meeting some of these criteria:

- Family's income level
- Children who are learning English as a second language
- Children who were born prematurely or with low birth weight
- Children of teen/single parents
- Children with delayed language or other risk factors

Additional students are selected on a sliding fee tuition basis, as space is available.

The programs focus on relationship-building, family engagement, language/social development and learning readiness. The goal is to prepare students with the behaviors and dispositions for successful transition into kindergarten. The center-based programs meet Monday through Friday. There is a family night component. Programs are housed at 1511 5th Avenue. Application forms may be obtained at the Enrollment Office at 320 West 24th Street. For more information, call 308-698-8021.

KINDERGARTEN

The Kearney Public Schools provide an all-day kindergarten program.

Entrance Requirements

Children shall be eligible to enter kindergarten in the Kearney Public Schools at the beginning of the school year, if they meet the following criteria:

1. They have reached the age of five (5) years on or before July 31 of the calendar year in the school year in which the child is seeking admission, or
2. They will reach the age of five (5) years on or after August 1 and on or before October 15 of such school year, if the parent or guardian requests such entrance and provides an affidavit stating that: (1) the child attended kindergarten in another jurisdiction in the current school year, or (2) the family anticipates a relocation to another jurisdiction within the current year; or (3) the child has demonstrated through a recognized assessment procedure approved by the Board of Education that the child is capable of carrying out the work of kindergarten.

Early Admission to Kindergarten

The following assessment procedure for determining if a child is capable of carrying out the work of Kindergarten is approved and shall be made available to interested persons:

Early kindergarten enrollment exceptions may be made for younger children. At a minimum, eligibility for admissions shall be based upon an analysis of the child's:

- A. cognitive ability,
- B. emotional/social development,
- C. language skills, and
- D. fine motor skills.

The kindergarten early entrance assessments are conducted based on parent requests. Decisions regarding early kindergarten entrance shall not be made based on race, (skin color, hair texture and protective hairstyles), color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation of the child or the child's parents or guardians. Institutional factors, such as capacity, may also be considered.

Early entrance children must:

- Turn 5 years of age between August 1 and October 15
- Are selected on the basis of screenings by district approved professionals trained and certified to administer the screenings that will produce evidence of strength in the aforementioned skills.

At the discretion of the Superintendent or designee, the screenings may be administered by the School District's professional staff, or the parents or guardians may be required, at their own expense, to have all or some of the required screenings completed by reputable professionals and to submit the results of such screenings to the School District.

Children shall be eligible to enter first grade at the beginning of the school year, even if they have not attended kindergarten, but are six years of age or will be 6 years of age on or before October 15 of the current school year, and school officials determine that such grade level is the appropriate placement for the child.

These are some of the things that the school has found to be most helpful to a child's welfare and subsequent school success:

1. Adequate sleep
2. Ability and opportunity to play with other children
3. Knowing the way to and from school and where to go after school
4. Being allowed to do tasks that can give them a sense of achievement
5. Respecting the rights of others
6. Following these safety precautions
 - Walking on the sidewalks
 - Looking both ways before crossing the street and crossing the street at the end of the block
 - Not accepting a ride from a stranger
7. Regular attendance at school.
8. Arrival at school on time.

Reading/Math Readiness in Kindergarten

A child learns to read and write by reading and writing. Quality literature motivates learning of concepts and reading skills. The child is given a variety of materials and strategies in order to practice these skills and discover new ones. Recognizing names and words, observing and discussing printed signs, looking at and describing pictures, listening to stories and books are all good reading and writing experiences for the kindergarten child. Developing a sense of numerical literacy is the focus of the kindergarten math program. For a child to learn mathematical concepts effectively, he/she must have the opportunity to manipulate concrete materials.

The kindergarten student is given the opportunity to use real objects so he/she can practice and form the basis for the development of mathematical skills and understanding mathematical concepts.

A strong emphasis is placed on working with patterns, recognizing and forming them, as well as drawing conclusions from problem-solving activities in order for the young child in kindergarten to experience mathematics in a meaningful way.

A wide variety of language and math activities may take place in work centers arranged throughout the room, depending upon the developmental level and interest of the child. Independent activities in the work centers enable a child to pursue different yet appropriate ways of extending his/her reading, writing, and math experiences. Kindergarten children need to be actively involved in their learning process for them to be successful.

Teacher and Parent Cooperation

When you bring your child to kindergarten, he/she will be with a teacher who knows and understands child development. We have found, in most cases, that the child's first days in school and the days following will be more successful if the parents do not remain at school.

We feel it would be better for the parents to visit after the transition from home to school has been accomplished. These first weeks constitute an important period of satisfactory adjustment.

If the teacher can have an opportunity to be alone with the children while they are making the adjustment from home to school, it will be more successful.

We do encourage parents to visit after the transition period. We are anxious for you to see your child working and playing as a member of his/her group and also to have you become acquainted with the various classroom activities. The kindergarten teacher does not take the place of the parents, but continues the training the parent has begun. The teacher needs the parent - the parents need the teacher, in order that the child can develop fully his/her potential to be a useful human being.

Together, the home and the school help the child to learn not only to live successfully today as a child, but also to live tomorrow as an adult.

CURRICULUM & ASSESSMENT

Assessment

The district assessment program complies with state law and local policy. All students in grades K-5 are assessed using the (MAP) Measures of Academic Progress assessment. MAP is used to measure learning in mathematics and reading. MAP is an adaptive, computer-based assessment that provides each student with an individualized assessment of their learning progress. MAP is administered one to three times during the school year.

Student performance on state standards is measured by participation in the NSCAS (Nebraska Student-Centered Assessment System) tests provided by the Nebraska Department of Education (NDE). All students in grades 3-8 participate in the NSCAS (reading) and NSCAS (mathematics) assessments.

In addition, students in grades 5 & 8 take the NSCAS (science) test. Student scores from the NSCAS tests are provided by NDE and distributed to parents by each building.

Specialized testing is individually conducted for placement decisions for programs such as resource, speech, Title I, and English Language Learners.

Parents receive updates on student progress throughout the year with teacher notes, teacher calls, formal quarterly report cards, and parent- teacher conferences. Portfolio collections show student progress over time. Parents are encouraged to ask questions about the standards/assessment program by calling the building principal or the district assessment director.

Parents are encouraged to contact their child's teacher or principal whenever they need information on student progress. Report cards will be made available to parents quarterly. Promotion of students shall be based upon the student's satisfactory completion of the prescribed work, taking into account the student's special programming. All students are expected to work at a level commensurate with their ability.

American Civics Education

Nebraska law requires that all social studies courses must include and adequately stress contributions of all ethnic groups to the development and growth of America into a great nation; to art, music, education, medicine, literature, science, politics, and government; and to the war services in all wars of this nation.

In at least two of the three grades from the 5th grade to the 8th grade in all public and private schools, time must be set aside for the teaching of American history from the social studies curriculum, which must be taught in such a way that all students are given the opportunity to: become competent, responsible, patriotic, and civil citizens who possess a deep understanding of and respect for the U.S. Constitution and the Constitution of Nebraska; and prepare to preserve, protect, and defend freedom and democracy in our nation and our world.

The social studies curriculum in the district will incorporate one or more of the following for each student:

1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by the U.S. Citizenship and Immigration Services prior to the completion of 8th grade and again prior to the completion of 12th grade with the individual score from each test for each student made available to a parent or guardian of the student; or
2. Attendance or participation between the commencement of 8th grade and completion of 12th 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; or
3. Completion of a project or paper and a class presentation between the commencement of 8th grade and the completion of 12th grade on a person or persons or an event commemorated by a holiday, as indicated below, or on a topic related to such person or persons or event.

Appropriate patriotic exercises suitable to the occasion must be held under the direction of the Superintendent in every public and private school on:

- George Washington's birthday
- Abraham Lincoln's birthday
- Dr. Martin Luther King, Jr's birthday
- Native American Heritage Day
- Constitution Day
- Memorial Day
- Veterans' Day
- Thanksgiving Day

...or the day or week preceding or following such holiday, if the school is in session. In addition, appropriate exercises may be held on Flag Day and State Fire Day.

Classroom Exemption

The Kearney Public Schools recognizes the vested interest that parents and/or guardians have regarding the education of their children. On occasion, parents and/or guardians may find that the curriculum of the school contradicts the religious, cultural, or family belief systems of an individual.

These individual differences in beliefs and values may be found in units of study associated with any area of the social sciences, humanities, arts, sciences, and/or other curriculum areas.

Parents and/or guardians must provide a written request for an exemption.

In recognition of parental/guardian interests, and the potential for contradictory values or beliefs, the Kearney Public Schools may allow students to opt out or be exempted from a limited number of units of study in required or elective curriculum. Questions about the opt out policy should be directed to the school principal.

Library

Kearney Public Schools library material selection policies require our libraries to provide materials that stimulate growth and knowledge, literary appreciation, support the curriculum, and provide materials on both sides of opposing issues. Our school libraries have a responsibility to serve all of the readers in our care. Students are not only different ages; they arrive at school with different reading levels, different backgrounds, and different experiences that have shaped their lives. We have a responsibility to offer a wide range of book choices that meet all of their diverse needs. Some of the materials in our media center would have content some individuals or families find offensive or outside of their families' moral values and philosophies.

We respect your right to help your student choose reading material. Your student's ability to check out library materials or access their classroom teacher's personal library can be provided freely with your consent or only after you are consulted on what your child is checking out. We hope that you see this as a proactive effort to enlist our parents in determining what they would like for their children while not limiting the learning opportunities or reading enjoyment of others.

The KPS School or Classroom Library Materials Check Out Policy can be found on the district website at www.kearneypublicschools.org and we will ask all students to sign and return a copy of this policy to determine parental preferences with their children checking out our library books. Children without signed permission forms will be unable to check out books until we have a form on file.

1. When items are not returned by the due date, they are placed on an overdue list, and students are notified at least weekly through their classroom teachers that they have overdue materials
2. The library media specialist may contact a student's parents or guardians and/or restrict a student's library media center privileges when the student continually has overdue items, or has items overdue for an excessive length of time.
3. If a student reports an item lost, parents or guardians will be notified. When items are lost or damaged, students will be charged according to the fee schedule
4. If the lost item is found and returned prior to the end of the school year, the money will be refunded.
5. If a student damages a library book or textbook, a charge for repair or rebinding may be made at the discretion of the library media specialist.
6. Each building may institute its own procedures so that this policy is carried out fairly and efficiently.

Progress and Promotion

Parents shall be kept informed of student progress through the use of progress reports and conferences. Parents are encouraged to contact their child's teacher or principal whenever they need information on student progress. Report cards will be made available to parents quarterly. Promotion of students shall be based upon the student's satisfactory completion of the prescribed work, taking into account the student's special programming. All students are expected to work at a level commensurate with their ability.

EMERGENCY RESPONSE PLAN

Physical protection of every school pupil is a responsibility that rests upon all officials involved in administering educational programs. Not only are they concerned with school safety as it relates to the traditional school environment, but they also take every reasonable precaution to protect pupils from possible disaster. [Safety & Security Website](#)

Emergency Response Manual

Preparedness for such emergencies starts with planning, and planning starts with basic state and local policy translated into administrative procedures which are included in the district's EMERGENCY RESPONSE MANUAL.

All school personnel are provided a "Kearney Public Schools Emergency Response Checklist" and are inserviced on handling situations resulting from disasters which include: careful planning to meet emergency situations, assignment of responsibilities, pupil instruction, organized teacher/pupil action for each type of disaster, and appropriate responses achieved through regular fire, tornado, lockdown, lockout, and evacuation drills.

Topics covered in the EMERGENCY RESPONSE MANUAL:

- crisis identification/I Love You Guys protocol
- fire
- tornado
- winter storm/blizzard
- bomb threat
- lockdown
- intruder in the building
- evacuation of the school to another location
- hazardous materials/shelter in place
- abduction of a student
- student/staff death
- suicide risk
- medical emergency
- transportation protocol

Preventive Programs & Activities

In addition to emergency procedures, the district actively promotes a preventive approach to district-community security by working with the following school safety programs:

- Kearney Public Schools building-level safety and security committees
- Kearney Public Schools Security Committee
- "I Love You Guys" Foundation five-component action plan
- Threat assessment team

The school district works frequently with Emergency Management Services and law enforcement officials (SROs) to continue important communication and cooperative response efforts. The school district also engages the services of outside experts to conduct an annual security audit to meet NDE Rule10 requirements.

At Kearney Public Schools, we are committed to safety. We are actively engaged in many activities which can be considered school safety issues, and we are constantly working to improve in all areas, but especially in the area of safety. If you have any questions about the Emergency Response Plan in your child's school, please contact the school principal.

When school must be closed because of bad weather or other emergencies, announcements will be made by the superintendent or his/her designee on radio and television, as promptly as possible.

The superintendent or his/her designee will also send an automated phone message to every family in the school district through the district's automated messaging system. PLEASE DO NOT CALL THE SCHOOLS. School telephones must be available for emergencies. Students who ride the bus can expect the bus schedule to be delayed during bad weather.

Every building in the district has a specific evacuation alternate site or sites, if needed. Those sites will be shared with parents.

Parents may reserve the right to keep children at home and/or to pick them up early on days of inclement weather; however, the school district does advise parents not to remove their children from their attendance center during an emergency "warning" situation, until an "all clear" is given and it is safe to travel within the community.

The district also has "Student Pick-up Procedures for Parents" in place for parents to sign their children out of school, if they wish. Please notify school officials when your child is being kept at home or is being picked up early due to the weather. This will aid the school in accounting for each child.



Drills

The school laws of Nebraska require that each school hold at least two fire drills the first 30 days of school and eight additional fire drills during the school year for a total of 10 drills. Students are taught to leave the building quickly, quietly, and in a safe, organized manner. Students will not be allowed to go to their lockers for extra clothing when a fire drill is taking place. State law also requires schools to conduct two tornado drills per year. Schools also engage in one evacuation drill and one lock-down drill per school year. Evacuation drills could involve evacuation of students to the school's designated alternate site.

Transportation Protocol - All pupils shall also be given an opportunity to participate in school bus evacuation drills, including those pupils who ride a bus only on special trips.

Please call your building principal if you have questions about drills conducted by your school. These drills are conducted in an effort to achieve maximum preparedness in case of an emergency situation. Your school will also have an established student pick-up protocol in case of certain emergencies.

FOOD SERVICE

All students are encouraged to make use of the cafeteria services provided by their school. We ask that students conduct themselves appropriately observing the regulations and manners set forth by the cafeteria supervisor at all times. If a student prefers to bring lunch from home, they will also eat it in the cafeteria.

Milk or juice may be purchased separately. No food is to be taken from the cafeteria. Students are expected to take their trays to the receiving table when they are finished eating.

All students will use their student ID number to purchase a meal or an item from the cafeteria. Your student will make their meal choice in their respective classroom and a list is then sent to the cafeteria. The number is entered into the computer after the meal has been taken and the appropriate amount is deducted from the family lunch account.

The lunch program accounting system is a debit system, which means that you deposit money into your family lunch account and as students eat, the meal charge is deducted from your family lunch account balance. Students will not be allowed to charge items against their account if the account has a zero or negative balance. The Bearcat Diner does not extend credit to families for purchase of meals or ala carte food items. It is necessary to keep money in the family account so children can continue to purchase against it.

When the family account starts to get low, your child may be given a verbal or written notice when he/she goes through the lunch line. It is important for the student to communicate low balance warnings to parents so that students can continue to purchase against the family account. Parents will be asked to designate how the student may use money in the family account (meals only or meals and ala carte purchases). Forms for designating usage may be obtained from the Bearcat Diner Office. Payment for lunches should be given or mailed to the Bearcat Diner Office at 320 West 24th St., Kearney, Ne. 68845. Payment may also be dropped off at your school. For your convenience, a payment drop-off box behind City Hall, along with the other utility payment drop-off boxes, is available.

The District will not use a debt collection agency to collect or attempt to collect, directly or indirectly, debts due or assessed to be owed for outstanding debts on a school lunch or breakfast account of any student. Nor will the District assess or collect any interest, fees, or other monetary penalties for outstanding debts on a school lunch or breakfast account of any student.

To check the status of your Bearcat Diner lunch account you may: Call anytime between the hours of 8:00 A.M. and 3:30 P.M. for your account balance. Phone numbers are 698-8159 (Tavis) or 698-8158 (Zoey). If no one answers at the time, you will always be able to leave a message and someone will return your call as soon as possible.

If you have Internet access, you may email Tavis at tavriskowski@kearneycats.com to inquire about your balance, or check your balance online at family.wordwareinc.com.

You may follow the "Monthly Payment Schedule" provided to all families at the beginning of each school year. You may use "Smartschool K-12" that allows parents to make payments to your child's school lunch account, via the Internet, using a credit card, or transferring money from your checking account. If your account is getting low or in the negative, you will receive an automated phone call to remind you to deposit money into your account.



You may provide the Bearcat Diner with your email address to receive email notices regarding the status of your school lunch account. Meal prices can be found on the bearcat diner website or by contacting your school. Bryant, Central, Emerson, Kenwood, Meadowlark, Northeast, Park and Windy Hills Elementary Schools have breakfast programs.

Free and Reduced-Price Meals

Students from families whose income is below certain designated levels are eligible for free meals or reduced price meals. You must complete a new Free and Reduced-Price Meal form each school year. Information concerning the eligibility income scale or any other facet of the program is available at the Bearcat Diner Office or in your school office. The lunch program point of sale system does not identify the student who qualifies for free or reduced-price meals in any way. The student will enter their lunch number and the cashier verifies only the name.

To be in line with the USDA recommendations, it is preferred that no food be brought into the school (except sack lunches from home) ½ hour before meal service begins and ½ hour after meal service ends.

If you wish to have a meal with your child, you are required to send a note with your child in the morning or call the school and let them know so you may be included in the meal count.

Breakfast and Lunch Prices

	Elementary Student	Middle School Student	High School Student	Adults
Breakfast	\$1.55	\$1.80	\$1.80	\$2.40
Lunch	\$2.40	\$2.60	\$2.65	\$4.00
Reduced Lunch	\$.40	\$.40	\$.40	
Extra Milk	\$.50	\$.50	\$.50	

HEALTH

Health Records

Nebraska law requires that all students entering kindergarten, 7th grade, or transferring from out of state, have a physical exam by a physician, nurse practitioner, or physician's assistant within six (6) months prior to entry into the school system.

Prior to enrollment, the parent or guardian shall present written verification of a physical examination by a physician, physician assistant, or nurse practitioner, or sign a written statement objecting to a physical examination.

Nebraska law requires a school vision evaluation for all children within six (6) months prior to entering Nebraska schools for the first time (includes beginner grades and seventh grade, including kindergarteners, transfers, and other students new to Nebraska), unless the parent or legal guardian submits a written statement objecting to a visual evaluation. The vision evaluation may be performed by a physician, optometrist, nurse practitioner, or physician's assistant. The visual evaluation is to consist of testing for: amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity.

Nebraska law requires all students to be appropriately immunized for diphtheria, tetanus, pertussis, measles, mumps, rubella, polio, hepatitis B, varicella (chicken pox), haemophilus influenzae type b (Hib), invasive pneumococcal disease, and other diseases as required by applicable law, according to grade level and for students transferring into the district from out of state. Every student entering the 7th grade shall have a booster immunization containing diphtheria and tetanus toxoids and an acellular pertussis vaccine, which meets the standards approved by the U.S. Public Health Service for such biological products, as such standards existed on January 1, 2009.



The Superintendent or Superintendent's designee shall notify the parent or guardian in writing of the foregoing requirements and of the right to submit affidavits or statements to object to the requirements, as applicable.

Prior to school entry, parents/guardians shall present written verification of immunizations, signed by a parent or guardian, unless the parent or guardian submits a written statement that establishes an exception to the immunization requirements is met. Information about exceptions to the immunization requirements may be obtained from the school nurse.

In the event of a verified outbreak of any disease for which a student has not been immunized, he/she will be excluded from school for the duration of the outbreak as directed by Nebraska DHHS. Students not meeting the requirements of this policy shall be excluded from school until such time as they are in compliance.

Each student (re)entering our district is required to have a KPS Immunization/Health Record completed by parents/guardians. Privacy of student records is protected by the Family Education Rights and Privacy Act (FERPA). Only school personnel with a legitimate educational need to know will have access to records. Staff members who have a need to know specific health information for the safety of the student, will be informed of necessary adaptations.

A signed release of information will be obtained from parents/guardians before information is shared or requested by any individual or agency.

Parents/guardians of students with a known health condition for which treatment or a medical procedure may be required during the regular school day will, with the student's medical provider and school nurse, develop a health action plan annually to assist school staff in recognizing and treating symptoms that arise during school.

Health records are considered to be education records. The Privacy Rule of the Health Insurance Portability and Accountability Act (HIPAA) will only apply when records are requested from a covered entity.

Health Services

A school nurse is assigned to each school. The nurse's schedule is available at each school. The nurse can be contacted during the day by calling your child's school during the school year.

Students' Health

Whenever a child shows symptoms of any contagious or infectious disease, such child shall be sent home immediately or as soon as safe and proper conveyance can be found and the school authorities shall be notified at once. Such students may be excluded from school as provided in Nebraska Statute.

Normal, good health practices should be used at all times. The school's goal is to keep students in school when they will benefit from their attendance, while not putting other students at risk. Students feeling uncomfortable and unwell, to the extent that the student is unable to accomplish normal activities, should not be in school. Contagious or infectious diseases transmitted by airborne particles or droplets may require exclusion from school until uncontrolled coughing subsides.

Students with health concerns should be evaluated individually to determine if school attendance is appropriate. The following Nebraska Department of Health & Human Services guidelines will be used:

1. Students with a temperature of 100.4 degrees or more shall not be in school. Students may not return until they have been without a fever (less than 100.4 degrees) for 24 hours. Absence of fever must be without fever-reducing medication.
2. Students with serious communicable/infectious diseases must have a doctor's permission slip to attend school in accordance with the Nebraska Department of Health & Human Services 173 NAC 3, attachment 1 – contagious and infectious diseases/conditions.

Diseases included are:

- Diphtheria – Exclude cases. Return with documented physician approval.
- Hepatitis A – Exclude for no less than seven (7) days after onset of jaundice. Return with documented physician approval.
- Meningitis (bacterial) – Exclude until antibiotic course has been initiated and symptoms have fully resolved, then may return with medical clearance.
- Meningitis (viral) – Excluded from onset of symptoms until full resolution, and may return with medical clearance.
- Pertussis – Exclude until physician approves return to school per written documentation.
- Poliomyelitis (Polio) – Exclude until physician approves return.
- Tuberculosis – Exclude. Physician treatment essential. May return with documented physician approval.



Students with the following contagious and infectious diseases/conditions cannot return to school until the following conditions are met:

- Chickenpox – Exclude until all lesions are crusted.
- Conjunctivitis (Pink Eye) – Exclude symptomatic cases. May return when the eye is normal in appearance or with documentation from the physician that child is no longer infectious.
- Enterobiasis (Pinworm, Threadworm, Seatworm) – Exclude until treated as documented by physician.
- Fifth Disease – Exclude until fever and malaise are gone. May return with rash; no longer contagious once rash appears.
- Hand, Foot and Mouth Disease – Exclude during acute phase and until fever-free for 24 hours without the use of fever-reducing medication.
- Impetigo – Exclude until brought under treatment and acute symptoms resolved.
- Influenza – Exclude for duration of illness.
- Measles – Exclude for duration of illness and for no less than four (4) days after onset of rash.
- MRSA (staph bacterial infection) – Exclusion unnecessary unless directed by physician.
- Mumps – Exclude five (5) days from onset of swelling in the neck.
- Pediculosis – (Infestation with head or body lice) – Nits are not a cause for school exclusion. Parents of students with live lice are to be notified and the child treated prior to return to school. Students will be evaluated individually by the school nurse regarding head lice. It is recommended that all nits (eggs) be removed, as the removal of nits provides parents and school personnel with a baseline for re-examination to determine possible reinfestation during the weeks following treatment.
- Ringworm (Tinea infections) – If affected areas cannot be covered with clothing/dressing during school, exclude until treatment starts.
- Rubella (German Measles) – Exclude for duration of illness and for no less than four (4) days after onset of rash.
- Scabies – Exclude until the day after treatment is started.
- Shingles/Herpes Zoster – Exclude children with shingles/zoster if the vesicles cannot be covered until after the vesicles have dried.
- Streptococcal Infection - (Scarlet Fever, Scarletina, Strep Throat) – Exclude until fever free and under treatment for 24 hours.

Students with an unidentified rash who are without fever (under 100 degrees) and feeling well, may stay in school. When a rash is observed, school personnel must be notified of the rash. Rashes persisting longer than 3 days require proof of medical evaluation. Some rashes may require immediate exclusion and proof of medical evaluation.

Students will be sent home if they are vomiting or have diarrhea that cannot be sufficiently managed, regardless of whether or not there is temperature elevation. They may not return until the following school day. If a student is ill in the morning with these symptoms, they should not come to school in the afternoon.

In the event it becomes known that a student is infected with a chronic infectious disease, not commonly associated with casual transmittal, any changes in the education program of a student will be handled on a case-by-case basis, relying on the best scientific and medical advice available.

Students who present a high risk of disease transmission may be temporarily excluded from school by the administration after consultation with the Student Assistance Team, the student's physician, parents and/or their representative, school nurse, or the school's physician.

A student might be considered at high risk if the student: exhibits behaviors that may cause unprotected contact with body fluids, secretions or waste (e.g. biting, lacks toilet training or is incontinent) or has an open sore that cannot be concealed or hygienically covered, any of which could result in direct spreading of the condition or disease.



School personnel cannot give medication unless there is a signed medication authorization form from the parent/guardian. Prescription medication must be labeled by the pharmacy and remain in the original container. Medication must be labeled with a current prescription.

Over-the-counter medication can only be given with a signed medication authorization form from the parent/guardian. Medication must be in the original container and clearly marked with the student's name.

Medication administration must follow label instructions unless a physician's order is received. All medication is to be kept in the school office. An adult is responsible for transporting medicine to and from school.

The student may carry asthma inhalers, auto-injectable epinephrine, diabetic medications or other emergency medication, if the following conditions are met: (a) a signed request from the parent/guardian for the student to self-manage, (b) authorization of the student's physician or, for asthma and anaphylaxis, a health care professional who prescribed the medication for treatment of the student's condition; (c) a written and signed management plan for the condition has been filed with the school nurse, including procedures for storage and access to backup supplies of the medication, (d) a "no liability statement" form signed by the parent/guardian, and (e) a form to record student required reports of self-administration.

The High School nurse may give analgesic medication with verbal consent from a parent one (1) time. Additional doses will require a signed medication authorization form. Medication administration will follow state law and school procedure.

Breathing emergency medication will be available to be given in accordance with district and state policy, if necessary. The Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (anaphylaxis) protocol will be implemented in a school building if there is a breathing emergency while school is in session. One weight-appropriate dose of epinephrine via an Epi pen will be administered followed by up to three doses of albuterol via a nebulizer. Unlicensed, trained school staff may implement this procedure. The protocol does not replace the student's individual asthma or allergy plan, or replace prescribed medications.

If the protocol is used, 911 will be called. The student must then be transported for medical evaluation. Any questions or concerns regarding the use of this protocol should be directed to the school nurse at the start of each school year.

EpiPens and albuterol provided by the school in compliance with the Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions protocol do not leave the school building and are not intended to replace a child's own prescribed medication for asthma or allergies. Only individually prescribed medications will accompany students on field trips or events outside the school building.

The Board permits the storage, administration, and implementation of naloxone (also known as narcan) in school, so long as such storage, administration, and implementation complies with all legal requirements and the best interests of student health.

AED's (automatic external defibrillator) are available in all Kearney Public Schools attendance centers for use in emergency situations. Each site has staff trained to perform CPR and use the AED.

Cleaning "spills" of blood or bodily fluids shall be done with appropriate cleaners/disinfectants. These chemicals must be used as labeled. Only school-provided chemicals will be used and only by school staff.

In the event of a medical emergency on a Kearney Public Schools bus, the bus driver will:

- A. Stop the bus
- B. Call the Transportation Office and direct them to call 911 and the student's parent/s or guardian
- C. Wait with the student for EMS to arrive
- D. Assist in providing any available information to EMS personnel



Absences for Health Reasons

- A. Students who return to school after an excused absence due to illness, and require further time indoors for their recuperation, must have a written note from their parent/guardian advising the school of the need to remain indoors at noon and recess time. For indoor periods exceeding three days, a physician's statement will be required.
- B. For a student to be excused from physical education activities for more than three consecutive days due to illness or injury, a physician statement of activity restrictions must be provided to the school. If the student is to be excused from physical education for less than three consecutive days, a parent note must be provided.

Medical Documentation Requirement

If your child has been seen by a medical facility or medical professional and you would like school staff to be informed of the visit and any related care plans, you must provide official documentation to the school. This may include discharge instructions, treatment recommendations, or accommodations necessary for your child's well-being at school. Without proper documentation, school staff cannot implement medical recommendations or adjustments. Please submit this information to the school office as soon as possible to ensure appropriate support for your child.

Hand Washing

Frequent hand washing is an effective method of preventing the spread of communicable diseases.

- A. Students and staff should wash hands frequently with soap and water.
- B. Gloves will be available for use when handling blood and body fluids. Hands must be washed even though gloves are used.
- C. Soap must be available for students and personnel.
- D. Students are guided in health habits and prevention of disease.

Students Health Regulations and Records/Incident Report

In case of an accident which causes injury to a student, the building administrator, and/or his designee in consultation with the school nurse, should notify the parent and/or designated responsible person immediately. If the parent and/or designated person cannot be reached, the building administrator, consulting with the school nurse, shall be responsible for determining the course of action. Law enforcement may be contacted to help locate parents. EMS must be utilized if a student:

- A. is unconscious
- B. has severe bleeding
- C. is not breathing or is having severe respiratory distress
- D. has possible neck or spine injury
- E. has a possible compound fracture
- F. situations deemed emergent by the school nurse and building administrator, in the event a parent cannot be reached.

Seizure-Safe Schools

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



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

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

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

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

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

Concussions

Training

The Superintendent or his/her designee shall make available training approved by the Chief Medical Officer of the State on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury to all coaches of school athletic teams, p.e. teachers, and staff members who supervise recess.

Education

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

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

Responses to concussions

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



coach or administrator may require that the student's return to full activities be on a stepwise progression back to full participation, or otherwise establish conditions for return to participation that are more restrictive than those defined by the licensed health care professional, if the coach or an administrator reasonably deems such to be appropriate.

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

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

Any student, parent, or guardian who suspects that the student sustained a concussion must immediately inform the student's coach or building administrator. If a student is suspected of having a concussion, the student may not be permitted to participate or practice in any school-sponsored activity.

The District encourages full cooperation and support from both students and parents in each student's Return to Learn protocol.

Return to Learn from Cancer

The Superintendent or designee shall make available training on how to recognize that students who have been treated for pediatric cancer and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff. A 504 team meeting will be held, as appropriate, to develop individual "return to learn" accommodations and modifications.

Procedure for Reporting Incidents

All serious or potentially serious incidents or incidents involving students, staff, or visitors occurring on Kearney Public Schools' property will be documented on the appropriate Incident Report Form. Reports should be filled out completely and filed with the Human Resources Office. The Report will be reviewed by the Safety Committee and the school nurse.

Health Inspections

The school district shall cause every child under its jurisdiction to be separately and carefully inspected, except as otherwise provided by law, to ascertain if such a child is suffering from (1) defective sight or hearing, (2) dental defects, or (3) other conditions as prescribed by the Department of Health and Human Services ("Department"). Such inspections shall be conducted on a schedule prescribed by the Department and shall be based on current medical and public health practice.

If such inspection determines that any child has defective sight or hearing, dental defects, or other conditions for which screening is required, the school shall notify the parent/guardian of the child in writing of such condition and explain to the parent/guardian the necessity of professional attendance for such child.

A child shall not be required to submit to an inspection required by this policy if his or her parent or guardian provides school authorities with a statement signed by a physician, a physician assistant, or an advanced practice registered nurse practicing under and in accordance with his or her respective credentialing act or other qualified provider as identified by the Department's applicable rules and regulations, stating that such child has undergone such required inspection within the past six months.

A child shall submit to any required inspection for which such a statement is not received.



Wellness

The district wellness policy promotes habits of lifelong learning and health and addresses nutrition education, USDA food regulation, and physical activity. The nutrition standards, required by the Healthy, Hunger-Free Kids Act of 2010 expect schools to offer healthier snack foods to children, while limiting junk food. School lunches now provide more fruits, vegetables and whole grains.

The Smart Snacks in School standards require nutritious foods during the school day. If competitive snacks are brought in by staff or parents, healthy foods are encouraged. Student access to beverage or snack vending machines at elementary schools is prohibited.

USDA nutrition regulations apply to all foods sold in school during school hours. There are guidelines for beverages also. The sale of food items that meet nutrition requirements at school fundraisers is not limited in any way under the standards, however it is highly advised that groups check on the appropriateness of foods considered in order to support the healthy schools initiative (<http://rdp.healthiergeneration.org/calc/calculator>)

Mental Health Assessments or Reporting

The District shall obtain informed consent from the parent of each child who is under 18 years of age to participate in any mental health assessment or service that is funded under the Every Student Succeeds Act (ESSA). Before obtaining the consent, the District shall provide the parent written notice describing in detail such mental health assessment or service, including the purpose for such assessment or service, the provider of such assessment or service, when such assessment or service will begin, and how long such assessment or service may last.

It is the district's belief that issues are best resolved at the level of parent/teacher communication.

- Parents may request (in writing) exemption from curricular activities.
- Parental visitation is allowable. Advanced notification is required to attend classes and other instructional activities.
- Parents have the right to access their children's records.
- Parents will be notified of state-required testing or standard norm-referenced testing and where a sample of such test protocol might be available, and the date upon which such test will be given.

The school district is continually exploring new ways for parents to become more involved in the success of their children's learning. Parents are encouraged to engage in their children's education in the following ways: Two-way communication, volunteering, the use of technology, ideas to help their children with curriculum concepts at home, parent representatives for school decision-making, and helping with resources and services from the community to strengthen learning.

Parents may receive school information from the Kearney Public Schools website - www. Kearneypublicschools.org, individual building website, and the automated phone messaging system.

The district will provide a form for registering a complaint from a parent indicating what specific testing, classroom instruction, or other school experience the parent finds objectionable, the basis for the parent's objection, and a proposed solution for dealing with the objection.

Behavioral Points of Contact

Policy 5420 requires the Superintendent of schools as the delegated authority to designate one or more behavior awareness and health points of contact for each school building in the District. Each KPS building's point of contact will be the acting building principal, school guidance counselor and/or social worker. The building points of contact will have knowledge and access to community service providers and other resources for students and families in the district.



KEARNEY COMMUNITY LEARNING CENTER

AFTER SCHOOL PROGRAM

The Kearney Community Learning Center (KCLC) provides after-school academic-based programs at Bryant, Central, Emerson, Kenwood, Buffalo Hills, Park, Northeast, Meadowlark, and Windy Hills Elementary Schools, as well as at Sunrise Middle School.

KCLC provides a variety of clubs, academic programs, homework help, enrichment activities, recreation activities, and much more! KCLC is an engaging and energetic program that will help children succeed both academically and socially. Parents are invited to be involved in programs and activities! Summer programs are also available. For more information, contact the KCLC program director at 698-8053.

PARENT ENGAGEMENT

Kearney Public Schools believes that parent engagement is necessary to develop total learning support for students of all ages. When parents are positively involved in their children's education, everyone benefits.

The district invites parents to take part in PTOs and advisory committees. Parents are encouraged to communicate with teachers at parent/teacher conferences and anytime parents want to gain or give more information regarding their children's development.

If a parent/guardian wishes to hold a conference with their child's teacher, he/she should schedule a conference before or after school in order that normal classroom instruction will not be disturbed.

Parents shall have the right to inspect, upon reasonable request, any instructional materials used as part of the educational curriculum for their child. Reasonable requests for inspection of instructional materials shall be granted within a reasonable period of time after the request is received. Parents shall not have the right to access academic tests or academic assessments as such are not within the definition of "instructional materials" for purposes of this policy.

The procedures for making and granting a request to inspect instructional materials are as follows:

The parent shall make the request, with reasonable specificity, directly to the building principal.

The building principal, within five (5) days, shall consult with the teacher or other educator responsible for the curriculum materials.

In the event the request can be accommodated, the building principal shall make the materials available for inspection or review by the parent, at a reasonable time and place that will not interfere with the educator's intended use of the materials. In the event there is a question as to the nature of the curriculum materials requested or as to whether the materials are required to be provided, the building principal shall notify the parent of such questions, and assist the parent with forming a request which can reasonably be accommodated. If the parent does not formulate a request, and continues to desire certain curriculum materials, the parent shall be asked to make their request to the Directors of Elementary and Secondary Education.

Conferences

Parent-teacher conferences are scheduled twice per year, and children will be dismissed during conference days. In addition to scheduled conferences, you are invited to call for a conference with your teacher at any time during the year. Conference times help build cooperative links between school and home. It is desirable that additional conferences between the parent and teacher be held before or after school in order that normal progress of classroom instruction will not be disrupted.

Notice of Surveys

Prior to any survey being administered to the students of the District, it shall be the duty of the superintendent or his/her designee to notify the parent or parents **(15 days in advance)** of each student involved in the survey of the nature of the survey, the date when such



survey shall be administered, and the purpose for which and the uses of which the survey exists from the school's perspective. **A survey is a method of gathering information using relevant questions from a sample of people with the aim of understanding populations as a whole when not connected to a class or curriculum.** A survey of sensitive matters requires parent notice and an opportunity to opt out.

SCHOOL PROCEDURES & PRACTICES

Animals in School

- **Comfort and Therapy Animals**
Comfort animals, therapy animals, or other animals intended for the comfort of an individual will not be permitted on District property. No person may bring an animal onto District property unless they have received prior written permission from the Superintendent's Office.
- **Service Animals**
The District will allow service animals onto District property when required by law. Only service animals that are legally required will be permitted on District property. Individuals who believe that they are permitted by law to bring a service animal onto District property must receive prior written permission from the Superintendent's Office.
- **Pets**
For the safety and health of all students and staff, please do not bring pets into school or onto school grounds during the school day or before and after school.

Arrival and Departure from School

Parents should check with their child's school to determine when the doors will be open. When students enter the building, they will be supervised. Students are expected to be off the school grounds 15 minutes after the close of the school day. Please see your school website for start and end times.

Bikes/Skateboards/RollerBlades

The following rules are to be observed in order to ride a bicycle to school:

1. Students who ride bicycles must walk their bicycles on and off the school grounds.
2. Bicycles are to be kept in the racks during the school day.
3. Parents are asked to provide locks, as the school is not responsible for the possible theft of or damage to bicycles.
4. Bicycle rules also apply to equipment such as skateboards, roller blades, roller skates, scooters, etc.
5. The use of helmets when riding this equipment is strongly encouraged.

Field Trips

Field trips may be planned by teachers and serve as tremendous opportunities for students to have their classroom learning enriched. Academic performance and social conduct are always factors for determining student participation to assure the success of any field trip for students. Students are required to present an approval slip signed by the parent or guardian before being allowed to participate. All field trips shall be approved by the building principal. School insurance covers only students riding in school vehicles. The school district does not provide liability insurance for students riding in other than school vehicles.

Invitations, Treats, Gifts

Children are not allowed to bring invitations or treats to be given out to classmates at school. The fact that not all students could provide treats and the possibility of causing ill feelings as a result, is of primary concern in making this rule, as well as concern for food allergies and a need for emphasis on good nutrition. Sending flowers, balloon bouquets and other gifts to students while they are at school is also discouraged, and these items will be held in the school office until the end of the school day.



Lost and Found

Most articles that are lost are turned in to the office. Prevent lost garments by labeling all items. You are invited to check the lost and found frequently. If an article is unlabeled and not claimed, it will be donated.

Personal Items

Students are requested to not bring their toys or equipment of a personal nature to school, unless specifically requested by the teacher. They may be a distraction to learning and may become lost or broken, and the school cannot assume responsibility to replace these items. Students are discouraged from bringing valuables and large amounts of money to school. Students are responsible for the safekeeping of their possessions and for other items which have been assigned to their care.

School Telephone Usage

Students who need to use the phone will be given permission by the teacher or principal. The school phone exists for emergency communications. Students are not allowed to use the phone for social calls.

Trespassing

Restrictions on the use of school buildings and grounds may be implemented by administrative action. The Board gives all district and building administrators and their designees full power and authority to implement and enforce restrictions on access to school property and to issue no trespassing commands. Such action shall be taken consistent with constitutional and other legal rights.

All district and building administrators and their designees shall have full power and authority to direct any individual or group to leave school grounds and stay away where such individual or group has:

- failed to comply with identification or check-in procedures,
- are determined by such administrators or designees to not have a legitimate school purpose to be on school grounds, or
- are determined by such administrators or designees to present a risk to the safety of building users or a risk of disruption to the educational program, including without limitation, registered sex offenders.

A refusal to leave or stay away as directed will be considered trespassing and shall be reported by the administrators or their designees to proper law enforcement authorities.

Visiting School

The Board of Education, administration, and staff of the Kearney Public Schools welcome parents, members of the community, and others to visit our schools. At the school office:

- All visitors will need to give a prior day's notice of their desire to visit school and will need to check with their child's teacher as to the best time to visit.
- Anyone volunteering must complete a background check, sign in, and wear a name badge (including UNK students).
- Visitors must sign in at the office and wear a visitor identification badge.
- Identification may be required upon arrival to school.
- School visits will be limited to 60-minute time periods.
- Visits that involve non-school-age visitors will be limited to 30-minute periods of time in the room/playground, and the non-school-age visitor must be accompanied by an adult who will monitor their behavior.
- School-age visitors will not be allowed during school time hours.
- Visitors wishing to have lunch in the cafeteria will need to specify such in their notice to visit.
- Parents or designated adults who come to school to pick up or drop off students during school hours must wait in the front office area while school staff call for the child.
- Items left for students must be dropped off at the office. School staff will deliver the items to the student.

Upon reasonable advanced request to the building principal, parents will be allowed to attend and monitor courses, assemblies, counseling sessions, and other instructional activities, unless such attendance would substantially interfere with legitimate school interests. Visitors may be asked to leave by the building principal if the visit causes a disruption or safety concerns to the learning environment and playground.



Volunteering

If parents/guardians or community members are interested in volunteering in the schools, they are required to complete an application form. The application form may be obtained from the secretary in your child's school or on the Kearney Public Schools website – www.kearneypublicschools.org

A background check is completed on the applicant through the HR Department, and then they notify the principal of the school as to whether the individual may be used as a volunteer. This process does not need to be completed annually. A list of approved volunteers is maintained in the HR Department. Volunteers are a valuable resource for our schools and we appreciate their efforts.

Weather-related Guidelines

If the temperature or the wind chill falls below "0" degrees outdoors, students will remain indoors for recess and the lunch break. On extremely cold days, students may wait in the entryway of the building before school begins.

STAFF QUALIFICATIONS

The Every Student Succeeds Act of 2016 gives parents the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Kearney Public Schools will give parents the following information about their child's classroom teacher. The request for information should be made to an administrator in your child's school building. Finally, Kearney Public Schools will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who does not meet the requirements of the Act.

- (1) Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
- (2) Whether the teacher is teaching under an emergency or provisional teaching certificate
- (3) The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree.

The district will, upon request, inform parents/guardians whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional. The information will be provided in a timely manner.

Teacher Preparation

Kearney Public Schools know that the knowledge and skills of our professional staff members are the tools for improving student learning. The district is committed to strengthening these professional tools in varied ways.

New staff members attend required classes on fundamental instructional theory, teaching strategies, and social/emotional learning. Mentoring and coaching are provided to new teachers.

All Kearney Public Schools staff members participate in a multi-year training program on differentiating instructional strategies, student engagement, and assessment. All staff members are active in a collaborative professional development process, which involves teachers in small groups discussing student learning, and looking at student data and the use of new teaching strategies. The district promotes training that is ongoing, job-embedded, standards-based, and results-oriented.

All staff members are engaged in the School Improvement process. Teachers look at classroom assessment and formal data to set action plans to improve learning in their own classrooms.

Through the School Improvement cycle, the district sets broad learning targets based on multiple data sources, such as results on the state assessments, MAP, STAR Assessments, and survey information.

Currently, the district School Improvement goals are to improve reading, writing, and math skills. Building teams work to support these goals. All teachers are focused on improving student learning.



Concern Regarding School Personnel

Solutions to problems and improvement in success for students can only occur when accurate information is available to parents, board, administration, and teaching staff. The purpose of a communication procedure is to listen to parent concerns regarding school and staff issues.

Issues that cannot be resolved at the teacher level should then be referred to the principal or immediate supervisor of the person whom the complaint addresses. The principal or supervisor should contact the complainant promptly, and arrangements should be made for a meeting between the parent, the proper administrator, and the person whom the complaint addresses. If a resolution cannot be reached through this informal process, the formal complaint procedure established by the school district will be followed.

This procedure is outlined in Board of Education policy and rule, and forms are available at the Kearney Public Schools Administration Office.



STUDENT CONDUCT

Level of Response

When determining the level of response to a violation of the Code of Conduct, school staff will consider the age of the student, the student's intent, the severity of the circumstances, the level of disruption to the school environment (either during or after the violation), the repeated nature of the situation (if applicable), and any other mitigating or aggravating factors. School response will not necessarily begin at the lowest level indicated for a first offense.

Whenever there is a response assigned to a student behavior, there should be an accompanying intervention to try and teach appropriate behavior to the student. These interventions may be used as preventative measures, or as a student reenters the school/classroom after a suspension.

Repeated Violations

Concerning a violation at any level, it may be relevant that the student has committed the same, or similar, violation multiple times during the same school year. In such a case, Repeated Violations may be added as a secondary violation. Repeated Violations will not be used as a primary violation or alone. There may be instances of repeated violations that warrant a higher level of response than indicated in this Code.

Law Enforcement Contact

When indicated and appropriate, school officials will contact the SRO or other KPD officers to report school violations that may also be criminal charges. In these instances, school officials will notify parents of that report. The notification may take place at any point in the investigation that is deemed appropriate based on a variety of circumstances.

Principal Discretion Statement

Based upon a variety of factors, situations and circumstances, the administration reserves the right to make decisions outside of the parameters of this code of conduct and use their best judgment on situations that overlap or cross over various categories. In these instances, decisions will be made in conjunction with district level administration.

[See attached Student Conduct Appendix chart for details.](#)

Use of Restraints and Seclusion

This policy **5421 (a)** sets forth the requirements, restrictions and procedures related to the use of physical restraints and seclusions at Kearney Public Schools.

Initiations, Hazing, Secret Clubs and Outside Organizations:

Initiations - Initiations by classes, clubs or athletic teams are prohibited except with the approval of the administration. Any student who engages in or encourages initiations that have not been approved by the administration is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion. The administration may only give consent to initiation activities that are consistent with student conduct expectations and that do not present a risk of physical or mental injury or belittlement.

Hazing - Hazing by classes, clubs, athletic teams or other student organizations is prohibited. Hazing means any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such prohibited hazing activities include but are



not limited to whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, sexual conduct, nudity, or any brutal treatment or the performance of any act which endangers the physical or mental health or safety of any person or the coercing of any such activity. Hazing is prohibited even though the person who has been the subject of the hazing consents to the activity. Any student who engages in or encourages hazing is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Secret Organizations – It is unlawful for students to participate in or be members of any secret fraternity or secret organization that is in any degree a school organization.

Any student who violates this restriction is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

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

School Board Policies: Rights and Responsibilities of Students

The Kearney Board of Education believes discipline to mean the process by which students learn and practice self-responsibility in the conduct of their activities in and out of the school community. It is developmental and based upon a respect for the potential and dignity of each individual.

Students shall be expected to conduct themselves in keeping with their level of maturity, with due regard for the regulations of the school, the authority and responsibility of their teachers and the rights and privileges of others in the school.

Discipline is the responsibility of all persons involved in the education of young people. The process requires understanding, acceptance, establishment of proper goals, provision of stimulating instruction, approval and commendation of student achievement, setting of proper limits, firm, fair, and consistent enforcement of limits, and punishment when circumstances warrant it. The goal is self-discipline.

The process should be geared to the developmental level of students, resulting in more self-direction as the student matures.

Classroom teachers or sponsors are responsible for the conduct of students under their jurisdiction and have the authority to enforce student conduct. When student misconduct must be corrected, the following forms of corrective action should normally be utilized:

1. **Reprimand**
The student will be told what he/she is doing wrong and asked to explain his or her understanding of the situation.
2. **Conference**
The student will be asked to discuss the circumstances of misbehavior, and to formulate a plan for correction. Parents will be involved in conferences when it becomes apparent that a pattern of misbehavior is developing.
3. **Detention**
Usually administered when reprimand and initial conferences have failed to correct the situation. Detention can be assigned for one or more days before or after school depending upon the offense.
4. **Repairing or Paying for Damage**
Parents are responsible to pay for repairs or replacement if their child has damaged school property.
5. **Loss of Privileges**
Privileges are taken seriously by most students and their loss is a serious matter to them.

Inspection of School Property

The school exercises exclusive control over school property, and students should not expect privacy regarding items placed in school property, because school property is subject to search at any time by school officials.

Students are responsible for whatever is contained in desks and lockers issued to them by the school. School officials reserve the right to search an individual if the search is reasonable or necessary to maintain order or safety. Student lockers, desks, and other such property are owned by the school. A personal safety or security device (such as a taser, mace, or pepper spray) not previously approved by the Administration constitutes a “dangerous weapon”.



Designated officials may, according to law and board policy, have access to and search student lockers, desks, and other such school-owned property. Designated officials may have access to search student clothing, backpacks, and other such property (including cars in the school parking lot or otherwise on school property) on reasonable suspicion that the law or school rules are being violated.

Academic Dishonesty & Integrity

Kearney Public School expects all students to maintain high standards of honesty in their academic endeavors. Academic dishonesty includes but is not limited to cheating on a test or other class work, plagiarism (the appropriation of another's work or the unacknowledged incorporation of another's work), or collusion (the unauthorized collaboration with another person in preparing work). This includes direct plagiarism from the Internet or Artificial Intelligence (AI). Should a student be found guilty of academic dishonesty, the student shall receive a failing grade (0%) on the work in question. If more than one student is involved, the teacher and an administrator will decide the level of involvement of all parties, which could result in a lower grade or a possible "0" for all involved. Additionally, any student work that compromises the integrity of the academic content will receive a grade of "0" for all involved and the instructor holds the sole authority regarding whether to allow the student to make up the work. Please refer to the Code of Conduct for other potential actions.



STUDENT DISCIPLINE

It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline in the school district. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conference, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term), mandatory reassignment, and expulsion. When a student is suspended or expelled, the student shall not be permitted on school grounds without specific administrator approval.

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

The following types of student conduct shall constitute grounds for short-term suspension, long-term suspension, expulsion or mandatory reassignment, when such activity occurs on school grounds or during an educational function or event off school grounds, or in a school owned or utilized vehicle being used for school purposes or at a school sponsored activity or athletic event:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority
2. Use of violence, force, coercion, threat, harassment, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Sexual assault or attempting to sexually assault any person. For purposes of this provision, sexual assault means sexual assault in the first or second degree or a sexual assault of a child in the first, second or third degree, as such crimes are defined in the statutes referenced in Section 79-267(8)
4. 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, or setting or attempting to set a fire of any magnitude.
5. 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.
6. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student, or making a threat which causes or may be expected to cause a disruption to school operations.
7. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events. The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others. The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students.
8. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon, or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks (see below).
9. Engaging in the selling, using, possessing or dispensing of alcoholic beverages, tobacco, narcotics, drugs, controlled substance, inhalant or being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing or dispensing of an imitation controlled substance as defined in Section 28-401 of the Nebraska Statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in a manner prescribed for the student by the student's physician is not a violation. Tobacco means any tobacco product (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also it includes being impaired by reason of the abuse of any material used as a stimulant.



10. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned class or assigned activities.
11. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
12. Public indecency or sexual conduct
13. Repeated violation of any of the school rules
14. Engaging in any unlawful activity as determined by the laws of the United States or the State of Nebraska
15. Dressing or grooming in a manner wherein such dress is dangerous to the student's health and safety or to the health and safety of others or is distracting or indecent to the extent that it interferes with the learning and educational process; or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for those students riding Kearney Public Schools buses or other vehicles.
17. Violation of the Internet Use and Safety and/or the Electronic Devices Policy.

In addition, a student may be suspended (short-term or long-term) expelled, or mandatorily reassigned for sexual assault or attempted sexual assault of any person regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.

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

1. Knowingly and intentionally using force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
2. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion of one (1) calendar year.

"Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device."

The Superintendent may modify such one-year expulsion requirements on a case-by-case basis, provided that such modification is in writing.

Bringing a firearm or other dangerous weapon to school for any reason is prohibited.

For purposes of this handbook, the term "dangerous weapon" includes any personal safety or security device (such as a taser, mace, or pepper spray). In the event that a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. If a student obtains prior approval from the building principal, the student must store the device during the school day in the student's locker, in the main office, or in another secure location designated by the building principal. A student shall not carry a person safety or security device during the school day.

Short-Term Suspension

Short-term suspension may be imposed for a period of up to five (5) school days for violations of any of the above detailed areas of prohibited conduct. The principal may suspend a student for as many as five school days for:

- A. Conduct that constitutes grounds for expulsion under the law.
- B. Other violations of the 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 procedure should be followed for a short-term suspension -

- A. The principal and designee shall make a reasonable investigation of the facts and circumstances.
- B. Prior to the commencement of the short-term suspension, the student should receive oral or written notice of the charge and the reasons for the suspension and the student should be told the basis of the evidence used to make the decision.
- C. The student shall be afforded an opportunity to explain the student's version of the facts to the administrator or designee making the short-term suspension decision.
- D. The student and the student's parents shall be notified within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.
- E. An opportunity shall be afforded to the student, and the student's parent or guardian, to have a conference with regard to the matter with the principal or administrator ordering the short-term suspension before or at the time the student returns to school. The principal or administrator shall determine who in addition to the parent or guardian shall attend the conference. The principal shall document their attempt to make a reasonable effort to hold a conference with the parent or guardian.

Long-term Suspension, Expulsion, or Mandatory Reassignment

A student may be excluded (long term suspended) by the principal or designee from school or any other school function for a period of six (6) school days, but less than twenty (20) school days on a long-term suspension for conduct constituting grounds for expulsion as hereinafter set forth.

Expulsion

Expulsion shall mean 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:

within (10) ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or within (10) 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 unless the expulsion is for firearms or other dangerous weapons, 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.

Any expulsion that will remain in effect during the first semester of the following school year shall be automatically scheduled for review before the beginning of the school year. The review shall be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian.

This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year.

If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

Enforcement of the expulsion may be suspended for a period of not more than one (1) full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program which the school district deems appropriate for rehabilitation of the student. In lieu of other authorized educational programs to which the student may be assigned, such school, class, or program may be offered as a community-centered classroom and may include experiences for the student as an observer or aide in governmental functions, as an on-the-job trainee, and as a participant in specialized tutorial experiences or individually prescribed educational and counseling programs. Such programs shall include an individualized learning program to enable the student to continue academic work for credit toward graduation. At the conclusion of the designated period:



if the student has satisfactorily participated in the school, class or program to which such students has been assigned, the student shall be reinstated and permitted to return to the school of former attendance or to attend other programs offered by the district, and action to expunge the record of the expulsion may be taken at the discretion of the Superintendent or his or her designee; or if the student's conduct has been unsatisfactory, the expulsion shall be enforced. The determination of whether the student's participation and conduct has been satisfactory or not shall be made by the Superintendent or designee.

Student Subject to Juvenile or Court Probation Prior to the readmission to school of any student who is less than nineteen (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 Superintendent or designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Superintendent or designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student shall, upon such return, be screened by the school for possible disabilities and, if the screening so indicates, be referred for evaluation for possible placement in special education.

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

Mandatory Reassignment - Mandatory reassignment shall mean the involuntary transfer of a student to another school within the system in connection with any disciplinary action.

Emergency Exclusion - A student may be excluded from school in the following circumstances:

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

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

If the emergency exclusion will be for (5) five days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond (5) five days, a hearing is to be held and a final determination made within (10) ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

Right to Appeal

1. Due process as defined in the statutes of the State of Nebraska will be followed in all situations that may involve removal from the student's attendance center by long-term suspension, expulsion, or mandatory reassignment.
2. The following process will be used to resolve conflict situations that involve staff and patrons or students and involve long-term suspension, expulsion, or mandatory reassignment.
 - A. The principal shall prepare a written summary of the alleged violation and the evidence supporting the alleged violation with the superintendent or his or her designee.
 - B. If the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose, or (b) a personal injury to the student himself or herself, or students, school employees, or school volunteers, and a notice of intent to discipline the student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent or his or her designee, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent.
 - C. The principal or his or her designee shall serve by registered or certified mail or by personal service, the student and the student's parents or guardians with a written notice within two (2) school days of the date of the decision to recommend long-term suspension or expulsion. Said notice shall include the following:
 1. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension or expulsion, including a summary of the evidence to be presented against the student as submitted by the principal or assistant principal.



2. The penalties to which the student may be subjected and the penalty which the principal, or his or her designee, has recommended in the charge.
3. A statement explaining the student's right to a hearing upon request on the specified charges.
4. A description of the hearing procedures provided by these policies along with procedures for appealing any decision rendered at the hearing.
5. A statement that the administrative representative, legal counsel for the school, the student, the student's parents, or the student's representative or guardian shall have the right to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct, and the right to know the identity of the witnesses to appear at the hearing and the substance of their testimony.
6. A form for a request for hearing to be signed by such parties and delivered to the principal or his or her designee in person or by registered or certified mail.
 - D. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing or settling the matter with appropriate school personnel prior to the hearing stage.
 - E. In the event that the principal has not received a request for hearing within five (5) school days following receipt of the written notice, the punishment recommended in the charge by the principal, or his or her designee, shall automatically go into effect.
 - F. If a hearing is requested more than five (5) school days following the actual receipt of the written notice, but not more than thirty (30) calendar days after actual receipt, the student shall be entitled to a hearing, but the punishment imposed may continue in effect pending final determination.
 - G. If a request for hearing is not received within thirty (30) calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.
 - H. In the event that a hearing is required to be provided, the superintendent shall appoint a hearing officer.
 - I. Religious Freedom. The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would interfere with the school day.

When a student is suspended or expelled from school, the student shall not be permitted on school grounds without specific administrator approval.

Alternative Education Programs or Plans For Expelled Students

A. Alternative Education Program

The Superintendent or Superintendent's designee is hereby granted the authority to arrange and plan for a student's alternative educational program, based on the available resources and student's individual circumstances.

B. Education Plan Program:

If the administration elects not to provide an alternative education program, or if a student declines to participate in the alternative education program, the following procedures shall be followed:

1. A conference shall be called by a school administrator and held to assist the district in the development of a plan with the participation of a parent or a legal 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.
2. The plan shall be in writing and adopted by a school administrator and presented to the student and the parent or legal guardian.
3. The plan shall:
 - a. Specify guidelines and consequences for behaviors which have been identified as preventing the students from achieving the desired benefits from the educational opportunities provided,
 - b. Identify educational objectives that must be achieved in order to receive credits toward graduation,
 - c. Specify the financial resources of the community programs available to meet both the educational and behavioral objectives identified, and
 - d. Require the student to attend monthly reviews in order to assess the student's progress toward meeting the specified goals and objectives.



The school district shall submit such plan on the form "Section 79-266(2) Plan".

LAW VIOLATIONS

Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code, will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent or guardian of the fact that the referral to legal authorities has been or will be made.

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.

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

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 or guardian.

OTHER SCHOOL BOARD POLICIES

Board Policy Relative to Standards of Student Conduct Pertaining to the Unlawful Possession, Use, or Distribution of Illicit Drugs or Alcohol on School Premises or as a Part of Any of the School's Activities -

It shall be the policy of Buffalo County School District No. 7, in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation, to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or drug paraphernalia, or alcohol on school premises or as a part of any of the school's activities.

This shall include such unlawful possession, use, or distribution of illicit drugs or drug paraphernalia, or alcohol by any student of the District during regular school hours or after school hours at school-sponsored activities on school premises, or at school-sponsored activities off school premises.

Conduct prohibited at places and activities as hereinabove described, shall include, but not be limited to, the following:

1. Possession of any controlled substance, possession of which is prohibited by law.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession of alcohol on school premises or as a part of any of the school's activities.
4. Possession of drug paraphernaliaUse of any illicit drug.
5. The possession, use, or distribution of alcohol.
6. Distribution of any illicit drug.
7. Distribution of any drug or controlled substance when such distribution is unlawful.
8. Use of any drug in an unlawful fashion.
9. Use of any illicit drug.



It shall further be the policy of the District that violation of any of the above prohibited acts will result in disciplinary sanctions being taken within the bounds of applicable law, up to and including short-term suspension, long-term suspension, expulsion, or referral to appropriate authorities for criminal prosecution.

Tobacco-Free Environment

It is the intent of the Board of Education of the Kearney Public Schools to create a tobacco-free environment within the Kearney Public Schools. Because we value our students and employees, the promotion of health, safety, and well-being is one of our utmost concerns.

Use of tobacco is linked to heart, lung, mouth, throat, gums, and respiratory diseases. Smoking is the major preventable cause of premature death today. Non-smokers can be harmed by passive smoke.

A ban on all tobacco use is the policy on all school district property and in all school-owned vehicles. Tobacco use by the general public or adult employees on all school district property, on all athletic fields, and in all school-owned vehicles will be prohibited. Visitors are expected to honor the tobacco-free environment policy as well.

The Board prohibits the use, distribution, or possession of tobacco products by students in the school building or on the grounds at any time, or at any school-sponsored activity or athletic event, or in a vehicle owned, leased, or contracted by the school being used for school purposes, or in a vehicle being driven for school purposes by a school employee or designee.

Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

Students who do will be disciplined, and may be suspended or expelled and/or referred to appropriate law enforcement officials.



STUDENT DRESS

Good personal appearance is conducive to a positive learning atmosphere. It is each student's and parent's responsibility to see that the student comes to school clean and neatly dressed.

Appropriate clothing shall be that which does not pose a health problem or safety hazard, does not disrupt classroom activities, properly covers the body, and complies with reasonable standards of appropriate dress. Any clothing deemed disruptive to the educational process is prohibited.

- (1) Students will not be allowed to attend school wearing clothing that advertises, condones, or promotes alcohol, tobacco and other drugs, violence, sexual references (e.g. Hooters, W.W.F., Coed Naked, Lucky Brewery, gang affiliation, "Bong Hits 4 Jesus" etc.), or is offensive to ethnicity, gender, religion, handicapping condition or sexual orientation.

If students wear such inappropriate apparel to school, they will be asked to alter their dress so the wording is not visible, or may be given an alternate garment.

- (2) Caps, hats, or other head gear will not be allowed in school buildings, except for specific activities approved by the principal.
- (3) Students are recommended to wear tennis shoes on days when they will participate in physical education.

Other dress and appearance will be monitored by principals. If the student's dress and/or appearance is affecting student behavior in a negative manner, the principal may request the student not wear such clothing, hair color, tattoos, jewelry, artificial nails, high heels or make-up to school. The guidelines are provided for the safety and learning opportunities of all students. Families in need of appropriate seasonal clothing for their children may contact the Kearney Public Schools Foundation at 698-8030 to inquire about assistance or the school social worker.

A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration.

All staff members have the discretion to send students to the office that they believe to be in violation of the dress code policy.

The principal or the superintendent will have the final authority in determining the appropriateness of student attire.

Playground Apparel

Please provide your child with adequate outerwear for the playground, as well as for their walks to and from school.

STUDENT FEES

The Board of Education of Kearney Public School District #7 adopted 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 instruction in school in accordance with the Nebraska Constitution. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children which extend beyond the minimum level of Constitutionally-required free instruction. Students and their parents have historically contributed to the District's efforts to provide such extra activities, programs, and services.

The District's general policy is to continue to encourage and to require, to the extent permitted by law, such student and parent contributions to enhance the educational program 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 for specific categories of student fees.



The District does so by setting forth the following policies and guidelines; this policy is subject to further interpretation or guidance by administrative guidelines or board rules which may be adopted from time to time. Parents, guardians, and students are encouraged to contact their building administrators for further specifics.

1. Guidelines for non-specialized attire required for specific courses and activities and costs of field trips associated with the curriculum

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 protection devices for courses of instruction in vocational, technical, industrial arts, chemical, and 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, and 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.

The district will provide for costs of students and staff to attend specific events, activities, and/or attractions associated with curricular field trips, with the exception of minor consumables such as meals.

2. Personal or consumable items and miscellaneous –

Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.

General Course Material: Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses, including, but not limited to, pencils, paper, pens, erasers. A specific class supply list will be published annually.

Damaged or Lost Items: Students are responsible for the careful and appropriate use of school property. Students and their parents or 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.

Materials Required for Course Projects: 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 such materials for the project.

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.

Parking. Students may be required to pay for parking on school grounds or at school-sponsored activities, and may be subject to payment of fines or costs for damages caused with or to vehicles or for failure to comply with school parking rules.

3. Extracurricular Activities- specialized equipment or attire/class dues/conference expenses –

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 team, 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. Costs to students can be waived through the District's fee waiver policy.

Students have the responsibility to pay for dues to belong to any extracurricular club or organization and to pay for attendance at any of their related activities. Fees to attend conferences and/or conventions of these organizations where participation is voluntary, will be the responsibility of the student. For music 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

Admission fees are charged for extra-curricular activities and events.

5. Postsecondary education costs

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

6. Transportation costs

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

7. Copies of student files or records

The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian, or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents or students from exercising their right to inspect and review the student's 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 to 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

Students are responsible for fees required for participation in summer school. Students are also responsible for any fees associated with correspondence courses. Students who have failed to obtain credit for curricular classes they have taken during the normal school hours will be required to pay tuition costs for retaking the class.

10. Breakfast, snack and lunch programs



Students shall be responsible for items which students purchase from the District's breakfast, snack, 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 are required to bring money or food for field trip lunches and extra-curricular activities.

11. Waiver policy

The District's policy is to provide free waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (1) participation in extracurricular activities, and (2) use of a musical instrument in optional music courses that are not extracurricular activities.

Participation in a free or reduced lunch program is not required to qualify for free or reduced-price lunches for purposes of this section.

Students or their parents must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

12. Distribution of policy

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

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

13. Student Fee Fund

The Board of Education hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students.

Funds subject to the Student Fee Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.



STUDENT RECORDS

A cumulative record shall be maintained for each student from entrance into school through the twelfth grade. Such records pertaining to the individual student may be used only for the benefit, promotion, or welfare of the student. Any natural or adoptive parent has all rights of a parent, unless his/her rights are altered by the courts.

Student files or records shall be maintained so as to separate academic and disciplinary matters. All disciplinary material in a student's file shall be removed and destroyed after the student's continuous absence from the school for a period of three (3) years. A parent or guardian of a student or former student, and a student or former student who is eighteen (18) years of age or older, shall be given the opportunity upon request to inspect and review the education records of the student or former student.

The Kearney Public Schools will not arbitrarily alter these rights. The custodial parent should receive routine information about his/her student including notification of conferences.

The non-custodial parent need not receive this information on a routine basis; however, if the non-custodial parent requests this information, and his/her right to it has not been denied by the courts, it should be provided.

In accordance with the Family Educational Rights & Privacy Act, Kearney Public Schools is required to inform parents/legal guardians that standard, directory information in regard to your child can be published unless you wish to restrict information.

Examples of publications include: music and sports programs, honor roll, bulletin boards, school newsletters, student directories, web sites, award listings, birthday lists, press releases, Cable Channel, YouTube, TeacherTube, and Kearney Public Schools' video productions. If you choose to restrict your child's name or likeness, they will not be included in press coverage or publications.

Directory information includes: student's name, address, telephone listings (if not unlisted), e-mail address, and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student, school and dates of attendance, student's current grade, student's enrollment status (e.g., full-time or part-time), student's date of birth and place of birth, student's extra-curricular participation, student's weight and height if a member of an athletic team/s, degrees, student's honors and awards received, student's photograph, and most recent previous school attended. All other non-directory information shall remain confidential.

All parents must sign a release form as they enter their child in a Kearney Public Schools attendance center, indicating if they choose restriction or no restriction of directory and publication information.

It will be the responsibility of the parent to contact the school building to obtain an exclusion form if they choose to change their preferences.

School officials may have access to only those education records in which they have a legitimate educational interest (LEI), unless the parent has given written and dated consent for the access.

A school official has a legitimate educational interest (LEI), if the official needs to review an education record in order to fulfill his or her professional responsibility and effectively provide the function or service for which they are responsible.

A school official, for purposes of access to education records, is a person employed by the District as an administrator, supervisor, instructor or support staff member; a Board of Education member; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

To the extent permitted by law, contractors, consultants, and volunteers may be permitted to have access to education records where they are performing a function or service that would otherwise be done by a school employee. Their access is limited to education records in which they have a legitimate educational interest (LEI); which means records needed to effectively provide the function or service for which they are responsible.

Recording of Others

To ensure the privacy and confidentiality of student information, no person is authorized to record or transmit any sound or image of any person (including themselves) without the prior consent of the person or persons being recorded or whose image or sound is being transmitted. This prohibition applies to all persons, including staff, students, and community members, regardless of the content or context of the image or sound; however, this provision shall not apply to district-sponsored athletic or activity events where the focus of the recording or transmission is on the student performances or activities. Nothing in this provision shall prohibit the recording of an



Individualized Education Program meeting, if the recording is necessary to ensure that the parent understands the IEP or the IEP process, or to implement other parental rights guaranteed by the Individuals with Disabilities Education Act (IDEA).

Amendment of Student Records

Parents and eligible students (a student who has reached 18 years of age or is attending an institution of post-secondary education) have the right to challenge any information contained in the records that they believe is inaccurate, misleading or violates the privacy rights of the student. Such a challenge may be made by making a written request to the Principal to amend the records. If a decision is made not to amend the education records in accordance with the request, the Principal shall inform the parent or eligible student and the Superintendent.

The parent or eligible student shall be advised of the right to a hearing. If a hearing is requested, the Superintendent shall conduct a hearing (or delegate the role to another school official who does not have a direct interest in the outcome of the hearing) and provide the parent or eligible student a full and fair opportunity to present evidence relevant to the issues raised in conformance with applicable law.

FERPA's provisions do not apply to grades and placement of children made by school personnel. A copy of the complete FERPA regulations is attached in Appendix B.

STUDENT SERVICES

STUDENT SERVICES

Jeff Schwartz, 698-8005

Student services include Special Education, Students with Disabling Conditions, Counseling, School Social Work Services, High Ability Learner Services, Title I & Reading Services, EL Services, and Students in Transition with Need.

SPECIAL EDUCATION

Sara Paider, 698-8019

Special Education services are available to all students who meet qualifying criteria established by the Nebraska Department of Education. A child may be determined to verify as a child with a disability in one or more of the following categories: autism, deaf-blindness, developmental delay, emotional disturbance, hearing impaired, intellectual disability, multiple impairments, orthopedic impairment, other health impairments, specific learning disability, speech/language impairment, traumatic brain injury and visual impairment. Identified children are served from birth to age 21 at no cost to resident parents.

Program models available include: consultative and direct services (physical and occupational therapy, speech/language therapy, resource services, vision and hearing specialists, counseling, adaptive physical education, and psychological services); special education classrooms; and contracted services.

Parents may initiate referrals by contacting the student's teacher, the building principal, or the Special Education Director. Classroom teachers and building principals may also begin the referral process, after notifying the parent. All new referrals go first to the Student Assistance Team (SAT), which is a problem-solving team designed to look at the student's strengths and areas of concern and strategize a plan to enhance the student's performance.

When further diagnostic testing is determined to be necessary, the SAT refers to the Multidisciplinary Team (MDT). This team is responsible for completing the assessment and determining eligibility for special education services. The parent is a member of both the SAT and MDT. If the child is deemed eligible for special education, a team of regular and special educators, together with the parent, develop an Individualized Education Plan (IEP) that details areas of strength, educational needs, educational goals, and services for the child.

Inclusion - In keeping with the State and Federal guidelines for serving students with disabilities in the least restrictive environment, Kearney Public Schools will integrate students to the extent instructionally appropriate.

The integration of students with disabilities takes place with instructional support from regular and special educators while weighing the components of continuing to provide quality services to regular education students.

It is the intent of Kearney Public Schools that special education personnel will be allocated to actively support students with special needs in the regular education classroom.



The Special Education Office is located on the second floor of the Administration Building, 320 West 24th Street, Kearney, NE.

Students with Disabling Conditions

Jeff Schwartz Director of Student Services & Safety – 698-8005

Section 504 of the Rehabilitation Act of 1973 provides parents of students with disabling conditions the right to be fully informed concerning educational decisions about their child that include such things as: participation in programs, services, evaluations, and placement. This section also includes information on local grievance procedures and due process hearings. For more information, contact your building principal or the Director of Student Services & Safety.

English Language Services

Jeff Schwartz Director of Student Services & Safety – 698-8005

English Learners program (EL) is an educational service to all students who qualify for additional language support services. Individual buildings should notify the Education Directors, to initiate the assessment process to determine if the student qualifies for this special program, kindergarten through 12th grade.

For interpretation services call:

Paula Gaasch at 698-8039.

School Social Workers

Jeff Schwartz Director of Student Services & Safety – 698-8005

Each elementary building has access to a school social worker who is able to provide services related to a student's social and emotional adjustment to school, family, community and society. Social workers are the link between the home, school and community providing direct as well as indirect services to students, families and school personnel to promote and support students' academic and social successes.

Social workers may be part of the assessment team for at-risk and special education students and help students and families with transitions.

School social workers work collaboratively with the principals, guidance counselors and teachers to best meet the needs of each student. Referral for social work services can be made by parents, teachers or administrators.

Counseling Services

Jeff Schwartz Director of Student Services & Safety – 698-8005

A school counselor is assigned to each elementary school of the Kearney Public Schools. The goal of the elementary counseling program is to facilitate the personal and social development and academic success of every student. The elementary counseling program provides individual and group counseling, developmental guidance activities, and support guidance based upon individual and school needs. The very heart of Kearney's successful elementary counseling program is the regular in-class presentations as designed and taught by the counselor. Counselors present regular in-class presentations.

High Ability Learners

Jeff Schwartz Director of Student Services & Safety/Security – 698-8005

The Kearney Public Schools are committed to the philosophy of providing educational opportunities which allow each student to reach his/her potential. The schools provide a variety of challenging programs and services for students who have demonstrated or have the potential for superior academic achievement.

Learners with high ability shall be identified in the academic areas of math and reading. Identification of learners in grades 3-8 with high ability in the specified areas shall be based on the criteria listed below. Students meeting any one of the following criteria shall be identified as high ability learners.

- 97th percentile or above on the Spring Mathematics assessment administered by the district.
- 97th percentile or above on the Spring Reading assessment administered by the district.



Differentiated instruction is the primary model for delivery of High Ability Learner services in the Kearney Public Schools. Information about these programs and services is available to parents by visiting with the classroom teacher, building principal, or Education Director.

Title I & Reading Services

Jeff Schwartz Director of Student Services & Safety/Security – 698-8005

Jenn True Education Director PreK-5 – 698-8021

Title I reading services are available at qualifying schools. Children served must meet specific criteria identified through assessment instruments. Title I reading teachers provide small group instruction to children who qualify. They work with the regular classroom teachers to coordinate services to each student. Additional reading support teachers serve at other elementary sites. Students receiving services in Title I are held to the same standards and expectations as all other students, and are assessed with the regular student population without accommodations. Title I Math is available in some buildings.

Title I is a federally-funded program with the goal of helping all students meet challenging state academic standards. It is designed to provide additional academic support and learning opportunities to students struggling to meet state academic standards. Title I schools

- develop programs that supplement classroom instruction,
- ensure the staff is highly qualified and trained to incorporate research-based teaching methods into instruction, and
- include parents in Title I decision-making.

Parents have the right

- to know the qualifications of the child's teacher and any substitute teacher working for more than four weeks,
- to know how the school is rated on its state test scores,
- to understand the Nebraska State Standards, the Nebraska Student Assessment Program and the child's test score
- to expect regular communication with their school in a language that they can understand,
- to form a learning "compact" agreement between school and parent, and
- to give input to the school's action plan.

TARDIES and ABSENCES

Tardies are considered to be absences. Tardies cause students to miss the critical introductory component of the day's instruction. Kearney Public Schools staff will work in partnership with parents to promote consistent student attendance. A guardian dismissal is counted as a tardy.

Any student who is late the first **30 minutes** of the school day will be marked tardy. After the **30 minute** window, a student will be coded as absent with a check-in time noted. Additionally, when a student checks out, they will be coded absent for the remainder of the day with the check-out time listed. The minutes a student misses will be accumulated for truancy. Schools will contact parents when their children trigger the need for additional meetings to discuss truancy in accordance with state laws and reporting.

Elementary Instructional Day

- 8:05 A.M. to 3:25 P.M. Park, Windy Hills, Buffalo Hills, Kenwood
- 8:10 A.M. to 3:30 P.M. Bryant, Central, Meadowlark, Northeast
- 8:15 A.M. to 3:35 P.M. Emerson, Glenwood

Middle Level Instructional Day

- 8:10 A.M. to 3:35 PM Horizon, Sunrise

Secondary Instructional Day

- 8:00 A.M. to 3:41 PM Kearney High School
- 8:00 A.M. to 3:00 PM Hanny Arram Center for Success

Reporting Absences and Accountability

Please understand that ALL absences, tardies and guardian dismissals must be recorded regardless of the reasons. Parents must report all absences.

ALL absences, tardies and guardian dismissals must be reported by the parent or guardian of the student to the Principal's Office each day they occur within **24 hours** from the start of the school day. This report may be verbal or written.



The circumstances for all absences from school will be identified as: school excused or not school excused.

Planned Absences and Tardies

Absences, tardies and guardian dismissals that are known prior to the actual day of occurrence should be pre-reported and accounted for through the principal's office by the parent/guardian, whenever possible (except illness or a death in the family).

Any of the following circumstances that lead to an absence will be identified as an Excluded or School Excused absence, provided the required attendance procedures have been followed:

- (1) Impossible or impracticable barriers outside of the control of the parent or child which prevent a student from attending school. The parents must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to: documented illness, including physical illness, mental illness, medical appointment, court appearance, death of a family member/s, or suspension.
- (2) Other absences as determined by the principal or the principal's designee.
- (3) Excused or Unexcused - Not School Excused -

Absences that are not school excused may result in a report to the County Attorney and may be classified as follows:

- (1) Parent-acknowledged are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to: illness, vacations, and medical appointments without a doctor's note.

Absence Procedure

In the Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above-defined absence circumstances. Documentation from a medical provider will also help clarify the appropriate code and parents should always provide them to their child's school when applicable.

Leaving School During the Day

A student who plans to leave school during the day for any reason must bring a signed note from a parent, or the parent must call or email the principal or the principal's designee in advance, stating the reason for the absence.

Students must check out at the school office before leaving school. Upon returning to school that same day, the student must sign in at the School Office. Students who leave without permission and without signing out in the proper manner will be considered truant. No child will be allowed to leave school during the school day with any adult other than their parent/guardian, or person authorized by the parent/guardian, as stated above.

Return to School After an Extended Illness

When a student returns to school after an extended illness, surgery or injury, and requires educational accommodations, or requests to remain indoors during the noon hour or recess times, the student must have a note from his/her parent / guardian advising the school of this need. If the need extends for longer than a 3-day period, a doctor's statement will be required.

Two school days will be allowed to make up work for each day missed, with a maximum of 10 days allowed to make up work, or as otherwise determined by the teacher.

Excessive Absenteeism/Truancy

Truancy is defined as "any student that does not present evidence of why he/she is/was absent". A student who engages in unexcused absences may be considered truant as per Nebraska Revised Statute 79-201. Truancy is a violation of school rules. The consequence of such action may include suspension from classes and the student may be required to make up the time missed.



Procedures for Addressing Excessive Absenteeism

Students who accumulate five (5) absences in a quarter which are Excused/Unexcused “Not School Excused” shall be deemed to have “excessive absences.” Such absences shall be determined on a per day (or hourly equivalent) basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, school officials will have verbal or written communication with the person or persons who have legal or actual charge or control of any child.

When a student continues thereafter to have absences which are Excused/Unexcused “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 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 barriers are contributing factors to the lack of 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 consider, but not be limited to:

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

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

Reporting of and Responding to 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 (3) days, report such violation to the Superintendent or such person(s) who the Superintendent designates to be the attendance officer. The Superintendent or attendance officer shall immediately cause an investigation into any such report to be made.

The Superintendent or 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 Superintendent or 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 under the “Excessive Absenteeism” section.

A. Twenty Excused Absences

The school may report to the County Attorney of the County in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per school year.

The school shall notify the child’s family in writing prior to referring the child to the County Attorney. Illness that includes mental or physical illness that makes attendance impossible or impracticable shall not be the basis for referral to the County Attorney.

A report to the County Attorney may also be made when a student otherwise accrues excessive absences as herein defined.

TECHNOLOGY

Chromebooks

All K-12 students are provided a KPS issued device. These devices remain at school to support learning in the classroom. Students are expected to follow school guidelines and procedures for safely using devices. Refer to the [Acceptable Use Agreement](#) for



additional information. Device damages are a responsibility of the student. Parents/Guardians will be notified when an incident occurs and situations will be documented in the student information system. Following an incident, students will receive refresher instruction on how to properly use and care for their device. After the second incident, the fee for repair will be charged to the student and will be based on the current purchasing price.

Acceptable Use

We believe that access to the Internet is an important educational resource for our students. We understand that although there are many valuable educational resources available, there are also unacceptable and offensive materials available on the Internet.

Kearney Public Schools monitors and utilizes filtering software, but recognizes that no software is free from errors. We require efficient, ethical, courteous, and legal utilization of the equipment, computers, and network resources.

Computers and network resources have been provided for educational purposes - game-playing, chain letters, and chat rooms are not acceptable uses of school resources.

E-mail and other computer use or storage is not guaranteed to be private or confidential, but is considered to be school property and may be accessed and reviewed by district personnel and/or other computer users.

Students are taught Internet Safety Curriculum, including network etiquette or digital citizenship, appropriate use of social networking, and cyber-bullying awareness and response. The scope and sequence for the curriculum can be found in the District Curriculum Office and in each school's media center. Vandalism or "hacking" of any kind is prohibited. The security of the system and the rights of other users are to be respected at all times.

Students violating the acceptable use policy will be dealt with according to the discipline policies of the individual school building, the Kearney Public School District, and civil authorities. See Board Policies on Internet Use and Safety and Electronic Communication Devices.

Distribution of a private image of another person's intimate area or of a person engaged in sexually explicit contact is a Class I misdemeanor for a first offense, punishable by up to one year in prison, a \$1,000 fine, or both. Second and subsequent offenses would be a Class IV felony, punishable by up to two years in prison with 12 months post-release supervision, a \$10,000 fine, or both.

Electronic Communication Devices –

An electronic communication device (ECD) is any technology capable of sending or receiving messages using a network, such as a mobile phone, iPod, laptop, scanner, or video game system.

All ECDs, whether owned by Kearney Public Schools, the student, or anyone else, are subject to the rules and regulations of the Kearney Public Schools if they are on school property or using the Kearney Public Schools network.

Cell Phones, Smart Watches, Devices PK-8

Philosophy and Purpose. The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and these items can be lost or stolen. In order to maintain a secure orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District has established rules and procedures in the Student Code of Conduct and in the specific building addendums. **Airpods or other devices should not be worn during the school day unless it is part of an academic activity. If a student is wearing these devices during the school day (e.g. in the hallway, during lunch, etc.) they will be asked to remove them. Repeat offenders may be required to turn their airpods into the front office for the duration of the school day. Students who refuse will be considered insubordinate and further disciplinary action will be taken as is outlined in the Code of Conduct.**



TRANSPORTATION

Registration

First priority students:

First priority is granted to students who are legally entitled to transportation, students living over 4 miles from their home school and/or students that are involuntarily transferred to a school not in their home school attendance area due to building enrollment and/or to receive specialized district services.

*Please note: Students that *voluntarily* transfer to a non-home school and live over 4 miles are NOT guaranteed transportation. Voluntary transfers are considered second priority students and will be allowed to ride based on the criteria listed below.

Second priority students:

If there is still room on the bus after first priority students are routed, students living in the Kearney Public Schools attendance area will be routed on a first come, first served basis. If the bus is full, the student will be placed on a waiting list until room becomes available on the bus.

*Please note - second priority student transportation is NOT guaranteed for the entire school year. If new students move to Kearney during the school year and either live more than 4 miles OR receive district services, second priority students may no longer be able to ride the bus in order to make room for first priority students.

If a student does not ride the bus for 10 consecutive **school** days the transportation office will attempt to contact the parent from the information provided on the bus registration sheet. If contact with the parent can not be made, the students will be removed from the bus, and be required to re-register to ride the bus. Please make sure to maintain accurate contact information with the transportation office. Communication will be sent out regularly.

Transportation Protocol

The safe student transportation plan is incorporated in the district's Emergency Response Plan, Board of Education Policy and the Kearney Public Schools Student Transportation Handbook.

For additional Transportation Information: <https://www.kearneypublicschools.org/transportation/>



NOTICES

Child Abuse or Neglect Notification

School employees shall promptly report to the appropriate law enforcement agency and the principal when they have reasonable cause to believe that a child has been subjected to abuse or neglect, including sexual abuse, or circumstances which reasonably would result in abuse or neglect. The principal will ensure that the report has been made to the proper law enforcement agency or other agency as required by law.

This requirement shall apply to all school employees, including coaches and volunteers, participating in interstate amateur athletic competition.

The term “promptly” means “within a 24-hour period.”

Notice to Registered Sex Offenders

Registered sex offenders will not be permitted to come onto school property for any purpose and will be issued a “stay away” letter by the Administration Office.

A sex offender registrant, who is a parent or a guardian of a student in the Kearney Public Schools, shall not be permitted to come onto school property for any purpose without specific prior conditional permission of the school principal or designee.

If conditional permission is granted, the conditions for admission to school property will be outlined in a memorandum of understanding between the principal and the sex offender.

The memorandum, signed by both the principal and the sex offender, will include, at a minimum, the following conditions:

- A prohibition against volunteering in any capacity, including field trips
- A requirement that the school administration be notified in advance, prior to attending any function
- A requirement for registering at the front office and stating the purpose of any school visit
- Permission to attend conferences with the child’s teacher at a pre-arranged conference time

Students who are registered sex offenders may not be precluded from attending school.

Notification of Rights Under Family Educational Rights and Privacy Act (FERPA)

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

1. The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A



school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another School District in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:
Office of the Chief Privacy Officer
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202

The local school district contact in regard to FERPA compliance is:
Jeff Schwartz, Director of Student Services & Security
Kearney Public Schools
320 West 24th Street
Kearney, NE 68845
308-698-8005

Notice Concerning Directory Information

The District may disclose directory information. The types of personally identifiable information that the district has designated as directory information are as follows: student's name, address, telephone listings (if not unlisted), e-mail address, and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student, school and dates of attendance, student's current grade, student's enrollment status (e.g., full-time or part-time), student's date of birth and place of birth, student's extra-curricular participation, student's weight and height if a member of an athletic team/s, degrees, student's honors and awards received, student's photograph, and most recent previous school attended.

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

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

Notice of Non-Discrimination

The Kearney 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 Kearney Public School District does 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 its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX, Title II, Title VI; Section 504

Dr. Melissa Herrmann, Director of Human Resources
320 West 24th Street
Kearney, Ne. 68845
308-698-8011

melherrmann@kearneycats.com

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 the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd



Floor, Suite 320, Kansas City, MO 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

Anti-Discrimination, Anti Harassment, Anti-Retaliation

Students

Anti-discrimination, Anti-harassment & Anti-retaliation/Title IX

A. Elimination of Discrimination.

The Kearney 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 Kearney Public School District does not discriminate in the basis of sex, disability, race (skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, marital status, age, 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 person has been designated to handle inquiries regarding student non-discrimination policies:

Title IX, Title II, Title VI & Section 504 –

Dr. Melissa Herrmann, Human Resources Director
320 West 24th Street
Kearney, Ne. 68845
308-698-8011
melherrmann@kearneycats.com

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 of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination and Retaliation of Employees, Students and Others.

1. Purpose: Kearney Public Schools is committed to offering employment and educational opportunity 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 (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, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth, or related medical condition, sexual orientation or gender identify, or other protected category, 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:

a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment,

OR

b. 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 bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's race (including skin color, hair texture and protective hairstyles), color, national or ethnic origin, religion, disability, age, sex, veteran status, marital status, pregnancy, childbirth or other related condition, sexual orientation or gender identity, or other protected category, may include, but is not limited to:



- Name-calling,
- Teasing or taunting,
- Insults, slurs, or derogatory names or remarks,
- Demeaning jokes,
- Inappropriate gestures,
- Graffiti or inappropriate written or electronic material,
- Visual displays, such as cartoons, posters, or electronic images,
- Threats or intimidating or hostile conduct,
- Physical acts of aggression, assault, or violence, or
- Criminal offenses

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.,
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).

Preventing Harassment and Discrimination of Employees and/or Students -

Purpose: Kearney Public Schools is committed to offering employment and educational opportunity to its employees and students, in a climate free of discrimination. Accordingly, unlawful discrimination, harassment or retaliation of any kind of District employees, including co-workers, non-employees (volunteers), third parties, or 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 race, (skin color, hair texture and protective hairstyles) color, religion, national or ethnic origin, sex, disability, age, veteran status, marital status, pregnancy, childbirth or related medical condition, or other protected conditions 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:

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

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

Any person who believes she or he has been discriminated against, denied a benefit, or been excluded from participation in any district education program or activity on the basis of sex, race, (skin color, hair texture and protective hairstyles), color, national or ethnic origin, religion, age, handicap, veteran status, marital status, pregnancy, childbirth or related medical condition, or other protected condition, may grieve such matters using the adopted grievance procedures of the Kearney Public School District. Such procedures shall provide for prompt and equitable resolution of complaints alleging acts of discrimination.

The following are general definitions of what might constitute prohibited harassment:

- A. Ethnic or racial slurs or other verbal or physical conduct relating to a person's race, (skin color, hair texture and protective



hairstyles) color, religion, disability, national or ethnic origin, marital status, veteran status, pregnancy, childbirth or related medical condition, or other protected conditions, constitute harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional, or educational environment.

- B. Age harassment (40 years of age or higher) has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults, or intimidation based on a person's age.
- C. Sexual harassment has been defined by federal and state regulations as a form of sex discrimination. It may consist of unwelcome sexual advances, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body; comments about an individual's body, sexual activity, or sexual attractiveness; requests or pressure for sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotion, etc.; gender-based harassment; or physical or verbal conduct of a sexual nature such as aggression, assault, or violence, including criminal offenses, 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; by supervisors or others in the workplace, classroom, or educational environment,

(i) Sexual harassment may also exist when:

- A. Supervisors or managers make submission to such conduct either an explicit or implicit term and condition of employment or of participation and enjoyment of the school's programs and activities;
- 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 school program or activity decisions, such as admission, credits, grades, school assignments or playing time.
- 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.

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 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.

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.

The District will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the District gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure is made in response to a complaint or investigation proceeding, hearing, or other similar action.

2. Complaint and Grievance Procedures:

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor, teacher, or the compliance coordinator designated to handle complaints of discrimination. 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 may report the alleged discrimination, harassment, or retaliation to the designated coordinator, or in the case of a student, to another staff person (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.

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 aim to 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 complete its investigation within ten (10) working days after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include witnesses not being available due to an 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 time frame to complete the investigation will not exceed ten additional working days without the consent of complainant, unless the alleged victim agrees to a longer timeline. Periodic status updates will be given to the parties, when appropriate.

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

Providing the parties with the opportunity to present witnesses and provide evidence.

- a. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- b. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.
- c. 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.) will be completed.

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. 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, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.



The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within one (1) working day after the investigation is completed.

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed (victim).

ii. 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 (5) 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 five (5) 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.]

iii. Level 3 (Appeal to the Board)

If the party is not satisfied with the Superintendent's determination, he or she may file an appeal in writing with the Board of Education within five (5) working days after receiving the Superintendent's determination. The Board of Education will review the appeal, the Superintendent's determination, the investigative documentation and decision, and allow the party to address the Board at the next scheduled Board meeting to present his or her appeal.

The Board will issue a written determination about the appeal within thirty (30) working days after receiving the appeal. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

3. 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,

4. Designated Compliance Coordinator(s):

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. 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.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. 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.
- e. 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.



- f. 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.
- g. 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.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. 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.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

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

5. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. 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, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

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.

Title IX – Procedure for Complaints of Sexual Harassment

A. Complaint Procedure - Generally

Reporting Procedures: All employees are responsible for helping to prevent sexual harassment. Employees, or students, who believe they have been subjected to, or believe they have witnessed sexual harassment should follow these procedures:

1. Directly inform the person engaging in the discrimination or harassment that such conduct is offensive and must stop.
 2. For employee reporters, contact your principal or supervisor, the principal or supervisor of the offending person, or the Title IX Coordinator if you do not wish to communicate directly with the person whose conduct is offensive or if direct communication with the offending person has been ineffective.
 3. Report the matter to the Title IX Coordinator if the offending conduct continues or has not been resolved to your satisfaction after you have reported the matter to a principal or supervisor.
 4. For student reporters, contact any teacher, counselor, administrator, or Title IX Coordinator.
 5. Report to the Title IX Coordinator if you are the adult to whom the student has made a report so that the matter can be properly resolved. The Title IX Coordinator may file a formal complaint and begin the following complaint procedure.
- Allegations of sexual harassment or discrimination shall be investigated and, if substantiated, corrective or disciplinary action taken, up to and including dismissal from employment if the offender is an employee, or suspension and/or expulsion, if the offender is a student. Retaliatory action will not be taken against an employee or student for reporting discrimination or harassment.

B. Response to a Formal Complaint:

1. Filing Formal Complaint: An employee or student can allege sexual harassment by filing a formal complaint in writing with the Title IX Coordinator in person or by mail, or by electronic mail using the following contact information:



Title IX, Title II, Title VI; Section 504

Dr. Melissa Herrmann, Director of Human Resources
320 West 24th Street
Kearney, Ne. 68845
308-698-8011
melherrmann@kearneycats.com

The formal complaint must be signed by the complainant or by the Title IX Coordinator. The formal complaint procedure may be found in Board Policy 1340.21/4002.12/5401.1.

Notification of Rights under the Protection Of Pupil Rights Amendment (PPRA) -

PPRA affords parents certain rights regarding conducting surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect upon request and before administration use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum. These rights transfer from the parents to a student who is 18 years old or an emancipated minor under state law.

The Kearney Public Schools has developed policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Kearney Public Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Kearney Public Schools will also directly notify, such as through U.S. Mail or e-mail, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parents to opt his or her child out of participation of the specific activity or survey. Kearney Public Schools will make this notification to parents at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such



activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution
- Administration of any protected information survey not funded in whole or in part by ED
- Any non-emergency invasive physical examination or screening as described above.

parents who believe their PPRA rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5901

The local school district contact in regard to PPRA compliance is:

Jeff Schwartz, Director of Student Services & Security
Kearney Public Schools
320 West 24th St.
Kearney, NE. 68845
jefschwartz@kearneycats.com
(308) 698-8005



STUDENT CONDUCT APPENDIX

Level 1 Interventions and Responses	Level 1 Interventions and Responses are aimed to teach alternative behavior so that students can learn and demonstrate safe, respectful and responsible behavior. Staff members are encouraged to try a variety of teaching and classroom management strategies
<p><i>Who: Teachers primarily handle these situations within their classroom. They will seek the support of the Administration, Counselors, SAT chairs, SPED case managers and other members of the team.</i></p> <p>This list of Interventions is not intended to be exhaustive, nor will every school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under specific circumstances.</p>	<p>Level 1 Response Considerations</p> <ul style="list-style-type: none"> • Teacher or student conference • Time out/Break from classroom • Work Done: Complete Assignment • Loss of Recess/Loss of privilege means losing opportunities that could include extracurricular school activities on or off campus before, during, or after school. • Detention • Spend the remainder of the day in ISS • Verbal Correction • Loss of classroom privileges <p>Level 1 Intervention Considerations</p> <ul style="list-style-type: none"> • Parent or guardian contacted, conference, and/or accompany student to school • Implementation of classroom supports <ul style="list-style-type: none"> · Expectations established and taught · Positive rapport/relationship · Re-teaching, prompting, feedback · Effective classroom supervision • Verbal correction • Collaborative Problem Solving • Written reflection or apology • Seat change • Establish Buddy Teacher/Classroom system • Positive Reinforcements • Refer to MTSS SEBL Handbook

Level 1 Violations	Additional Responses	Behavior Code Minor: Teacher Logs Major: Administration
<p>Bus Misconduct Activity on the bus which is unsafe; refusal to follow directions of the driver or aide</p>	<p>Work with transportation department to complete investigation and follow bus misconduct consequences chart found in transportation handbook.</p>	<p>Minor: Disruptive Behavior</p> <p>Major: 3600 Violation/School Rules</p>
<p>Cheating or Plagiarizing Academic dishonesty including, but not limited to, copying the work of others on school assignments or tests, and using the ideas of writings of another person including AI to complete your work.</p>	<p>Academic consequences may include requiring student to redo the assignment, issuing alternate assignment or issuing no grade or grade of zero (in consultation with administration).</p>	<p>Minor: Other</p> <p>Major: 3600 Violation/School Rules</p>



<p>Classroom Disruption Student behavior that causes a disruption to the classroom environment impedes or has the potential to impede the learning of others.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Disruptive Behavior Major: 3600 Violation/School Rules</p>
<p>Behavior Disruptive to the School Environment Student behavior that is unruly or causes disruption to the natural course of the school day.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Disruptive Behavior Major: 1500 Disorderly Conduct</p>
<p>Bullying/Harassment When a student engages in a back and forth exchange that includes any hurtful, demeaning, or disparaging acts, words, symbolic representations, or behavior used by a student(s) against another student(s) or staff member(s) that is disruptive of the educational process including any activity on the internet. This includes, but is not limited to, verbal, physical, visual, or graphic actions such as name-calling, taunting, mocking, slandering, humiliating, defaming, teasing, pestering; and making derogatory remarks, demeaning jokes, disparaging drawings or notes.</p>	<p>Conflict Resolution Process followed and parents of all students involved are notified. This includes when bullying is reported to the school by parents or outside individuals.</p>	<p>Minor: Defiance/Disrespect/Non compliance Major: 3200 Threat/Intimidation <i>*Bullying is defined as any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events.</i></p>
<p>Dress Code Violation Student attire that has messages, images or phrases that represent distasteful or illegal activities including references to drugs, alcohol, violence, profanity or sexual innuendos. Dress that causes a substantial disruption to the educational environment or poses a safety threat to others. This can include items such as chains, belts or belt buckles, jewelry or other objects that could be used as weapons.</p>	<p>Students will be asked to change/cover/remove the clothing item. Parents will be contacted.</p>	<p>Minor: Defiance/Disrespect/Non compliance Major: 3600 Violation/School Rules</p>
<p>Excessive Tardies Arriving late to class excessively, as determined by individual school procedures or is caught in the hallway by school staff after the tardy bell has rang</p>	<p>See KPS Attendance Process Flowchart & Guidelines</p>	<p>Minor: Other Major: 3600 Violation/School Rules</p>
<p>Failure to Serve Detention Student does not serve an assigned detention, whether it is scheduled during the school day or after school hours.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Defiance/Disrespect/Non-Compliance Major: 3600 Violation/School Rules</p>
<p>Leaving or Entering the School without Following Procedures Failure of a student to adhere to guidelines for open campus privileges or being in an area off-limits to students.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Non-Compliance Major: 3600 Violation/School Rules</p>



<p>Loitering Students in hallways, corners, restrooms, locker rooms or other locations in the building without expressed permission and without the approval and supervision of a classroom teacher.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Non-Compliance Major: 3600 Violation/School Rules</p>
<p>Lunchroom and Hallway Misconduct Student fails to follow expectations for behavior in the lunchroom, hallways or other common spaces.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Defiance / Disrespect Major: 3600 Violation/School Rules</p>
<p>Misuse of Pass/Out of Area Student is out of his or her assigned area during the school day, or uses a hall pass in a way not intended by the issuer</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Defiance / Disrespect Major: 3600 Violation/School Rules</p>
<p>Electronic Device Violations Creation or access of inappropriate material; vandalizing; gaining or attempting to gain unauthorized access; using computers or networks for harassing or threatening or other non-educational purposes. OR Direct or indirect use of district computers, computer networks or computer systems which involves offensive, personal, commercial or other inappropriate messages . OR Other actions that are a violation of the District Technology Policy. Cell Phones or other electronic devices are not allowed to be used in the classroom during the school hours. restrooms, locker rooms are always banned from device usage.</p>	<p>Refer to Level 1 Response Considerations and Acceptable Use Agreement (AUA) Cell phones and other electronic devices will be confiscated until the student retrieves them at the end of the day. (first violation)</p>	<p>Minor: Defiance / Disrespect Major: 3600 Violation/School Rules</p>
<p>Nuisance Item Any item in a student's possession that is sufficiently annoying, offensive, unpleasant, obnoxious or dangerous that it substantially interferes with or disrupts the learning environment. This may include items that have the potential to cause a disruption or chewing gum.</p>	<p>Item(s) will be confiscated and returned to the parent or to the student.</p>	<p>Minor: Defiance / Disrespect Major: 3600 Violation/School Rules</p>
<p>Inappropriate Clothing Clothing which is construed to be distracting to the learning environment, per district and/or school guidelines.</p>	<p>Student will be asked to change and will be given clothing if necessary.</p>	<p>Minor: Non-Compliance Major: 3600 Violation/School Rules</p>
<p>Inappropriate or Disparaging Language Using inappropriate words or topics of conversation (Without threats directed towards specific staff) in school including use of disparaging, demeaning language, or symbolic actions of any kind including, but not limited to gestures, drawings, symbols, or language.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Inappropriate Language Major: 3600 Violation/School Rules</p>
<p>Insubordination/Non-Compliance Failure to comply with the instructions of school staff when current behavior prevents success of the student or impacts learning. Behavior does not pose a threat to others and is not dangerous. No threats are directed at staff members.</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Defiance / Disrespect Major: 2200 Insubordination/Disobedience</p>
<p>Threat—Level 1: Using a threat as part of a common expression or in a context that the recipient does not feel threatened, frightened, or coerced ("Oh, I could just kill you for that" or "I ought to punch you in the</p>	<p>Refer to Level 1 Response Considerations</p>	<p>Minor: Inappropriate Language Major: 3200</p>



nose.”)		Threat/Intimidation
Tardy to class When a student repeatedly continues to be tardy to a class.	There will be no out of school suspension for attendance infractions; KPS attendance policy will be followed.	Minor: Non-Compliance Major: 3600 Violation/School Rules
Truancy Neither the family nor school officials know the student's whereabouts or the student is refusing to attend school or class	There will be no out of school suspension for attendance infractions; KPS attendance policy will be followed	Minor: Other Major: 3600 Violation/School Rules

<h2>Level 2 Interventions and Responses</h2>	<p>Level 2 interventions often involve support staff, both school-based and within the community, and/or the administrator. These interventions aim to increase the student's skills, positive view of schooling, and positive experience at school so that misbehavior is less likely to continue or escalate.</p> <p>Short-term In School Suspensions may be applied due to the severity or chronic nature of an individual behavior. In cases of multiple suspensions, a problem solving team may be utilized.</p>
<p><i>Who: A support team including teachers, alpha assigned administration, Counselors, SAT chairs, SPED case managers, social workers, and others may work together to support the student.</i></p> <p>This list of Interventions is not intended to be exhaustive, nor will every school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.</p>	<p>Level 2 Response Considerations</p> <ul style="list-style-type: none"> • Loss of classroom privileges • Teacher or student conference • Time out/Break from classroom • Work Done: Complete Assignment • Loss of Recess/Privileges • Detention • In School Suspension ranging 1-5 days • Out of School suspension for remainder of the day • Bus Suspension • Out of School suspension for remainder of the day and following day <p>Level 2 Intervention Considerations</p> <ul style="list-style-type: none"> • Parent or guardian collaboration (consider a parent and/or student meeting upon reentry) • School Counselor support • Change in schedule or class • Social Worker Referral • Peer mediation • Service to school/Service to Community • Conflict resolution • Restorative Practices • Loss of school privileges • Temporary removal from the bus, cafeteria, or other location • Review or revision of student plan • Referral to community agency • Positive Reinforcements • Refer to MTSS SEBL Handbook • Communication with law enforcement (as needed for fights or other violations)



Level 2 Violations	Response	Behavior Code (All Major)
<p>Bus Misconduct Activity on the bus which is unsafe; refusal to follow directions of the driver or aide</p>	Collaborate with transportation department	3600 Violation/School Rules
<p>Compromising building security. Tampering with school entrances/exits for the purpose of entry later by self or peers, student loitering during non-school hours, skateboarding, longboarding, rollerblading, letting people into the building, littering, multiple students in the same restroom stall at one time, unsupervised activities during the school day, or any other activity deemed by administration to threaten building safety and security.</p>	Refer to Level 2 Response Considerations	3600 Violation/School Rules
<p>Exposure to Bodily Fluids Purposeful spitting, throwing, wiping, biting, or otherwise dispersing bodily fluids on or to another student or staff member.</p>	Refer to Level 2 Response Considerations Mandatory ISS or OSS	3600 Violation/School Rules
<p>Engaging in Verbal Conflict Disrupting the school environment by engaging in a loud argument that may include disparaging comments or discussion of potential physical conflict.</p>	Refer to Level 2 Response Considerations Minimum of ISS remainder of the day	1500 Disorderly Conduct
<p>Fighting: Mutual attempt to physically harm another person through mutual combative physical contact. Not planned, but erupts spontaneously and is a first offense during that school year.</p>	Refer to Level 2 Response Considerations Minimum of OSS	1700 Fighting (Mutual Altercation)
<p>Bullying/Harassment Continued behavior between students, and after administrative intervention that includes hurtful, demeaning, or disparaging acts, words, symbolic representations, or behavior used by a student(s) against another student(s) or staff member(s) that is disruptive of the educational process including any activity on the internet. This includes, but is not limited to, verbal, physical, visual, or graphic actions such as name-calling, taunting, mocking, slandering, humiliating, defaming, teasing, pestering; and making derogatory remarks, demeaning jokes, disparaging drawings or notes.</p>	Refer to Level 2 Response Considerations Both students are instructed to stop all behaviors immediately and parents are informed. KPS Bullying and Harassment steps will be followed as appropriate.	<p><u>Harassment codes:</u> 1920 Disability 1930 Gender/Sexual Orientation 1800 General (non-sexual) 1910 Racial 1940 Religious 1900 Sexual <i>*Bullying is defined as any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored</i></p>



		<i>athletic events.</i>
<p>Electronic Device Expectations Creation or access of inappropriate material; vandalizing; gaining or attempting to gain unauthorized access; using computers or networks for harassing or threatening or other non-educational purpose. OR Direct or indirect use of district computers, computer networks or computer systems which involves offensive, personal, commercial or other inappropriate messages . OR Other actions that are a violation of the District Technology Policy. Cell Phones or other electronic devices are not allowed to be used in the classroom during the school hours. restrooms, locker rooms are always banned from device usage.</p>	<p>Refer to Level 2 Response Considerations and Acceptable Use Agreement (AUA)</p> <p>Cell Phones or other electronic devices will be confiscated until parent can retrieve from the office. (repeat violation)</p>	3600 Violation/School Rules
<p>Nuisance Item (Dangerous): Any item in a student's possession that is sufficiently annoying, offensive, unpleasant, obnoxious that it substantially interferes with or disrupts the learning environment and presents a danger or potential danger to the school environment. This may include items such as matches, lighters, pepper spray, etc.</p>	<p>Refer to Level 2 Response Considerations</p> <p>Item(s) will be confiscated and returned to the parent.</p>	3600 Violation/School Rules
<p>Physical Contact Any unwanted physical contact between students that does not cause injury or danger, but results in a needed intervention. (Or that causes a disruptive or dangerous environment) Including, but not limited to: Pushing, Shoving, Running, Chasing, Touching, Throwing, or Related Non-Injurious Behaviors.</p>	<p>Refer to Level 2 Response Considerations</p> <p>Minimum ISS for remainder of the school day</p>	2500 Physical Altercation minor
<p>Possession of Obscene or Pornographic Literature, Materials, or Electronic Images The possessing, taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise</p>	<p>Refer to Level 2 Response Considerations and Acceptable Use Agreement (AUA)</p> <p>Item(s) will be confiscated and returned to the parent.</p>	3600 Violation/School Rules
<p>Property Damage Causing or attempting to cause damage to property, or repeated damage to property. This shall include school property lent to the student which the student damages. As to any such damaged property, the student's parent(s) or guardian(s) shall be liable for the damage to the school property. Neb. Rev. Stat. §79-267(2).</p>	<p>Refer to Level 2 Response Considerations</p> <p>Student may be issued monetary consequences to repair damage.</p>	3500 Vandalism
<p>Reckless Behavior Resulting in Injury of Others Recklessness involves the creation of an unjustifiable risk of harm to others and a conscious (and sometimes deliberate) disregard for or indifference to that risk. Physical misconduct that causes injury to another person. The conduct is not intentional but the injury was caused by negligence or potential misconduct by the student.</p>	<p>Refer to Level 2 Response Considerations</p> <p>Minimum of ISS for remainder of the day</p>	1300 Battery
<p>Recording Others Recording others (photographs, videotaping, sound recording, or otherwise transmitting images and/or sounds of another person or persons, etc.) 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.</p>	<p>Refer to Level 2 Response Considerations and Acceptable Use Agreement (AUA)</p> <p>Confiscate device and contact parent to pick it up.</p>	3600 Violation/School Rules
<p>Refusal to Cooperate with School Staff A student, who has already been sent to the office for misbehavior, continues to fail to comply with directions from staff.</p>	<p>Refer to Level 2 Response Considerations</p>	3600 Violation/School Rules



	Minimum of OSS for remainder of the day	
Theft: Stealing or attempting to steal property from another individual or the school. When an item is valued at less than \$100 or does not require forced entry into a classroom, locker room, locker, vehicle and there was no damage to property during the theft or attempted theft. (Examples: Taking a small item off of an open table or picking up an item left out by another student.)	Refer to Level 2 Response Considerations Notification of law enforcement	3100 Theft
Threat—Level 2: Using an expression (verbal or non-verbal) or an implied or veiled threat with the intent of threatening, frightening, or coercing another and the recipient feels threatened, frightened, or coerced.	Refer to Level 2 Response Considerations Minimum of ISS for remainder of the school day	3200 Threat
Tobacco Possession/ Vaping Nicotine Products Possession of Tobacco or look-alike substance, including cigarettes, chewing tobacco, cigars, lighters, matches, and other paraphernalia, including vapor products (i.e. electronic nicotine delivery systems) associated with the physical inhalation or absorption of tobacco which intend to replicate tobacco products either by appearance or effect.	Refer to Level 2 Response Considerations Minimum of ISS for remainder of the day	3300 Tobacco
Tobacco Use/ Vaping Nicotine Products To include students found to be in use of tobacco or a product that may be used to distribute tobacco or the chemical nicotine while in the school building, or on school grounds	Minimum of OSS for remainder of the school day	3300 Tobacco
Unauthorized Use of Camera, Video Device, Personal Device or Recording Device Student use of cameras/video devices to record or photograph the school, classroom, teacher or other students without explicit, prior authorization of the principal/classroom teacher and other student. Any unauthorized recording or photography is prohibited.	Refer to Level 2 Response Considerations and Acceptable Use Agreement (AUA) Confiscate device and contact parent	3600 Violation/School Rules
Vandalism or Damage to School or Private Property: Causing or attempting to cause damage to property. This includes school property that is lent to the student.	Refer to Level 2 Response Considerations Monetary compensation for the damage. Potential loss of privileges	3500 Vandalism
Verbal or Written Abuse to Staff, Nonthreatening Language or behavior that is disrespectful to a staff member but is not severe in nature or use significant profanity. This would include statements like, "I'm not doing that!" "Whatever!" "You can't make me." "This is stupid."	Refer to Level 2 Response Considerations Minimum of ISS for remainder of the day	1500 Disorderly Conduct
Vulgarity/Profanity Written or oral language that is disgusting and/or repulsive, but does not constitute harassment and is not directed at staff members.	Refer to Level 2 Response Considerations	1500 Disorderly Conduct
Youth Gang Apparel and Behaviors Wearing apparel as identified by the Kearney Public Schools as gang related; wearing or carrying any item meant to identify a person as a gang member; writing gang graffiti, possessing items containing gang graffiti, or the display of gang hand signs with the intent or potential to intimidate others or that creates a disruptive or unsafe learning environment.	Refer to Level 2 Response Considerations Student will be asked to change or stop behavior and ISS for remainder of the school day.	1500 Disorderly Conduct



<p>Repeated Disruptive Behavior Behavior that causes a repeated disruption to the classroom and in which the student does not participate in or respond to Level 1 Interventions.</p>	<p>Refer to Level 2 Response Considerations</p> <p>Increased consequences to fit the repetitive nature of the behavior.</p>	<p>1500 Disorderly Conduct</p>
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<p>Level 3 Interventions and Responses</p>	<p>Level 3 violations will involve the removal of a student from the school environment due to the severity of the behavior. The duration of the short-term suspension, if issued, is to be limited as much as possible while adequately addressing the behavior. In cases of multiple suspensions, a problem solving team may be utilized.</p>
<p>Who: Teachers and other staff members will refer students to any administrator who will work with the team to identify the appropriate intervention and response.</p> <p>This list of Interventions is not intended to be exhaustive, nor will every school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.</p>	<p>Level 3 Responses</p> <ul style="list-style-type: none"> • In School Suspensions between 1-9 days • Short term Out of School Suspensions between 1-5 days • Long term Out of School Suspensions between 6-19 days <p>Level 3 Interventions</p> <ul style="list-style-type: none"> • Interventions from all previous levels • Parent or guardian collaboration (Parent meeting may be required upon re-entry from a suspension) • IEP or SAT team meeting • Restorative Practices strategies, including school and community service • Communication with law enforcement (as needed) • Change of schedule

Level 3 Violations	Response	Behavior Code
<p>Recording Others Recording others (photographs, videotaping, sound recording, or otherwise transmitting images and/or sounds of another person or persons, etc.) 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. Any recording in the restrooms, locker rooms or other private spaces will be considered major offenses.</p>	<p>Refer to Level 3 Response Considerations and Acceptable Use Agreement (AUA)</p> <p>Confiscate the device and contact parent to pick it up.</p>	<p>3600 Violation/School Rules</p>
<p>Possession of Medication Student possession of medication that is prescribed or non-prescribed that is on the student's person and has not been given to the nurse for proper dispensing. Student shows no evidence of distribution or intent to distribute.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Contact parents and arrange for pick up.</p>	<p>3600 Violation/School Rules</p>
<p>Possession of Look alike Weapons: Possessing a lookalike weapon, the object must closely resemble a real weapon in size and shape even when examined up close. Weapon is visible or known, but is not used in a threatening manner.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Item(s) may be confiscated and returned to the parent. More consequences may be issued based on the situation.</p>	<p>3600 Violation/School Rules</p>
<p>Assault, No Injury Attempting to cause injury to another person; intentionally placing</p>	<p>Refer to Level 3 Response Considerations</p>	<p>1300 Battery</p>



<p>another person in reasonable apprehension of imminent personal injury. An assault is violence by one party in which the other individual does not initiate contact or retaliation and that is unprovoked.</p>	<p>Notification of law enforcement</p>	
<p>Bullying/Harassment Any ongoing and continued behaviors that have been outlined and addressed through a conflict resolution model where hostile or offensive verbal, written, graphic, demonstrative, or physical act that has the purpose of exerting domination over another student or staff member through the act of intimidating, frightening, oppressing, or adversely controlling the student or staff member, and that is disruptive of the educational process or any ongoing pattern of physical, verbal, written, graphic, demonstrative or electronic abuse, on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a designee, or at school-sponsored activities or school-sponsored athletic events. This may include, but is not limited to, verbal, graphic, written or electronic activities such as name-calling, taunting, blackmailing, inciting to fight, terrorizing, or physical or demonstrative activities such as poking, blocking or impeding, following, hair pulling, mock hitting motions, bumping, tripping, and damaging clothing.</p>	<p>Refer to Level 3 Response Considerations KPS Bullying and Harassment steps will be followed, as appropriate</p>	<p><u>Harassment codes:</u> 1920 Disability 1930 Gender/Sexual Orientation 1800 General (non-sexual) 1910 Racial 1940 Religious 1900 Sexual</p> <p><i>*Bullying is defined as any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events.</i></p>
<p>Damage to Property Willfully or recklessly causing or attempting to cause damage to student, teacher or school property.</p>	<p>Refer to Level 3 Response Considerations</p>	<p>3500 Vandalism</p>
<p>Disruption in the ISS room Student who is currently placed in the ISS room and continues to display disrespectful, disruptive or non-compliant behavior.</p>	<p>Refer to Level 3 Response Considerations</p>	<p>1500 Disorderly Conduct</p>
<p>Possession of Alcohol, or Prescription Drugs without use Bringing prescription drugs to school that do not belong to the student, but without taking them or making any known effort to distribute. This also includes finding alcohol or drugs in a student vehicle that were not brought into the school building, were not used or distributed and were found while administration was conducting an unrelated search.</p>	<p>Minimum of OSS</p>	<p>1000 - Alcohol 1600 - Drugs</p>
<p>Exposure to Bodily or Dangerous Fluids Intentional spitting, throwing, wiping, biting, or otherwise dispersing bodily fluids on or to another student or staff member thereby jeopardizing their safety, or exposing others to dangerous substances including pepper spray or other chemicals.</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement Minimum of long-term suspension</p>	<p>3600 Violation/School Rule</p>



<p>False Alarm/Tampering with Safety and Security Systems Tampering with school entrances/exits or emergency warning systems that creates a false alarm signal and triggers an emergency response or causes damage or the intent to cause damage to cameras, fire alarms, locks, door sensors or other safety and security systems within the school.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Notification of law enforcement</p>	<p>3500 Vandalism</p>
<p>False Allegations Against Staff Any knowingly or recklessly false allegation against a staff member, written, spoken or otherwise communicated which is harmful to the reputation of the staff member, or which may impede the ability of the staff member to perform assigned duties.</p>	<p>Refer to Level 3 Response Considerations</p>	<p>3200 Threat/Intimidation</p>
<p>Fighting that Causes Substantial Harm: Physical attack of one student on another that is not mutual and results in substantial physical harm of one student to another. Planned attack or one which was orchestrated by the student. And/or fighting that involves a large number of students.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Notification of law enforcement</p> <p>Minimum of long-term suspension</p>	<p>1700 Fighting</p>
<p>Repeated Fighting: Student who engages in multiple physical or aggressive attacks with the same or different students.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Notification of law enforcement</p> <p>Minimum of long-term suspension</p>	<p>1700 Fighting</p>
<p>Harassment Any physical, verbal, graphic, electronic, or written material or behavior, which may be related, but not limited to a person's disability, gender, race, color, national origin, gender identity, sexual orientation, age, religion, or marital status which has the effect of creating an intimidating, hostile, or offensive school environment. Repeated or of an egregious nature.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Notification of law enforcement</p>	<p><u>Harassment codes:</u> 1920 Disability 1930 Gender/Sexual Orientation 1800 General (non-sexual) 1910 Racial 1940 Religious 1900 Sexual</p>
<p>Possession of Obscene or Pornographic Literature, Materials, or Electronic Images The possessing, taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs that causes a substantial disruption to the learning environment and/or were captured at school or were dispersed to other students in the school environment.</p>	<p>Refer to Level 3 Response Considerations and Acceptable Use Agreement (AUA)</p> <p>Notification of Law Enforcement</p> <p>Item(s) will be confiscated and returned to the parent.</p>	<p>2400 Obscene Behavior</p>
<p>Possession of Look alike Weapons Possessing a lookalike weapon, the object must closely resemble a real weapon in size and shape even when examined up close. Weapon is used in a threatening manner or used to provoke or intimidate others or in a manner that causes concern of others.</p>	<p>Refer to Level 3 Response Considerations</p> <p>Item(s) will be confiscated and returned to the parent.</p> <p>Minimum of OSS.</p> <p>Notification of law enforcement</p>	<p>3797 - Other object</p>
<p>Profanity Directed Towards Staff Students who use significant profanity that is directed at staff members.</p>	<p>Refer to Level 3 Response Considerations</p>	<p>1500 Disorderly Conduct</p>
<p>Public Indecency Behaviors described in Nebraska Statute 28-806 Behavior resulting in public indecency. "Public indecency" shall</p>	<p>Refer to Level 3 Response Considerations</p>	<p>2400 Obscene Behavior</p>



<p>mean performing, procuring, or assisting any other person to perform, in a public place and where the conduct may reasonably be expected to be publicly viewed: (1) An act of sexual penetration; (2) An exposure of the genitals, female breasts or buttocks of the body done with intent to affront or alarm any person; or (3) A lewd fondling or caressing of the body of another person of the same or opposite sex.</p>	<p>Notification of law enforcement</p>	<p>2900</p>
<p>Sexual Assault Any sexual assault or attempt to sexually assault any person. Sexual assault shall mean sexual assault in the first or second degree as defined in Neb. Rev. Stat. §§28-319 and 320 or sexual assault of a child in the first, second or third degree as defined in Neb. Rev. Stat. §§28-319.01 and 320.01. Neb. Rev. Stat. §79-267(9).</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement Contact Director</p>	<p>2800 Sexual Battery</p>
<p>Sexual Contact The intentional touching of another person’s sexual or intimate parts or the intentional touching of another person’s clothing covering the immediate area of the other person’s sexual or intimate parts, without the consent of the other person. Sexual contact also includes the non-consensual touching by the other person of the actor’s sexual or intimate parts or the clothing covering the immediate area of the actor’s sexual or intimate parts when such touching is intentionally caused by the actor. The sexual contact must be such that it can be reasonably construed as being for the purpose of sexual arousal or gratification of either party. Neb. Rev. Stat. §§28-318 and 320.</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement Contact Director</p>	<p>2800 Sexual Battery</p>
<p>Sexual Harassment Unwanted or unwelcome activity of a sexual nature which materially interferes with or substantially disrupts the educational process. This may include, but is not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, pressure to engage in sexual activity, repeated propositions, written messages, notes, cartoons or graffiti of a sexual nature, and unwanted body contact.</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement Contact Director</p>	<p><u>Harassment codes:</u> 1920 Disability 1930 Gender/Sexual Orientation 1800 General (non-sexual) 1910 Racial 1940 Religious 1900 Sexual</p>
<p>Threat—Level 3: Threatening to kill or injure another person or threatening to damage property with potential for personal injury, without possessing a weapon or other object that could kill or injure the threatened or intimidated person, and the student describes how it will be done, including any threats that concern dangerous chemical substances, biochemical attacks, or bioterrorism.</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement</p>	<p>3200 Threat/Intimidation</p>
<p>Threatening With An Object: Threatening with an object which looks like a weapon or an object that could be used to injure someone. To qualify as a lookalike weapon, the object must closely resemble a real weapon in size, shape and color even when examined up close. No injury or contact between individuals is made, and threats are verbal or written in nature.</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement</p>	<p>3740 Other object used as a weapon</p>
<p>Theft: Stealing, attempting to steal property, being in possession of stolen property, or repeated theft of property. This will include school property lent to a student that is not returned upon demand</p>	<p>Refer to Level 3 Response Considerations Notification of law enforcement</p>	<p>3100 Theft</p>



by an authorized staff member and for which there is no reasonable justification for the failure to return the property. This also includes thefts from KHS food service outlets. Neb. Rev. Stat. §79-267(2).		
Threats or Intimidation Use of violence, force, coercion, threat, and intimidation or similar conduct in a manner that constitutes substantial interference with school purposes.	Refer to Level 3 Response Considerations Notification of law enforcement	3200 Threat/Intimidation
Under the Influence of a Controlled Substance: Coming to school or a school activity under the influence of a controlled substance, recreational drug or alcohol.	Refer to Level 3 Response Considerations Notification of law enforcement	1000 - Alcohol 1600 - Drugs
Unlawful Activity: Engaging in any activity forbidden by state or federal law and not otherwise specifically included in this CODE which creates potential danger in the school environment or interference with school purposes.	Refer to Level 3 Response Considerations Notification of law enforcement	3600 Violation/School Rule
Verbal or Written Abuse of Staff, Threatening: Abusive communication directed at staff which includes words or actions that threaten the individual's safety and security.	Refer to Level 3 Response Considerations Notification of law enforcement	<u>Harassment codes:</u> 1920 Disability 1930 Gender/Sexual Orientation 1800 General (non-sexual) 1910 Racial 1940 Religious 1900 Sexual
Assault on School Personnel Violence, aggression or physical contact with or directed at school personnel which causes physical harm or creates an unsafe environment in which they feel significantly threatened due to mannerisms, actions, or the physical presence of the student. Examples include but are not limited to throwing items, punching, posturing, blocking an entrance or exit, swinging at a staff and not making contact, etc.	Refer to Level 3 Response Considerations Notification of law enforcement	1300 Battery
Weapon (other than firearm and not being used) Possessing any object or material that is ordinarily and/or generally considered to be a weapon that could be used to injure a person. The weapon is not being held or used by the student and is not threatening but is in the student's possession. This could include but is not limited to having a pocket knife in their bookbag.	Refer to Level 4 Response Considerations Notification of law enforcement Contact Director	3723 - Knife 3721 - Knife 3797 - Explosive Device

Level 4	Level 4 violations have the potential to significantly impact the safety of the school environment. These violations may result in the long term removal of a student from the school environment due to the severity of the behavior. Such violations may result in long term suspension up to expulsion from school
Who: These situations will be referred immediately to a member of the Administrative Team and handled swiftly and in collaboration with the entire team and District Office	Level 4 Responses <ul style="list-style-type: none"> • Long-Term Suspension, Reassignment, or Expulsion Long-term suspension may be applied when it is feasible to reintegrate the



<p>personnel.</p> <p>This list of Interventions is not intended to be exhaustive, nor will every school have access to each intervention listed. School staff will seek to implement the intervention(s) that seem to most effectively support positive behavior for the specific student under the specific circumstances.</p>	<p>student back into the school environment. Changes in schedules or placements may be applied when chronic misbehaviors are present and school staff have documented efforts to intervene and support acceptable behavior. Expulsion may be applied when the student's presence at school is deemed too dangerous or disruptive for staff to maintain a safe and positive climate.</p> <p>Level 4 Reentry Interventions Upon return to a traditional school setting after a reassignment or expulsion, the school staff will establish a plan of support for the student's ongoing success at school that may include the following:</p> <ul style="list-style-type: none"> • Interventions from all previous levels • School reentry plan • Alternative educational placement/setting • Communication with law enforcement, probation or other agencies
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Level 4 Violations	Responses	Behavior Code
<p>Arson Intentionally setting or attempting to set a fire on or in school property.</p>	Refer to Level 4 Response Considerations Notification of law enforcement Contact Director	1100 Arson
<p>Assault with Injury (Intentional) Assault of another person where the student has knowingly and intentionally used force to cause personal injury.</p>	Refer to Level 4 Response Considerations Notification of law enforcement Contact Director	1300 Battery
<p>Possession of Drugs, alcohol, prescription medication or other illegal substances: Possession of prescribed medications is prohibited. Students may possess non-prescribed medications, but they may not possess prescribed medications except in transport to and from school. Prescribed medications must be turned into the nurse upon arrival at school.</p>	Refer to Level 4 Response Considerations Notification of law enforcement Contact Director	1000 - Alcohol 1600 - Drugs
<p>Firearm Knowing and intentional possession, use or transmission of a firearm as defined in 18 U.S. Code 921 (see firearm definition in Glossary section) as well as unintentionally possessing weapon in student vehicles. This does not include lookalike items.</p>	Refer to Level 4 Response Considerations Notification of law enforcement Contact Director	3713 - Firearm
<p>Threatening With An Object: Threatening with an object which looks like a weapon or an object that could be used to injure someone. To qualify as a lookalike weapon, the object must closely resemble a real weapon in size, shape and color even when examined up close.</p>	Refer to Level 4 Response Considerations Notification of law enforcement Contact Director	3740 - Other object used as a weapon



<p>Under the Influence of a Controlled Substance: Coming to school or a school activity under the influence of a controlled substance, recreational drug, prescription drug misuse or alcohol.</p>	<p>Refer to Level 4 Response Considerations</p> <p>Notification of law enforcement</p> <p>Contact Director</p>	<p>1000 - Alcohol 1600 - Drugs</p>
<p>Selling, Distributing, Intent to Distribute, or Attempting to Distribute Drugs, Alcoholic Beverages, or a Controlled/ Imitation Controlled Substance: Distribution or attempted distribution to any other person, of any illegal narcotic drug, controlled substance, look-a-like substance, mood-altering or behavior affecting substance, drug paraphernalia, or alcohol, or of any prescribed medication. OR Receiving any of the above mentioned substances from another student at school.</p>	<p>Refer to Level 4 Response Considerations</p> <p>Notification of law enforcement</p> <p>Contact Director</p>	<p>1000 - Alcohol 1600 - Drugs</p>
<p>Sexual Assault Sexual Assault in the first or second degree as defined in Nebraska Statutes 28-319 and 28-320</p>	<p>Refer to Level 4 Response Considerations</p> <p>Notification of law enforcement</p> <p>Contact Director</p>	<p>2800 Sexual Battery</p>
<p>School Threat (verbal or written) Causing a substantial disruption to the school environment and/or placing students at risk by a threat of violence at school or towards the school in general or specific students and groups of people that threaten the safety of the building. This could include making a false report, or activating an alarm, bomb threats, threats to bring weapons, threats to shoot others, death threats, kill lists and other such threats.</p>	<p>Refer to Level 4 Response Considerations</p> <p>Notification of law enforcement</p> <p>Contact Director</p>	<p>2700 School Threat</p>
<p>Weapon (other than firearm) Possessing, handling, transmitting, using, intimidating with, or threatening with any object or material that is ordinarily and/or generally considered a firearm, explosive, destructive device, or weapon, including, but not limited to, guns, firearms, knives, throwing stars, brass knuckles, chemical substances (including but not limited to mace, pepper guns, and bleach) and any other object that could be used to injure a person.</p>	<p>Refer to Level 4 Response Considerations</p> <p>Notification of law enforcement</p> <p>Contact Director</p>	<p>3723 - Knife 3721 - Knife 3797 - Explosive Device</p>
<p>Repeat Rule Violations</p>	<p>Refer to Level 4 Response Considerations</p> <p>Contact Director</p>	<p>3600 Violation/School Rules and follow Nebraska State Statute</p>



KEARNEY
PUBLIC SCHOOLS
OWN *Your* FUTURE

ELEMENTARY ADDENDUM



ELEMENTARY CURRICULUM

English/Language Arts

This area includes reading, writing, listening, and speaking. Reading focuses on helping students find meaning in written words. A strong beginning in phonemic awareness is important to reading mastery. Rich literature selections draw student interests and create a positive disposition to read. The district focuses on the five elements of reading: phonemic awareness, phonics, fluency, comprehension and vocabulary.

Children learn to read by reading often. Parents who read daily with their children provide strong motivation for successful readers.

Students are taught various genres of writing, including expository, narrative, and informative. Students are also taught writing traits such as organization, ideas, sentence fluency, revision, voice, editing and note taking.

Reading, spelling, and writing instruction are integrated to help students make connections in their literacy learning.

Special reading support is available through Title I programs at qualifying buildings and reading support teachers at other buildings. Special reading approaches are available.

The District shall develop its curriculum to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. In doing so, the District will ensure that all teachers for kindergarten through grade three should be effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement. Each student and his or her parents or guardians will be informed of the student's reading progress. It is the District's intent that each student in the District be able to read at or above grade level by third grade.

For school year 2019-2020 and each school year thereafter, the District shall administer an approved reading assessment three times during the school year to all students in kindergarten through grade three, except for any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years, any student receiving special education services for whom such assessment would conflict with the individualized education plan, and any student receiving services under a plan pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act, for whom such assessment would conflict with such section 504 or Title II plan. The first administration of such assessment for each such school year shall occur within the first thirty days of the school year.

Any student in kindergarten, grade one, grade two, or grade three shall be identified as having a reading deficiency if such student performs below the threshold level determined pursuant to the Reading Improvement Act. A student who is identified as having a reading deficiency pursuant to the Reading Improvement Act shall remain identified as having a reading deficiency until the student performs at or above the threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act shall prohibit the District from identifying any other student as having a reading deficiency.

The District will provide a supplemental reading intervention program for the purpose of ensuring that students can read at or above grade level at the end of third grade. The District may work collaboratively with a reading specialist at the State Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs.

- (1) Each supplemental reading intervention program shall:
 - (a) Be provided to any student identified as having a reading deficiency;
 - (b) Be implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
 - (c) Make available a summer reading program each summer for any student who has been enrolled in grade one or higher and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer reading program. Such summer reading programs may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or may be offered online.
- (2) The supplemental reading intervention program may also include:
 - (a) Reading intervention techniques that are based on scientific research and best practices; adjust instruction accordingly;
 - (c) Intensive intervention using strategies selected from the following list to match the weaknesses identified in the diagnostic assessment.



- (i) Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
- (ii) Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
- (iii) Daily targeted individual or small- group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;
- (d) Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent- guided home reading; or
- (e) Access to before-school or after-school supplemental reading intervention with a teacher tutor who has specialized training in reading intervention.

The school of any student who is identified as having a reading deficiency shall notify such student's parents or guardians either in writing or by electronic communication no later than fifteen working days after the identification of the reading deficiency that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

Any student who is identified as having a reading deficiency shall receive an individual reading improvement plan no later than thirty days after the identification of such reading deficiency. The reading improvement plan may be created by the teacher, the principal, other pertinent school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program pursuant to section 24 of this act to remedy such reading deficiency. Each such student shall receive reading intervention services through the supplemental reading intervention program pursuant to section 24 of this act until the student is no longer identified as having a reading deficiency.

Math

This area emphasizes understanding of number sense operations, algebra, geometry, problem solving, and data. Students will be provided opportunities to solve and model math problems, communicate math ideas with others, and make mathematical connections to other topics. Math reasoning is nurtured so that students may become confident in the use of mathematics as well as the technical tools to solve math problems.

Science

This area develops science knowledge, concepts, understanding, and the application of science process skills. Hands-on experiments and technology are used to stimulate students' natural curiosity about the world. Students interact with nature to observe "cause and effect" elements of the environment.

Social Studies & American History

This area develops students' understanding of their physical and social environment. Students gain understanding from their immediate surroundings in the global universe. They learn to become effective citizens in an ever-changing, multicultural world.

Map and globe skills are an integral part of the elementary social studies program.

Nebraska law requires that all social studies courses must include and adequately stress contributions of all ethnic groups to the development and growth of America into a great nation; to art, music, education, medicine, literature, science, politics, and government; and to the war services in all wars of this nation.

All grades of all public and private schools, below the 6th grade, must devote at least 1 hour per week to exercises or teaching periods for the following purpose: the discussion of stories having to do with American history or the deeds and exploits of American heroes; the historical background, memorization, and singing of patriotic songs such as the Star-Spangled Banner and America the Beautiful; the development of respect for the American flag as a symbol of freedom and the sacrifices of those who secured that freedom; and instruction as to proper conduct in the presentation of the American flag.

In at least two of the three grades from the 5th grade to the 8th grade in all public and private schools, time must be set aside for the teaching of American history from the social studies curriculum, which must be taught in such a way that all students are given the opportunity to: become competent, responsible, patriotic, and civil citizens who possess a deep understanding of and respect for the U.S. Constitution and the Constitution of Nebraska; and prepare to preserve, protect, and defend freedom and democracy in our nation and our world.



Appropriate patriotic exercises suitable to the occasion must be held under the direction of the Superintendent in every public and private school on:

- George Washington's birthday
- Abraham Lincoln's birthday
- Dr. Martin Luther King, Jr's birthday
- Native American Heritage Day
- Constitution Day
- Memorial Day
- Veterans' Day
- Thanksgiving Day

...or the day or week preceding or following such a holiday, if the school is in session.

In addition, appropriate exercises may be held on Flag Day and State Fire Day.

Music

Music is formally provided 2-3 times weekly by music specialists. The emphasis is on understanding music, self-expression, and satisfaction/accomplishment through participation in musical experiences. Fifth grade students may elect to participate in orchestra classes taught by an instrumental music specialist. The weekly lesson provides familiarity with an instrument and satisfaction/accomplishment in music production.

Physical Education

Specialists provide 2-3 weekly lessons that emphasize physical fitness, healthy behaviors, motor skill development, recreational and sports skills, and confidence in bodily movement.

Art

Discipline-based art education is supported by art specialists working with elementary teachers. Students discuss art history, art criticism, art aesthetics, and art production. The program encourages self-expression in images, and teaches techniques to develop art concepts. Art instruction is designed to provide students with opportunities to understand and appreciate ideas, connect individual perspectives, create art to generate ideas, and present art ideas to the community.

Media Services

Students utilize the media center to explore literature and develop research skills. Students are shown how to access information using technology skills. Media specialists/librarians support students' learning in the core areas through supplementary materials.

Health

This area is addressed by science and physical education teachers, nurses, and community specialists who present programs to students. Health knowledge, nutrition, attitudes, and behavior are addressed by teachers and school counselors to help students become responsible health-related decision makers, capable of self care.

Drug, alcohol, tobacco-free curriculum

Lessons are provided on the use, misuse, and abuse of drugs, alcohol and tobacco with the intent of teaching good decision-making skills. Students are instructed on issues of illegality, and negative health and social effects of using these products. Resistance skills and positive decision-making are taught by school counselors.

Technology

Students are taught keyboarding skills, Internet usage (with parent permission), and applications using curriculum-based software that supports academic learning. Computers are used for writing production, class presentations, tools for math and science, extra drill on basic concepts, research, and learning assessments.



Social Emotional

Students have the opportunity to learn the tools to excel in and out of the classroom with curriculum focused on student's emotion management, situational awareness, and academic achievement. Classroom teacher's provide weekly Second Steps lessons focused on SEL education.

School Counseling

Students participate in classes through a comprehensive school counseling program addressing the academic, career and personal/social development. Topics include Bullying Prevention, Child Protection, Keys to Success, College & Career Readiness and other topics to support student development.

Grade Level Curriculum at-a-glance documents are available for each grade level. Contact your classroom teacher, principals, or visit the KPS curriculum website.



MIDDLE SCHOOL ADDENDUM



Honor Roll

Honor Roll for Kearney Public Middle Schools is calculated for 6th, 7th, and 8th graders each nine-week period (Term). Honor Roll is determined by using Term Grade Point Average (GPA). A student's Term GPA is calculated using all classes graded with letter grades (A through F). Honor roll students will be recognized as follows:

Principal's Honor Roll - Students earning an "A" in EVERY class for the term.

B Honor Roll - Students earning a Grade Point Average of 3.0 and above

Students with a grade of 'D' 'F' or 'Incomplete' will not qualify for Honor Roll. Term Honor Rolls are posted by the office.

The formula for calculating a student's Term Grade Point Average (GPA) uses Grade Points (GP) and Credits (C). Grade Points (GP) are numbers assigned to letter grades.

A+ or A or A-	= 4	Grade Points
B+	= 3.2	Grade Points
B or B-	= 3	Grade Points
C+	= 2.2	Grade Points
C or C-	= 2	Grade Points
D+	= 1.2	Grade Points
D or D-	= 1	Grade Points
F	= 0	Grade Points

Credits (C) are assigned to classes according to whether the class meets every day or every other day. Classes that meet every day are assigned a credit value of 2.5. Classes that meet every other day are assigned a credit value of 1.25

Description of how Term GPA is calculated

For each class separately, the Credit (C) is multiplied by the Grade Point (GP). These numbers are added together. That number is then divided by the total number of Credits (C).

The formula for calculating Term GPA as described above

$$\frac{(C \times GP) + (C \times GP) + (C \times GP) + (C \times GP)}{\text{Total Credits}}$$

Example of Term GPA calculation

English	B+	(2.5 Credits x 3.2 Grade Points)
Math	A-	(2.5 Credits x 4 Grade Points)
Geography	C+	(2.5 Credits x 2.2 Grade Points)
P.E.	B	(1.25 Credits x 3 Grade Points)
Science	A	(2.5 Credits x 4 Grade Points)
Reading	B-	(1.25 Credits x 3 Grade Points)

English	Math	Geography	P.E.	Science	Reading
$(2.5 \times 3.2) + (2.5 \times 4) + (2.5 \times 2.2) + (1.25 \times 3) + (2.5 \times 4) + (1.25 \times 3)$					
$(2.5 + 2.5 + 2.5 + 1.25 + 2.5 + 1.25)$					

Simplifies to

$$\frac{(8) + (10) + (5.5) + (3.75) + (10) + (3.75)}{(12.5)}$$



Simplifies to
 $\frac{41}{12.5}$

Simplifies to
Term GPA = 3.280

Extracurricular Activities Policy

Kearney Middle School extracurricular activities include interscholastic athletic practices and competitions, concerts, performances, and all other school sponsored activities and events. Middle school students participating in extracurricular activities are considered ambassadors for both the school and the community. Only the highest standards of conduct and appearance will be allowed. Misbehavior by students (participants and spectators) at all extracurricular activities will be handled in accordance with regular school policy.

Guidelines for Participation in Non-Athletic Extracurricular Activities

This includes concerts, performances, and all other school sponsored activities and events.

1. Any student who is absent from school, except for a medical or dental appointment, a funeral, or other circumstances approved by the administration, will not be permitted to attend or participate in any extracurricular activity scheduled for that particular day.
2. In order for a student to participate in a scheduled extra-curricular activity, the student must be in attendance by 12:00 p.m. on the day of the event.
3. Any student placed on in-school or out-of-school suspension will not be permitted to attend or participate in any extracurricular activity scheduled for that particular day.

Guidelines for Participation in Interscholastic Athletic Extracurricular Activities

This includes interscholastic athletic practices and competitions. 8th grade students may participate in interscholastic football, volleyball, basketball, wrestling, soccer and track. 7th grade students may participate in interscholastic wrestling and track and soccer. Interscholastic athletic extra-curricular activities emphasize participation, development of athletic skills, knowledge of fundamentals and promotion of good sportsmanship. Kearney Middle Schools are a member of the Great Plains Middle School Athletic Conference along with the following schools: Barr, Walnut and Westridge Middle Schools of Grand Island; Columbus Middle School; and Hastings Middle School.

1. Any student who is absent from school, except for a medical or dental appointment, a funeral, or other circumstances approved by the administration, will not be permitted to attend or participate in any extracurricular activity scheduled for that particular day.
2. In order for a student to participate in a scheduled extra-curricular activity, the student must be in attendance by 12:00 p.m. on the day of the event.
3. Any student placed on in-school or out-of-school suspension will not be permitted to attend or participate in any extracurricular activity scheduled for that particular day.
4. Any student planning to participate in interscholastic athletics must have a physical examination by a physician and a signed parent permission card.
5. All academic work will take precedence over practices.
6. Any student who is late to practice because he or she was working with a teacher after school needs to bring a note from that teacher explaining the reason for being late to practice.
7. Any student with a pattern of being late to practice or absent from practice may have a reduction in playing time during competitions.
8. Any student with a parent or doctor's note excusing him or her from P.E. on a particular day will not be able to participate in the practice or game scheduled for that day.



9. Any student participating in interscholastic athletic extra-curricular activities is expected to maintain the highest academic standards. If a student is not meeting these standards, coaches and/or administration may exempt that student from the activity until those standards are met.
10. Any student participating in interscholastic athletic extra-curricular activities will also be bound by the Code of Conduct Policy as outlined in the Kearney Public Schools Extracurricular Policy. A separate document will be given to each student which includes a parent consent form that must be signed and returned before a student may participate.
11. A student will be assigned a one game suspension for each of the following consequences received during the athletic season in which he or she is participating: two fix-it plans, two office assigned detentions, an in-school suspension, or an out of school suspension.
12. The coaches and/or administration have the final decision in regards to the above guidelines when determining what's appropriate for each student and team.

Extra-Curricular Academic Expectations

Participation in structured extra-curricular activities promotes personal and social development and academic achievement. Positive effects have been proven for students who participate in activities that are highly structured and emphasize skill building under the guidance of adults. Extra-Curricular activities are a privilege that students can choose to participate in, not only to learn fundamentals, but to also be safe, responsible, and respectful students. Kearney Middle Schools encourage a positive academic performance and citizenship from all students. The following is the Extra-Curricular Academic Expectation Policy.

1. A student is considered eligible to compete/participate if they maintain a passing grade of 60% or better in all classes they are currently enrolled in.
2. Eligibility will be determined using the "Fail List" released by the guidance office on Monday mornings. The "Fail List" will be a list of students who are failing 1 or more classes they are currently enrolled in.
3. A student that is placed on the "Fail List" will get 1 "warning week" to bring their grade/grades up to a 60% or better. Students will receive 1 "warning week" per sport season.
4. A student placed on the "Fail List" will be considered ineligible to participate in the next event or contest. In addition, the student will not be allowed to travel with the team/group if on the down list. When a student is not eligible to participate in the next game, the coach will notify the student that he/she is ineligible. It is the responsibility of the student to inform their parents/guardians of their ineligibility.
5. It is the responsibility of the student to communicate with their teachers, coaches and guardians about a plan to get themselves off the "Fail List."
6. If no "Fail List" is released, due to the beginning of the new term, all students will be considered eligible until the first "Fail List" is released for that new term.

A student who is declared ineligible to compete is still encouraged to practice and be a part of the team/group, however, if a student wishes to receive help from a teacher/teachers after school, they may do so. Students are expected to practice and must give the coach a pass from the teacher/teachers with whom they were working with. The coaching staff will support any student who wants to stay after school to improve grades and earn back their eligibility.



Attendance/Closed Campus

It is the policy of Kearney Middle Schools to have a closed campus. If it is necessary for the student to leave campus for lunch, the student may only leave with his or her own parent/guardian and only for the designated lunch time.

Lockers/Padlocks

Lockers are the property of the school district and are made available to students for storage of books, coats, and other school related items. Student lockers, desks and other such property are owned by the school. **The school exercises exclusive control over school property, and students should not expect privacy regarding items placed in school property, because school property is subject to search at any time by school officials.** Students are responsible for whatever is contained in desks and lockers issued to them by the school. Students must keep locker doors closed and locked at all times.

Designated officials may, according to law and board policy, have access and search student lockers, desks, and other such school-owned property. Designated officials may have access to search student clothing, backpacks, and other such property (including cars in the school parking lot or otherwise on school property) on reasonable suspicion that the law or school rules are being violated. Lockers are not to be used to store any item considered illegal or inappropriate for student use or possession. Such items would include:

open cans or bottles of pop/water	weapons	pornography
tobacco	alcohol	stolen property
drugs	inhalants	contraband

or any other property or material that would materially disrupt the school process. Lockers are assigned by the Home Room teachers. Students may not trade or share lockers with others. Lockers are property of the school district and the principal or assistant principal may request a student to open his/her locker for inspection when reasonable cause would justify such action or the principal or assistant principal may check any student locker without the student being present. Students must remove all writing, stickers, etc. from lockers and locker doors before checking out of school. Failure to do so will result in transcripts being held. Each student is responsible for damage done to his/her assigned locker. Damage to lockers must be repaired and a reasonable fine will be assessed for such damage.

Kearney Public Middle Schools will provide padlocks for all students who participate in athletics and P.E. The student will pay \$5.00 for any lock that is not returned.

Student Appearance/Dress Code

Good personal appearance is conducive to a positive learning atmosphere. It is each student's responsibility to come to school clean and neatly dressed. Appropriate clothing shall be that which does not pose a health problem or safety hazard, does not materially disrupt classroom activities or school activities, properly covers the body, and complies with reasonable standards of decency.

1. Students are not allowed to wear any article of clothing that does not cover undergarments or which allows skin from the buttocks or breasts to be exposed. The student will be given the opportunity to change clothes or to call home to request a change in clothes.
2. Shirts and bottom clothing must touch at the waist. Please see visual indicators of what is considered appropriate. Bare backs or midriffs are not acceptable and suitable clothes should be worn under such shirts. Undergarments are not to show nor should outer clothing be of transparent material which allows undergarment to be visible.
3. Spaghetti strap tops and narrow-strap tops are not allowed. Straps on tops must be at least 2 inches wide. Please see visual indicators of what is considered appropriate. Open mesh tops, narrow-strap tops and spaghetti strap tops are only allowed if shirts are worn under them.



4. Clothing usually worn as undergarments or pajamas may not be worn as outer garments. Sports bras, spandex tops and shorts, and boxer shorts will not be permitted as outerwear.
5. Clothing with pictures or printed wording that conflict with board policy or school curriculum will not be permitted. Clothing with printed wording, pictures or designs which advertise or promote alcohol, tobacco, drugs, putdowns, derogatory connotations, profanity, sexual innuendos, gang affiliations, anti-semitism, offensiveness to race, color, religion, or depiction of lewd, vicious, or any other inappropriate or questionable acts are prohibited. If such clothing is in question, students will be asked to turn the article of clothing inside out for the remainder of the day. The clothing items may also be confiscated from the student and a parent will have to pick the items up from the office. Students will be encouraged to not wear the article of clothing at school again.
6. Shoes, boots or sandals must be worn at all times.
7. The school environment shall be free from threats or the harmful influence of any groups which advocate drugs or disruptive behavior. The presence of any apparel, jewelry, accessory, notebook, or manner of grooming which by the nature of its color, arrangement, trademark or any other attribute, denotes membership in such groups will not be permitted. Such group's clothing may vary from school to school and may change from year to year; therefore it is the responsibility of the administration to determine the appropriateness of clothing or accessories.
8. The wearing of caps, hats, coats, or other articles of clothing that are designed to be worn outside will not be permitted to be worn inside during the school day. Exceptions to this rule will be made by the building administrator in case of emergency. Wearing or displaying bandanas, hair nets or colored handkerchiefs are also not permitted at any time in school or on school grounds. Violations will result in hats and bandannas, etc. being confiscated. Students are encouraged to bring a sweatshirt and leave in their locker to wear if they are cold.
9. Sweatshirts with hoods can be worn, but the hood must stay off the head during the school day.
10. Chains must be of jewelry weight and design. Kearney Public Schools will allow billfold chains of approximately 6 inches in length or less. The administration has the final decision as to the appropriate style of chains and all wearing apparel.
11. The wearing of pants, jeans, or shorts worn in a sagging fashion below the waistline is prohibited. Students will be asked to tie up pants and/or tuck in shirts if pants, jeans, or shorts are lower than approved by the administration. Overalls and suspenders are to be worn in the manner intended, over the shoulders and fastened. Belts must be worn entirely around the waist. Wearing excessively long belts hanging from the waistline is prohibited.
12. Articles such as collars, leashes, chains, costumes, wigs, and headbands with costume ears can be considered a distraction to the learning environment or create safety concerns and may not be worn.
13. Common sense and discretion are invaluable when determining what is appropriate or inappropriate. Just because you can buy it at a store does not mean that it is suitable for the school setting. If you question the appropriateness of something, it is probably not appropriate. Please call in advance if you need more information.

Students will be asked to correct inappropriate attire and the administration may provide clothing that is appropriate for the school environment. Clothing that is determined to be inappropriate will be confiscated by the administration and held until a parent/guardian picks it up. Repeated violations will be treated as insubordination. All staff members have the discretion to send students they believe to be in violation of the dress code policy to the office. Principals will have the final authority in determining the appropriateness of student attire.

****Styles continue to change and the administration will make changes accordingly and inform students of these changes.***



Textbooks

Kearney Public Schools will provide textbooks to students at no charge. Students are responsible for all textbooks that are issued to them. Students will be held responsible for all damages to textbooks beyond normal wear. All hardbound texts issued to students should be covered with a paper book cover. A student who loses a book or damages a book to the extent that it would not be usable will be assessed the cost for replacing the lost or damaged book based upon the following depreciation schedule:

- 1st year of adoption full cost + \$4 shipping
- 2nd year of adoption full cost + \$4 shipping
- 3rd year of adoption full cost minus 10% + \$4 shipping
- 4th subsequent years previous year's cost minus 10% + \$4 shipping

The Director of Curriculum will calculate a depreciation schedule for each new text adoption. All replacement costs will be rounded to the nearest whole dollar and include a shipping charge of \$4. Texts that are returned in a usable condition but have damage will have fines assessed to the student. Teachers and principals are encouraged to use good judgment when issuing fines. Students should be encouraged to remove all minor marks from the texts before returning them to the teacher. The following table should be used as a guideline for assessing textbook fines.

Type of Damage	Light	Moderate	Severe
Damaged Cover	\$3	\$10	\$15
Pen/Pencil Marks	\$1 per page	\$1 per page	Text Replacement
Torn Pages	\$1 per page	\$1 per page	Text Replacement
Folded Pages	\$1 per page	\$1 per page	\$1 per page
Food Stains	\$3	\$10	Text Replacement
Water Damage	\$3	\$10	Text Replacement
Obscenities			Text Replacement
Broken Spine			\$15
Missing Pages			Text Replacement
Barcode Removal		1 - \$5	2 – Text Replacement
Unusable Book			Text Replacement



HMS Student Guidebook

2025-2026



HORIZON
MIDDLE SCHOOL

Home of the Jaguars



Horizon Middle School

HOME OF THE JAGUARS



Vision:

At Horizon Middle School our vision is to be Safe, Respectful, Responsible, and Kind. When our vision is observed by students, parents, and staff alike, Horizon Middle School truly will be the place where learning and opportunity meet.

Mission Statement:

The Horizon Middle School staff will offer a balanced educational program that provides sixth, seventh, and eighth-grade students with opportunities to grow toward their potential and identity. The middle school will support a focus that combines academic, social, emotional, and physical development.

We believe:

- **A safe, caring, and structured environment contributes to student learning.**
- **Professional educators must have high expectations for themselves and the students they serve.**
- **A variety of instructional strategies will be used to meet the individual needs of students.**
- **A variety of opportunities in fine arts, technology, industrial technology, family and consumer science, physical education, exploratory programs, and extracurricular activities enhance every student's opportunity for success and fulfillment in life.**
- **Horizon Middle School is an extension of the community of Kearney**



The Jag Way

BE SAFE

- Report safety concerns (harm to self, harm to others) to adults
- Keep hands, feet, and objects to yourself
- Be mindful of others and your surroundings
- Stay in your assigned areas
- Access food and drink (other than water) in the lunchroom

BE RESPECTFUL

- Be considerate of all people and property
- Accept feedback/directions and make positive changes
- Acknowledge and greet others positively
- Use appropriate language, body language, and tone of voice

BE RESPONSIBLE

- Contribute positively to our school community
- Give your best effort
- Be on time/punctual
- Take ownership for self by using a growth mindset

BE KIND

- Say please and thank you
- Treat others like you would like to be treated
- Encourage someone that is struggling
- Leave a kind note on a desk or a locker



Welcome to Horizon Middle School!

We have compiled this guidebook with information useful to parents, guardians, and students attending our school. We hope it will help promote safety, encourage communication, and ensure success for all students. If you have any questions or concerns, please call us at 308-698-8120.

Sincerely,
Amber Lewis
Principal

Sincerely,
William Schmidt
Assistant Principal



INTENT OF HMS GUIDEBOOK

This guidebook is intended to be used by students, parents and guardians, and staff as a guide to the rules, regulations, and general information about Kearney Public Schools and Horizon Middle School.

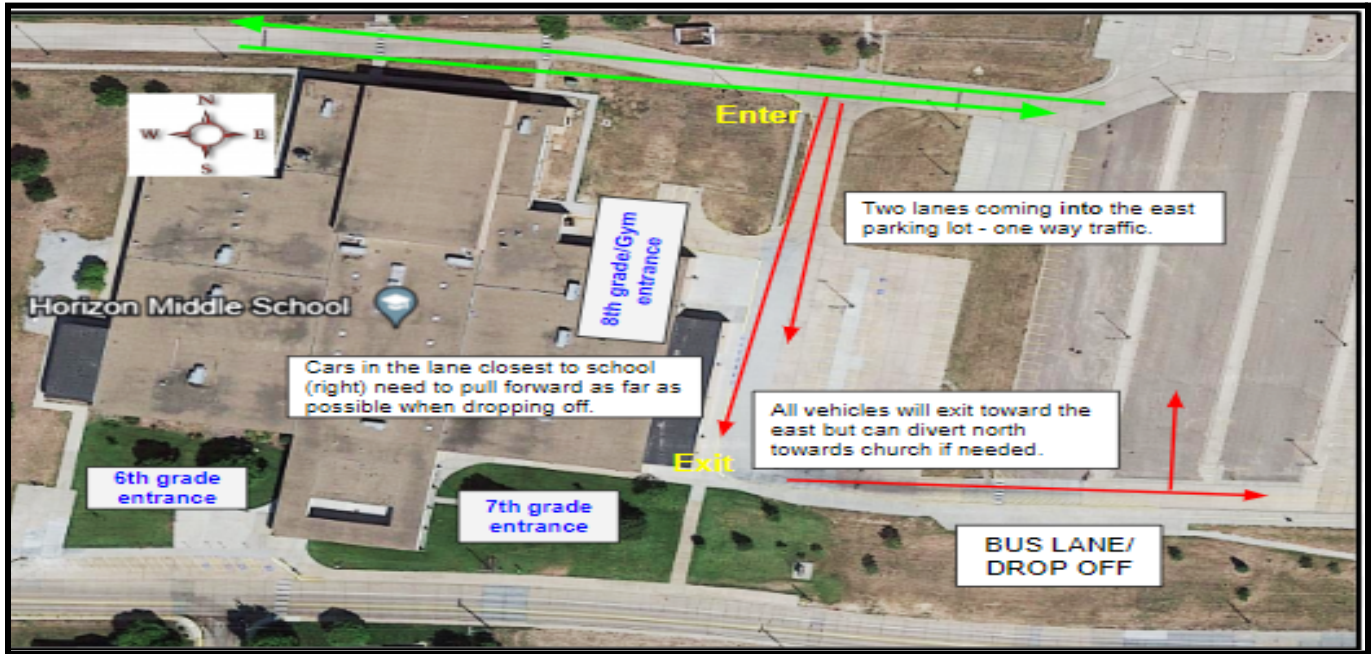
Each student is responsible for becoming familiar with both the KPS handbook and the HMS Guidebook. Parents and guardians are encouraged to use this guidebook as a resource and to assist their child in abiding by its rules and regulations.

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

Please refer to the “Parent Handbook” posted on the KPS website for more detailed information.



Arrival and Departure Information



Morning Arrival

In the morning students are encouraged to arrive no earlier than 7:45 AM unless arrangements have been made with school personnel. The gym doors (Door 9) will open at 7:30 AM. Students will report to the designated area for their grade level in the gym. At 7:45, students may eat breakfast in the cafeteria, or can go to the library if they have a JAG Pass.

Sixth-grade students are encouraged to enter the building through the southwest main doors (Door 1). Seventh-grade students are encouraged to enter the building through the southeast main doors (Door 16). Eighth-grade students will enter the building through the EAST gym doors (Door 9) unless students are participating in specific school-sponsored activities and they have been given other directions.

All students may enter through the East gym doors (Door 9) in the morning if that is more convenient. No students will be allowed in the building before 7:30 A.M. without prior planning with the staff. For your comfort and safety, please dress appropriately for Nebraska weather in the mornings.

When dropping off students on 35th Street, please pull to the side and let your child out. Do not stop in the middle of the street for them to exit your vehicle. If a student needs to cross 35th Street, they should do so at the crosswalk.

Students are NOT ALLOWED in locker rooms when they arrive at school. They will be allowed to put items in the locker room after 8:05A.M, but need to be in class by 8:10A.M. Most school needed items can fit in their regular lockers.



After School Departure

Students are expected to leave the school when they are dismissed unless they are working with a teacher after school. All students need to make transportation arrangements with parents prior to school being dismissed. If students are unable to follow the vision of the school to be Safe, Responsible, Respectful, and Kind while waiting for parents, a meeting will be set with the student, parents, and school administration to establish a plan that will help the student be successful.

BICYCLES-SKATEBOARDS-SCOOTERS-SKATES

Students are encouraged to ride bikes, scooters, skateboards, or skates to school. When students arrive on campus/the school sidewalks, they must walk (not ride bikes, scooters, skateboards, etc.). Students should lock their bikes, scooters, and skateboards on the racks provided. Stolen items are not the responsibility of HMS. When leaving campus, students must walk off school grounds before riding their bikes, scooters, or skateboards.

CHECK OUT PROCEDURES

If it is necessary for a student to be excused from school during the day, he/she should bring a written excuse from his/her parent or guardian. The student must check out on the designated form provided for this purpose in the office. The parent, guardian, or person listed on the emergency checkout form who is taking responsibility for the child **must come into the building to sign the child out.**

If the student returns to school the same day, he/she must check back in and receive a pass that will admit him/her to class. Students should never leave for any reason without first securing permission from the office personnel and signing the “check-out form”. Failure to do so will necessitate a discipline infraction.

VISITING HORIZON MIDDLE SCHOOL

The Board of Education, administration, and staff of the Kearney Public Schools welcome parents, members of the community, and others to visit our schools. Visitors will use the main entrance located on the south side of the building.

- All visitors will need to give a prior day’s notice of their desire to visit school and will need to check with their child’s teacher as to the best time to visit.
- Anyone volunteering must complete a background check, sign in, and wear a name badge while in the building (including UNK students).
- Visitors must sign in at the office and wear a visitor identification badge.
- Identification may be required upon arrival at school.
- School visits will be limited to 60-minute time periods.
- Visits that involve non-school-age visitors will be limited to 30-minute periods of time in the room/playground, and the non-school-age visitor must be accompanied by an adult who will monitor their behavior.
- School-age visitors will not be allowed during school time hours.
- Visitors wishing to have lunch in the cafeteria will need to specify such in their notice to visit.
- Parents or designated adults who come to school to pick up or drop off students during school hours must wait in the front office area while school staff call for the child.
- Items left for students must be dropped off at the office. School staff will deliver the items to the student, or the student will be called to the office to pick up the item. Students will not be called over the intercom.

Upon reasonable advanced request, parents will be allowed to attend and monitor courses, assemblies, counseling sessions, and other instructional activities, unless such attendance would substantially interfere with legitimate school interests.



PARENT/STUDENT COMMUNICATION DURING THE SCHOOL DAY

If a parent/guardian needs to leave a message for their child during the school day, the front office staff will take the message to the student, or the student will be called to the office. If a parent needs to communicate with their child during the day, it is best to contact the front office because cell phones should be turned off and stored in lockers until 3:35 PM. If students need to contact home for any reason during the school day, they need to do so from the front office. Students must first obtain permission to make a phone call home from a staff member.

Attendance Practices

TARDY PRACTICES & ATTENDANCE RECORDING POLICY

If a student arrives at school after 8:10 A.M. he/she will be marked as tardy. Tardy students may be required to make up this time after school. In these circumstances, administrators will communicate home to make arrangements.

Whether the tardy is excused or not, will depend on the reason for the tardy. Such reasons for tardiness as “oversleeping” or “missing a ride” will be classified as unexcused. A tardy student is to bring a note from the parent or guardian; however, the note does not necessarily determine whether the tardy will be excused. Therefore, any student who is late to school needs to report to the office. Students who are habitually tardy to school may face disciplinary actions. Tardy reports will be run on a weekly basis from the office.



<u>First Period</u>		<u>Remainder of the Day</u>	
<u>Number of Tardies</u>	<u>Action Step</u>	<u>Number of Tardies per class</u>	<u>Action Step</u>
5	Homeroom Teacher - Contact home	3-6	<ul style="list-style-type: none"> - Minor - Teacher - Contact home - Detention with teacher
10	Teacher submits major behavior referral - For After School Detentions Admin contacts home	7-10	<ul style="list-style-type: none"> - Major - Contact home from office - Five Lunch Detentions
15	Student Support Discussion and Contact Loss of privileges	11-15	<ul style="list-style-type: none"> - Major - Admin contacts home - 4 After School Detentions
*Reset tardy data at semester		Over 15	Parent Meeting with the team

CLOSED CAMPUS

Horizon Middle School Campus is a **closed campus**. Closed campus means that once a student arrives on the school grounds bordered by 35th Street to the south and 39th street to the north, and by 11th Ave to the west and the faculty parking lots to the east; he/she must remain on the school grounds until school is dismissed for the day. At no time is a student to be in the parking lots or on the driveway north of the middle school. Walking to school in the morning should include moving in an orderly manner toward the school building once on school property. Students should not loiter on the grounds east of Horizon Middle School but should walk directly toward the school building. During the school day, the closed campus east boundary is the sidewalk east of the building and the west boundary is the sidewalk west of the building. If students will be leaving the closed campus during the school day with a teacher (i.e. Field Trips, Music rehearsals, Explore Classes, etc) parents/guardians will be asked to sign a Permission Form before their student will be allowed to leave campus.

The only exception to the closed campus rule would be when students are excused for doctor's appointments or to comply with the lunch dismissal procedures as outlined in the **Check-Out Procedures** portion of the handbook.

Academics

EVERY STUDENT COMPLETES EVERY ASSIGNMENT

At Horizon Middle School, we believe that every assignment is a building block to success; therefore every student will complete every assignment. Students who are missing assignments or have completed assignments inadequately will be given opportunities to get their work caught up or corrected.

Students will have the chance to work on missing or incomplete assignments before and after school, during lunch, as well during the school day (typically 10th period). Students who have all of their work completed will have the opportunity to participate in Incentive Parties, which will be organized by their teams. Students who



do not have all of their work completed by the designated deadline to qualify for the Incentive Party will have the opportunity to complete their work with one of their team teachers.

Incentive parties for no missing assignments are pre-organized and students are highly aware of the deadline to get their work completed in order to participate. In addition to Incentive Parties, teams or the whole school will occasionally have Blitz Parties. Blitz Parties are essentially surprise activities for students with no missing assignments. Students do not have to have a specific grade to participate in either Incentive Parties or Blitz Parties; however, they cannot have any missing assignments in the gradebook.

Students who are in need of a more significant academic intervention because of missing or inadequate work can be placed in Academic In-School Suspension. This is not intended to be a disciplinary action and will not be recorded as such by the administration. Teachers will communicate with the school counselors and administrators regarding students who they feel could benefit from a more focused setting for a longer period of time. These students will work in the ISS room with the ISS coordinator until they have completed their work.

MAKE-UP WORK/ASSIGNMENTS FOR ABSENCES

It is the student's responsibility to get work missed due to an absence. Students can log onto Canvas to see the assignments for the day they are absent. If the student is unable to log on to Canvas or needs paper copies, books or items left at school contact the school office, (698-8120 or 698-8142), **before 9:00 A.M.** Items may be picked up after 3:45 P.M. **that same day** from the front office. It is also possible to contact the teachers directly through email, Canvas, or the team blog to check for upcoming assignments. Generally, two school days will be allowed for each day missed.

SCHEDULE CHANGES

Schedules are made based on the academic needs of the student. Students should review their schedules carefully for mistakes. Mistakes should be reported to the counselor as early as possible. Schedules are distributed in August, at the start of school. Schedules that may appear visible online prior to this are not final and should be considered a work in progress.

Reasons that schedule changes will be made:

- Having the same class appear twice on a schedule.
- Having a class on the schedule that has already been taken.
- A period in which no class appears.
- A required class (math, English, etc.) is missing from the schedule.
- An improper level of a class.
- A change such as dropping band or Spanish.

Reasons that schedule changes will NOT be made:

- A student wishes to change classes to be with a friend.
- A student wishes to be on a different team.
- A student wishes to have a class during a different period.
- A student wishes to have a different teacher.



Team Requests

Parents that would like to request a team of teachers for the following year will be able to do so during 2nd semester of the current year. After school is out of session for summer break, requests for teams will be denied or filled as scheduling permits. Team requests should be sent to the counselor, an administrator, or Mrs. Rothermich (preferably by email).

PARENT-TEACHER CONFERENCES

The school year is divided into four reporting periods. Report cards will be available online after the completion of each reporting period. Parent-Teacher conferences are held during the first term and during the middle of the third term. Dates for parent-teacher conferences are listed in the Horizon Middle School Calendar and below. **Parents are invited to email teachers to set up a conference at any time during the year.**

Fall Conferences

September 17, 2025 — 4:30 to 8:30 PM

September 22, 2025 — 4:30 to 8:30 PM

September 24, 2025 — 1:00 to 6:00 PM

Spring Conferences

February 11, 2026 — 4:30 to 8:30 PM

February 16, 2026 — 4:30 to 8:30 PM

February 18, 2026 — 1:00 to 6:00 PM

Student Conduct and Discipline

Expectations of Behavior

Horizon's goal is to provide a safe and respectful learning environment. The Horizon staff expects students to comply with certain rules in order to achieve these goals. It is the responsibility of the student to follow the rules for maintaining a safe, respectful and orderly learning environment or accept the consequences for not following the rules. **Parents are asked to review the expectations outlined in this handbook with the student.** Student conduct rules apply at all times on school grounds, adjacent school grounds, and during all school sponsored activities/athletic events both on and off school grounds. Student conduct rules also apply in a vehicle owned, leased, or contracted by the school being used for a school purpose. Horizon Middle School administration will have the final authority in determining the appropriateness of student behavior and assigning consequences accordingly.

Areas of concern:

- **Comments about race, sex, gender, or perceived ability will NOT be tolerated.**
- **Insubordination — refusing to obey staff or expectations of the building.**
- **Disruptive behavior — making it difficult for other students to learn and staff members to teach.**
- **Disrespectful behavior — speaking to peers or staff in a manner that is considered offensive or unkind.**
- **Cell Phones, Smart Watchers, and Ear Buds — Off and in lockers from 8:10a.m. to 3:35p.m.**
- **Cell Phones - Social Media comments that lead to disruptions at school.**
- **All food should remain in the cafeteria unless approved for a class purpose — Do not take food outside at lunch.**
- **Students should not bring outside food and drink (except for lunch)**
- **Cleaning up after themselves at breakfast and lunch.**
- **Students should not have hats or hoods on their heads in the building.**
- **Chromebook - Inappropriate searches, playing games, non school related usage.**



This year, students and staff will be transitioning to a program called “Leader in Me”. This program is based on the *7 Habits of Highly Effective People* by Stephen Covey and aims to create an environment where everyone considers themselves to be a leader.

The 7 Habits we will focus on are:

1. **Be Proactive** - Take responsibility
2. **Begin with the End in Mind** - Set clear goals & work towards them
3. **Put First Things First** - Prioritize tasks & use time effectively
4. **Think Win-Win** - Find the mutual benefit in relationships and interactions
5. **Seek First to Understand, then to be Understood** - Practice active listening & effective communication
6. **Synergize** - Collaborate with others to meet common goals
7. **Sharpen the Saw** - Seek continuous self-improvement

TECHNOLOGY - CHROMEBOOKS - CELL PHONES - SMARTWATCHES

Cell phones and electronic devices need to be **OFF** and in the student’s locker once the **8:10 AM** bell rings or they have been asked to put their phone away by school personnel. The exception to this is if the student’s teacher requests the student to bring a phone or device to class to be used for educational purposes, or if the students are granted permission to use their phones to make parent contacts.

At the end of the school day (3:35 PM), students will be able to access their phones. If there is any form of abuse of this privilege, the opportunity for the student to use the phone or device can be revoked by school personnel. **Misuse of a cell phone or other electronic device could result in the confiscation of the cell phone or other electronic device. If an electronic device is confiscated, the student will receive three lunch detentions for the first offense, and will turn their phone into the front office to be picked up after school. If the student has a second cell phone violation, they will receive lunch detentions and a parent/guardian must come to the school and pick up the device. Repeat offenders may be required to turn their phone/electronic device in at the Front Office for the duration of the school day. Students who refuse will be considered insubordinate and further disciplinary action will be taken according to the Code of Conduct in the KPS Parent Handbook.** Other problems arising due to the phone or electronic device may result in some form of disciplinary action as outlined in the KPS Parent Handbook.

Note: Horizon Middle School assumes no liability for lost or stolen student cell phones or electronic devices. Students/families assume all risks for students having these items at school. Cell phones or communication devices are **NOT** required items the student needs to have at school.

Smartwatches are allowed unless they are being used as a communication device (calls, texts, social media, games, etc.).

For more information regarding [Acceptable Use Agreement], please refer to the KPS District Handbook.) The KPS District Handbook can be found on the KPS website (kearneypublicschools.org, under the district District (About District). Printed copies of the booklet can be obtained by contacting our school office.

STUDENT IDS

All students will be provided with a Student ID utilizing their school picture taken for the current year. Students will be required to wear/carry their Student IDs on a lanyard during the school day. During an emergency



situation the student must be able to quickly put their lanyard around their neck. If a teacher requests to see their ID, they need to be able to show it to them. ID's should not be kept in trappers or computer cases. The ID, a simple lanyard, and a protective cover will be provided by the school. If students wish to provide their own lanyards, that is acceptable. If a student loses their ID, they will need to purchase a replacement. The cost for replacing an ID is \$2.00. If a student loses their lanyard or cover, they can pick up a free replacement from the front office. **If a student forgets their ID at home they will be asked to wear a temporary ID for that day.**

Bathroom/Hallway Use & Pass System

At Horizon, we use an electronic pass system that allows students to generate passes to the bathroom, the water fountain, lockers, the library, etc. Students are allotted 2 passes per day by the system. They must make a pass and get permission from their teacher before leaving the room.

During passing periods, students may NOT use the bathroom until they take their supplies to their next classroom and tell their teacher where they are going. Students should not take backpacks, trappers, computers, etc. into the bathroom. If a student is consistently tardy to class after using the bathroom during a passing period, the teacher and student will develop a plan to resolve the issue.

Students can request a pass to see the counselor or another staff member. This would not be taken from their daily pass allotment. Teachers can also generate passes for students if they are requesting the student go to another place.

Consequences/Discipline

Detention

Teacher-assigned detentions are 20 minutes in length from 3:40- 4:00 p.m. If a student is issued an after school detention, the teacher will contact the parents to coordinate a time for the student to stay. If the student fails to serve the detention the student will be referred to school administration.

Office detentions are 35 minutes in length from 3:40 - 4:15 p.m. Office detentions are assigned by the principal or assistant principal. If the student is absent on the day the detention is to be served, the detention is to be served on the following day. Students who choose not to serve office detentions on the days assigned or have not made other arrangements in advance, will have their time doubled or be assigned in-school suspension.

In-school suspensions (ISS) help with classroom management by addressing repetitive minor behaviors that serve as a disruption to the learning environment. They can serve as an alternative to "Out of School Suspension". ISS typically ranges from 1 to 5 days. ISS can also help keep students engaged in the academic curriculum and stay caught up on missing assignments. It can also be utilized to help reteach school-wide behavior expectations. The goal is to support the student by identifying and improving areas where they need to continue to grow academically and socially.

Students assigned to ISS are to report to the office when they arrive at school. They will be supervised by a staff member in ISS until **3:45 p.m.** They will eat lunch in the ISS room as well. The expectations of ISS include: not talking or disrupting other students, staying awake, staying on task, and only using school-assigned technology. Students not following expectations in the ISS room may be assigned:

- Additional time that must be served before leaving for the day;
- Assignment of additional days of In-school suspension;
- Out-of-school suspension for the remainder of the day (and may be given additional time out of school).



Students who have been in ISS for the day will need to exit the building when dismissed.

Out of School Suspension

Students assigned out-of-school suspension (OSS) or recommended for expulsion cannot attend school, take part in any school function, or be on any KPS school property any time during the suspension. Suspensions do not end until the start of the school day the student is next allowed to return to class.

Cafeteria/Bearcat Diner

All students are encouraged to make use of the cafeteria services provided by their school. We ask that students conduct themselves appropriately observing the regulations and manners set forth by the cafeteria supervisor at all times. If a student prefers to bring lunch from home, they will also eat it in the cafeteria. No food is to be taken from the cafeteria unless authorized by school personnel.

Students are expected to take their trays to the receiving table when they are finished eating. Students must deposit their own wrappers and cartons in the wastebaskets. Students may leave the cafeteria and go directly outside when dismissed. Students with a JAG PASS may go to the Library.

Milk or juice may be purchased separately.

All students will use their student ID number to purchase a meal or an item from the cafeteria. Barcodes on lanyards will be scanned into the computer after the meal has been taken and the appropriate amount is deducted from the family lunch account. It is important that students wear their lanyards and IDs to keep the lunch lines moving quickly. If a student does not have their ID, they will be allowed to manually enter their ID number.

Parents/Guardians are allowed to provide lunch for their student ONLY, and the student will eat lunch in the office area and not the cafeteria. Lunch CANNOT be brought in for other students or groups. Additionally, students are not allowed to purchase cafeteria meals or other food items for other students. Students must pay for their own food. Students may not bring pop or energy drinks in their lunches from home.

GOING OUT FOR LUNCH WITH A PARENT

If a parent/guardian wishes to take their child to lunch, the parent/guardian must personally sign the student out on the check-out form the day of the lunch date. **LUNCH TIME OUT THAT IS LONGER THAN 30 MINUTES MAY REQUIRE THE STUDENT TO COME IN AFTER SCHOOL IN ORDER TO MAKE ARRANGEMENTS WITH THE TEACHER FOR THE COMPLETION OF ASSIGNMENTS.**

Very rarely is there enough time for students to leave for lunch. If you, however, as a parent decide to take your child out, it is best to make arrangements prior to the day your child needs to be gone.

For more information please refer to the KPS Parent Handbook. This information can be found on page 16. The KPS Parent Handbook can be found on the KPS website (kearneypublicschools.org, under the district District (About District). Printed copies of the booklet can be obtained by contacting our school office.

JAG PASS

The purpose of the JAG Pass is to recognize and reward Horizon Middle School students that successfully meet the school-wide behavior and academic expectations. We believe that recognition of positive behavior will help ensure these behaviors continue throughout the school year. Further, we believe that the Jag Pass will



serve as an incentive for students to work diligently to improve both academically and behaviorally to reap the benefits that come with earning a Jag Pass. A great deal of student responsibility and ownership comes with being a Jag Pass recipient. Jag Pass students are provided privileges in the school setting, thus increasing their level of responsibility and ownership. The Jag Pass is meant to support students in creating a more positive and safe school.

PRIVILEGES THE JAG PASS ALLOWS STUDENTS

- The JAG Pass can be used as a hall pass to see a teacher at 7:45 am
- The JAG Pass can be used as a hall pass to go to the media center at 7:45 am
- The JAG Pass will allow students free entry to all HMS athletic events
- The JAG Pass will allow students to be dismissed five minute early on regularly scheduled days
- Other student requested privileges will be considered by administration

JAG PASS - APPLICATION PROCEDURES AND GUIDELINES

- All students may apply at the end of the first six weeks of school during the first application period.
- Students must get the signatures of ALL teachers they currently have on their schedule. A lunch period signature will not be necessary. All Core, Explore, PE, Homeroom, 10th period, and music teachers must sign.
- Teachers are not to be asked to sign an application while teaching class. Please ask your teacher before or after class or during a passing period.
- If all the student's teachers have marked the "Accepted" column, bring the application to the office and a JAG Pass will be made for you. It will be the student's responsibility to pick up their pass before school, after school, or during lunch when it is available.
- If a student's application is denied by a teacher, he/she may reapply at the next open application period (occurring each quarter). The teacher must provide a reason on the application for the denial. The teacher is to take the denied application to the office. In the case of a denied application, students should discuss with the teacher the reason the application was denied so that the student can work to improve in this area. Teachers that did not have an opportunity to sign the application should be contacted by the student as well so that the student can seek out other areas where they can improve.
- Students new to HMS can apply after 4 weeks at the first available open application period.
- If a student has their JAG Pass privilege revoked by a teacher, the student may reapply at the next available open application period.

JAG PASS – LOSS OF PASS PRIVILEGE PROCEDURES

- A teacher may take the JAG Pass from a student for any student behavior that is not acceptable for the school setting. The teacher must state the reason the pass privilege was removed and turn the pass into the office. The office shall record the reason provided by the teacher. The student can reapply at the next open application period.
- If a student does not meet the expectations of the Student Handbook, the Jag Pass will be removed.
- At the quarter team teachers will review these expectations, any student that did not meet these requirements and has a pass will lose this privilege. The student will be called to the office and the Jag Pass will be turned in to the office. The office will record the reason. Some of the expectations are:
 - Attendance - cannot miss more than 5 days during the quarter
 - No office referrals
 - Display positive classroom behavior
 - Be on time! (4 or fewer classroom tardies)



- Zero failing grades
- Turn in work on time (2 late/missing assignments per/class, 4 total)

JAG PASS APPLICATION DATES

September 29-October 3	February 9-13
October 27-31	March 9-12
December 1-5	April 13-17
January 12-16	

MISCELLANEOUS

FINES

Students are responsible for any missing, damaged and/or misused library items, locks, classroom materials, Chromebooks and other school items.

LOCKERS AND LOCKS

Lockers will be assigned by the office. Students are expected to use the assigned locker and **not share lockers with any other student** for the entire school year. The expectation is that lockers remain locked when not in use by the student assigned to the locker. Students are responsible for the cost of locks if they are lost, stolen or damaged. The replacement cost is \$5.00. Students are also responsible for any damage to the locker itself (for example, physical damage or use of tape, magic markers, etc., on or inside the locker).

For more information regarding [Inspection of School Property], please refer to the KPS Parent Handbook. This information can be found on page 27. The KPS Parent Handbook can be found on the KPS website (kearneypublicschools.org, under the district District (About District). Printed copies of the booklet can be obtained by contacting our school office.



SUNRISE
MIDDLE SCHOOL
Home of the Silver Hawks

Student Guidebook

2025-2026

#Be**K**ind



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SILVER HAWK PRIDE PASS



SUNRISE MIDDLE SCHOOL
—SILVER HAWKS—

Welcome to Sunrise Middle School!

This handbook has been prepared to serve as a guide to students of Sunrise Middle School, and also to familiarize parents and guardians with the aims, purposes, and regulations of the school. This school was established to provide the very best education possible for all children in our district. With an outstanding staff, we commit ourselves to helping our students make successful transitions into this environment by providing a strong academic program, a caring and safe environment, and opportunities for parents and guardians to work closely with us.

Statement of Mission:

Sunrise Middle School is dedicated to bring out academic improvement and transformation of the whole student that will change the world for the better.

Statement of Beliefs:

We believe:

- A safe, caring and structured environment contributes to student learning.
- Professional educators must have high expectations for themselves and the students they serve.
- A variety of instructional strategies will be used to meet the individual needs of students.
- A variety of opportunities in fine arts, technology, industrial technology, family and consumer science, physical education, exploratory programs, and extracurricular activities enhance every student's opportunity for success and fulfillment in life.
- Sunrise Middle School is an extension of the community of Kearney.

Although this guidebook is detailed, it is not exhaustive and may not cover every situation that could possibly arise during the school year. The administration reserves the right to make decisions and rule revisions at any time to insure the well-being of all students in situations that may or may not be covered in this document or of which may be impacted by the enactment of a new state or federal law. Should a situation arise that is not specifically covered in this handbook, the administration will make a decision based on school law, public law, and the common good of the students and staff of Sunrise Middle School.

We wish you the greatest success for the school year! We want you to BE A TEAM for Sunrise!

Sincerely,

Mark Johnson
Principal

Erin Jones
Assistant Principal



SUNRISE MIDDLE SCHOOL
— SILVER HAWKS —

Daily Schedule

Doors Open 7:30 A.M.
School Begins 8:10 A.M.

Period 1 Homeroom 8:10 - 8:25 (15)

Period 2 8:28 - 9:16 (48)

Period 3 9:19 - 10:07 (48)

Period 4 10:10 - 10:58 (48)

6th Grade (2nd lunch) **7th Grade** (1st lunch) **8th Grade** (3rd lunch)

Period 5 11:01 - 11:49 Class (48) 10:58 - 11:28 Lunch (30) 11:01 - 11:49 Class (48)

Period 6 11:49 - 12:19 Lunch (30) 11:31 - 12:19 Class (48) 11:52 - 12:40 Class (48)

Period 7 12:22 - 1:10 Class (48) 12:22 - 1:10 Class (48) 12:40 - 1:10 Lunch (30)

Period 8 1:13 - 2:01 (48)

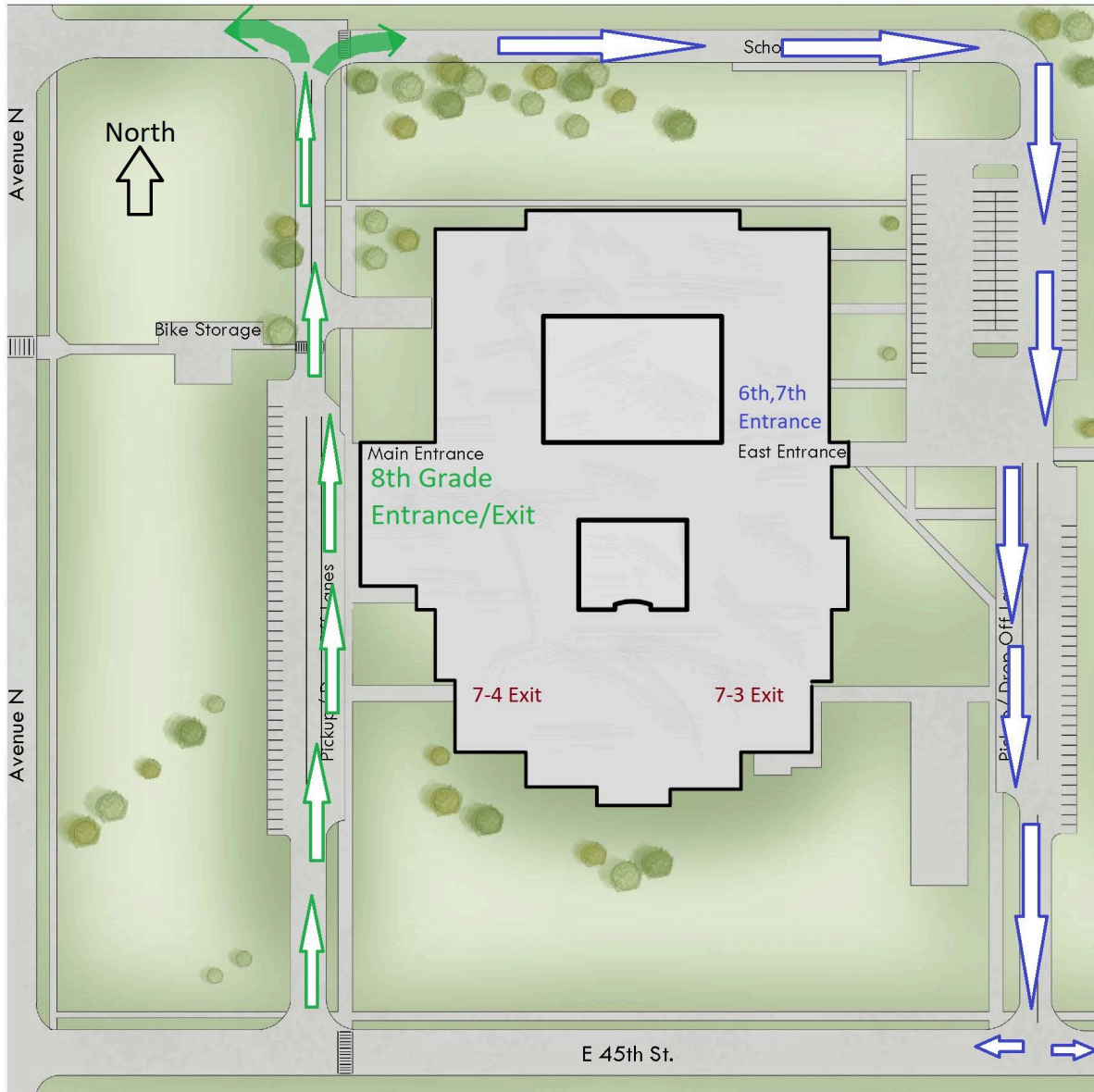
Period 9 2:04 - 2:52 (48)

Period 10 2:55 - 3:35 (40)

Dismissal 3:35 P.M.



Traffic Flow Plan



Before School Drop-off

When dropping students off before school, please use the inside drop off lane only. Please do not drop students off from the middle or outside lanes as this creates a safety hazard when students have to cross lanes of traffic.

PLEASE PULL FORWARD

- 6th Grade students are required to be dropped off on the East side of the building using the East Entrance.
- 7th Grade students can be dropped off on the East or West side of the building using either entrance.



- 8th Grade students are required to be dropped off on the West side of the building using the Main Entrance.

After School Pick-Up

When waiting to pick up students after school, please be considerate to others by not blocking the middle drive-through lane. You may park and wait for your student on the inside lane. Once you pick up your student, you may use the center drive-through lane to drive off campus.

PLEASE PULL FORWARD

- 6th Grade students are picked up on the East side of the building, exiting through the East doors.
- 7th Grade students are picked up on the side of their team exit. Team 7 Blue will exit through the Southeast Doors, and Team 7 Silver will exit through the Southwest doors.
- 8th Grade students are picked up on the West side of the building, exiting through the Main West doors.

Morning Arrival

Students are encouraged to arrive no earlier than 7:30 A.M. as there is no supervision before this time. Students will not be allowed to congregate in the entryway, unless the temperature drops below 32 degrees. Students will enter through either the East or West main doors at 7:30 A.M. and will report to the gym. Students will be assigned the following areas in the gym: Sixth grade students will sit on the floor in front of the east bleachers. Seventh grade students will sit on the floor in front of the south bleachers. Eighth grade students will sit on the floor in front of the west bleachers. Students may get help from teachers in the morning as long as they have a note from a teacher or a note from a parent/guardian. At 7:45 A.M., students who eat breakfast will leave the gym and enter the cafeteria. Once breakfast is over, they will return to their assigned area in the gym.

After School Departure

Students are expected to leave the school building when they are dismissed. Only students who are supervised by a teacher will be permitted to remain after school hours. On the days of after-school activities in the gymnasium, students are expected to remain in that area only. All eighth grade students will exit through the main doors on the west side of the building. Seventh graders will exit the building through either the southwest (7 Silver) or southeast (7 Blue) doors according to their team assignment. Sixth grade students will exit the building through the main east doors. Students riding the bus will exit the main doors on the east side of the building. Students riding bikes may exit either the main east doors or the main west doors depending on which bike rack they used. Students using the Ave. N crosswalk may exit the main doors on the west side of the building (8th grade exit). Students walking or riding a bike home are expected to leave campus immediately after school. Students waiting for a ride after school are expected to remain outside the building. Students should not wander around the building nor should students wait in the cafeteria after school. Students should not congregate inside the entryway or directly in front of the doorway. Any student waiting an extended time for a ride (3:50 P.M. and after) will be asked to do one of two things: **1)** wait for their ride next to the curb or on the benches, or **2)** in case of inclement weather or cold temperatures, the outside supervisor may allow students to wait inside the entryway. It is best if students and parents communicate in advance where and when the student is to be picked up. Students who have not been picked up as planned and want to contact a parent need to enter the school through the main doors on the east or west side and use the phone in the office. **Reminder:** A student is responsible for their actions to and from schools. Behavior expectations are consistent with those behaviors expected during the school day.

Check-Out Procedures

If it is necessary for a student to be excused from school during the day, they should bring a written excuse from a parent or guardian, or call the school with the reason for pick-up. The student must checkout at the office. The parent or guardian who is taking responsibility for the child must come into the building to sign the child out. If the student returns to school



the same day, they must check back in and will get a pass for class. Students should never leave for any reason without first securing permission from office personnel. This is to ensure that all of the students are safe at all times.

Team Requests

Parents or guardians who would like to request a team of teachers will be able to do so prior to the end of the school year. After school is out of session for summer break, requests for teams will be denied or filled as scheduling permits. Team requests should be sent to the registration secretary by email (lostrand@kearneycats.com).

In-Progress Grades

Kearney Public Schools uses Synergy for their Student Information System. Synergy contains a portal where you can track the grades and progress of your student(s). We are encouraging you to sign-up and log-in frequently to monitor your students' grades. The system has been updated to allow you to view the most up-to-date information available (live grades). When logging into the portal, you can see ALL your students with that one log-in. If you have never accessed Synergy as a parent or guardian, additional parents or guardians require access to student information, or if you need further assistance, please contact the Guidance Office at 308-698-8155.

Parent/Teacher Conferences

The school year is divided into four reporting periods. Report cards will be available online after completion of each reporting period. Parent/Teacher conferences are held during the first term and during the middle of the third term. You will have the opportunity to sign-up electronically using "Sign up Genius." Information about signing up for the conferences will be sent to you prior to each term. However, parents are encouraged to email teachers to set up a conference at any time during the school year.

Fall Conferences:	September 17, 2025	4:30 - 8:30 PM
	September 22, 2025	4:30 - 8:30 PM
	September 24, 2025	1:00 - 6:00 PM
Spring Conferences:	February 11, 2026	4:30 - 8:30 PM
	February 16, 2026	4:30 - 8:30 PM
	February 18, 2026	1:00 - 6:00 PM

Every Student Completes Every Assignment (ICU)

Sunrise Middle School teachers believe all students can learn. In order for learning to take place, assigned work is not optional. It is the responsibility of the student to complete each assignment on time and in a manner that shows an understanding of the learning objectives and standards. The basic premise is that any time a student does not do their work and/or does it unsatisfactorily, their understanding of the standards needs assistance or care. In an effort to help all students reach their full potential, Sunrise has adopted the following plan:

1. Students will be placed on the "ICU" list (your grade needs Intensive Care) if they have an incomplete assignment. Once the student is placed on the list, a parent/guardian will receive a text and/or email notification. The student's name will be removed from the list once the assignment has been turned in and is at a satisfactory level. The parent/guardian will then receive an email and/or text notifying them of completion. We want this to be a concerted effort with us both working together to help make sure students are keeping up with their assignments.
2. To help students who are struggling to complete their assignments, Sunrise will set aside time during 10th period for students on the ICU list. Students will work in their team areas and receive help from their teachers during this time. We will set time aside in the morning before school and during Homeroom as well to assist those students who are falling behind and missing many assignments.



Parental support, student's commitment, regular classroom attendance, and teacher's direct instruction are key factors to the success of any assignment. Assignments are designed to:

- Be an extension of meaningful classroom experiences and have a positive effect on achievement.
- Reinforce learning through practice, application, integration, and extension of knowledge and skills.
- Strengthen test preparation skills and strategies.
- Develop study skills, work habits, time management skills, and a sense of personal responsibility so that students may become an independent learner.
- Use school and community resources.
- Develop self-discipline and learning skills that will benefit the student throughout their lives.

Illness During the School Day

If a student becomes ill or injured during the school day, that student needs to seek help from an adult. If a student feels ill, that student should ask the teacher for permission to go to the Nurse's office (located in the Front Office). Students should not take it upon themselves to call parents to pick them up from school. Always go to the Nurse's office first.

Make-Up Work/Assignments for Absences

Please call Sunrise before 8:30 A.M for students who are ill. All daily work should be made up as soon as possible after returning to classes. Generally, two school days will be allowed for each day missed; however, it is the responsibility of the student to make contact with the teacher to make arrangements for completing missed work.

School Counselors

Sunrise Middle School employs two school counselors for the purpose of scheduling, assisting with the district's testing program, and for students to discuss problems and resolve conflicts. The Sunrise school counselor can help make the most of middle school and plan wisely for high school. The counselor is available to help students with the many questions and problems middle school students often face. If you wish to see a counselor, stop by the guidance office and make arrangements for an appointment, or schedule an appointment through email.

Student Conduct and Discipline

Expectations of Behavior

Sunrise's goal is to provide a safe and respectful learning environment. The Sunrise staff expects students to comply with certain rules in order to achieve these goals. It is the responsibility of the student to follow the rules for maintaining a safe, respectful and orderly learning environment or accept the consequences for not following the rules. Parents are asked to review the expectations outlined in this handbook with the student. Student conduct rules apply at all times on school grounds, adjacent school grounds, and during all school sponsored activities/athletic events both on and off school grounds. Student conduct rules also apply in a vehicle-owned, leased, or contracted by the school being used for a school purpose. Sunrise Middle School administration will have the final authority in determining the appropriateness of student behavior and assigning consequences accordingly.

This year we will be learning about the “7 Habits of Highly Effective People” by Stephen Covey as well as implementing some “Leader in Me” programs based on the same book. The hope is to have students see themselves as leaders as Sunrise, and develop ideas and projects to help us reach our school's mission:



Sunrise Middle School is dedicated to bring out academic improvement and transformation of the whole student that will change the world for the better.

The habits are as follows:

- 1. Be Proactive**
- 2. Begin with the End in Mind**
- 3. Put First Things First**
- 4. Think Win-Win**
- 5. Seek First to Understand, then to be Understood**
- 6. Synergize**
- 7. Sharpen the Saw**

Beverages and Snacks

Students are not allowed to bring beverages from home or beverages that are commercially made from convenience stores, restaurants, coffee shops, or fast food stores to school unless given prior permission from a teacher or administration. Students are not allowed to bring gum or candy into the school building or classrooms. Teachers can provide small snacks in the classroom for special occasions. Any treat provided by the teacher should be consumed entirely in the room. Students should not take any treat item out of the designated room.

Clear bottles or containers may be brought to school and used in class as long as they contain water only. When stored in the student's locker, any damage to books, or items belonging to the school will need to be replaced by the student or family at their expense. Students are not to bring pop or energy drinks to school in their "sack lunch," but they may bring commercially produced juices. Snacks such as potato chips may be eaten in the cafeteria, but will not be allowed in the classroom unless authorized by a teacher or for a special occasion. Students cannot "sell" food or beverage items at school unless it is a school sanctioned activity.

Student IDS

All Students will be provided with a Student ID utilizing their school picture taken for the current year. Students will be required to wear their Student IDs on a lanyard during the school day. The ID, a simple lanyard, and a protective cover will be provided by the school. If students wish to provide their own lanyards, that is acceptable. If a student loses their ID, they will need to purchase a replacement. The cost for replacing an ID is \$2.00. If a student loses their lanyard or cover, they can pick up a free replacement from the front office. If a student forgets their ID at home they will be asked to wear a temporary ID for that day.

Consequences and Discipline

Detention

Teacher-assigned detentions are 20 minutes in length from 3:40 - 4:00 P.M. If a student is issued an after-school detention, the teacher will contact the parents to coordinate a time for the student to stay. If the student fails to serve the detention the student will be referred to school administration.

Office detentions are 35 minutes in length from 3:40 - 4:15 P.M. Office detentions are assigned by the principal or assistant principal. If the student is absent on the day the detention is to be served, the detention is to be served on the



following day. Students who choose not to serve office detentions on the days assigned or have not made other arrangements in advance, will have their time doubled or be assigned in-school suspension.

In-School Suspensions

In-school suspensions (ISS) help with classroom management by addressing repetitive minor behaviors that serve as a disruption to the learning environment. They can serve as an alternative to “Out-of-School Suspension.” ISS are usually anywhere from one to three days. ISS can also help keep students engaged in the academic curriculum and stay caught up on missing assignments. At times it can also be utilized to help reteach school-wide behavior expectations. The goal is to support the student by identifying and improving areas where they need to continue to grow academically and socially.

Students assigned to ISS are to report to the office by 8:10 A.M. and will be supervised by a staff member in ISS until 3:40 P.M. They will eat lunch in the ISS room as well. The expectations of ISS include: not talking or disrupting other students, staying awake, staying on task, and only using school assigned technology. Students not following expectations in the ISS room may be assigned: **1)** additional time that must be served before leaving for the day; **2)** assignment of additional days of in-school suspension; or **3)** out of school suspension for the remainder of the day (and may be given additional time out of school). Students who have been in ISS for the day will need to exit the building when dismissed.

Students who are in need of a more significant academic intervention because of missing or inadequate work can be placed in Academic In-School Suspension. This is not intended to be a disciplinary action and will not be recorded as such by the administration. Teachers will communicate with the school counselors and administrators regarding students who they feel could benefit from a more focused setting for a longer period of time. These students will work in the ISS room with the ISS coordinator until they have completed their work.

Out-of-School Suspension

Students assigned out-of-school suspension (OSS) or recommended for expulsion cannot attend school, take part in any school function, or be on any KPS school property any time during the suspension. Suspensions do not end until the start of the school day the student is next allowed to return to class.

Principal Discretion Statement

Based upon a variety of factors, situations and circumstances, administration reserves the right to make decisions outside of the parameters of the Student Code of Conduct and use their best judgment on situations that overlap or cross over various categories. In these instances, decisions will be made in conjunction with district level administration.

Silverhawk Pride Pass

The purpose of the Silver Hawk Pride Pass is to recognize and reward Sunrise Middle School students that successfully meet the school-wide behavior and academic expectations. We believe that recognition of positive behavior will help ensure these behaviors continue throughout the school year. Further, we believe that the Pride Pass will serve as an incentive for students to work diligently to improve both academically and behaviorally to reap the benefits that come with earning a Pride Pass. A great deal of student responsibility and ownership comes with being a Pride Pass recipient. Pride Pass students are provided privileges in the school setting, thus increasing their level of responsibility and ownership. The Pride Pass is meant to support students in creating a more positive and safe school.



PRIVILEGES THE SILVER HAWK PRIDE PASS ALLOWS STUDENTS

- ☞ The SHPP can be used as a hall pass to see a teacher or get to the media center at 7:45 A.M.
- ☞ The SHPP will allow students to go to lockers in the morning before other students.
- ☞ The SHPP will allow students to eat lunch immediately upon arrival in the cafeteria on Friday.
- ☞ The SHPP will allow students free entry to all SMS events.
- ☞ The SHPP will allow students to be dismissed five minutes early each day.
- ☞ The SHPP will allow students to go to the media center during 10th period on study period days.
- ☞ Other student requested privileges will be considered by administration.

APPLICATION PROCEDURES AND GUIDELINES

- ☞ All students may apply at the end of the first quarter of school during the first application period.
- ☞ Students must get the signatures of ALL teachers they currently have on their schedule. All Core, Explore, PE, Homeroom, 10th period, and music teachers must sign.
- ☞ Teachers are not to be asked to sign an application while teaching class. Please ask your teacher before or after class or during a passing period.
- ☞ If all the student's teachers have marked the "Accepted" column, bring the application to the office and a Silver Hawk Pride Pass will be made for you.
- ☞ If a student's application is denied by a teacher, they may reapply at the next open application period (occurring each quarter). The teacher must provide a reason on the application for the denial. The teacher is to take the denied application to the office. In the case of a denied application, students should discuss with the teacher the reason the application was denied so that the student can work to improve in this area. Teachers that did not have an opportunity to sign the application should be contacted by the student as well so that the student can seek out other areas where they can improve.
- ☞ Students new to SMS can apply after four weeks at the first available open application period.
- ☞ If a student has their SHPP privilege revoked by a teacher, the student may reapply at the next available open application period.

LOSS OF PASS PRIVILEGE PROCEDURES

☞ A teacher may take the Pride Pass from a student for any student behavior that is not acceptable for the school setting. The teacher must state the reason the pass privilege was removed and turn the pass into the office. The office shall record the reason provided by the teacher. The student can reapply at the next open application period.

☞ If a student does not meet the expectations of the Student Handbook, the Pride Pass privilege will be removed.

Some of the expectations are:

- No office referrals
- Display positive classroom behavior
- Be on time! (Five or fewer classroom tardies)
- Zero failing grades
- Turn in work on time (Two late/missing assignments per class, four total)
- No detentions/suspensions



Kearney High School

Student Guidebook



2025-2026

The Kearney Public School District does not discriminate on the basis of sex, disability, race, color, religion, age, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities and provides equal access to the Boy Scouts and designated youth groups.



SCHOOL BUILDING ACCESS (ENTRANCES / EXITS)

Although the physical layout of Kearney High School has numerous entrances, only two (2) will be available for student entry during the school day. Those doors designated for public and/or student access are monitored by video surveillance. The main entrance will require students and visitors to receive clearance from the attendance office prior to entry. ALL VISITORS MUST SIGN-IN AT THE ATTENDANCE OFFICE PRIOR TO CONDUCTING THEIR BUSINESS IN THE SCHOOL. **Students who are found to be tampering with the exit-only doors for later entrance purposes will be subject to disciplinary consequences.**

ACADEMIC EXPECTATIONS AND ADMISSION GRADUATION REQUIREMENTS

A student will be eligible for a Kearney High School diploma after earning 245 total credit hours *and* meeting the following requirements.

SUBJECT AREA	REQUIRED CREDITS (2026)	REQUIRED CREDITS (2027/2028/2029)
Language Arts	40	40
Math	30	30
Science	30	30
Social Studies	30 (must include Political Science)	30 (must include Political Science)
Physical Education/Health	10 (Intro to Health & PE)	10 (Intro to Health & PE)
PE Elective	5	5
Career & Technical Education	10	5
Financial Literacy	5	5
Computer Science	N/A	5

Kearney High School provides equal and open access for disadvantaged and handicapped students to regular programs, including specific vocational courses, cooperative education programs. Kearney High utilizes a block schedule for its classes. A class listed as one "term" (9 weeks) is the equivalent of a traditional class one semester in length (18 weeks) worth five credits; two terms in block lasts for 18 weeks and has the same credit status (10 credits) as a full year class in the traditional format. Most classes are one or two terms in length, although some classes may be offered for 3 or 4 terms and are worth the equivalent credit. Students in grades 9-12 must register for at least 100 credit hours during any school year.

If a parent presents documentation to the District of military orders that a military family will be stationed in the State of Nebraska during the current or following school year, the District will enroll preliminarily, the parent's student.

Requirements and Recommendations

1. Students must register for at least **100** credits during any school year. Any exceptions must be cleared through the Registrar's office. There is an exception for seniors who are identified as respectful, responsible, safe and kind in all aspects as a junior, enrolled in a college course, working an internship, etc.
2. Students should register only for those courses which they fully intend to complete. Schedule changes **must** be made during the designated time frame during the Summer. Schedule changes during the school year may only occur during the schedule change week in December prior to winter break. Any drop after that time will be entered on the student's permanent record as a **withdrawal/fail** unless extenuating circumstances exist (i.e. emergency situations, to accommodate failed classes or complete graduation requirements).



3. Counselors will not accept any convenience changes for **any reason**. These would include changing a class to select a specific teacher, the time of day, or to place certain classes in specific blocks or semesters. Those changes cannot be allowed because they create unbalanced section numbers and take up seats from other students.
4. Any student considering graduation at mid-year must arrange a personal interview with the principal, assistant principal, or a school counselor. In addition, a written request from both the student and parents must be submitted indicating the reason. The official form may be obtained in the School Counseling Office. These requests must be made before Thanksgiving vacation.
5. In addition, each student shall also be required to complete and submit a Free Application for Federal Aid prior to graduation, unless the required opt-out form is completed by either (1) the parent or legal guardian; (2) the Principal, if the Principal determines that the 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.
6. Only students who meet the graduation requirements as stated in the handbook and board policy will be allowed to participate in the graduation ceremony.

ACADEMIC DISHONESTY & INTEGRITY

Kearney High School expects all students to maintain high standards of honesty in their academic endeavors. Academic dishonesty includes but is not limited to cheating on a test or other class work, plagiarism (the appropriation of another's work or the unacknowledged incorporation of another's work), or collusion (the unauthorized collaboration with another person in preparing work). This includes direct plagiarism from the Internet or Artificial Intelligence (AI). Should a student be found guilty of academic dishonesty, the student shall receive a failing grade (0%) on the work in question. If more than one student is involved, the teacher and an administrator will decide the level of involvement of all parties, which could result in a lower grade or a possible "0" for all involved. Additionally, any student work that compromises the integrity of the academic content will receive a grade of "0" for all involved and the instructor holds the sole authority regarding whether to allow the student to make up the work.

GRADING STRUCTURE

SCALE	GRADE	TRADITIONAL	HONORS	AP (Advanced Placement)
100 – 98	A+	4.2	4.7	5.2
97 – 90	A	4.0	4.5	5.0
89 – 87	B+	3.2	3.7	4.2
86 – 80	B	3.0	3.5	4.0
79 – 77	C+	2.2	2.7	3.2
76 – 70	C	2.0	2.5	3.0
69 – 67	D+	1.2	1.7	2.2
66 – 60	D	1.0	1.5	2.0
59 – 0	F	0.0	0.0	0.0
			H. Advanced Math	AP American History
			H. Algebra II	AP Art History
			H. Biology	AP Biology
			H. English I & II	AP Calculus
				AP Chemistry
				AP Computer Science
				AP Language & Composition
				AP Literature & Composition
				AP Human Geography
				AP Macroeconomics
				AP Music Theory
				AP Spanish



AP Statistics
AP Studio Art
AP World History

EARLY HIGH SCHOOL COMPLETION

A student is eligible for early completion after Term One, Term Two or Term Three if the student has completed all Kearney High graduation requirements (Exceptions-see: "Guidelines for Categories of Students Entering Kearney High School"). The student must obtain an "Early Graduation Request Form" from the School Counseling office and the student and parent(s) must sign and return the form 10 school days prior to the start of the term in which he/she wants to graduate. An "early graduate" is eligible to attend any Kearney High functions (e.g. prom, commencement, dances, games, etc.) but is not eligible to compete in interscholastic or co-curricular competition or activities according to NSAA eligibility requirements (see: "Extracurricular Eligibility"). During the term(s) in which the student has opted as "graduation status", the student is considered a non-student at that point for purposes of visiting the school and must report to the office as any visitor is required to do prior to traveling anywhere else in the school building. If the student chooses to attend after-school functions, the participant is required to abide by the same rules and regulations as all other students in attendance.

EXTENDED LEARNING OPPORTUNITIES

Kearney High School offers a variety of opportunities for students to expand on their learning by participating in Dual Credit, Early College, Internships, Work Based Learning and online enrichment. Each of these opportunities is customized for the needs of the student and aligned with State expectations. For more information on opportunities available for students.

REPORTING ABSENCES

Any time a student is absent from school, it is the responsibility of the parent/guardian to call the attendance office (698-8065) to verify the student's absence **within 24 hours**. Failure to excuse a student's absence may result in school consequences and/or loss of school privileges. The Kearney High School Attendance Office will attempt to notify all students' families regarding periods of absence via telephone and email two times a day (12:00pm and 4:00pm). **Families wishing to avoid any inconvenience by the school's automated notification system, or a call to a place of business, should call the Attendance Office (698-8065) by 8:00 am to report the student's absence.** The Attendance Office prefers to speak to the parents of students directly but will accept written notes (hard copy or electronic) excusing the student's absence.

Late Work / Make-Up Work

If a student has missed any type of schoolwork, the course assignments **MUST** be made up. All missing homework and assessments must be completed by October 10th, 2025 (Term 1), December 12th, 2025(Term 2), March 6th, 2026 (Term 3), and May 15th, 2026 (Term 4). Missing homework and assessments will be entered into Synergy as an M (counts as a 0%). This will indicate to you and your parents and guardians that homework or an assessment is missing and must be completed by the dates listed above. This (M) in Synergy serves as your reminder that the work is missing and must be completed. After 48 hours, the "M" will turn to a "0". Work turned in prior to the dates above may be scored no lower than a 59.9% if the work is proficient. If the missing work (M) submitted prior to the dates listed above is not satisfactory, you will earn a score reflective of what is submitted. No missing work will be accepted after the dates listed above and your grade will be a 0% for all M's in Synergy.

TARDIES

A tardy is a failure by a student to be in the assigned classroom when the tardy bell rings. Tardy students should report directly to class. Teachers will record tardies in the District Student Information System. If students are seen loitering in the school without a pass, they will be escorted to their assigned classroom by school personnel. **Tardies at intervals of three (6, 9, 12, and 15) to school or to any class will be assigned administrative detention(s).**

Block 1/First Class of Day (Tardies)

Tardy Threshold and Disciplinary Progression

- Up to 6 Tardies (Per Term): No disciplinary action will be taken, though students and guardians are encouraged to monitor attendance closely.
- 7 or More Tardies: Beginning with the seventh tardy to Block 1 or the first class of the student's school day,



students will be subject to progressive disciplinary actions:

- 7th Tardy and Beyond: Student is assigned lunch detention for each additional tardy during that term.
- Failure to Serve Lunch Detention: Student will be assigned to after-school detention on the same day.
- Failure to Serve After-School Detention: Student will be assigned to In-School Suspension (ISS) on the following school day.

CLOSED CAMPUS

A school policy, based on the new school's location and transition into four 30-minute lunch periods during Block 3, was established that closes lunch for all students, no matter the grade. If a parent wants to take his/her child out to lunch, the parent must come to the school, physically sign out the child, return within the 30-minute time constraint, and physically sign the child back in. If not, the student will be counted as unexcused.

FOOD/DRINK CONSUMPTION EXPECTATIONS

Food and drink purchased in the cafeteria must be consumed in that area, not in the academic wings and/or classrooms. Water is the only allowable drink that may be consumed outside the cafeteria, but only with a classroom teacher's permission.

CELL PHONES/Electronic Devices

Kearney Public Schools places a premium on instructional time. Student engagement is at a premium for high achievement. To help students achieve at high levels and engage in classroom activities, the expectations for cell phone use are as follows:

Cell Phones and Earbuds:

- Cell phones and earbuds are not to be used/worn during class time.
- Students must place their phones and earbuds in the classroom caddy before taking their seats.
- Devices must remain in the caddy until the dismissal bell rings.
- Cell phones are not allowed in the hallways other than during passing periods as well as before and after school.

Smart Watches:

- Smart watches are allowed in class but must not be used for communication.
- Teachers may ask students to put away smart watches during tests.
- Smart watches will be confiscated if used for communication.

Consequences for Non-Compliance:

- Students will be required to check their devices at the attendance office for the remainder of the day.
- Continued violations will result in increased disciplinary action.

Restrooms and Locker Rooms:

- Students are not allowed to use their cell phones in restrooms and locker rooms at any time. This is a direct violation of the guidelines outlined in the KPS guidebook.

Cell Phone use times:

- Students are allowed to use their cell phones during passing periods, lunch, and before and after school.

DRIVING & PARKING REGULATIONS/RESPONSIBILITIES

All motorized vehicles driven by students must be parked in one of the following parking lots: (1) The "West parking lot" located to the west of the building, which is the primary student parking area and near the students' primary entrance or (2) The parking lot East of the main entrance. The parking lot north of the school is reserved for staff members and substitutes. Students should park in only designated parking stalls (between yellow lines). Parking in any other locations will make students liable for parking tickets. **Once you enter the school parking lots, you are to park your vehicle with an authorized KHS Parking Permit. Parking permits can be purchased in the Main Administrative Office for \$10.00.** Reckless driving, speeding, driving over non-road surfaces, illegal turns, drag racing, burnouts, or failure to observe parking regulations will result in disciplinary consequences which may include the loss of the privilege of parking and driving on campus. **Do not park in a "visitor" spot in the east lot! You are not a visitor.**

Students should be dropped off or picked up on Bearcat Boulevard (on the East side) **ONLY**. The lane closest to the school is for cars waiting to pick students up while the lane furthest from the school is for passing/leaving. **Cars ARE NOT**



ALLOWED to be parked on Bearcat Boulevard without a driver in the vehicle. Loitering and/or cruising in any lot during the school day or normal drop-off or pickup times is strictly prohibited. **Excessive noise (including music/radio, revving engines, and/or honking) from vehicles is prohibited!** This distracts other drivers and may be dangerous. Anytime a student's automobile is involved in an accident with another vehicle, pedestrian, or school property, those involved should report the incident to the School Resource Officer (SRO) no matter how minor. The office will help you contact the proper authorities and/or your parents.

Cars illegally parked may be ticketed, booted, or towed. This may occur when a student parks in reserved parking lots, parks in a handicap area (indicated by blue paint: city regulations now allow law enforcement officers to also write a ticket), is double parked, parks in fire lanes (indicated by red paint), on the grass, parks in any prohibited areas as designated by yellow hash lines, or has excessive unpaid tickets. Payment for tickets issued during any one term is due by the end of that term. **If a ticket is issued for any reason, the fine is \$20 per ticket. If a fine total reaches \$100, the student's vehicle may be booted. The boot will remain on the vehicle until the fine is paid or a payment plan is established through the principal's office. Booting may also occur for flagrant violations of driving and parking regulations.** Accumulation of excessive unpaid fines may result in the student's automobile being "booted." The boot will be removed by a school official once all tickets are paid in the main office or payment plan is established. If tickets, which resulted in booting, are not paid within 24 hours of notification, the student's automobile may be towed. **If a student attempts to drive his/her vehicle with the boot on the vehicle or attempts to remove the boot, the student is responsible for damage to the automobile and/or damage to the boot.**

Note: The speed limit on campus is 15 mph. **Safe driving on campus is the number one issue when it comes to driving and parking at Kearney High School.** Surveillance cameras are utilized in the parking lots at KHS. Although parking slots have increased in number, a parking permit does not guarantee a parking spot on campus. Students are reminded to arrive at school early in order to secure a parking spot. If parking is not available in a student's "favorite" area, students need to move to a different lot (i.e. west to east).

Appealing a Ticket

Students have 24 hours to appeal a ticket to the Main Administrative Office unless they have received a ticket when the following day is not a scheduled day of school. Due to the fact that students may drive several vehicles to school but fail to register all, it is important that fines get paid immediately to avoid multiple tickets.

School Permits (LB269)

A school permit holder may travel to and from where he/she attends school, or property used by the school he or she attends for purposes of school events or functions, over the most direct and accessible route by the nearest highway from his/her place of residence, to transport the person or any family member who resides with the person to attend duly scheduled courses of instruction and extra-curricular or school-related activities at the school he/she attends or on property used by the school he/she attends.



**HANNY ARRAM
CENTER FOR
SUCCESS**

Guidebook 2025-2026



Who We Are

At the Hanny Arram Center for Success, we personalize learning for all students, enabling them to learn, create, and graduate! Our curriculum supports each student's goals, needs, and learning style with ongoing support from teachers and staff.

We offer

- Personalized support while earning the required credits
- Small class sizes
- High expectations with the potential for a high degree of success
- A safe and nurturing environment
- A faculty with many years of experience.

Our Mission

- Our mission is to ensure that all students reach their full potential to succeed.

Our Vision

- Student and staff behavior will always support high levels of learning.
- We will provide a continuum of support to ensure that all students can excel.
- Engaging and authentic learning opportunities will foster high academic achievement among students.
- We will maintain a high level of trust between all stakeholders.

Our Purpose

- We aim to meet our students where they are and prepare them to be productive, responsible people in a safe, caring, supportive learning environment.

Our Philosophy

- While at the Hanny Arram Center for Success, take care of business. Do not let outside issues, drama, or conflicts prevent you from completing credits that will lead to advancement or graduation.
- Focus on those things that are in your control.
- Refrain from being distracted by something you can not control now.



General Information

School Calendar

The Hanny Arram Center for Success will follow the KPS school calendar. Conferences will be held twice a year, and students will receive the corresponding days off. The school calendar can be found on the Kearney Public Schools website. Or on the following link, the [KPS online calendar](#)

Bell Schedule

Each program will have a slightly different bell schedule based on the students' needs and curriculum. Below are the start and stop times for each program. Students will be at school on time. The building will open 10 minutes before the start of the school day. All students should be picked up within 10 minutes after the conclusion of their program. Students who leave campus or loiter after or before their program starts or ends may face consequences. Repeated violations may result in removal from the program or reassignment to an alternative program.

Program	The student arrives no earlier than	Program start time	Program end time	Student pick up no later than
Non-Traditional	7:50	8:00	2:00 or 2:30	3:00 pm
Non-Traditional <i>(Students assigned to Continued Support)</i>	7:50	8:00	3:00	3:15
Half Day I	7:50	8:00	11:30	11:45
Half Day II	12:20	12:30	4:00	4:15
EOC AM	8:50	9:00	12:00	12:10
EOC PM	12:50	1:00	4:00	4:10
Open Door	<i>*As scheduled with the instructor</i>			
Tuesday Night Open Door	4:15 pm	5:00 pm Door will lock at 5:00 pm	8:00 pm	8:10 pm

Grades 6-11 All-Day Bell Schedule:

Homeroom	8:00-8:15 am
Period 2	8:15-9:00 am
Period 3	9:00-9:45 am
Period 4	9:45-10:30 am
Period 5	10:30-11:15 am
Period 6	11:15 am-12:00 pm
Lunch	12:00-12:30 pm
Period 8	12:30-1:15 pm
Period 9	1:15-2:00 pm
Continued Support	2:00-3:00 pm



Respecting School Property

The Kearney community has provided a fantastic situation with a unique facility and some of the best equipment available to enhance the educational experience and opportunities. We ask you to share in the community pride by taking care of your books, classroom equipment, and furniture, and keeping the school grounds clean of litter. Additionally, students will be held financially responsible for any damage to school property resulting from their reckless, careless, or negligent behavior. Ours is a school to be proud of, and with proper care, it can continue to serve for many years to come.

Lunch Periods

Lunch is at the designated time according to the bell schedule.

Students can eat the meals provided at the Hanny Arram Center for Success or bring their lunch home. Refrigerators are provided for storing sack lunches. Outside food is prohibited (i.e., Jimmy John's, pizza delivery, or DoorDash).

Students in the partial-day programs can take grab-and-go items as they leave the Hanny Arram Center.

All students must complete the appropriate documentation and have an account with Bearcat Diner.

Closed Campus

The Hanny Arram Center for Success is a closed campus—students may leave during the day and return with permission from their parents and an administrator.

Consequences for students leaving campus during lunch:

- 1st Offense- Verbal Warning
- 2nd Offense- Verbal Warning/ Parent Phone-Call
- 3rd Offense- Lunch Detention / Parent Phone-Call
- 4th Offense- Day of ISS / Parent Phone Call
- 5th Offense- Day of OSS / Parent Meeting
- Continued Issue- OSS and Possible Reassignment

Emergency Procedures

The Hanny Arram Center will adhere to all district and state policies in responding to emergencies. It will conduct fire, evacuation, and tornado drills in accordance with state and district guidelines.

Hanny Arram Center for Success Daily Entrance Process:

Everyone who is a non-Hanny Arram Center for Success staff member will need to enter the Hanny Arram Center for Success through the main entrance on the south side of the building. This is door 1. All must follow the entrance process each time they enter the building. Hanny Arram Center for Success students will use the security scanner and meet with the welcome team. The team will assist the student in organizing and storing their personal belongings. Staff will store all personal belongings in the main office for the duration of the day. These items include, but are not limited to, cell phones, smartwatches, AirPods or earbuds, backpacks, hats, and coats. Students can get their belongings when they leave the building for the day. Devices needed for therapeutic services will be used as listed in the individual student's plan and provided to the student at the appropriate time.



Students who bring in prohibited items and do not check them in will have the following:

1st Warning - The teacher or staff will ask students to turn in their banned items. It will be stored and returned at the end of the school day.

2nd Incident - The teacher or staff will ask the student to hand over their prohibited item for storage, and the parent or guardian will be notified.

3rd Incident—If a student refuses to give their prohibited item to their teacher or staff, the student will be referred to the administration.

*Consequences for reaching the 3rd Incident

1. Students will meet with the administration and turn in their prohibited items. They will then be assigned to the temporary student services room until the student, their parent or guardian, and the administration meet.

2. For any further incidents, the student will be reassigned

*Failure to comply with any of the above requests will be considered a violation of the Hanny Arram Center for Success policy, II. A: Willfully disobeying any reasonable written or oral request of a staff member or voicing disrespect to those in authority. Students may be suspended for refusing to comply or turn in their prohibited items.

Parking

Students who drive cars to school are responsible for the following regulations:

- Staff will enforce parking regulations during the school day and at all school events that occur outside of regular school hours.
- Students are not permitted to be in or around cars during the school day. Do not use your vehicle as a locker. If students need to get something from their car, they must obtain a pass from the office. Violators will face disciplinary action.
- Students must park in assigned parking spaces south of the building. No student parking is allowed on the north side of the building. Additionally, students are not permitted to park in the street or on the grounds of neighboring buildings.
- Taking up more than one parking space is prohibited.
- The Hanny Arram Center for Success is not liable for losses resulting from theft, vandalism, or accidents.

Visitors

Non-Hanny Arram Center for Success students are not permitted to visit the center during regular school hours.

VISITING SCHOOL: The Board of Education, administration, and staff of Kearney Public Schools welcome parents, community members, and others to visit our schools. Please call to let us know you will be coming and check in at the school office.

- All visitors must provide a one-day notice of their intention to visit the school and check with their child's teacher to determine the best time to visit.
- Anyone volunteering must complete a background check, sign in, and wear a name badge (including UNK students) in the building.
- Visitors must sign in at the office and wear a visitor identification badge.
- Identification may be required upon arrival at school.
- School visits will be limited to 60-minute periods, unless approved by Mr. Owens.
- School-age visitors will not be allowed during school hours.
- Visitors wishing to have lunch in the cafeteria must specify this in their notice to visit.
- Parents or designated adults who come to school to pick up or drop off students during school hours must wait in the front office area while school staff calls for the child.
- Items left for students must be dropped off at the office. School staff will deliver the items to the student.



Upon reasonable advanced request, parents can attend and monitor courses, assemblies, counseling sessions, and other instructional activities unless such attendance substantially interferes with legitimate school interests.

Home buildings

Dances and School Events

- Hanny Arram Center students who wish to participate in a school event or attend a school dance must apply for approval to participate. The principal of the building will review the application and approve it.

Activities and Athletics

- Students can apply for and try out for after-school activities and athletics at the school they attended in KPS before coming to the Hanny Arram Center for Success.

Returning to buildings

- Students will return to their home school under the direction of the Hanny Arram Center for Success transition team. The team will review situations regularly and determine a change in placement only during the semester break (at the End of the 2nd or 4th term).

HACS Attendance Policy

We have learned that students who miss even a few days of school each month are at far greater risk of academic failure and dropping out than students who attend regularly. We have set a goal that every student in our school will have nine or fewer absences throughout the school year. Because attendance is so important, please send your child to school daily unless they are contagious or have a fever. Good attendance must be missing no more than one school day a month, whether excused or unexcused. Chronically absent is when you miss 18 school days a year or two days a month.

Chronically absent includes all absences, excused or unexcused, and suspensions.

Students with good attendance:

- Read better
- Have higher GPAs
- Have a better chance of being on track for high school graduation.

At the Hanny Arram Center for Success, we have a motto:

“We are dependable, persistent, and attend each day.”

- We aim for 95% in-person attendance. The more we are here, the more engaged we are and the more we move forward.
- Our staff will take attendance at the start of every period and record it in Synergy.
- Students can only miss up to two days a term to reach their goal.
- Through the HACS incentive program and weekly perfect attendance raffle, students can earn privileges and prizes for maintaining good attendance.



At HACS, our ADA goal for the 2025-26 school year is 95%. We will include a chart in this handbook to help you keep track of your student's absences. If your child is at risk of missing too much school, please contact Jason Owens at 308-698-8111 for assistance. HACS is happy to work with you to help your students regularly attend, remove barriers to getting to school, and have more significant opportunities for success.



This chart is an excellent tool for tracking absences at home. If you can make it through the entire school year without missing any days, you will be successful in our attempt to avoid chronic absenteeism.

Date:	Date:	Date:	Date:	Date:	Date:	Date:	Date:	Date:	Absence 10+
Absence 1 Reason:	Absence 2 Reason:	Absence 3 Reason:	Absence 4 Reason:	Absence 5 Reason:	Absence 6 Reason:	Absence 7 Reason:	Absence 8 Reason:	Absence 9 Reason:	Note: Your student is at increasing risk for academic difficulties and school failure with each absence beyond this point.

Students who are chronically tardy or taken out of school early often fall behind, making their educational experience more challenging and increasing the difficulty of their success.

- Tardiness reduces the instructional time available to students who need to arrive on time.
- A student's tardiness interrupts the class they are entering, resulting in a loss of instructional quality and time for all students.
- Students who are late to class are frequently noisy in the halls and disturb the surrounding classrooms.
- When students are late to class, it can cause additional paperwork for teachers and the attendance office, an unnecessary financial drain on already strained funding.
- Punctuality is a practice highly valued by businesses and society; therefore, students should be taught and encouraged to develop it.



ALL HACS Students are considered truant after two or more unexcused absences, early leaves, and or tardies of more than 30 minutes

Attendance to note:

- Parents/guardians will receive a daily call when their student is absent or tardy.
- Weekly perfect attendance raffles
- HACS may participate in a home visit to determine a student's whereabouts

Attendance Do's

- Be present
- Be on time
- Call the office and notify HACS staff of any support needed to attend school.

Attendance Don'ts

- Be late
- Be absent, tardy, or leave early for more than two days a term.

Excused Absences:

A reminder that Chronic Absences include unexcused and excused absences.

A) Medically excused due to illness

- The clinic providing care must fill out a medical excuse

Note from their facility. The Hanny Arram Center for Success will accept no other paperwork. Appointments will not qualify as excusable absences. A doctor has to be seen on the date of the excused absence. The clinic providing care must verify that the absence has been excused.

B) The Teen Net representative must approve absences for pregnant or parenting students.

C) Court appearances—Students are excused for court time. Twenty minutes are allowed to and from the court. A court letter is required.

D) Parent Excused Absences

- a) Parents may excuse emergency absences (such as bereavement or unique family situations) with the principal's approval. Parents should contact the principal immediately when these situations arise. Chronic conditions will be discussed as needed. Absences that the principal disapproves of will be considered unexcused.
- b) Parents may excuse their child from school no more than **three** days a year due to minor illnesses (not requiring a doctor's visit). After the three days have been exhausted, any absences due to illness require a medical note.
- c) Chronically absent students may be reassigned. The Hanny Arram Center for Success has limited seating, and we want to accommodate students who wish to attend.



6th-11th grade level all-day program

This program is designed to reward scholars for their positive behavior and academic progress in their classes. Each student will have a weekly point card to determine their level for the following week. **You will drop to the Bronze level if your point card is lost or destroyed.**

The following is a list of rooms and opportunities with our level program.

Honors Room 131

The Honors Room provides students with opportunities for games, relaxation, and socializing.

Gold Level students are granted access to the Honors Room contingent on making their daily percentage based on their level. They can earn weekly points based on their behavior to access privileges and the Honors Room. The Honors Room is designed to include various highly reinforcing and pleasurable activities and items (such as Wii, board games, card games, and art materials) that motivate students to exhibit the desired and expected behaviors. This room allows staff to work with students to increase motivation and reinforce appropriate social-emotional skills.

If students do not earn an Honor's Room based on their Point Sheet, they will complete any work they have not completed in continued support.

Behavior Support

Scholars who do not follow directions after three redirects may be referred to the behavior support team. Behavior support is an opportunity to acknowledge and address the mistake or infraction made by the scholar. Scholars must then make amends with the staff member who referred them to the Behavior Support Team. If a scholar refuses to make amends or take ownership of the mistake or infraction, they will be referred to our PAS room.

PAS (Positive Alternatives to Suspension) Room 122

Scholars won't access any reinforcing or fun activities in the PAS Room. They must perform academic/restorative tasks under adult supervision to leave the PAS room. The goal is for the PAS room to be a place that students avoid. Scholars in the PAS room during Honors Room, Outings, or Innings activities will not have access to these privileges. Tasks and folders are assigned based on Non-Negotiable behavior. Scholars return to the classroom when the tasks are completed, debriefed with staff, and issued a sincere apology for their behavior. The PAS form must be filled out by HACS staff. Scholars who complete the PAS curriculum and rectify the situation that led to their placement in the PAS room may be allowed to return to class. Scholars who do not do the PAS paperwork will remain in the PAS room or be sent home. Out-of-school suspensions may be a result.



Chill/Break/REO Room

Students are encouraged to use the chill/break room to maintain emotional regulation and avoid Non-Negotiable behaviors. The student moves to a designated location in the room and remains there until they are ready to cope with the demands of the learning environment or until a specified amount of time has elapsed. The student returns to the assigned learning location and resumes the activity he/she was engaged in before the time away. Students must have permission from their teacher to use the Chill/Break room.

Outings & Innings

As students become more successful in the classroom, they can earn access to community outings and school enrichment activities (innings) to further generalize appropriate behavior in an even less structured and supervised environment. Only students on silver and gold levels can attend Outings and Innings. As students engage in desired behaviors and make good choices, they are increasingly given opportunities to earn more independence, autonomy, and trust. Activities may include, but are not limited to, on and off-campus events. If a student is in the PAS room, they will lose the privilege of participating in the outing or inning.

Non-Negotiable Behavior

Non-negotiable behaviors are those that are not tolerated for any reason. They result in earning time in the PAS (Positive Alternative to Suspension) or a suspension from school. Non-negotiable behavior will be noted on the point card, and the scholar will receive a 0 for their points for the day.

- Physically Unprovoked Aggression: A student is physically aggressive for no apparent reason. This includes intimidating, threatening, or harmful body language, actions, and gestures.
- Physically Provoked Aggression: A student is physically aggressive in response to another student's action. This includes intimidating, threatening, or harmful body language, actions, and gestures.
- Significant Verbal Aggression: Verbal aggression encompasses yelling, profanity, name-calling, teasing, and other verbal interactions that may be perceived as aggressive, intimidating, threatening, or harmful. The point system will be used to document verbal aggression.
- Elopement: A student who leaves the assigned area without permission or is not where they are supposed to be (no matter where the student is).
- Vandalism or significant damage to property that cannot be cleaned up or fixed by a student.
- Pulling the fire alarm.
- Drugs, tobacco, vape products, or alcohol
- Sexual harassment/misconduct
- Racist comments



Student Earned Privileges

Gold Level (dismissed at 2:00)



- Can listen to music during work time (each teacher must define work time)
 - Not during Edgenuity
- Access to the Honors Room or independent study when work is completed
- Option to be a teacher helper/peer tutor
- Option to use a water bottle
- Option to have an alternate lunch location.
- No escorts are needed
- May carry a sketchbook that can be used during free time only
- Maintain level III by earning 90% of the week's points.
- Will move to Level I with any non-negotiable behaviors.

Silver Level (dismissed at 2:30)



- Opportunity to go on walks, go outside, or participate in activities following lunch
- Sketchbooks can only be used during free time. They must be given to the teacher upon entering the room.
- Bathroom and drink at the teacher's discretion
- Can leave the room with the hall pass
- Can have free time on Chromebook during breaks
- Assigned seats (may have flexible seating options at teacher discretion)
- You can move to the Gold Level by earning 90% of the week's points.
- Will move to Bronze Level with any non-negotiable behaviors.

Bronze Level (dismissed at 3:00)



- Bathroom and drink only during the first/last 5 minutes (only with an escort)
- Chromebooks are restricted for the entire class
- Cannot participate in the walk or go outside after lunch
- No sketchbook
- Escorts are provided if a student needs to leave the room
- Assigned seat in the classroom and must remain appropriately seated in the assigned seat.
- Weekly Parent Meeting (Mr. Owens/Mrs Nolan/Mrs Evans)
 - (If you remain on bronze level two weeks in a row, alternate programming may be considered.)
- You can move to Silver by earning 80% of the week's points.
- Will not move to Silver with any non-negotiable behaviors.



Academics

Students who attend the Hanny Arram Center for Success will be enrolled in a program tailored to their specific needs. The curriculum will be tailored and adjusted to meet their level. Thus, some credits may be earned and awarded by the classroom teacher based on the performance of daily work and unit assessments. Other credits will be awarded upon the completion of online coursework.

Students will earn credits towards a high school diploma and receive a transcript from the Hanny Arram Center for Success. These credits will transition to Kearney High School if a student transitions to KHS. These credits will count toward graduation at KHS but may or may not be recognized by the University system.

The Hanny Arram Center Staff will work with students to identify their individual goals and help develop a plan for success.

Program Descriptions

Homeroom at the Hanny Arram Center for Success

Learning and creating quality work are top priorities at the Hanny Arram Center for Success. Students at the Hanny Arram Center for Success learn to refine and improve their skills and knowledge, becoming successful learners who produce high-quality work. All students are assigned to a homeroom at the Hanny Arram Center for Success to ensure academic success. Participation in the homeroom program is mandatory. Students will work with teachers to complete assignments and projects, or relearn and retest essential objectives, thereby improving their overall academic performance. We aim for each Hanny Arram Center for Success student to earn credit in every course they are enrolled in throughout the school year. Continued Support classes will meet for 30-60 minutes daily, and students will earn elective credit toward graduation for participating in this academic support opportunity.

Purpose of the Hanny Arram Center for Success Homeroom:

- To provide each student with consistent academic support
- To prepare students for postsecondary education or career development
- To encourage supportive relationships and build self-efficacy
- To provide students with the knowledge and skills to be successful in all academic environments

Non-Traditional 6-8 grade

Description: District decision-making rules and team discussions will identify students for these classrooms. Students should have completed the MTSS Referral process without finding success. The students will work through a teacher-led curriculum and have dedicated time to work with counselors and behavioral specialists on the SEL skills needed to succeed. We will monitor their progress through data collection tools. The focus of this program is to provide a stable environment and structure that helps students find success. The academic focus will be on skill-building and identifying areas needing more focused improvement. Expectations will be established regarding regular attendance, behavior, and work completion. Students must meet those expectations to remain in the program.

Non-Traditional 9-10-11th grade

Description: District decision-making rules and team discussions will identify students for these classrooms. Students should have completed the MTSS Referral process without finding success. The students placed will work through a teacher-led curriculum and have dedicated time to work with counselors and behavioral specialists on the SEL skills needed to succeed. We will monitor and track their credits so they can graduate successfully and transition back to the building when/if appropriate. The coursework offered will



follow a more traditional high school path, although the content will be amended to fit the needs and abilities of the student. Expectations will be established regarding regular attendance, behavior, and work completion. Students must meet those expectations to remain in the program.

Half-Day Programs: (HD I and HD II)

Description: The Half-Day programs are designed to serve students who have attempted other interventions without success. They should be upperclassmen who are capable of working online independently. They will be assigned Edgenuity coursework to meet graduation requirements. They will work in person at the Hanny Arram Center for Success. Schedules will be determined based on student credit needs and in consultation with the teacher. Students who need adequate academic progress may be required to increase their program hours to stay on track.

EOC (Educational Opportunity Center)

Description: EOC will continue to serve students in grades 11-12 who have reached a minimum of 100 credits. It would be helpful if these 100 credits came mostly from core classes. They should have good attendance and hold down a job. This program should serve as a stepping stone for students to transition successfully from high school to the workforce.

Expectations regarding regular attendance, behavior, and work completion will be established. Students must meet those expectations to remain in the program.

Temporary Student Support

Description: This program will serve students who may not have a long-term placement in the Hanny Arram Center but whose situation requires an alternative arrangement. This would include situations such as students who have been suspended or expelled, students who have recently been released from a treatment facility, students transitioning into KHS, or students experiencing a Code Red situation or who have been emergency excluded from school. The student's needs and availability will determine schedules. Students will complete work assigned by classroom teachers from their home buildings or Edgenuity curriculum, depending on the circumstances. They will report to the Hanny Arram Center for tutorial services during transition or suspension time.

Open Door Program

Description: Students are at severe risk of not graduating. They may have aged out of our programs or may not be a good fit for EOC or other programs due to issues such as a lack of attendance, work commitments, or family obligations. Students may be reassigned to Open Door if they have violated the contract expectations in other programs.

Tuesday Night School

Description: Students at severe risk of not graduating or missing their graduation cohort may apply for our Tuesday Night Program. Students will work on needed credits at HACS on Tuesday nights from 5:00 to 8:00 pm.

Graduation Requirements

To earn a Kearney Public Schools diploma, students must meet the following requirements: These credits meet the state-required courses outlined by the Nebraska Department of Education.



KPS Diploma Requirements

Subject	Examples of Courses	Credits
English	English I, English II, English III, English IV	40
Math	Math I, Math II, Math III	30
Science	Integrated Science I, II, III	30
Social Studies	Geography, World History, American History	25
Political Science	U.S. Government	5
Financial Literacy	Money Management	5
Computer Science (Class of 2027)	Computer Science	5
Health and PE	Edgenuity PE	10
Career Prep	Careers	5
Electives	Social Skills I, II, III, Civics, and other choices on Edgenuity	45
		200

Student Code of Conduct

- All policies in the [KPS Code of Conduct](#) apply at the Hanny Arram Center for Success. All students will enter HACS through the main entrance. Students will check in their belongings according to the HACS personal belongings policy, which includes, but is not limited to, cell phones, smartwatches, AirPods/earbuds, backpacks, hats, and coats, with HACS staff upon arrival. Staff will place belongings in storage bags and secure them in individual bins on the storage container. Students can get their belongings when they leave the building at their assigned time for the day.
- Students who leave the building angrily without permission will not be allowed back that day. Parents/guardians will be notified, and the student can return to school the next day after a meeting with a HACS support team.
- Students who violate the Hanny Arram Center for Success Code of Conduct may be reassigned to a different program at the center, at the principal's direction.
- Behavior problems of any kind while a substitute teacher is supervising a class will result in the offending student being punished.
- Academic cheating in any form is strictly prohibited.



Secondary Activities Handbook

Students in Activities Handbook



2025-2026

The Kearney Public School District does not discriminate on the basis of sex, disability, race, color, religion, age, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities and provides equal access to the Boy Scouts and designated youth groups.



Dear Students, Parents and Guardians,

The following are instructions for completing the appropriate forms and signatures. The forms are valid for one school year and are for all activities. Coaches and sponsors may add additional guidelines as deemed necessary. These forms must be completed and turned in to the Activities Director's office BEFORE the student will be allowed to begin participating in a school-sponsored activity/contest.

1. Carefully read all sections of the attached handbook.
2. Complete ALL sections of the Summer Stampede/Administrative forms and sign in all spaces indicated.
3. Be sure to include your policy number on the Statement of Insurance.
4. Detach and return the signature pages to the Activities Director's office.

If you have any questions regarding this handbook or the forms, contact Ryan Hogue, Assistant Principal & Activities Director at Kearney High School at (308) 698-8066 or ryahogue@kearneycats.com.

Let's have a GREAT year at Kearney High. GO BEARCATS!

Sincerely,

RYAN E. HOGUE, CAA - ED. 5

Kearney High School

@ryanhogue24



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NSAA/KEARNEY PUBLIC SCHOOLS PARENTAL CONSENT FORM



GUIDELINES, REGULATIONS, AND REQUIREMENTS

Pre-Practice Requirements

All students must meet the following requirements before they begin practice:

1. Students participating in athletics must have a physical form signed by the physician turned into the Assistant Principal for Activities.
2. Return the Parental Consent, Emergency and Insurance Information to the Assistant Principal for Activities.
3. All Athletes and NSAA/NCA activity participants must purchase an activity ticket.
4. Follow and complete any other procedures or requirements as directed by the respective head coaches or sponsors.

Attendance / Classroom Assignments

Students will not be allowed to participate unless he/she is in attendance at school the day of a contest or activity. Students must be in attendance for at least 50% of their scheduled classes immediately prior to the scheduled event in order to participate, practice, perform or compete. Students absent on a Friday must receive permission from the Activities Director and coach/sponsor to compete/perform in a Saturday event. There may be circumstances where students will miss school due to appointments, etc. If a student must be absent on the day of a contest, please call the Assistant Principal for Activities for clearance. Do not try to interpret the rule yourself. If the Activities Director determines that a student has an excessive amount of absences and/or tardies, that student may be subject to disciplinary action impacting their eligibility.

Many athletic/activity events take students out of school during the school year. It is the student's responsibility to make certain that all assignments are made up prior to or as soon after the activity as possible.

Insurance

The Kearney Public Schools provides no insurance coverage and is not responsible for any such expenses.

All students participating in extracurricular activities should be covered by medical insurance. It is the responsibility of the parents/guardians to provide adequate insurance to cover any medical expenses that may be incurred while a student is participating in a school-sponsored activity. This insurance may be under a family plan. Student insurance is also available from the school through Student Assurance Services, Inc. Information will be sent out at the beginning of the school year, or can be obtained by calling the Assistant Principal for Activities' office.



Transportation

The following document will be given to each student for the 2025-2026 school year.

FIELD TRIP & TRANSPORTATION PARENTAL CONSENT FORM - Revised 6-19-24

LAST _____ FIRST _____ GRADE _____

I hereby give my permission for the above named student to participate in school sponsored field trips provided by KPS during the 2025-2026 school year.

I give consent and agree to abide by the KHS guidelines, policies, and Code of Conduct set forth in the Kearney High School Student handbook that you have signed, submitted and is on file at KHS.

_____/_____
Signature of Student / Signature of Parent/Guardian

_____/_____
Date / Date

TRANSPORTATION FORM (Parental Consent)

Activities may be conducted at locations other than Kearney High School. In most cases, KHS will provide transportation to events, activities and field trips, however, there may be some instances where Kearney High School will not provide transportation to the activity.

Kearney High School is not responsible when students are provided transportation by a vehicle driven by others, including a student-driver. In these instances, the responsibility and liability of the school and school officials is limited to the period from the participant's arrival at the event site and contact with the coach, sponsor, or assigned staff member, until dismissal from the event. All other liability for the child's safety lies with the parent, or their designated drivers.

Parents are STRONGLY discouraged from allowing students to drive to/from events unaccompanied by parents. The safety of the students is of utmost importance, and parents should exercise their wisdom, good judgment and discretion when planning travel arrangements.

TRANSPORTATION LIABILITY WAIVER

I have read the Extracurricular / Field Trip Transportation Policy above and agree that I shall assume all liability for negligently caused injuries or damages and release the school and school officials from any liability for injury or damage resulting from the following situations involving extracurricular activities and field trips:

1. Where I transport my son/daughter;
2. Where I transport other students, or I, as a parent/guardian, give permission for another adult/STUDENT to transport my son/daughter; or
3. Where my son/daughter transports himself/herself; or
4. Where my son/daughter transports other students to or from a practice or scheduled event
5. Where I or a group of parents or other individuals contract or arrange for transportation and the school does not directly contract for such transportation.

I further understand that, if I elect to allow my student to be transported by means other than KPS, then I agree, understand, and acknowledge that I and my student are solely responsible for the student's transportation, including all costs and expenses incurred therein, and hereby release and acquit Kearney Public Schools from any liability, whether known or unknown, regarding the student's transportation. I further acknowledge and understand that my student's transportation is inherently dangerous and that I and my student assume all risks inherent in such transportation. In situations where school transportation is not available, it shall be the responsibility of the student and student's parent(s)/guardian(s) to identify and secure safe transportation for the student. In these instances, the accident liability for the student driver and any other student transported by a student driver rests with the student driver.



(Print Student Name)

(Date)

(Signature of Parent/Guardian)

(Date)

Student Managers

An official student manager or Athletic Training Room aide for a Kearney High School sport or activity will generally be selected from a group of students who may not make the team in which they tryout for. There will be occasions where a non-athlete/activity participant is interested in becoming a student manager or ATR aid for a sport or activity. Listed below are the student manager job duties that may be required by the head coach or sponsor. The coaching staff from each sport and activity will determine the number of student managers needed for the season. An application process will then take place if needed per the number of interested candidates. An official interview process with more than one member of the coaching staff will take place. The Head Coach will choose the best overall candidate in relation to the candidate's ability to perform all of the duties and responsibilities listed below as well as the interview score. Attendance and discipline records may also impact the selection process. Second, third or fourth year student managers can be carried over without the interview process. Two simple questions can be asked of the returning student managers. 1 - What did you learn from serving as a student manager the season/year before? 2 - What are some things you would do differently to improve your performance as a KHS student manager?

Student Manager Job Duties:

- Daily attendance at practices to help with the day to day duties.
- Be able to work independently and handle duties without direct supervision from the coaches or sponsors.
- Cleaning and management of sport/activity equipment as needed.
- Be knowledgeable on the sport and be able to take statistics during practice and games.
- Be able to film practices and also run our HUDL platform software.
- Be able to properly and sufficiently operate our scoreboards on and off site.
 - Some of our scoreboards on-site at KHS are digital boards and run by iPad.
- Travel may be required for all student managers during the season.
- Other related duties as needed.

Overnight Travel Guidelines

The following guidelines must be followed when KPS sponsored teams and activity/CTSO groups are traveling on overnight trips in and out of state:

Prior to Departure:

- Full Bag Search of All Student Bags
 - Students should not return to their car once they have submitted their bag to be searched.
- Discuss expectations prior to leaving and how breaking these policies will be handled by the KPS Administration.
- Follow KPS drug, tobacco, alcohol, and behavior guidelines. Students may be sent home at the parent's expense for serious infractions.

While at Hotel:



- Discuss expectations ONCE AGAIN prior to assigning rooms
- Assign Rooms Based on Coaches'/Sponsors Discretion on Underclassmen vs. Upperclassmen and Student Responsibility and Positive Leadership
- Periodic Room Checks (Both announced and unannounced) Students and Parents will be alerted via the Activities Handbook but also during group pre-season meetings.
- Detailed itineraries for all parents
 - (where, when, phone #'s, room assignments, etc... shall be provided.)
- Gender Segregation in Hotel Rooms Will be Enforced to the Fullest!
- Individual room assignments might be assigned on a case by case basis. Administration will work with you regarding special requests or overnight scenarios that may come up.
- Set Curfews and Check In Times to Ensure Everyone is Safe and Responsible.
- The district will not pick up extra expenses such as phone calls, movies, etc...
 - Coaches'/Sponsors shall do walk-throughs of the rooms upon check out.

Inclement Weather

If school is canceled or dismissed early because of inclement weather, practices and contests generally will not be held as a rule. Occasionally, weather and road conditions clear by early afternoon, and, if it is determined that athletes can travel safely, a practice or contest may be held, only after administrative approval. Information regarding the cancellation or postponement of an event will be announced over the local radio stations and their websites as soon as the information becomes available or can be found at www.kearneycats.com, under the KHS Athletic Schedule link. This link also includes middle school information. In addition, parents can subscribe for alerts on this same site.

Activity Tickets

Students who choose to participate in **NSAA Sponsored Athletics/Activities that Kearney High offers** will be required to purchase an activity ticket from the school for **\$60.00**. In addition to athletes, the following activities that will be required to purchase an activity pass include **Cheerleaders, Dance Catz, Play Production and Speech participants**. The activity pass will be good for the entire school year and will admit the student to all Kearney High athletic events.

Equipment

The school will furnish equipment and lockers needed for each program, with the exception of shoes and items of a personal nature. All equipment checked out to a participant is their responsibility. All equipment and clothing checked out is the property of Kearney High School. Upon completion of the season, the equipment is to be checked back in. Items not checked back in, or have been damaged are the financial responsibility of the student for replacement. Equipment checked out is to be worn for practices and contests only!

Training Room

Kearney High School has one Head Certified Athletic Trainer who coordinates our sports medicine program. The primary responsibility is the prevention and care of school-related athletic injuries. Injuries resulting from participating in non-school activities should be referred to their personal physician. Some of the areas in which the Athletic Trainer is proficient are:

Emergency procedures
Evaluation of injuries

Use of therapeutic modalities
Nutrition



Treatment of injuries
Injury rehabilitation
Exercise prescription

Protective equipment
Conditioning techniques
Concussions

In the event that an athlete is injured, the athletic trainer or coach will administer emergency first aid if needed. Every effort will be made to contact the parent/guardian as soon as possible following an injury. All injuries should be reported to a coach immediately, who will in turn contact the Athletic Trainer for diagnosis. A decision will then be made as to the next course of action.

Concussions: Return to Learn Protocol & Return to Play

Students who sustain a concussion and return to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered. The school administration of Kearney Public Schools adopts the NDE Guidance entitled “Bridging the Gap from Concussion to the Classroom,”[1] and accompanying Appendix,[2] as its return to learn protocol, with the recognition that each student who has sustained a concussion will require an individualized response.

Return-to-Play. A student who has been removed from a practice or game as a result of being reasonably suspected of having sustained a concussion or brain injury shall not be permitted to participate in any school supervised team athletic activities involving physical exertion, including, but not limited to, practices or games, until the student: (i) has been evaluated by a licensed healthcare professional, (ii) has received written and signed clearance to resume participation in athletic activities from the licensed healthcare professional, and (iii) has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student’s parent or guardian.

Return-to-Learn. Any student, parent, or guardian who suspects that the student sustained a concussion must immediately inform the student’s coach or building administrator. If a student is suspected of having a concussion, the student may not be permitted to participate or practice in any school-sponsored activity. The District encourages full cooperation and support from both students and parents in each student’s Return to Learn protocol.

The coach or administration may require that the student’s return to full activities be on a stepwise progression back to full participation, or otherwise establish conditions for return to participation that are more restrictive than those defined by the licensed health care professional if the coach or an administrator reasonably deems such to be appropriate.

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

Additional Information regarding Concussions and Athletic Training Services by clicking [here](#) or can be found on the Kearney High School Website. If you have any questions in regards to injuries or this program, feel free to contact the Assistant Principal for Activities or Athletic Trainer at 698-8102.

Activity Conflicts

With students participating in multiple activities, there are bound to be conflicts which arise when two events are scheduled on the same day. While we try to avoid this whenever possible, it still may happen, therefore it



is important that the student communicates with all coaches and sponsors involved regarding potential conflicts well in advance. In determining which event takes priority, State, District, and Conference tournaments shall take precedence as to where the student shall compete. When two regularly scheduled events, or non-priority events, take place on the same day, the two sponsors shall attempt to work out an agreement. If no mutual agreement can be reached, the Principal and Activities Director will make the determination. Parents should not interpret this rule and there may be consequences when students choose to not follow the rule with an activity, particularly in activities that have academic grades involved in the participation.

Team Selection

It is the philosophy at Kearney High to retain as many students as possible. In some instances, space restrictions, ability to schedule competition and limitations on the number of team members may require competitive tryouts to be held to determine the team makeup. Students will be given at least (3) practices for evaluation before final selections are made. Coaches/sponsors have the option of conducting these (3) test practices over the course of two or three days. All KPS students academically and in “good standing” according to the administration in grades 9-12 will be allowed one tryout for each seasonal sport or activity. Students wishing to try out after the three-practice evaluation period may be allowed to try out with permission from the head coach/AD. For Play Production, no three day tryout is required but an audition will be conducted.

Following the evaluation, students will be informed of the final selection. The final selection will be made by the Head Coach with input from Assistant Coaches. There are three options available to a student who is not selected for a team:

1. The student may try out for another activity with permission from the new Head Coach/Sponsor.
2. The student could volunteer to remain with the team in another capacity.
3. The student could participate in a recreational, intramural, or community program.

Addressing Concerns

Parents and students may have questions or concerns that may arise during the season. We stress open communication of these concerns, as long as they follow the appropriate channels. Should a question or concern arise, the following steps are to be taken **in this order**:

1. The student should communicate with his/her coach or sponsor.
2. The parent/guardian may call the school to set up an appointment with the coach/sponsor. Please do not attempt to contact the coach before or after a practice or contest as the coach's first priority is to be with the students.
3. Call and set up an appointment with the Assistant Principal for Activities. At this meeting, the appropriate next steps can be determined.

Weight Room

A state of the art weight room is available for student use throughout the year, provided they follow the rules and guidelines established for such use and are properly supervised by a certified staff member. It is the commitment by the Activities Department to encourage all students to participate in a number of activities throughout the school year. This is a major portion of our mission, philosophy and our commitment by our staff to encourage our students at Kearney High to carry on the tradition of the “Multi-Sport/Activity Participant.”



KEARNEY PUBLIC SCHOOLS CODE OF CONDUCT POLICY

Athletic/Activity events shall be defined as any activity involving students of the Kearney Public Schools, outside the established academic program, at which public attendance is encouraged, or involves students from other schools. Athletic/Activity events include, but are not limited to, athletics, music, dramatics, forensics, cheerleading, dance team, clubs, etc.

The application of these rules and regulations shall be initiated on the first day of school, or the first day in which practice for, or participation in, any activity is held, whichever is earlier. Those students involved in Athletic/Activity events may be expected to participate in/or attend all practice sessions during the time of suspension and may also be required to attend their scheduled activity. The student will be suspended from activities currently in season, or the next extracurricular activity if not involved in an activity when the violation occurs. Students who decide to participate in an activity that they normally would not have participated in, simply to get their suspension completed, must finish that entire season in good standing. If the student does not finish that season, the suspension will carry over to the next season.

THIS RULE APPLIES TO THE ENTIRE SCHOOL YEAR AND ANY ATHLETIC/ACTIVITY EVENT, WHICH OCCURS PRIOR TO OR AFTER THAT YEAR. CONSEQUENCES SHALL BE CUMULATIVE GRADES 9-12 REGARDLESS OF ATTENDANCE CENTER. VIOLATIONS OF THE ALCOHOL/DRUG POLICY AND INAPPROPRIATE ACTION POLICY ARE CUMULATIVE AND WILL PLACE THE INDIVIDUAL ON THE NEXT STEP. THE POSSESSION OR USE OF ALCOHOL AND DRUGS AT SCHOOL WILL RESULT IN CONTACT WITH LOCAL AUTHORITIES.

Kearney Public Schools reserves the right to suspend extracurricular activities for any student at Kearney High School where administration deems as the appropriate consequence for failure to adhere to all adopted student code of conduct policies.

Drugs, Alcohol, Tobacco and Vaping/E-Cigarette:

Behavioral expectations and prohibitions apply 365 days a year, 24 hours a day, in and out of the specific extracurricular season, and on or off KPS grounds. Violations will be recorded from the start of the freshmen season through graduation. For example, a student is caught with alcohol twice during their freshman season and again during their junior season. The consequences during the junior season would be reflective of a third offense for alcohol possession/use.

School Board Policy 5103

Students

Extracurricular Activities

The student will inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common sense.

Warning for Participants and Parents –

Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.



Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

Extracurricular Activity Code of Conduct

Purpose of the Code of Conduct

Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to follow the school code of conduct and the school district's policies, procedures and rules. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

Scope of the Code of Conduct

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities mean student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, Pep Club, Pep Band, vocal, band, orchestra, speech and drama, One-Act, FBLA, FCCLA, Spanish Club, Art Club, Tri-M, E-Sports, Student Council, Student Advisory Board, National Honor Society, and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during a calendar year. The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. For example, if an FBLA or FCCLA student plans to participate in a conference in July and commits a Code of Conduct infraction in June, the student may be suspended from participating in the conference. Conduct during the summer months may also affect a student's participation in the subsequent school year(s).

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on or off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

Grounds for Extracurricular Activity Discipline – See Student Discipline Policy 5101

Drug and Alcohol Violations -

Meaning of Terms -

Use or consume includes any level of consumption or use. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation.

Under the influence means any level of impairment and includes even the odor of alcohol on the breath or person of a student, or the odor of an illicit drug on the student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant.

Possession includes having control of the substance and also includes being in the same area where the substance is present and no responsible adult present and responsible for the substance. Possession includes situations where, for example:



(1) Alcohol is in a vehicle in which the student is present. The student is considered to be in possession if the student is aware that the alcohol is in the vehicle, even though the student has not touched or consumed the alcohol; and

(2) Alcohol is present at a party attended by the student. The student is considered to be in possession if the student is aware that alcohol is at the party and fails to immediately leave the party, even though the student has not touched or consumed the alcohol.

In these situations, a violation would not exist if the alcohol is in the control of a parent or guardian or other responsible adult (age 21 or older) such that students are not allowed to access the alcohol. A violation would also not exist if the student did not know or have a reasonable basis to know that alcohol would be present, and the student leaves the location where the alcohol is present as soon as the student could safely do so.

(Students are expected to leave immediately, but are not to do so in a manner that would endanger them. For example, you are not to leave in a car being driven by a person who has been drinking just to get away from the alcohol party immediately when there is no other way to get home. Instead, you should call for a safe ride home and, while waiting, clearly distance yourself from the alcohol).

Consequences -

Students may be suspended from practices or participation in interscholastic competition or participation in co-curricular activities for violations of the Code of Conduct. The period of suspension or other discipline for such offenses shall be determined by the school administration.

The disciplinary consequence will be determined based on consideration of the seriousness of the offense, any prior violations, the student's compliance with the self-reporting obligations, the student's level of cooperation and willingness to resolve the matter, and the student's demonstration of a commitment to not commit future violations.

Because of the significance of drug and alcohol violations on the student participants, other students and the school, the following consequences are established for such violations:

Drugs, Alcohol, Tobacco and Vaping/E-Cigarette:

An activity participant who violates the drug or alcohol rules (other than steroids) shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: After confirmation of the first violation, the student will lose a minimum of 20% of the current season or the next season that the athlete competes in. The penalty will be immediately assessed to the participant's next competition. If the offense happens prior to a season starting, the athlete may be permitted to try out for the sport but will then serve the suspension at the start of the season. **The student can practice with the team if the school administration permits him/her to practice during the suspension. Practicing during the suspension will be a school decision. The student may not travel with the team during the suspension to competitions.**
2. Second Violation: After confirmation of the second violation, the student will lose a minimum 40% of the current season or the next season that the athlete competes in. The penalty will be immediately assessed to the participant's next competition. If the offense happens prior to a season starting, the athlete may be permitted to try out for the sport but will then serve the suspension at the start of the season. **The student can practice with the team if the school administration permits him/her to practice during the suspension. Practicing during the suspension will be a school decision. The student may not travel with the team during the suspension to competitions.**
3. Third Violation: If a third violation occurs, the participant will be suspended from all practices/competitions for one calendar year. These rules and consequences are in addition to any other school discipline under the Code of Conduct.
4. Fourth Violation: The participant will lose the privilege to participate in extracurricular activities for their remaining time in high school.



When assessing a suspension, only NSAA regular season and playoff games count for athletic suspensions. If a student is suspended, playoff games count towards the suspension. For example, a football player is caught with alcohol after the 9th football game of the season. The football team qualifies for the state playoffs. The student athlete must serve 20%, in this case, 2 games. The student athlete will be suspended for the 10th game and the 1st playoff game.

More Serious Violations: In the event of more serious violations, such as students engaging in the use of especially serious drug offenses (cocaine, meth, etc.) procuring alcohol for minors, bullying/hazing of teammates, or any other serious offense as determined by the administration, the consequence of the violation is not restricted by the foregoing, and consequences will be established at the discretion of the administration.

Steroid Offenses. A student who possesses, dispenses, delivers, or administers anabolic steroids shall be prohibited from participating in any extracurricular activity as determined by district and school administration.

When Suspensions Begin

All suspensions will begin with a timeline determined by the administration. The suspension will be communicated with the participant, the parent(s), and the coaches/sponsors. After the determination by school officials of the sanction to be imposed; provided that the school officials shall have the discretion to establish a time period for the suspension that makes the suspension have a real consequence for the student. During a suspension, participants may be required or permitted to practice at the sole discretion of the administration. Suspensions in the spring will be carried over to the fall when the suspension has not been fully served or when determined appropriate for the suspension to have a real consequence for the student.

Letters and Post-Season Honors

A student who commits a Code of Conduct violation is:

1. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
2. Not eligible to receive honors during the sport or activity in which they are participating at the time of the offense and/or in sports or activities in which they have been suspended due to a code violation. The coach/sponsor, with the Athletic Director's approval, may make an exception to receive honors.

Determining a Violation Has Occurred.

A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:

1. When a student is cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist.
2. When a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court.
3. When a student admits to violating one of the standards of the Code of Conduct.
4. When a student is accused by another person of violating one of the standards of the Code of Conduct and school officials determine that such information is reliable.
5. When school officials otherwise find sufficient evidence to support a determination that a violation has occurred.

Procedures for Extracurricular Discipline. The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.



- a. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant admits the conduct. Names of informants may be kept confidential where determined to be appropriate.
- b. The suspension may be imposed prior to the meeting if the meeting cannot reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.
3. Notice Letter. Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
 - a. A form to request such a hearing must be signed by the parent or guardian. A form will be provided with the notice letter or otherwise be made available by request from the Principal's office.
 - b. The request for a hearing must be received by the Superintendent's office within five days of receipt of the notice letter.
 - c. If a hearing is requested:
 - i. The hearing will be held within ten calendar days of receipt of the request; subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
 - ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
 - iii. Upon conclusion of the hearing, a written decision will be rendered within five school days (ten calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant, parents or guardian.
 - iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.
5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures
6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

Attendance.

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have "excessive absences" as determined under the school's attendance policy are ineligible to participate in extracurricular activity contests or performances. Students who have four or more unexcused absences in the semester of participation may be ineligible to participate in extracurricular activity contests or performances.
2. Be on time for all scheduled practices, contests, and departure for contests. In the event a participant is unable to attend a practice or contests the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance or other activity, be in attendance for the half day. A student who is not in attendance the half day is ineligible for the contest, performance, or activity.

Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.



Academic Standards:

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities must show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities, students must:

1. Be enrolled in at least 20 credit hours in the semester of participation. Homeschool students must be enrolled in no less than 5 credit hours in their home school district for participation.
2. If a student is failing more than ONE class they will be ruled ineligible for that week. Courses will be reviewed weekly on **Tuesday** morning. A student who is failing more than one class at reporting times will be ineligible to participate in extracurricular activity contests or performances until the next reporting time. Any exceptions for participation will be determined on a case-by-case basis with final determination made by the Principal and/or the district Athletic Director.
3. Academic requirements do not apply to:
 - a. Instructional field trips which are part of the scheduled course learning experience

Eligibility criteria for part-time students is governed by policy 5004, NSAA bylaws, and state law.

Legal Reference: Neb. Rev. Stat. §§ 79-254 to 79-296 - Nebraska State Statute 79-2, 136.

Policy adopted: ~~8/14/17~~
revised: 7/10/23

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

CRIMINAL ACTIVITY:

- Any conduct by a student athlete or activity/club participant that results in criminal charges being filed or citations given may result in the following:
 - Meeting with the parent, AD, Principal and TBD personnel to determine the severity of the charges. Consequences can include but not limited to the following:
 - Assigned Community Service hours by administration.
 - Suspension of contests/events and/or % of the season.
 - Suspension of the current season or school year participation in activities.
 - Permanent suspension from activities

INAPPROPRIATE ACTIONS

For purposes of this handbook, the term “dangerous weapon” includes any personal safety or security device (such as a taser, mace, or pepper spray). In the event that a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. If a student obtains prior approval from the building principal, the student must store the device during the school day in the student’s locker, in the main office, or in another secure location designated by the building principal. A student shall not carry a personal safety or security device during the school day.

Any conduct by an athlete/activity participant that reflects adversely on the Kearney Public School system or its Athletics/Activities constitutes grounds for disciplinary consequences that includes but not limited to the following: Community service hours, suspension or expulsion from participation in sports or activities for a determined amount of contests or % of a season. KPS/KHS administration has the right to determine consequences following their findings and will determine the appropriate disciplinary action necessary. Furthermore, the participant’s ability to practice with the team will also be determined by the administration



after consultation with the coaching staff. Being a Kearney High School athlete/activity participant requires year-round commitment to the standards of excellence for representing our programs.

The following conduct shall constitute grounds for disciplinary action when such conduct occurs on school grounds, during an educational function or event off school grounds, at any time while off school grounds, and at any point in time during a student athlete's four years of participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member or the voicing of disrespect to those in authority.
2. The use of violence, force, coercion, threat, intimidation or similar conduct in a manner that constitutes substantial interference with school purposes.
3. Sexual assault or attempting to sexually assault another individual.
4. Willfully causing or attempting to cause substantial damage to private or school property,
5. Willfully causing or attempting to cause physical injury to another individual.
6. Threatening or intimidating any student for the purpose of, or with the intent of obtaining money or anything of value from such student.
7. Possessing, handling or transmitting any object or material that is ordinarily or generally considered a weapon while on school property. (Also subject to district policy)
8. Failure to participate in regularly scheduled classes on the day of an athletic/activity event.
9. Failure to attend all scheduled practices and meetings. If circumstances arise to prevent the participants' attendance, the validity of the reason will be determined by the coach/sponsor. Every reasonable effort should be made to notify the coach or supervisor prior to all missed practices or meetings.
10. The use of language which is profane or abusive to students or staff members.
11. Public indecency as defined in Nebraska statutes, except that this subdivision shall apply to students at least 12 years of age.
12. Unsportsmanlike conduct during practice sessions and contests.
13. Repeated violation of any of the rules adopted by the school district or school.
14. Engaging in any other unlawful activity as determined by the United States or the State of Nebraska.
15. Dressing in a manner wherein such dress is dangerous to the student's health and safety or to the health and safety of others or is destructive or indecent to the extent that it interferes with the learning and teaching process.
16. Violating the behavioral expectations for those students riding Kearney Public School buses.
17. All other reasonable rules or regulations adopted by the coach or supervisor of a co-curricular activity shall be followed provided that participants shall be notified by the coach or supervisor of such rules and regulations by written handouts or posting on bulletin boards prior to the beginning of the season.
18. Failure to comply with any rule established by the Nebraska School Activities Association, including but not limited to, rules related to eligibility.

ELECTRONIC DEVICES WARNING

Students are reminded that anytime you share information electronically, it is NO LONGER PRIVATE INFORMATION! Examples may include, but are not limited to: Twitter, Facebook or other social media websites, computers, cell phones (including text messages), personal blogs, and any/all other electronic devices. Students are thus notified that the school administration, while not personally involved in securing information in the sharing process of information, WILL follow normal investigative procedures if a possible school violation and/or activity suspension may be involved.

PERSONAL ELECTRONIC DEVICES & SOCIAL MEDIA



An electronic communication device (ECD) is any technology capable of sending or receiving messages using a network, such as a mobile phone, iPod, laptop, scanner, or video game system. All ECDs, whether owned by Kearney Public Schools, the student, or anyone else, are subject to the rules and regulations of the Kearney Public Schools if they are on school property or using the Kearney Public Schools network. (Refer to Policy 5400.13). Social media is any form of electronic communication (as Web sites for social networking and microblogging) through which users create online communities to share information, ideas, personal messages, and other content (pictures, videos, etc.)

The use of cell phones and other personal electronic devices are permissible during extracurricular activities at the coaches/sponsors discretion. Violation of this rule shall result in confiscation of the device. The confiscated device shall be held by the coach/activity sponsor until such time that the parent or guardian can pick it up at their convenience. If a student athlete/activity participant refuses to give up the cell phone or other electronic device to a coach/sponsor when a violation occurs, this constitutes insubordination and may result in suspension from the sport/activity as well as school consequences. If pictures/videos are taken and used to intimidate, embarrass, or harass any person (staff, student, or otherwise) consequences may range from confiscation of the phone to suspension and possible law enforcement contact if privacy issues are violated. Additionally, student athletes/activity participants who use social media to intimidate, embarrass, or harass any person (staff, student, or otherwise) will be subjected to a consequence that will be assessed by the Activities Director. Repeated violations of the personal electronic device and social media rule may result in suspension from games/activities or removal from the team/club.

Any and all social media accounts that pictate and represent Kearney High School or Kearney Bearcats will report directly to the Activities Director for approval of such accounts. These accounts represent Kearney Public Schools and will be subject for oversight and/or disciplinary action as needed. All information and posts shared on these accounts need to be respectful in nature and represent Kearney Public Schools in the most positive manner possible.

DUE PROCESS

If it becomes necessary to enforce the suspension rule, the student shall be notified in writing of the offense and the student and his or her parents are entitled to a hearing with the school authorities upon request. They should contact the Activities Director who shall act as the hearing officer and shall notify the student and the parents in writing of the decision. In the event that the student and their parents are not satisfied with the results of the initial hearing and decision, they may appeal the decision to the Superintendent of schools. Any further appeal would have to come through the judicial process.

NSAA ELIGIBILITY - [NSAA Constitution & By Laws Link](#)

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules set forth by the Nebraska School Activities Association. If you do not understand any of the rules stated below, consult the high school principal or activities director.

1. Students must be an undergraduate.



2. After a student's initial enrollment in grade nine, they shall be ineligible after eight semesters of school membership beginning with their enrollment in grade nine.
3. Students are ineligible if nineteen years of age before August 1 of the current school year. (Students in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of the current school year.)
4. Students must be enrolled in some high school on or before the eleventh school day of the current semester.
5. Students must be enrolled in at least 20 hours per week and regular attendance, in accordance with the school's attendance policy at the school they wish to represent in interscholastic competition. Exempt or Home School Students from authorized Rule 13 Schools must be continuously enrolled in a minimum of 5 credit hours of instruction per semester at the school the student represents in interscholastic competition.
6. Student must have been enrolled and received 20 credit hours in school the immediate preceding semester. If a student is a Home School or Exempt Student from authorized Rule 13 Schools, the member school shall determine whether the home school credits will be accepted to fulfill preceding semester scholastic requirements. Further, such home-school students who are enrolled in subsequent semesters in the member high school must have evidence of having successfully completed 20 credit hours of school work the immediate preceding semester, of which at least 5 of those credit hours have been earned in the member-school setting.
7. **Guardianship does not fulfill the definition of a parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for his review and a ruling.
8. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, they have established their eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, they shall be ineligible for ninety school days.
9. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
10. If the parents moved during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school they have been attending and retain eligibility.
11. If a student has been attending the same high school since initial enrollment in grade nine, they may remain at that high school and retain eligibility, or they are eligible at a high school located in the school district where their parents established their domicile.
12. If the parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.
13. Transfer students who have their Enrollment Option applications signed and filed prior to May 1 shall be eligible immediately in the fall. Those students who do not have their Enrollment Option applications signed and filed prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines. Out of state transfer students will be eligible immediately per NSAA bylaw 2.7.8.
14. Other non-enrollment option transfer students must have signed and delivered all forms necessary to make such a transfer to the school in which they intend to enroll for the upcoming school year prior to the preceding May 1st. For the student to be eligible, the school to which the transfer is being made must have notified the NSAA office in writing, postmarked no later than May 1st of the preceding school year. The student would, however, become ineligible for ninety school days the next fall if the student were to change their mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to their former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1st, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
15. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by their school. Any other competition will render the student



ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.

16. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school.
17. A student shall not participate on an all-star team while a high school undergraduate.
18. A student must maintain his/her amateur status.

EARLY SENIOR GRADUATES/JUNIOR GRADUATES

A student who chooses to graduate at mid-term of their Senior year will not be eligible for Winter or Spring Senior Night ceremonies. If a student chooses to graduate at the end of the school year as a Junior, that particular student will not be eligible for "Senior Year" traditions and ceremonies while participating in activities or athletics at Kearney High School. This includes but is not limited to Senior Parents Night, Senior Banner recognition and recognition of any kind by the coach, sponsor or Activities Department.



To be completed for students participating in any NSAA activities.

Student and Parent Consent Form

School Year: 20____-20____
 Member School: _____
 Name of Student: _____
 Date of Birth: _____ Place of Birth: _____

The undersigned(s) are the Student and the parent(s), guardian(s), or person(s) in charge of the above-named Student and are collectively referred to as "Parent".

The Parent and Student hereby:

- (1) Understand and agree that participation in NSAA sponsored activities is voluntary on the part of the Student and is a privilege;
- (2) Understand and agree that (a) by this Consent Form the NSAA has provided to the Parent and Student of the existence of potential dangers associated with athletic and activity participation; (b) participation in any activity may involve injury or illness of some type; (c) the severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord, and on rare occasions, injuries so severe as to result in total disability, paralysis and death; (d) the severity of an illness, including contagious diseases such as the COVID-19 virus, and bacterial infections may be so severe as to result in disability and death; and, (e) even with the best supervision, the use of the best protective equipment and strict observance of rules, injuries are still a possibility;
- (3) Consent and agree to participation of the Student in NSAA activities subject to all NSAA Bylaws and rules interpretations for participation in NSAA sponsored athletic and/or activities, and the athletic and activities rules of the NSAA member school for which the Student is participating; and,
- (4) Consent and agree to (a) the disclosure by the Member School at which the Student is enrolled to the NSAA, and subsequent disclosure by the NSAA, of information regarding the Student, including the Student's name, address, telephone listing, electronic mail address, photograph, date of and place of birth, major fields of study, dates of attendance, grade level, enrollment status (e.g., full-time or part-time), participation in officially recognized activities and athletics, weight and height as a member of athletic teams, degrees, honors and awards received, statistics regarding performance, records or documentation related to eligibility for NSAA sponsored activities, medical records, and any other information related to the Student's participation in NSAA sponsored activities; and, (b) the Student being photographed, video recorded, audio taped, or recorded by any other means while participating in NSAA activities and contests, consent to and waive any privacy rights with regard to the display of such recordings, and waive any claims of ownership or other rights with regard to such photographs or recordings or to the broadcast, sale or display of such photographs or recordings.
- (5) Consent and agree to authorize licensed sports injury personnel to evaluate and treat any injury or illness that occurs during the Student's participation in NSAA activities. This includes all reasonable and necessary preventive care, treatment and rehabilitation for these injuries. This would also include transportation of the Student to a medical facility if necessary. Such licensed sports injury personnel are independent providers and are not employed by the NSAA.
- (6) Acknowledge that Parents are obligated to pay for professional medical and/or related services; the NSAA shall not be liable for payment of such services. We give permission to any and all of the Student's health care providers and the NSAA and its employees, staff, agents, and consultants to release and discuss all records and information about the Student including otherwise confidential medical information and records. We understand that this release has been requested and may be used for the purpose of determining eligibility pertaining to activities participation, fitness, injury, injury status, or emergency.

I acknowledge that I have read paragraphs (1) through (6) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletics and activities.

 Signature Date Name of Student [Print Name] Student

(I am)(We are) the Student's [circle appropriate choice] (Parent) (Guardian). (I)(We) acknowledge that (I)(We) have read paragraphs (1) through (6) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletics and activities. Having read the warning in paragraph (2) above and understanding the potential risk of injury to my Student, (I)(we) hereby give (my)(our) permission for _____ [insert Student name] to practice and compete for the above named high school in activities approved by the NSAA, **except those crossed out below:**

Baseball	Basketball	Bowling	Cross Country	Debate	Football	Golf
Journalism	Music	Play Production	Soccer	Softball	Speech	Swim/Dive
Tennis	Track & Field	Unified Bowling	Unified Track & Field	Volleyball	Wrestling	

Parent(s)/Guardian Printed Name(s)*	Parent/Guardian Signature	Date of Signature

***Both Mother and Father must sign, unless parents are divorced, the custodial parent must sign, or if the Student is not living with parents, the Student's legal guardian.....Revised September 2021**



2025-2026 Transportation Handbook





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Dear KPS Families,

The purpose of this handbook is to provide an overview of KPS transportation services, including bus safety, registration, and key guidelines for riders.

Each day, KPS transports nearly 700 students across approximately 14 regular and special education bus routes. Our regular education buses operate on a **hub-and-spoke system**, where each bus serves a designated geographical area based on student enrollment.

- **Morning Routes:** Buses pick up students from their homes or designated stops and transport them to the **Hub** at Horizon Middle School. Most students then transfer to another bus, while others remain on the same bus or attend Horizon Middle School. From the Hub, buses continue to other KPS schools.
- **Afternoon Routes:** Buses pick up students from their schools and return to the Hub, where most students transfer to their designated bus for the ride home.

This handbook outlines essential transportation policies, safety procedures, and behavior expectations. We encourage you to review it carefully and reach out to the transportation office with any questions.

Please note that **Special Education transportation is managed separately** through coordination with school IEP case managers. While some general guidelines in this handbook may apply, it is primarily designed for regular education bus riders.

If you need assistance, our transportation office is available during the following hours:

Transportation Office Hours:

- **School Days:** 7:00 AM – 5:00 PM
- **Non-School Days:** 8:00 AM – 4:30 PM

Thank you for partnering with us to ensure a safe and efficient transportation experience for all KPS students.

Sincerely,

Jason Sutton, Ed.D.
Transportation Director
Kearney Public Schools
308-698-8260
jassutton@kearneycats.com



25-26 KPS Bus Registration Information

******Registrations to ride the school bus must be turned in no later than Friday, July 25, 2025.**

Registrations turned in AFTER July 25 will not be considered until after school has started and will only be provided transportation if there is room on the bus.

Registrations received BEFORE July 25 will be accepted and provided transportation based upon a priority based system as explained below.

First Priority: All students meeting one of the designations below will be routed first.

- Students living more than 4 miles from their designated school of attendance otherwise known as their “home school.”
- Students classified as homeless or in-transition as determined and governed by the McKinney-Vento Homeless Assistance Act.
- Students involuntarily transferred to another school due to building enrollment.
 - Students voluntarily transferring to another school are NOT guaranteed transportation.
- Students living within the previous Glenwood attendance area (25-26 school year only)
- Students attending a specific school to receive specialized district services.



Second Priority: All remaining registrations will be considered “Second Priority”. After the “First Priority” students have been routed, remaining students will be routed to buses if there is room on the bus. **“Second priority” students will only be registered if there is room on the bus and on a first come first served basis.**

Late Registrations (After July 25): Registrations turned in after July 25 will be reviewed using the same priority based system as above but will not be considered until after school starts. An update regarding the status of late registrations will be sent via email in September to the email on the registration form.



All registrants will be notified on July 30, 2025 as to the status of their registrations.

Special Education Transportation:

Special Education students receive transportation as follows:

- The student is required to attend a facility other than the normal school of attendance
- The nature of the student's disability is such that special education transportation is required

Special Education transportation is determined by the student's Individualized Education Plan (IEP) team. Should the IEP team determine that special education transportation is required, a transportation plan will be submitted to the Director of Special Education Services for approval. Pending approval from the Director, the logistics will be completed by Transportation.

In order for Special Education Transportation to begin on the first day of school, the transportation plan must be provided to Transportation by Friday, July 25, 2025. Special Education Transportation registrations turned in after July 25 will not be able to ride until Tuesday, September 3.



2025-2026 KPS Regular Education Bus Registration Form

- Routing Priority Status 1 See back side for more information about Routing Priority
OR
 Routing Priority Status 2

All families will be notified via email regarding their approval status on July 30.

Student First Name: _____ Last Name: _____

Grade: _____ Date of Birth: _____ Gender _____

Address: _____ Zip: _____

Parent/Guardian: _____ Phone: _____

Parent/Guardian email address: _____

Other Parent/Guardian: _____ Phone: _____

School Attending: _____

Please see the list of pick up and drop off locations below:

Where would you like your student picked up in the morning? **Please see the list of approved stops.**

Where would you like your student to be dropped off in the afternoon? **Please see the list of approved stops.**

*Students are allowed only **one** pickup and **one** drop off location.

Please note:

- In case of an emergency, 911 will be called.
- We will be sending safety and other important bus information via email and text. By signing below you are agreeing to review this information and to maintain accurate contact information with the transportation office.

Parent Signature: _____ Date: _____



First Priority: All students meeting one of the designations below will be routed first.

- Students living more than 4 miles from their designated school of attendance otherwise known as their “home school.”
- Students classified as homeless or in-transition as determined and governed by the McKinney-Vento Homeless Assistance Act.
- Students involuntarily transferred to another school due to building enrollment.
 - Students voluntarily transferring to another school are NOT guaranteed transportation.
- Students living within the previous Glenwood attendance area (25-26 school year only)
- Students attending a specific school to receive specialized district services.



Second Priority: All remaining registrations will be considered “Second Priority”. After the “First Priority” students have been routed, remaining students will be routed to buses if there is room on the bus. | “Second priority” students will only be registered if there is room on the bus and on a first come first served basis.

Designated Stops

KPS offers transportation services for students to and from designated stops listed below. For students living in rural areas, additional stops may be added, but are not guaranteed.

<u>AM Stops</u>	<u>PM Stops</u>
All KPS Schools (Elementary, Middle and KHS)	All KPS Schools (Elementary, Middle and KHS)
Countryside Trailer Court (Mailboxes)	Countryside Trailer Court (Mailboxes)
Northwest Crossing Apartments	Northwest Crossing Apartments
Riverdale Post Office	Riverdale Post Office
Valley View Trailer Court (Mailboxes)	Valley View Trailer Court (Mailboxes)
Prairie View Apartments	Prairie View Apartments
Rodeo Trailer Court	Rodeo Trailer Court
Winnelsen (UNK West Campus)	Winnelsen (UNK West Campus)
1733 Estates (Mailboxes)	1733 Estates (Mailboxes)
Sunset View Trailer Court	Sunset View Trailer Court
North Odessa (Nobel Ave)	North Odessa (Nobel Ave)
1727 University Drive	1727 University Drive
Fountain Hills Apartments	Fountain Hills Apartments
Sterling Apartments	Sterling Apartments
Glenwood Estates - Hickory and Redwood	Glenwood Estates - Hickory and Redwood
Ridgeview Estates Apartments	Ridgeview Estates Apartments



Riverside Trailer Court	Riverside Trailer Court
ESU 10 (AM only)	Meadow Lane (near La Platte Rd) PM only
	Kearney Catholic - Star Bright PM only

Bus Pass Requirement & Consequences

All students must have a **bus pass** to ride the bus. Each student receiving transportation services will be issued **one free bus pass** at the beginning of the school year. Students are required to **scan their bus pass each time they board and exit the bus**.

The bus pass is an essential **safety tool**, allowing us to accurately track students while they are on the bus and ensuring that only registered riders are on board.

If a student repeatedly fails to bring their bus pass, their riding privileges may be revoked. **Replacement bus passes** are available for a fee of \$10.00.

Consequences for Not Using a Bus Pass

- 5 cumulative days without a bus pass: Parent contact.
- 10 cumulative days without a bus pass: Parent contact.
- 15 cumulative days without a bus pass: Parent contact and 5-day suspension from riding.
- 20 cumulative days without a bus pass: Parent contact and 5-day suspension from riding.
- 25 cumulative days without a bus pass: Parent contact and 10-day suspension from riding.
- 30 cumulative days without a bus pass: Permanent suspension from bus transportation.

We appreciate your cooperation in ensuring a safe and efficient transportation experience for all students. If you have any questions, please contact the transportation office.



Bus Behavior Expectations & Consequences

To ensure a **safe and orderly** ride, students must follow the bus driver's directions and expectations at all times. The ride to and from school is considered an **extension of the school day**, meaning that all school rules also apply on the bus. Students should avoid any behavior that may distract the driver or compromise safety.

Bus Rules

- **Follow the bus driver's instructions** at all times.
- **Remain seated** and keep all body parts out of the aisle to allow the driver a clear view behind the bus.
- **Respect assigned seating** as determined by the driver and/or para.
- **Use appropriate language and volume** when speaking.
- **No eating or drinking** on the bus unless the driver gives permission.
- **Keep the bus clean** by disposing of trash properly.

Behavior Interventions & Consequences

If a student does not follow bus expectations, the following steps will be taken:

1. **Intervention 1:** The bus driver speaks with the student.
2. **Intervention 2:** The Transportation department calls the parent, and the school principal is notified.
3. **Intervention 3:** **5-day suspension** from the bus; the school principal is notified.
4. **Intervention 4:** **10-day suspension** from the bus; the school principal is notified.
5. **Intervention 5:** **20-day suspension** from the bus; the school principal is notified.
6. **Intervention 6:** **Suspension for the remainder of the school year**; the school principal is notified.

Severe Misconduct & Immediate Consequences

Serious infractions may result in **immediate suspension or permanent removal** from the bus. These include, but are not limited to:

- **Fighting or physical assault**
- **Attempting to start a fire or possession of lighters/matches**
- **Possession of a weapon**
- **Verbal threats, including threats to harm or kill**
- **Profanity directed at the driver**
- **Inappropriate sexual statements or physical contact**
- **Possession or use of drugs, alcohol, or vape devices**
- **Theft or vandalism**



- **Bullying or harassment**

These rules and consequences are in place to protect all students and ensure a safe and respectful transportation experience. If you have any questions, please contact the transportation office. School consequences can be assigned in addition to bus consequences.

School Bus Safety

Did You Know?

Traveling to school by **school bus** is one of the safest modes of transportation. According to the **National Highway Traffic Safety Administration (NHTSA)**, students are approximately **70 times more likely** to get to school safely on a school bus than by car.

Why Are School Buses So Safe?

1. Built for Safety

- **High-Visibility Design:** The **yellow color** ensures buses stand out, making them more visible to motorists.
- **Traffic Warning Signals:**
 - **Yellow flashing lights** activate as the bus approaches a stop, signaling drivers to slow down—just like a traffic light.
 - **Red flashing lights and a stop arm** deploy when students are loading or unloading. **Drivers must stop** when they see the red stop arm, as students may be crossing the street.
- **Protective Seating:** Bus seats are padded and designed to create a “**compartmentalization**” effect, offering protection in the event of a collision. **Students must remain seated properly** at all times.
- **Emergency Exits:** Buses are equipped with multiple emergency exits for added safety.
- **State Laws for Protection:** Nebraska law **prohibits drivers from passing a school bus** during loading or unloading, regardless of their direction of travel.

2. Professional Drivers

- **Highly Trained:** KPS bus drivers undergo **regular training** and must maintain updated certifications.
- **Dedicated to Student Safety:** Our drivers are committed to ensuring the safety and well-being of every student.



3. The Role of Parents

- Parents are essential in reinforcing **safe bus behaviors** with their children.
- Please talk to your child about the importance of **staying alert, following bus rules, and being cautious** while loading, unloading, and riding the school bus.

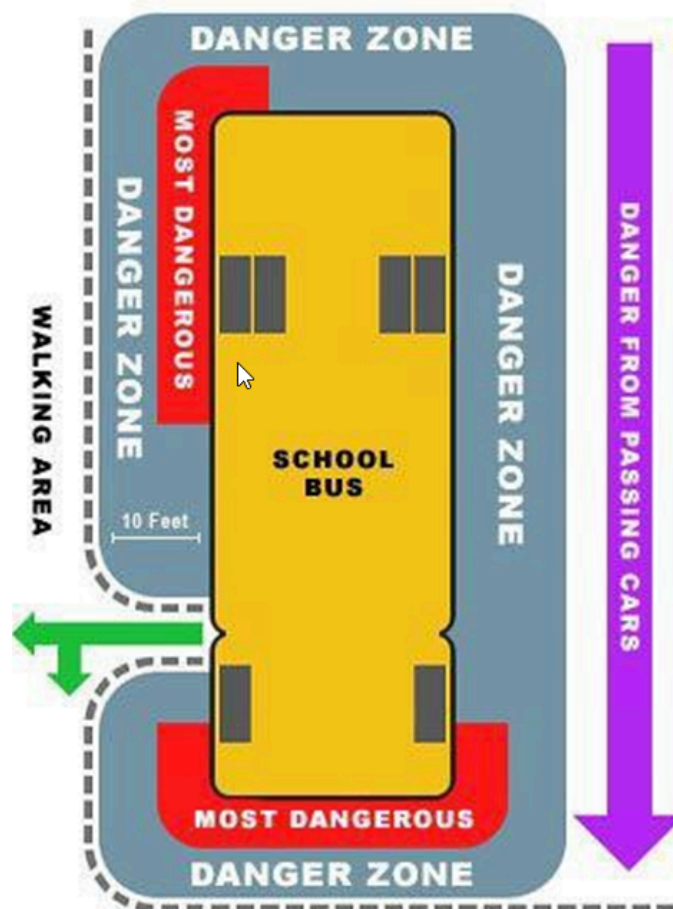
By working together, we can ensure a **safe and reliable** transportation experience for all students. Thank you for your support!



The School Bus “Danger Zone”

The most dangerous segment of a bus ride is during the loading and unloading process. Please be sure to show the image below to your child and explain it. The “Danger Zone” is the area on all sides of the bus where children are in the most danger of not being seen by the driver - the area 10 feet in front of the bus, ten feet on either side, and the area directly behind a school bus.

Students must always stay as far away from the “Danger Zone” as possible. If students must cross the street, they should cross only in the front of the school bus.



BROWN, MOLLY

BA/Step 3

**Family Consumer Science Teacher
Sunrise Middle School**

Molly Brown earned her BA from UNK with an endorsement in Health & PE PK-12. Molly will be the Family and Consumer Science teacher at Sunrise Middle School starting the fall 2025

ROHDE, KARLA

MA/Step 14

**6th Grade Social Studies Teacher
Sunrise Middle School**

Karla Rohde earned her BA and MA from UNK with an endorsement in Business, Marketing and Information Technology 6-12 and Work-Based Learning 9-12. Her experience includes twenty years of teaching at Amherst and Ravenna Public Schools. Karla will be 6th grade Social Studies teacher at Sunrise Middle School starting the fall 2025

RESOLUTION TO CANCEL TEACHING CONTRACT

WHEREAS, on May 22, 2025, Jill Hadwiger received written notice of the recommended cancellation of her employment contract; and

WHEREAS, Jill Hadwiger requested a hearing before the Kearney Public Schools' Board of Education within seven (7) days from the date of such notification; and

WHEREAS, on June 19, 2025, Jill Hadwiger withdrew her request for a hearing; and,

WHEREAS, the Board, being duly advised of these facts, finds there is just cause to cancel Jill Hadwiger's certificated employment contract with Kearney Public Schools, effective immediately.

NOW, THEREFORE, BE IT RESOLVED that the employment contract of Jill Hadwiger, should be and is hereby cancelled, effective immediately.

The above Resolution having been consented to by a majority of the members of the Board of Education, it 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 June, 2025.

KEARNEY PUBLIC SCHOOLS

BY: _____
President

Behavioral Intervention and Classroom Management

1. Purpose

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

2. General Principles

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

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

3. Standards

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

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

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

Addressing Dysregulated Behavioral and Classroom Removal

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

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

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

C. Post-Removal Actions

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

D. Transition Back to the Classroom

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

5. Communication and Collaboration

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

6. Required Training

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

7. Monitoring and Feedback

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

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

Date of Adoption: **[Insert Date]**

Safe Driving Record Standard for Drivers

Standard for Pupil Transportation Vehicle Drivers: Each person who is required to have a permit to operate a pupil transportation vehicle for this School District shall meet all requirements to hold and continue to hold a pupil transportation operator's permit, including the successful completion of a physical assessment and a Medical Examiner's Certificate.

One of the requirements for obtaining such a permit is that the person have a record of satisfactory driving as determined by Board policy. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 7 years; or,
3. Two or more driving while under the influence of alcoholic liquor or drugs; or
4. Reckless driving or willful reckless, within the immediate prior 7 years; or
5. Accumulation of 5 or more points under the motor vehicle operator's license point system within the immediate prior 4 years. In the event the person has accumulated 3 or 4 points within the immediate prior 4 years, the determination of whether the person has a satisfactory driving record shall be made by the Superintendent or Superintendent's designee based on the nature and proximity of the offense as it relates to safe transportation.

Standard for Drivers of Small Vehicles for Activity Trips: Each person who drives a small vehicle (car or van) other than a pupil transportation vehicle for school activities and who is not required to have a permit to operate a pupil transportation vehicle shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 7 years; or,
3. Two or more driving while under the influence of alcoholic liquor or drugs; or
4. Reckless driving or willful reckless, within the immediate prior 7 years; or
5. Accumulation of 5 or more points under the motor vehicle operator's license point system, within the immediate prior 4 years. In the event the person has accumulated 3 or 4 points within the immediate prior 4 years, the determination of whether the person has a satisfactory driving record shall be made by the Superintendent or Superintendent's designee based on the nature and proximity of the offense as it relates to safe transportation.

Drivers who exclusively drive small vehicles for activity trips are not required to obtain a Medical Examiner's Certificate.

Standard for Drivers of Other School Vehicles: Each person who drives a school vehicle other than a pupil transportation vehicle and does not transport students in the vehicle shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. In the event the person's employment position requires driving vehicles as a function of the person's employment, the employment may be terminated in the absence of a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 7 years; or,
3. Reckless driving or willful reckless, within the immediate prior 7 years; or

4. Accumulation of 6 or more points under the motor vehicle operator's license point system within the immediate prior 4 years. In the event the person has accumulated 3, 4 or 5 points within the immediate prior 4 years, the determination of whether the person has a satisfactory driving record shall be made by the Superintendent or Superintendent's designee based on the nature and proximity of the offense as it relates to safe transportation.

The record of satisfactory driving standards shall apply to all new employees from and after adoption of this policy. Existing employees shall be subject to the same standards, provided that the Superintendent or Superintendent's designee may determine to permit an exception based on the existing employee's record of satisfactory driving while employed with the District and the nature and proximity of prior driving offenses as such offenses relate to safe transportation.

KPS Policy Review:

- 1340 Community Relations: Anti-discrimination, Anti-harassment & Anti-retaliation
- 4002-AE Personnel: Equal Opportunity Employment and Anti-discrimination, Anti-harassment & Anti-retaliation
- 5001 Students: Admission Requirements
- 5401 Students: Anti-discrimination, Anti-harassment & Anti-retaliation
- 3290 Internal Controls
- 3730 Procurement Plan
- 4030.1 Personnel – Transportation Employees and Form A
- 5101 (g) Student Discipline: Electronic Devices (new Perry policy 6113)
- 5004 Students: Full-time and Part-time Enrollment
- 5201 Students: Promotion and Retention and new Perry 5202x Request to Repeat Grade Form
- 5202 (c) Notification of Rights Under FERPA
- 6420 Instruction: Association Activities
- 5503 (b) Students: Foster Care Student Transportation (new Perry policy 5507)
- 6260.1 Instruction: Title I Parental/Community Engagement in Schools - **Rescission**

Community Relations

Anti-discrimination, Anti-harassment & Anti-retaliation

A. Elimination of Discrimination.

The Kearney 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 Kearney Public School District does not discriminate on the basis of race (including skin color, hair texture and protective hairstyles), color, national or ethnic origin, sex, disability, military or-veteran status, marital status, religion, age, 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 person has been designated to handle inquiries regarding community non-discrimination policies:

Title IX, Title II, Title VI & Section 504 -

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator.

Melissa Herrmann, HR Director
Kearney Public Schools Administration Building
320 West 24th St.
Kearney, NE 68845
(308) 698-8011
melherrmann@kearneycats.com

For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination and Retaliation of Employees, Students and Others.

1. Purpose: Kearney Public Schools is committed to offering employment and educational opportunity 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 (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 race (including skin color, hair texture and protective hairstyles), color, religion, national or ethnic origin, sex, disability, age, military or veteran status, marital status, pregnancy, childbirth, or related medical condition, sexual orientation or gender identity, or other protected category, 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:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. 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 race (including skin color, hair texture and protective hairstyles), color, national or ethnic origin, religion, disability, age, sex, military or veteran status, marital status, pregnancy, childbirth or other related condition, sexual orientation or gender identity, or other protected category, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

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

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. 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,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. 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).

2. 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.

The District will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the District gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure is made in response to a complaint or investigation proceeding, hearing, or other similar action.

3. 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 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.

i. 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 ten (10) working days after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses 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 not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline. 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: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) 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 designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. 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, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within one (1) working day after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the district to disclose relevant information to a student who was discriminated against or harassed.

ii. 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 (5) 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 ten (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.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent's determination, he or she may file an appeal in writing with the Board of Education within five (5) working days after receiving the Superintendent's determination. The Board of Education will review the appeal, the Superintendent's determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer, and the party. The Board will issue a written determination about the appeal within thirty (30) days after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

4. 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.

5. 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 additional specific 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.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. 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.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).

- d. 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.
- e. 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.
- f. 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.
- g. 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.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. 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.
- j. Recommending changes to this policy and grievance procedure.
- k. 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.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. 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, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

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.

1340 (h)
5401(h)
4002.1(h)-AE

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.
Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;
Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.
Section 504 of the Rehabilitation Act of 1973 (Section 504)
Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)
Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.
Neb. Rev. Stat. Sec. 79-2,115, et seq

Policy adopted: 8/14/17
revised: 8/13/18
revised: 8/12/19
revised: 8/10/20
revised: 8/9/21
revised: 8/11/22
revised:

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Personnel

Equal Opportunity Employment

The superintendent of schools shall establish work schedules, provisions for absences and other conditions of work in keeping with the board's policies.

General employment policies regarding vacations, leaves of absence, resignation, reemployment, duties, hours and other matters related to the nature of the position and specifically noted herein are determined by the board upon recommendation of the superintendent; such employment policies may not be identical for all departments.

The conditions of employment in this school district, including the wages, hours, terms and benefits, shall be applied without regard to sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, military or veteran status, national or ethnic origin, age, marital status, or pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected conditions used as disqualifying factors.

There shall be no discrimination by school officials against any employee because of membership or activity in an employee organization or because of protected free speech activities.

Policy adopted: 8/14/17
revised: 8/10/20
revised: 8/9/21

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Personnel

Anti-discrimination, Anti-harassment & Anti-retaliation

A. Elimination of Discrimination.

The Kearney 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 Kearney Public School District does not discriminate in 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 person has been designated to handle inquiries regarding staff non-discrimination policies:

Title IX, Title II, Title VI & Section 504 -

Mrs. Melissa Herrmann, Human Resources Director
320 West 24th St
Kearney, NE 68845
308-698-8011
melherrmann@kearneycats.com

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 of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination and Retaliation of Employees, Students and Others.

1. Purpose: Kearney Public Schools is committed to offering employment and educational opportunity 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 (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 category, 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:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. 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 other related condition, sexual orientation or gender identify, or other protected category, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

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

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. 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,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. 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).

2. 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.

The District will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the District gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure is made in response to a complaint or investigation proceeding, hearing, or other similar action.

3. 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 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.

i. 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 ten (10) working days after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses 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 not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline. 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: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) 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 designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. 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, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within one (1) working day after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the district to disclose relevant information to a student who was discriminated against or harassed.

ii. 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 (5) 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 ten (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.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent’s determination, he or she may file an appeal in writing with the Board of Education within five (5) working days after receiving the Superintendent’s determination. The Board of Education will review the appeal, the Superintendent’s determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board’s next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer, and the party. The Board will issue a written determination about the appeal within thirty (30) days after the party addresses the Board. The party who filed the appeal will be sent the Board’s determination at the time it is issued, and a copy will be sent to the

designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

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4. 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

5. 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 additional specific 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.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. 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.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. 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.
- e. 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.
- f. 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.
- g. 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.

- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. 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.
- j. Recommending changes to this policy and grievance procedure.
- k. 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.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. 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, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

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: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.
Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;
Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.
Section 504 of the Rehabilitation Act of 1973 (Section 504)
Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)
Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.
Neb. Rev. Stat. Sec. 79-2,115, et seq

Policy adopted: 8/14/17
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revised: 8/12/19
revised: 8/10/20
revised: 8/9/21
revised: 7/11/22

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Students

Admission Requirements

Minimum Age:

A child shall be eligible for admission into kindergarten at the beginning of the school year if the child is five years of age or will be five years of age on or before July 31 of the calendar year in which the school year for which the child is seeking admission begins. The School Board shall admit a child who will reach the age of five years on or after August 1 and on or before October 15 of such school year if the parent or guardian requests such entrance and provides an affidavit stating that (i) the child attended kindergarten in another jurisdiction in the current school year; (ii) the family anticipates a relocation to another jurisdiction that would allow admission within the current year; or (iii) the child is capable of carrying the work of kindergarten which can be demonstrated through a recognized assessment procedure approved by the Board.

Early Admission to Kindergarten:

The following assessment procedure for determining if a child is capable of carrying the work of kindergarten is approved and shall be made available to interested persons:

Early kindergarten enrollment exceptions may be made for younger children. At a minimum, eligibility for the admissions shall be based upon an analysis of the child's: (1) cognitive ability, (2) emotional/social development, (3) language skills, and (4) fine motor skills.

The kindergarten early entrance assessment procedures are designed for parents that request to placement in kindergarten.

Early entrance children:

- a. Must turn 5 years of age between August 1 and October 15
- b. Are selected on the basis of screenings by district approved professionals trained and certified to administer the screenings that will produce evidence of strength in the aforementioned skills.

At the discretion of the Superintendent or designee, the screenings may be administered by the School District's professional staff, or the parents or guardians may be required, at their own expense, to have all or some of the required screening completed by reputable professionals and to submit the results of such screenings to the School District.

Decisions regarding early kindergarten entrance must include consideration of the above and shall not be made based on sex, disability, race, 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 of the child or the child's parents or guardians. Institutional factors, such as capacity, may also be considered.

Admission to First Grade:

A child may be eligible to enter first grade, at the beginning of the school year even if the child has not attended kindergarten. The child shall be six years of age on or before October 15 of the current school year, and school officials determine that first grade is the appropriate placement for the child.

Graduates:

A student who has received a high school diploma or received a General Equivalency Diploma shall not be eligible for admission or continued enrollment.

Age 21:

A student shall not be admitted or continued in enrollment after the end of the school year in which the student reaches the age of 21. The school year for this purpose ends at the last day of instruction for graduating seniors.

Birth Certificate, Physical, Visual Evaluation and Immunization:

The parents or legal guardian shall furnish:

- (1) A certified copy of the student's birth certificate issued by the state in which the child was born, upon admission of a child for the first time, shall be provided within 30 days of enrollment. Other reliable proof of the child's identify and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate. An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced. (Failure to provide the birth certificate does not result in non-enrollment or disenrollment, but does result in a referral to local law enforcement for investigation).
- (2) Evidence of a physical examination by a physician, physician assistant, or nurse practitioner, within six months prior to the entrance of the child into the beginner grade and the seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a physical examination.
- (3) Evidence of a visual evaluation by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, within six months prior to the entrance of the child into the beginner grade, seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a visual evaluation. The visual evaluation is to consist of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity.
- (4) Evidence of protection against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella, Hepatitis B, Varicella (chicken pox), Haemophilus Influenza type b (Hib), invasive pneumococcal disease and other diseases as required by applicable law, by immunization, prior to enrollment, unless the parent or legal guardian submits a written statement that establishes than an exception to the immunization requirements are met.
- (5) Every student entering the seventh grade shall have a booster immunization containing diphtheria and tetanus toxoids and an acellular pertussis vaccine, which meets the standards approved by the United States Public Health Service for such biological products, as such standards existed on January 1, 2009.

The Superintendent or Superintendent's designee shall notify the parent or guardian in writing of the foregoing requirements and of the right to submit affidavits or statements to object to the requirements, as applicable. The Superintendent or Superintendent's designee shall also provide a telephone number or other contact information to assist the parent or guardian in receiving information regarding free or reduced-cost visual evaluations for low-income families who qualify.

A student who fails to meet the foregoing requirements shall not be permitted to enroll or to enter school, or if provisionally enrolled or enrolled without compliance, shall not be permitted to continue in school until evidence of compliance or an exemption from compliance is given.

Enrollment of Expelled Students

If a student has been expelled from any public school district in any state, or from a private, denominational, or parochial school in any state, and the student has not completed the terms or time period of the expulsion, the student shall not be permitted to enroll in this school district until the expulsion period from such other school has expired, unless the School Board of this school district in its sole and absolute discretion upon a proper application approves by a majority vote the enrollment of such student prior to expiration of the expulsion period. As a condition of enrollment, the School Board may require attendance in an alternative school, class or educational program pursuant to Nebraska law until the terms or time period of the original underlying expulsion are completed. A student expelled from a private, denominational, or parochial school or from any public school in another state, will not be prohibited from enrolling in the public school district in which the student resides or in which the student has been accepted pursuant to the enrollment option program for any period of time beyond the time limits placed on expulsion, pursuant to the Student Discipline Act, or for any expulsion for an offense for which expulsion is not authorized for a public school student under such Act. For purposes of this policy, the term expulsion or expelled includes any removal from any school for a period in excess of twenty (20) school days.

Resident students who have been expelled from the district will be eligible for academic credit upon successful completion of approved alternative courses, or programs. Students will be advised in writing of the availability of alternative courses or programs.

If a parent/guardian refuses to permit an expelled student to participate in an alternative school, class, or program, the District will have no further obligation to the student, parent/guardian with regard to providing an alternative school, class, or program except as required (under the IDEA and NDE Rule 51) for special education students.

Military Families

If a parent presents evidence to the District of military orders that the a military family will be stationed in the State of Nebraska during the current or following school year, and the parent resides in or is stationed on federally owned property within the boundaries of the District, the District will enroll preliminarily the parent's students, including any such student that has an Individualized Education Plan, a 504 Plan, or otherwise receives special education services.

Legal Reference: Neb. Rev. Stat. §§ 43-2001 to 43-2012
 Neb. Rev. Stat. § 79-214
 Neb. Rev. Stat. §§ 79-217 to 79-223
 Neb. Rev. Stat. § 79-266.01
 173 NAC Chapters 3 and 4 (HHS Regulations)

Policy adopted: 8/14/17
 revised: 8/12/19
 revised: 8/10/20
 revised:

KEARNEY PUBLIC SCHOOLS
 KEARNEY, NEBRASKA

Students

Anti-discrimination, Anti-harassment & Anti-retaliation/Title IX

A. Elimination of Discrimination.

The Kearney 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 Kearney Public School District does not discriminate in the basis of sex, disability, race (skin color, hair texture and protective hairstyles), color, religion, military or veteran status, national or ethnic origin, marital status, age, 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 person has been designated to handle inquiries regarding student non-discrimination policies:

Title IX, Title II, Title VI & Section 504 –

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator:

Melissa Herrmann, Human Resources Director
Kearney Public Schools
320 West 24th Street
Kearney, NE 68845
melherrmann@kearneycats.com
308-698-8011

For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination and Retaliation of Employees, Students and Others.

1. Purpose: Kearney Public Schools is committed to offering employment and educational opportunity 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 (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 identify, or other protected category, 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:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. 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 bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's race (including skin color, hair texture and protective hairstyles), color, national or ethnic origin, religion, disability, age, sex, military or veteran status, marital status, pregnancy, childbirth or other related condition, sexual orientation or gender identity, or other protected category, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

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

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. 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,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. 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).

2. 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.

The District will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the District gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure is made in response to a complaint or investigation proceeding, hearing, or other similar action.

3. 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 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.

i. 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 ten (10) working days after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses 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 not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline. 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: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) 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 designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. 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, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within one (1) working day after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the district to disclose relevant information to a student who was discriminated against or harassed.

ii. 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 (5) 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 ten (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.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent's determination, he or she may file an appeal in writing with the Board of Education within five (5) working days after receiving the Superintendent's determination. The Board of Education will review the appeal, the Superintendent's determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer, and the party. The Board will issue a written determination about the appeal within thirty (30) days after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

4. 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.

5. 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 additional specific 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.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. 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.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. 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.

- e. 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.
- f. 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.
- g. 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.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. 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.
- j. Recommending changes to this policy and grievance procedure.
- k. 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.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. 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, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

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.

5401(h)
4002.1 (h)
1340

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.
Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;
Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.
Section 504 of the Rehabilitation Act of 1973 (Section 504)
Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)
Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.
Neb. Rev. Stat. Sec. 79-2,115, et seq

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KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Business

Internal Controls

The District will develop and maintain internal control procedures as required by law and in accordance with sound fiscal monitoring practices that will ensure appropriate oversight of state and federal funds. The following internal control procedures will be utilized for all federal grants:

Generally: If the District receives federal awards, grants, or other funds, the District will:

- (a) Establish and maintain effective internal control over the federal award that provides reasonable assurance that the District manages the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. The District will endeavor to develop and align these internal controls consistent with the “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO);
- (b) Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal award;
- (c) Evaluate and monitor the District's compliance with statutes, regulations and the terms and conditions of federal award;
- (d) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; and
- (e) Take reasonable cybersecurity and other measures to safeguard protected personally identifiable information and other information the federal awarding agency, or pass-through entity, designates as “sensitive” or the District considers sensitive, consistent with applicable federal, state, and local laws regarding privacy and responsibility over confidentiality.

Management requirements: The District will manage equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until the District disposes of such equipment. The District will, as a minimum, meet the following requirements:

- 1) Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
- 2) Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two (2) years;
- 3) Implement a control system to ensure safeguards for preventing property loss, damage, or theft;
- 4) Continue to develop and implement adequate maintenance procedures for the equipment;
- 5) Continue to develop and implement sales and disposition procedures for the equipment to ensure the highest possible return; and

- 6) All equipment, whether acquired in whole or in part under a federal award, with a current fair market value of \$10,000 or less (per unit) may be retained, sold, or otherwise disposed of in accordance with the Board's Sale and Disposal of Property Policy.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value in excess of \$10,000 (per unit), may only be sold or otherwise disposed of in accordance with the provisions of 2 C.F.R. § 200.313(e)(2)-(3).

Procurement: The District will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the requirement standards imposed by law, including:

- 1) A procedure for micro-purchases (Under \$10,000);
- 2) A procedure for ~~small purchases~~ simplified acquisition thresholds (between \$10,000 to \$250,000);
- 3) A procedure for sealed bids; (over \$250,000);
- 4) A procedure for competitive proposals; (with an explanation for why sealed bids were not accepted if over \$250,000) and;
- 5) A procedure for noncompetitive bids.

Contract Terms: All contracts funded (in whole or in part) by federal funds and/or federal awards must contain the following terms or, via this Policy, the following terms are required and incorporated into any such contracts:

1. An assurance that minority business enterprises and labor surplus area firms are used, when possible;
2. An Anti-Lobbying clause for all contracts, including an Anti-Lobbying Certification, for contracts exceeding \$100,000;
3. A Suspension and Debarment clause;
4. A provision for termination for cause and for convenience, including the manner by which it will be affected and the basis for settlement;
5. A clause that addresses administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and a provision for sanctions and penalties;
6. For contracts in excess of \$150,000, a clause addressing the Clean Air Act and the Federal Water Pollution Control Act;
7. A provision maintaining contract oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders;
8. A provision addressing the District's conflict of interest policies; and
9. A requirement that the contractor maintains records related to the contracted work.

Federal Interest Reporting: The District will follow the required federal interest reporting and recording requirements, if applicable, for any real property or improvement interest financed, in whole or in part, with federal funds.

Record Retention: Financial records, supporting documents, statistical records, and all other related records pertinent to a federal award will be retained for a period of three (3) years from the date of

submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the federal awarding agency or pass-through entity in the case of a sub-recipient; or as otherwise specified by the federal award or federal law.

For all other records, the District will retain such records for the length of time as required by law.

Suspension and Debarment: The District will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Before entering into a contract regarding a federal award, the District will either: (1) verify that a vendor has not been debarred, suspended or otherwise excluded via SAM.gov, (2) collect a verification from that vendor; or (3) add a clause to the contract with the vendor. The District will maintain a copy of said verification or documentation.

Financial Management: The District will maintain financial management systems to account for the federal funds, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award. These records will be sufficient to permit the District to prepare reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award. The financial management system will provide for the following:

- 1) Identifying all of the federal awards received and expended and the federal programs under which they were received;
- 2) Ensuring that accurate, current, and complete disclosure of the financial results of each federal award or program are maintained in accordance with reporting requirements;
- 3) Maintaining records and documentation that sufficiently identify the amount, source, and expenditure of funds for federally-funded activities;
- 4) Ensuring effective controls over accountability and safeguards for all funds, property, and other assets;
- 5) Comparing actual expenditures with budget amounts for each federal award;
- 6) Ensuring payments of federal funds are made in accordance with applicable law, including 2 CFR § 200.305; and
- 7) Determining the allowability of costs in accordance with applicable law and the conditions of the federal award.

Program Income: The District will consult with the federal awarding agency and refer to the applicable law and federal program terms and conditions to determine how to account for, deduct and otherwise handle income from federal programs.

Cost Sharing or Matching: For all federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the District's cost sharing or matching, when such contributions meet all of the following criteria:

- 1) Are verifiable from the District's records;

- 2) Are not included as contributions for any other Federal award; 3290(d)
- 3) Are necessary and reasonable for accomplishment of project or program objectives;
- 4) Are allowable under the applicable Cost Principles requirements;
- 5) Are not paid by the Federal Government under another Federal award, except where the federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- 6) Are provided for in the approved budget when required by the federal awarding agency; and
- 7) Conform to other provisions of the law or terms and conditions of the federal award, as applicable.

Compensation: Compensation for personal services includes all remuneration for services of employees rendered during the period of performance under the federal award, including, but not limited to wages, salaries, and fringe benefits. Costs of compensation may be allowable under federal law and the federal grant to the extent that they satisfy the following requirements:

- 1) Is reasonable for the services rendered; and
- 2) Conforms to the established written expectations of the District, as applied consistently to both Federal and non-Federal activities.

If the District intends to charge compensation to federal awards, such charges will be based on records that accurately reflect the work performed, and will:

- 1) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- 2) Be incorporated into the official records of the District;
- 3) Reasonably reflect the total activity for which the employee is compensated by the District, not exceeding 100% of compensated activities;
- 4) Encompass both federally-assisted and all other activities compensated by the District on an integrated basis, but may include the use of subsidiary records as defined in the District's written procedures;
- 5) Comply with the established accounting policies and practices of the District; and
- 6) Differentiate and account for the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one (1) Federal award; a Federal award and non-Federal award; an indirect cost activity and a direct cost activity; two (2) or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Any leave and/or fringe benefits charged to a federal award must satisfy all criteria set forth in 2 C.F.R. § 200.431(b) and/or (c).

Budget estimates will generally not be used to support charges to Federal awards but may be used for interim accounting purposes.

Federal Funds for Construction Projects: If the District is granted the authority to use federal funds for a construction project, the District will follow the Davis-Bacon and Related Acts, including the payment of "prevailing wages" to those who work on the job site, as well as the contractor bonding requirements.

Capitalization and Depreciation: The District will follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E, when charging these specific expenditures to a federal grant. When applicable, District staff will check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, federal, state, or program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those requirements. The following rules of allowability apply to equipment and other capital expenditures:

- A. Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the federal awarding agency or pass-through entity.
- B. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the federal awarding agency or pass-through entity.
- C. Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the federal awarding agency or pass-through entity.
- D. Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR § 200.436 and 2 CFR § 200.465.
- E. When approved as a direct cost by the federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.
- F. If the District is instructed by the federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.
- G. Any depreciation will be computed, charged, and recorded in a manner consistent with federal regulations and any requirements of the federal awarding agency.

Maintaining Records: Financial records, supporting documents, statistical records, and all other District records pertinent to a federal award must be retained for the minimum period time as required by federal law or the terms of the federal awarding agency, whichever is longer in time.

Conflict of Interest: No District employee, agent, or Board Member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by or with federal funds. A "conflict of interest" includes, but is not limited to, a financial or other interest in or a tangible personal benefit from federal funds that would directly or indirectly benefit either (1) the employee, agent, or board member; (2) any member of their immediate family; or their spouse or partner, or (3) an organization that employs or is about to employ those individuals. District employees, agents, and Board Members may only accept gratuities, favors, or anything of monetary value from federally funded contractors in accordance with the District's Conflict of Interest Policy. Any District employee, agent, or Board Member who knowingly violates these terms may be subject to discipline, up to and including termination of employment and/or referral for possible criminal prosecution.

Unexpected or Extraordinary Circumstances: For all federal awards, if the District does not currently have in place a sufficient policy that addresses extraordinary circumstances, such as those caused by COVID-19, the District may amend or create a policy at a later date in order to put emergency contingencies in place for federal and non-federal similarly situated employees. If the conditions exist for charges to be made to the federal grant, then charges may also be made to any non-federal sources that are used by the District in order to meet a matching requirement. The District will take other steps to comply with federal award requirements in the event of unexpected or extraordinary circumstances.

Legal Reference: 2 C.F.R. § 200.303.

Legal Reference: 2 C.F.R. §§ 200.313 & 200.303.

Legal Reference: 2 C.F.R. §§ 200.317 through 200.326. Cross-Reference: Policies 3130 & 3131.

Legal Reference: 2 CFR § 200.319(d); 2 CFR § 200.321; 2 CFR § 200, Appendix II(I); 2 CFR § 200, Appendix II(H); 2 CFR § 200, Appendix II(B); 2 CFR § 200, Appendix II(A); 2 CFR § 200, Appendix II(G); 2 CFR § 200.318(b); 2 CFR § 200.318(c)(1); 2 CFR § 200.318(i); 2 CFR § 200.324(a); 2 CFR § 200.324(b).

Legal Reference: 2 CFR §§ 200.310-200.313.

Legal Reference: 2 C.F.R. § 200.333, 2 C.F.R. § 200.34 & 34 C.F.R. § 81.31.

Legal Reference: 2 C.F.R. § 200.213.

Legal Reference: 2 C.F.R. § 200.307.

Legal Reference: 2 C.F.R. § 200.306.

Legal Reference: 2 C.F.R. §§ 200.430 & 200.431.

Legal Reference: 40 U.S. Code § 3141, et seq; 2 C.F.R. § 200.326

Legal Reference: 2 C.F.R. §§200.436 & 200.439.

Legal Reference: 2 C.F.R. §§ 200.112 & 200.318.

Legal Reference: 2 C.F.R. § 200, et seq.

Business Operations

Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 (~~small purchase~~ simplified acquisition threshold), per procurement event or in aggregate purchases, this organization will follow the informal ~~Small Purchase- simplified acquisition threshold p~~Procedures.
- When the annual total for food service program related items is greater than \$250,000 (~~small purchase- simplified acquisition~~ threshold) per procurement event or in aggregate purchases, this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for single purchases under \$10,000 made with a vendor [2 CFR 200.320(a)]. Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Small Purchase- Simplified Acquisition Threshold Procedures

For purchases made below the ~~small purchase- simplified acquisition~~ threshold, ~~Small Purchase- simplified acquisition threshold p~~Procedures will be utilized to purchase necessary goods and services. When ~~Small Purchase- simplified acquisition threshold p~~Procedures are used, this organization will take the following steps:

1. Contact a reasonable number of qualified vendors
2. Write specifications for goods and services.
3. Document each vendor's quoted price (ex. log sheet)
4. Select the company that provides the lowest, most responsive, and responsible bid
5. Document supplier who was awarded the quote
6. Manage orders by confirming product and prices match quote

Formal Competitive Solicitation Procedures

For purchases made in excess of the ~~small purchase- simplified acquisition~~ threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid ("IFB") or Request for Proposal ("RFP") document specifically addressing the items to be procured
 - a. Include detailed specifications
 - b. Ensure price will be most heavily weighted

2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
 - b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the ~~small purchase~~ simplified acquisition threshold established in the sponsor's procurement policy statement is less than \$250,000, the smaller bid threshold will govern.)

Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. 2 CFR 200.319(a)(6)
- C. Documentation: We shall maintain for the current year and the preceding three years all materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]
- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]
- E. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)]

F. General Requirements:

1. Small, minority, veteran-owned and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
2. Ensure compliance with the Buy American Provision when purchasing food (7 CRF 210.21(d))
3. A cost or price analysis in connection with every procurement action in excess of the ~~Small Purchase~~ simplified acquisition threshold including contract modifications. [2 CFR 200.323(a)]
4. Documented Procurement Procedures and activities will be maintained. [2CFR 200.318(a)]

G. Duties of Food Service Supervisor:

1. Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting, and budgeting
2. Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods and services
3. Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer's markets, etc.
4. Make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service, and price
5. Place and confirm orders with vendors or make plans to purchase the required items
6. Work with vendors on a fair and equal basis.
7. Conduct an in-house procurement review once per year.

Transportation Employees

This Anti-Drug Plan can be altered or modified without prior notice.

Policy Application

The provisions of the Anti-Drug Plan apply to bus drivers, and all other employees who are required to have a commercial driver's license.

Drug Awareness Program

Kearney Public Schools will inform employees of: (1) the dangers of drug and alcohol use in the workplace; (2) the school district's drug-free workplace Anti-Drug Plan; (3) the availability of treatment and counseling for employees seeking such assistance; and (4) the penalties the school district will impose for violations of its Drug-Free Workplace Program.

Prohibited Conduct

The Kearney Public Schools prohibits the following conduct:

- Using, being under the influence of, or possession of alcohol while performing school business or while in or about a school facility or work site. This will subject the offending employee to disciplinary action up to and including termination of employment.
- Using or being under the influence of a legal drug (such as "over-the-counter" and prescription drugs) while performing school business, or while in or about a school facility or work site, to the extent such use affects the safety of any employees or others. Use common sense and, when in doubt about the effects of a certain drug, consult your physician or the school's Medical Review Officer regarding any adverse side effects.
- The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance by any employee while performing school business, or while in or about a school facility or work site.
- Tampering with a specimen provided for drug testing for the purpose of altering the results of the drug test.

Testing for Controlled Substances -

Pre-Employment Testing

Kearney Public Schools will require all applicants it intends to hire to be tested for the use of controlled substances as a pre-qualification condition. Applicants who test positive for the use of controlled substances, or who refuse to submit to such testing, will be disqualified from further hiring consideration.

The District will implement regulations and practices which will insure compliance with the Omnibus Transportation Employee Testing Act of 1991, the Moving Ahead for Progress in the 21st Century (MAP-21) Act, and all regulations and rules promulgated pursuant to such Acts. Employees in "safety-sensitive" positions, as defined by the Act and regulations promulgated thereunder, including employees whose position requires a commercial driver's license (CDL), shall be tested for alcohol and controlled substances as required by law (See Appendix 1). Refusal to submit to such pre-employment testing, or testing positive, shall disqualify an applicant from employment. Reasonable suspicion, random, post-accident, return-to-duty, and follow-up testing shall also be conducted. Employees who test positive shall be immediately removed from safety-sensitive positions and shall be removed from employment.

Anti-Drug Plan

"Reasonable Cause" Testing

Kearney Public Schools will require current employees to submit to testing for controlled substances when it believes there is "reasonable cause" to suspect a violation of this policy. "Reasonable cause" includes irrational or unusual behavior, reporting to work in an apparent unfit condition, and conduct of a similar nature.

Employees who are requested to undergo "reasonable cause" testing will be transported to the Collection Site by a school representative. The employee will be required to submit to the drug test. Any attempt to invalidate or tamper with the test will subject the employee to disciplinary action, up to and including termination.

Post-Accident/Injury Testing

As soon as practicable following an accident involving a commercial motor vehicle, the School District will require an alcohol test for the surviving driver who was performing safety-sensitive functions with respect to the vehicle, if the accident involved:

- 1) A citation under State or local law for a moving traffic violation arising from the accident
- 2) A fatality
- 3) Bodily injury to a person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or
- 4) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle

A driver who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the School District to have refused to submit to testing.

Random Testing

Federal regulations also require random testing of commercial licensed drivers for controlled substances. The regulations specify that such tests must equal or exceed 50% of the total number of drivers on an annual basis. All drivers will be required to submit to testing for controlled substances under random testing procedures established by the school.

Penalties For Violations

Safety Sensitive Personnel found to be in violation of any part or parts of this Anti-Drug Program will be removed from their safety sensitive position and will be terminated without further recourse.

Anti-Drug Plan

Effective Date

Consent

I have received, read and understand Kearney Public School's Anti-Drug Plan, and I understand that compliance with the Anti-Drug Plan is a term and condition of employment. I understand that failure or refusal to cooperate fully, sign any required documents, submit to any requested or recommended tests, will constitute grounds for immediate termination. I agree to follow and abide by the Kearney Public School's Anti-Drug Plan.

Employee's Signature

Date

Employee's Name (printed)

Witness Signature

Legal Reference: 41 U.S.C. §701 to 707
49 U.S.C. §5331(b) and 31306; 49 CFR Part 382

Rule approved: 8/14/17
revised: 7/11/22

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

**CONTROLLED SUBSTANCES AND ALCOHOL USE AND TESTING:
FEDERAL REGULATIONS, KEARNEY PUBLIC SCHOOLS' COMPLIANCE POLICIES AND
PROCEDURES, AND EDUCATIONAL MATERIALS**

The U.S. Department of Transportation (DOT) and the Federal Highway Administration (FHWA) have issued regulations requiring that individuals who perform safety-sensitive functions and who are required to maintain a commercial driver's license (CDLs) be tested for controlled substances and alcohol and not engage in controlled substances use or alcohol misuse. Information concerning those regulations, Kearney Public Schools policies and procedures, and educational materials relating to controlled substances use and alcohol misuse is set forth as follows:

(A) The persons designated by Kearney Public Schools to answer employee questions about these materials are:

Mrs. Melissa Herrmann, HR Director

(B) The categories of employees who are subject to the provisions of the federal controlled substances and alcohol use and testing regulations are:

Individuals who perform safety-sensitive functions and who are required to maintain a commercial driver's license (CDLs), including bus drivers and distribution and maintenance employees who are subject to driving commercial motor vehicles.

(C) The term "safety-sensitive functions" means:

- (1) All time waiting to be dispatched, unless the driver has been relieved from duty;
- (2) All time inspecting equipment or inspecting, servicing, or conditioning any commercial motor vehicle (i.e., a vehicle in excess of 26,000 pounds GVWR or designed to carry 16 or more passengers, including the driver) at any time;
- (3) All driving time (i.e., time spent at the controls of a commercial motor vehicle in operation);
- (4) All time, other than driving time, in or upon any commercial motor vehicle;
- (5) All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded;
- (6) All time spent performing the driver requirements of 49 CFR §§392.40 and 392.41 relating to accidents;
- (7) All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

(D) Employee conduct that is prohibited by the federal controlled substances and alcohol use and testing regulations includes:

1. **Alcohol concentration.**
No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater.
2. **Alcohol possession.**
No driver shall be on duty or operate a commercial motor vehicle while the driver possesses alcohol.
3. **On-duty use.**
No driver shall use alcohol while performing safety-sensitive functions.
4. **Pre-duty use.**
No driver shall perform safety-sensitive functions within four (4) hours after using alcohol.
5. **Use following an accident.**

No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until the driver undergoes a post-accident alcohol test, whichever occurs first.

6. **Refusal to submit to a required alcohol or controlled substances test.**
No driver shall refuse to submit to a post-accident alcohol or controlled substances test, a reasonable suspicion alcohol or controlled substance test, or a follow-up alcohol or controlled substances test.
7. **Controlled substances use.**
No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to the instructions of a physician who has advised the driver that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle.
8. **Controlled substances test.**
No driver shall report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive for controlled substances.

(E) The circumstances under which an employee will be tested for alcohol and/or controlled substances pursuant to the federal regulations include:

1. **Pre-employment testing.**
Prior to the first time a driver performs safety-sensitive functions, the driver shall undergo testing for alcohol and controlled substances. No safety-sensitive functions are to be performed unless the driver has been administered an alcohol test with a result indicating an alcohol concentration less than 0.04, and has received a controlled substances test result from the medical review officer indicating a verified negative test result.
2. **Post-accident testing.**
 - (a) As soon as practicable following an accident involving a commercial motor vehicle, each surviving driver:
 - (1) Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or
 - (2) Who receives a citation under State or local law for a moving traffic violation arising from the accident shall undergo a test for alcohol and controlled substances.
 - (b)
 - (1) *Alcohol tests.* Shall be administered within two hours following the accident unless such cannot reasonably be done, and not more than eight hours following the accident.
 - (2) *Controlled substance tests.* Shall be administered within 32 hours following the accident.
 - (c) A driver who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the employer to have refused to submit to testing. The driver shall be permitted to leave the immediate scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care, but shall otherwise remain readily available for testing.
3. **Random testing.**
 - (a) Drivers shall be subject to random testing. The minimum annual percentage rate for random alcohol testing should be 25 percent of the average number of driver positions, or such minimum annual percentage rate as established from time to time by the FHWA. The minimum annual percentage rate for random controlled substance testing shall be 50 percent of the average number of driver positions.
 - (b) The selection of drivers for random alcohol and controlled substances testing shall be made by a scientifically valid method. Under the selection process used, each driver shall have an equal chance of being tested each time selections are made.

(c) The random alcohol and controlled substances tests shall be unannounced and the dates for administering random alcohol and controlled substances tests shall be spread reasonably throughout the calendar year.

(d) Each driver who is notified of selection for random alcohol and/or controlled substances testing shall proceed to the test site immediately; provided, however, that if the driver is performing a safety-sensitive function at the time of notification, the driver shall cease to perform the safety-sensitive function and proceed to the testing site as soon as possible.

4. Reasonable suspicion testing.

(a) A driver shall submit to an alcohol test when the employer has reasonable suspicion to believe that the driver has engaged in conduct prohibited by the federal drug and alcohol testing regulations (except for possession of alcohol).

(b) Under federal law, notwithstanding the absence of a reasonable suspicion alcohol test, a driver is prohibited from reporting for duty or remaining on duty requiring the performance of safety-sensitive functions while the driver is under the influence of or impaired by alcohol and must not perform or continue to perform safety-sensitive functions, until:

(i) An alcohol test is administered and the driver's alcohol concentration measures less than 0.02; or

(ii) Twenty-four hours have elapsed following the determination that there is reasonable suspicion to believe that the driver has violated the prohibitions concerning the use of alcohol.

5. Return-to-duty testing.

(a) Alcohol. If a driver has engaged in conduct prohibited by the federal drug and alcohol testing regulations concerning alcohol and has not been terminated, the driver shall undergo a return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02.

(b) Controlled Substances. If a driver has engaged in conduct prohibited by the federal drug and alcohol testing regulations concerning controlled substances, and has not been terminated, the driver shall undergo a return-to-duty controlled substances test with a result indicating a verified negative result for controlled substances use.

6. Follow-up testing.

Following a determination that a driver is in need of assistance in resolving problems associated with alcohol misuse and/or use of controlled substances, the driver shall, if still employed, be subject to unannounced follow-up alcohol and/or controlled substances testing as directed by a substance abuse professional in accordance with the provisions of federal regulations.

Random, reasonable suspicion, and follow-up alcohol testing shall be conducted only when the driver is performing safety-sensitive functions, just before the driver is to perform safety-sensitive functions, or just after the driver has ceased performing safety-sensitive functions.

(F) The procedures that will be used to test for the presence of alcohol and controlled substances, to protect the employee and the integrity of the testing processes, to safeguard the validity of the test results, and to ensure that those results are attributed to the correct employee include:

The procedures outlined in 49 CFR 40, concerning procedures for Transportation Workplace Drug and Alcohol Testing Program, will be followed. This includes use of a "split sample" approach for drug testing and chain of custody procedures including documentation of screening aliquots.

(G) An employee is required to submit to alcohol and controlled substances tests administered pursuant to the federal regulations.

(H) **A "refusal to submit" to an alcohol or controlled substance test includes:**

Refuse to submit (to an alcohol or controlled substances test) means that a driver (1) Fails to provide adequate breath for testing without a valid medical explanation after he or she has received notice of the requirement for breath testing, (2) fails to provide adequate urine for controlled substances testing without a valid medical explanation after he or she has received notice of the requirement for urine testing, or (3) engages in conduct that clearly obstructs the testing process. A failure to remain readily available for post-accident testing, or to notify the employer of the need for such testing, or to proceed to the test site immediately for random testing, may be deemed by the employer to constitute a refusal to submit.

The consequences for refusing to submit to an alcohol or controlled substances test are as follows: A driver who has refused to submit to a required alcohol or controlled substance test is subject to the same consequences as a driver who has tested positive on an alcohol (concentration of 0.04 or greater) or controlled substances test.

(I) **The consequences under the federal regulations for employees who have violated the federal regulations relating to controlled substances and alcohol use and testing include:**

The driver shall be removed from and not permitted to perform safety-sensitive functions. The driver shall be referred for evaluation by a substance abuse professional for a determination of what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and controlled substances abuse.

Before a driver returns to duty requiring the performance of a safety-sensitive function after engaging in conduct prohibited by the federal regulations, the driver shall, if still employed, undergo a return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 if the conduct involved alcohol, or a controlled substances test with a verified negative result if the conduct involved a controlled substance.

In addition, each driver identified as needing assistance in resolving problems associated with alcohol misuse or controlled substance use, if still employed,

- (i) Shall be evaluated by a substance abuse professional to determine that the driver has properly followed any rehabilitation program prescribed, and
- (ii) Shall be subject to unannounced follow-up alcohol and controlled substances tests administered by the employer following the driver's return to duty.

The driver may also be subject to the penalty provisions of 49 U.S.C. § 521(b).

(J) **The consequences under the federal regulations for employees found to have an alcohol concentration of 0.02 or greater but less than 0.04 include:** Removal from safety-sensitive functions for a period of not less than 24 hours following administration of the test.

(K) **Information to assist employees in avoiding alcohol misuse and controlled substances use, signs and symptoms of an alcohol or a controlled substances problem, and available methods of intervening when such a problem is suspected:** Information will be made available by the counselor to employees ~~upon request~~.

(L) The requirement that the following personal information collected and maintained under this part shall be reported to the Clearinghouse:

(i) A verified positive, adulterated, or substituted drug test result;

(ii) An alcohol confirmation test with a concentration of 0.04 or higher;

(iii) A refusal to submit to any test required by law;

(iv) An employer's report of actual knowledge of:

(A) On duty alcohol use; pursuant to § 382.205;

(B) Pre-duty alcohol use pursuant to § 382.207;

(C) Alcohol use following an accident pursuant to § 382.209; and

(D) Controlled substance use pursuant to § 382.213;

(v) A substance abuse professional (SAP as defined in § 40.3 of this title) report of the successful completion of the return-to-duty process;

(vi) A negative return-to-duty test; and

(vii) An employer's report of completion of follow-up testing.

Legal Reference: 49 CFR §382.601(b)(12).

Appendix adopted: 7/11/22

Revised:

KEARNEY PUBLIC SCHOOLS
Kearney, Nebraska

4031-AE
1330

Personnel

Tobacco – Free Environment

It is the intent of the Board of Education of the Kearney Public Schools to create a tobacco-free environment within the Kearney Public Schools. Because we value our students and employees, the promotion of health, safety, and well-being is one of our utmost concerns.

Use of tobacco is linked to heart, lung, mouth, throat, gum, and respiratory diseases. Smoking is the major preventable cause of premature death today. Non-smokers can be harmed by passive smoke. Some employees already suffer from respiratory diseases, heart diseases, or allergies where they may be at risk when the smoke is present. Smokeless tobacco (chew or snuff) has been declared a cancer threat by the U.S. Surgeon General and World Health Organization. When rights of smokers and non-smokers conflict and accommodation is not possible, the rights of the non-smoker prevail, in accordance with this policy.

For purposes of this policy, tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

A ban on all tobacco use will be the policy on all Kearney Public Schools property and in all school-owned vehicles. Tobacco use by the general public or adult employees will be prohibited, including, without limitation, the concession stands and bleachers at outdoor athletic fields and near the entry of school buildings.

**APPLICANT'S CONSENT
TO OBTAIN PAST DRUG AND ALCOHOL TEST RESULTS**

I, _____ *[insert applicant's name]*, understand that as a condition of hire with [Name] Public Schools ("*School District*") I must give the School District written Consent to obtain the results of all DOT required drug and/or alcohol tests (including any refusals to be tested) from all of the companies for which I worked as a driver, or for which I took a pre-employment drug and/or alcohol test during the past two (2) years. I also understand that the School District requires me to consent to access to the same information concerning any non-DOT driver drug and/or alcohol tests which I took during this same period of time. I have also been advised and understand that my signing of this consent does not guarantee me a job or guarantee that I will be offered a position with the School District.

Below I have listed all of the companies for which I worked as a driver, or for which I took a pre-employment driver position drug and/or alcohol test during the past two (2) years. I hereby consent to the School District obtaining from those companies, and I hereby consent to those companies furnishing to the School District, all requested information concerning my drug and alcohol tests, including:

- (i) all DOT and non-DOT alcohol test results of 0.04 or greater during the past two (2) years;
- (ii) all verified positive DOT and non-DOT drug test results during the past two (2) years;
- (iii) all instances in which I refused to submit to a DOT required drug and/or alcohol test during the past two (2) years;
- (iv) any other violations of DOT agency drug and alcohol testing regulations during the past two (2) years; and
- (v) documentation of successful completion of DOT return to duty requirements (including follow-up tests) in the event of a violation of a DOT drug and alcohol testing regulations during the past two (2) years.

I specifically authorize the companies to fully complete the School District's Report of Past Drug and/or Alcohol Test Results form.

The following is a list of all of the companies for which I worked as a driver, or for which I took a pre-employment driver position drug and/or alcohol test, during the past two (2) years:

<u>Company name</u>	<u>Dates worked for/took pre-employment test</u>
_____	_____
_____	_____
_____	_____
_____	_____

APPLICANT CERTIFICATION

I have carefully read and fully understand this Consent to release my past drug and alcohol test results. In authorizing the release of my test results, I consent and agree to waive any physician patient privilege that may otherwise exist with respect to the confidentiality of my drug and alcohol test results. I further release the Company and its medical review officer, and any officer, employee or agent of the Company or medical review officer whose disclosure of the results is in accordance with this release from any and all claims or causes of actions which may result from the disclosure of such test results to the person or persons identified on this release form.

In signing below, I certify that all of the information which I have furnished on this form is true and complete, and that I have identified all of the companies for which I have either worked, or for which I took a pre-employment drug and/or alcohol test, as a driver during the past two years. I understand that this information is material to my hiring and that my failure to provide true and complete information will automatically disqualify me for a position with the School District or, in the event that I am hired, subject me to immediate termination. Further, I understand that in the event of receipt of a report of past drug and/or alcohol violation, any conditional offer of employment will be revoked and in the event I have been hired, any employment will be automatically ended.

Signature of Applicant Print Name Date Reviewed: November 15th, 2022

**General Consent for Limited Queries of the Federal Motor Carrier Safety Administration (FMCSA)
Drug and Alcohol Clearinghouse**

I, (Driver Name), hereby provide consent to [Name] Public Schools (“District”) to conduct a limited query of the FMCSA Commercial Driver’s License Drug and Alcohol Clearinghouse (Clearinghouse) to determine whether drug or alcohol violation information about me exists in the Clearinghouse. This consent is valid for so long as I remain an applicant for, or an employee of, the District for a position that requires a CDL.

I understand that if the limited query conducted by the District indicates that drug or alcohol violation information about me exists in the Clearinghouse, FMCSA will not disclose that information to the District without first obtaining additional specific consent from me.

I further understand that if I refuse to provide consent for the District to conduct a limited query of the Clearinghouse, the District must prohibit me from performing safety-sensitive functions, including driving a commercial motor vehicle, as required by FMCSA’s drug and alcohol program regulations.

Employee Signature

Date

- f. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
- g. Clothing or jewelry that is gang related.
- h. Visible body piercing (other than ears).

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

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

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. 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.

On a first offense of the dress code, the student may call home for proper apparel. If clothes cannot be brought to school, the student may be assigned to in-school suspension for the remainder of the day. Students may not be allowed to leave campus to change clothes. Continual violations of the dress code may result in more stringent disciplinary actions, up to expulsion. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of profanity, and the like), a first offense of the dress code may result in more stringent discipline, up to expulsion.

E. Electronic Devices:

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

b. Definitions.

(1) "Electronic devices" include, but are not limited to, cell phones, IPADS, tablets, or any other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

c. Possession and Use of Electronic Devices.

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

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

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

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

(5) When determined appropriate by the Superintendent or Superintendent's designee.

d. Violations:

Violations of the electronic use policy will be handled in accordance with the Student Code of Conduct. The Code of Conduct can be found in the Kearney Public Schools PreK-12 Handbook.

6. 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 may be subject to disciplinary actions that might constitute sexual conduct.

7. Law Violations:

a. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code, will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials.

Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made. The foregoing reporting standards shall be reviewed annually by the school board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.

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

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

Policy adopted: 8/14/17
revised: 8/13/18
revised: 8/12/19
revised: 8/10/20
revised: 8/14/23
revised: 7/8/24
revised: 6/9/25
revised

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Students

Full-time and Part-time Enrollment

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

Exceptions are permitted only for:

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

Part-Time Enrollment of Non-Public School Students –

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

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

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

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

A. Non-Public School Student Enrollment Application Procedures -

1. Application. Parent or guardian must submit an Application of Non-Public School Student for Part-Time Enrollment to the principal of the school the student desires to attend.
2. Deadline for Applications. The application must be received by September 1st of the current school year the student wishes to enroll.
 - a. Change of Residence Exception: The application deadline for a student who becomes a resident of the District after the school year has commenced is: 20 calendar days after the student becomes a resident of the District. The principal may delay enrollment until the next following quarter or semester starts, or at such other time as determined to be educationally appropriate.
 - b. High School Course Exception: The application deadline for a student who desires to enroll in a second semester high school course is December 15th.
3. Action on Applications. The principal will review the application and will notify the parent of the approval or denial of the application within 2 weeks of receipt of the application or 2 weeks prior to the start of school or 2 weeks prior to the start of the next semester, whichever is later.
4. Appeals. The parent or guardian may appeal the principal's action to deny their application. Any such appeal must be submitted to the Superintendent within 14 calendar days from the date of the principal's action. The appeal shall be in writing and shall be decided on the basis of the written submission. The Superintendent may request the parent or guardian to provide further explanation or information and the appeal may be denied in the event the parent or guardian fails to fully respond on a timely basis. The Superintendent shall decide the appeal within 10 calendar days of the submission of the appeal. The Superintendent may make a decision later than the 10 days in the event good reason for delay exists. Good reason includes but is not limited to the Superintendent being unable to gather the information the Superintendent determines necessary to make the decision within the decision period.
5. Annual Applications. Part-time enrollment is determined annually. Application must be made each school year. There will be no guarantee that enrollment will be continued from one year to the next.

B. Non-Public School Student Admission -

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

C. Non-Public School Student Enrollment Standards –

1. Maximum Enrollment. Students may not enroll in more than 2 middle school classes during any one semester. Students may not enroll in more than 25 credit hours in high school per semester. Elementary students may not enroll in programming of greater than 90 minutes of instruction each day.
2. Capacity Limits. Enrollment will ordinarily be subject to capacity limits. Any grade level, program, or course which has been determined to be at capacity for option enrollment purposes will not ordinarily not be available for non-public school students.

3. **Integrated Courses.** Students must meet prerequisite requirements to be enrolled in a course by appropriate credits earned through an accredited program. The principal may on a discretionary basis allow prerequisite requirements to be satisfied where the student provides reasonable indications that the academic criteria have been met, such as results from achievement tests or other indications of adequate preparation.
4. **Educationally Appropriate Programs and Courses.** Students will not be allowed to enroll in programs or courses which the school administration determines to not be educationally appropriate for the student. Determination of whether a program or course is educationally appropriate will be made based on the standards the District uses for making academic placement decisions.
5. **Selection of Courses.** Subject to Paragraphs 1 through 4 of this Paragraph C, and all other applicable provisions of this Policy, non-public school students may select their courses.

Non-Public School Student Policies –

1. General Standard. Non-public school students who are enrolled part-time are to be subject to the same standards as full-time enrolled students except where appropriate to reflect their part-time status.
2. Building assignment. Students must enroll in the attendance center that serves the student's residence, provided that the administration reserves the authority to make a different attendance center assignment. A student may request assignment to an attendance center other than that of the student's residence under the intra-district transfer procedures.
3. No Partial Part-Time Enrollment. Students must apply for enrollment and attend the entire school year for which enrollment is made or, for high school courses, for the full length of the course. Once enrolled, part-time students will be required to participate in all activities, programs, and tests related to the program or course for which the student is enrolled, including as applicable state or district-wide assessments, as full-time students.
4. Student Conduct Policies. Students enrolled on a part-time basis shall be required to follow all school policies that apply to other students at any time the part-time student is present on school grounds or at a school-sponsored activity or athletic event. This includes the District's student conduct policies. Students enrolled on a part-time basis shall be subject to discipline, including suspension or expulsion, for violation of student conduct rules.
5. Attendance. Students enrolled on a part-time basis are not exempt from the compulsory attendance laws or from the District's attendance policies. Students who engage in excessive absenteeism as defined in Board policy are to be reported under the truancy laws.
6. Presence on School Grounds. Students enrolled on a part-time basis are to be present on school grounds during the school day only at the times required for their attendance in the program or course in which they are enrolled. Exceptions may be made in the discretion of the principal or the principal's designee. Students must sign in and out of the school by following the building level procedure. Students are responsible for being aware of any changes in the school schedule during inclement weather or for other reasons.
7. Transportation. Students enrolled on a part-time basis are not entitled to transportation or transportation reimbursement, unless otherwise required by law. Full-time students will be given first consideration for parking on the high school campus.
8. Academic Honors. Students enrolled on a part-time basis will not be eligible to graduate or receive a diploma from the District or receive academic honors (for example, class rank and honor roll) except to the extent the student meets all requirements of the District's policies for such, including attainment of minimum credits and semesters of attendance.

9. Extracurricular Activities. Any student who is a resident of the District and who is enrolled in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements may participate in any of the District's extracurricular activity programs to the same extent and subject to the same requirements, conditions, and procedures as a full-time student in the District. Non-resident students may only be admitted on a part-time basis or permitted to participate in a school-sponsored extracurricular activity when required by law. The District's Activities Director will coordinate with the student's parent or guardian to secure assurances of compliance with these expectations. Any student covered by this subsection must enroll in five (5) credit hours through the District in any- 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.

Grades/Assessment

Students transitioning from non-public schools shall receive report cards and transcripts; however, class ranking and grade point averages shall not be computed for part time students as comparison for class ranking. Non-public school students shall participate in all district assessments that are a part of the class/course in which the student is enrolled.

Official School Transcripts

Credits may be acknowledged for documented non-public school curriculum satisfactorily completed by the student for purposes of placement and graduation. The transcript record of the non-public school curriculum may be written into the official transcript records of the Kearney Public Schools, noting that the courses were completed in a non-public school setting. Grades awarded to the student for completion and evaluation of the non-public school curriculum shall not be utilized in the calculation of the student's grade point average (GPA) or in determining class rank.

Graduation Requirements

All students of the District shall meet the graduation requirements of the Kearney Public Schools including the course and credit requirements. Non-public school transcripts shall be analyzed and such courses or curriculum may be allowed as meeting program requirements. Courses completed in the non-public school setting shall be so marked. Acceptance of all courses credited may not be approved for all non-public school curriculum, depending on review by the school counselor considering comparative district coursework and requirements.

A non-public school student must be in attendance during the semester prior to graduation in order to receive a diploma from Kearney High School.

Legal Reference: Neb. Rev. Stat. Sec. 79-2,136 and Sec. 79-526
LB 705, §75
Title 92, Nebraska Administrative Code, Chapter 10

Policy adopted: 8/14/17
revised: 8/14/23

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Students

Promotion and Retention

Students shall normally progress from one grade to the next higher grade by annual promotions.

A teacher may recommend that a student be retained based on performance documentation and teacher judgment outlining the benefit of such retention to the student. The teacher must confer with principal and parent. All efforts will be made to reach agreement on the student's placement. If resolution cannot be reached, the parent will be notified. The teacher's written recommendation for promotion or retention will be placed in the student's cumulative folder.

If a parent or guardian would like their student to retake a grade level, the parent or guardian must meet with the Superintendent or designee to discuss the student repeating a grade. At that meeting, the parent or guardian must provide evidence of academic needs, illness, or excessive absenteeism that would warrant the student to repeat the grade. A student in kindergarten through fourth grade may be retained due to academic needs, illness, or excessive absenteeism. A student in grades fifth through twelfth grade may be retained due to excessive absenteeism. At such meeting, the Superintendent or designee shall identify any alternative educational opportunities, including remedial instruction, if applicable, and verify any special education supports available to such student. If the student's parent or guardian still intends for their student to repeat a grade, such parent or guardian shall then complete the required form and return such form to the District. Upon completion of the form and if all requirements pursuant to this policy and law are met, the District shall permit the student to repeat the student's grade for the next school year.

On rare occasions, acceleration may be considered when a student demonstrates exceptional aptitude for advanced study as determined by specific district testing, and demonstrated advanced academic performance.

Legal Reference: Neb. Rev. Stat. Sec. 79-526 & 79-2,161

Policy adopted: 8/14/17
revised: 7/8/24
revised:

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA



Request to Repeat a Grade
August 2024

[Nebraska Revised Statute 79-2.161](#) establishes a procedure whereby a parent or guardian can request their child to repeat a grade for the following reasons:

- a) Academic needs (*Student in grades Kindergarten thru fourth*) – Academic needs means that a child is at least one year below grade level and behind the child's typically developing peers in reading, English, and language arts such that the child does not possess the necessary academic skills required to succeed in reading, English, and language arts at grade level for the next grade the student would otherwise advance to
- b) Excessive Absenteeism (*Student in grades K-12*) – Excessive absenteeism means that the child was absent fifty percent or more of the school year and includes excused absences, unexcused absences, and absences due to suspension or expulsion. Absences due to approved school-related activities, such as field trips, competitions, athletic events, and testing, are not included; and
- c) Illness (*Student in grades Kindergarten thru fourth*) - Illness means that the child experienced a severe mental or physical illness resulting in hospitalization of two or more weeks during the school year.

A parent or guardian intending to have their child repeat a grade shall request a meeting with school district superintendent or their designee to discuss the decision. The meeting should identify any alternative educational opportunities. If after meeting with the superintendent or their designee, the parent still wishes to retain their child, they must complete this form.

Parent/Guardian Name: _____

Name of Child: _____

Grade Level to be Repeated: _____

Current School District: _____

Date of Meeting with District: _____

Reason and Description for Requesting Repeating of Grade:

Academic Needs (K-4)

Notification of Rights Under FERPA

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

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

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

- 2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading at the time the record was created.

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

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

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests or otherwise allowed by law. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another School District in which a student seeks or intends to enroll.

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

~~Kathleen Styles~~, Office of the Chief Privacy Officer
 U.S. Department of Education
 400 Maryland Avenue, S.W.
 Washington, D.C. 20202

Notice Concerning Directory Information

The District may disclose directory information. The primary purpose of directory information is to allow the District to include information from your child's education records in certain school publications. Examples may include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Under FERPA, "directory information" is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. The types of personally identifiable information that the District has designated as directory information are as follows:

1. Student's Name, address, telephone ~~listing~~-number, and the name, address, telephone ~~listings (if not unlisted)~~-number, e-mail address and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student;
2. School and dates of attendance;
3. Student's current grade;
4. Student's enrollment status (e.g. full-time or part-time);
- ~~5. Student's date of birth and place of birth;~~
- ~~6.5~~ Student's extra-curricular participation;
- ~~7.6~~ Student's achievement awards or honors;
- ~~8.7~~ Student's weight and height if a member of an athletic team; and
- ~~9.8~~ Student's photograph; ~~and.~~
- ~~10. School or school district the student attended before he or she enrolled in Kearney Public Schools.~~

Notwithstanding the foregoing, the District does not designate as directory information personally identifiable information from students' education records where the District determines that the disclosure to the potential recipient poses a risk to student safety or well-being, including but not limited to circumstances where the potential recipient is a registered sex offender and the personally identifiable information would permit the potential recipient to communicate with or otherwise contact the student, or would otherwise not be in a student's best interests.

A parent or eligible student has the right to refuse to let the District designate information about the student as directory information. Parents or guardians may refuse to allow their student's information to be designated as "directory information" at any time during the school year, so long as the parent or guardian notifies the Superintendent in writing. The period of time within which a parent or eligible student has to notify the District in writing that he or she does not want information about the student designated as directory information is as follows: two weeks from the time this information is first received. Please contact the Superintendent's office to indicate your refusal to have your child's information designated as directory information.

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

OPTIONAL

~~In addition, notice is further given that FERPA permits the disclosure of personally identifiable information from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in Sec. 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, Sec. 99.32 of the FERPA regulations requires the District to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. The District may disclose personally identifiable information from the education records of a student without obtaining prior written consent of the parents or the eligible student.~~

~~To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the District has outsourced institutional services or functions, provided that the conditions listed in Sec. 99.31(a)(1)(i)(B)(1)–(a)(1)(i)(B)(2) are met. (Sec. 99.31(a)(1))~~

~~To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of Sec. 99.34. (Sec. 99.31(a)(2))~~

~~To authorized representatives of the U.S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the Nebraska Department of Education. Disclosures under this provision may be made, subject to the requirements of Sec. 99.35, in connection with an audit or evaluation of Federal or State supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of personally identifiable information to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (Sections 99.31(a)(3) and 99.35)~~

~~In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (Sec. 99.31(a)(4))~~

~~To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to Sec. 99.38. (Sec. 99.31(a)(5))~~

~~To organizations conducting studies for, or on behalf of, the District, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (Sec. 99.31(a)(6))~~

~~To accrediting organizations to carry out their accrediting functions. (Sec. 99.31(a)(7))~~

~~To parents of an eligible student if the student is a dependent for IRS tax purposes. (Sec. 99.31(a)(8))~~

~~To comply with a judicial order or lawfully issued subpoena. (Sec. 99.31(a)(9))~~

~~To appropriate officials in connection with a health or safety emergency, subject to Sec. 99.36. (Sec. 99.31(a)(10))~~

~~Information the District has designated as "directory information" under Sec. 99.37. (Sec. 99.31(a)(11))~~

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

Notice Concerning Designation of Law Enforcement Unit:

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

Instruction

Extra-Curricular Activities

Extra-curricular/co-curricular activities are school-sponsored clubs, programs, events, and performances. For a list of activities, please see the Student Activity Handbook.

Participation

Participation for middle and high school students is encouraged, but requires good standing in academic areas and adherence to rules of conduct promulgated by the Board of Education. Participation in athletics at the 6-12 grade levels will be restricted to a student's biological sex, at birth as stated on the student's original birth certificate or subsequent court order. With that being said, any student (regardless of their birth sex) may participate in any extracurricular activity (including in after-school clubs) that allows both boys and girls to participate.

Conduct

Students shall conduct themselves in a manner so as not to reflect with disfavor or bring discredit to the school, community or their activity group.

Association Activities

The Kearney Public School District is a member of the Nebraska School Activities Association, which is a voluntary organization of public and private schools of Nebraska organized for the purpose of promoting and regulating the competition between schools in what is generally known as the extracurricular activities.

All students participating in extracurricular activities shall follow the rules provided by the Nebraska School Activities Association and rules of Kearney Public Schools. The Superintendent or designee shall, as required by law, designate each school-sponsored interscholastic athletic team or sport as either: (1) boys; (2) girls; or (3) mixed.

Students who represent Kearney Public Schools in any of its allied or extracurricular activities shall practice a high level of citizenship both in school and in community living.

Interscholastic Activities

Addition of New NSAA Interscholastic Activities (Team or individual)

The following guidelines must be met before a new interscholastic activity is added at Kearney High School. Adequate interest and adequate numbers must be shown for development of a team.

1. The activity must be sanctioned by NSAA and culminate with a state contest.
2. A qualified coach or sponsor must be in charge of the activity. The head coach must meet NSAA Coaching requirements.
3. A schedule of contests or games must be arranged by the Activities Director prior to the start of the season. Geographic proximity of contests, comparable school participation, and quality of scheduling must be considered.
4. Appropriate facilities for practice and competition must be available for the activity.
5. An initial start-up budget must be provided through the District's budgetary and allocation process. Consideration may be given for accepting funds raised through booster or other support organizations or through the Kearney Public Schools Foundation. Additional funds will be added to the school's activity budget to provide funding for the activities' on-going yearly budget.

6. Proposals for new activities shall be submitted to the High School administration prior to March 1. A School Activity Committee, selected by the High School Principal and Activities Director, will review all applications and proposals received by March 1 for compliance with the Interscholastic Activities Guidelines and make a recommendation to the board concerning adoption of the activity prior to the December Board of Education meeting.
7. A completed proposal for the initiation of the activity must be approved by the Board of Education by the December Board of Education meeting in the school year preceding the initiation of the activity.

Non-NSAA activities will follow the same process as above (except number 5) but need not be sanctioned by the NSAA.

Policy adopted: 8/14/17
revised: 4/10/23
revised:

KEARNEY PUBLIC SCHOOLS
KEARNEY, NEBRASKA

Student

Foster Care Student Transportation

In accordance with federal and state law, the District's written transportation procedures for foster care children are as follows:

Students to be Transported

DHHS will contact the District to inform the District of a foster care student living in the District and/or to be educated by the District. The District will communicate with DHHS on any further matters concerning said foster care student(s).

School of Origin

The District will work to develop a transportation plan for each foster care student needing transportation to the student's school of origin, as defined and required by federal law. Each student's situation will be different, so there is no single transportation plan for every foster care student. Transportation options may include: (1) the foster care family; (2) a bus or school vehicle; (3) transportation to a pickup location; or (4) some other form of transportation in accordance with state and federal law. Foster care students on an IEP may require other considerations and/or different transportation obligations.

When required by law, the District will coordinate the foster care student's transportation to the school of origin while any disputes regarding transportation until the disputes are resolved.

Costs

If the student can be transported by the District without the District incurring any additional costs, then the District will normally transport the student. However, if the District will need to incur additional costs to transport the student, then DHHS will cover any such additional costs associated with the foster care student's transportation. If the District and DHHS are unable to agree on a transportation plan, the District and DHHS will work together to resolve any differences.

Oversight, Implementation, and Administration

The District's Homeless Liaison is responsible for overseeing these procedures, updating them as needed, and otherwise ensuring that the District complies with the transportation requirements for foster care students.

Legal Reference: 20 U.S.C. § 6312.

Date of Adoption: [Insert Date]

InstructionTitle I Parental/Community Engagement in Schools

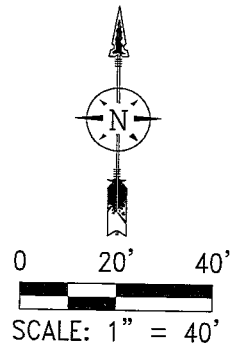
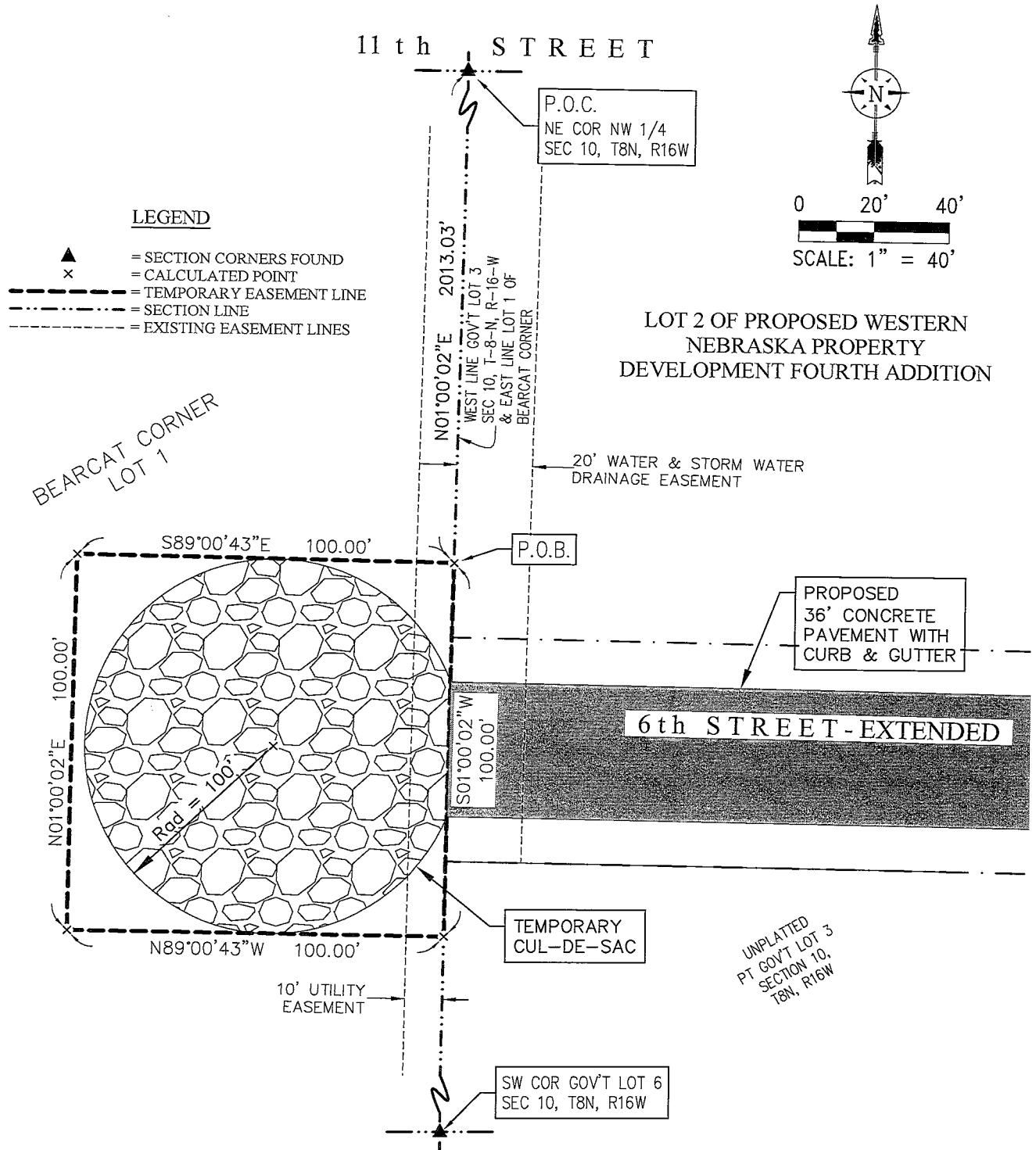
The written District Parent and Family Engagement Policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below:

- ~~Parents and family members of all students are welcomed and encouraged to become involved with their child's school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.~~
- ~~Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.~~
- ~~Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.~~
- ~~Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities.~~
- ~~Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand.~~
- ~~Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.~~
- ~~Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.~~

Legal Reference: _____ 20 U.S.C. SS6318 and 7801(32)

Policy adopted: 8/14/17 _____ KEARNEY PUBLIC SCHOOLS
 _____ revised: 8/13/18 _____ KEARNEY, NEBRASKA

TEMPORARY EASEMENT EXHIBIT



LEGAL DESCRIPTION - TEMPORARY EASEMENT:

A tract of land being part of Lot 1 of Bearcat Corner, an addition to the City of Kearney, Buffalo County, Nebraska and more particularly described as follows:

Commencing at the Northeast corner of the Northwest Quarter of Section 10, Township 8 North, Range 16 West of the Sixth Principal Meridian; thence S 01°00'02" W on the East line of said Northwest Quarter and on the East line of said Lot 1 of Bearcat Corner, and all bearings contained herein are relative thereto, a distance of 2013.03 feet to the POINT OF BEGINNING; thence continuing S 01°00'02" W on said East line of Lot 1 of Bearcat Corner a distance of 100.00 feet; thence N 89°00'43" W a distance of 100.00 feet; thence N 01°00'02" E a distance of 100.00 feet; thence S 89°00'43" E a distance of 100.00 feet to the Point of Beginning.

Containing 0.23 Acres, more or less.



Chad Dixon
 Chad Dixon
 Nebraska P.L.S. No. 672
 Date 6-6-2025

<p>Miller & Associates Consulting Engineers, P.C.</p>	PARTY CHIEF:	TANNER DIXON	REVISION-DATE & REASON
	DRAWN BY:	STANLEY P. BLACKMORE	
	JOB NUMBER:	130-P430-20-259	
	1111 CENTRAL AVENUE KEARNEY, NE 68847-6833 Tel: 308-234-6456 Fax: 308-234-1146 www.miller-engineers.com		
WESTERN NEBRASKA PROPERTY DEVELOPMENT 4TH ADD			

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES

2025/26 PROPERTY TAX REQUEST AUTHORITY CERTIFICATION

KEARNEY PUBLIC SCHOOLS (10-0007-000)

Total Certified Property Tax Request Authority	\$50,997,949
Additional Base Growth % Allowed with Board Approval	5 %
Additional Property Tax Request Authority Allowed with Board Approval	\$3,633,082
Maximum Certified Property Tax Request Authority Including Board Approved Amount	\$54,631,031

SECTION A TOTAL BASE REVENUE CALCULATION

2024/25 Property Tax	\$48,846,893
2022/23 Other Non-Property Tax	\$7,177,174
2023/24 SPED	\$6,865,379
2024/25 TEEOSA	\$9,772,197

TOTAL BASE REVENUE CALCULATION \$72,661,643

SECTION B TOTAL BASE GROWTH PERCENTAGE

Base Growth	3.0000 %
Membership Growth	0.0214 %
LEP Growth	0.0990 %
Poverty Growth	0.0000 %

TOTAL BASE GROWTH RATE PERCENTAGE 3.1204 %

SECTION C TOTAL CALCULATED REVENUE CAP FOR 2025/26

(Section A Total x Section B Total)

TOTAL REVENUE CAP \$74,928,977

SECTION D TOTAL PROPERTY TAX REQUEST AUTHORITY FOR 2025/26

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

2023/24 Other Non-Property Tax (minus)	\$7,908,574
2024/25 SPED (minus)	\$7,550,291
2025/26 TEEOSA (minus)	\$9,869,846
2024/25 Unused Property Tax Authority (add)	\$1,397,683

TOTAL CERTIFIED PROPERTY TAX REQUEST AUTHORITY \$50,997,949

SECTIONS E - G ADDITIONAL BOARD APPROVAL INFORMATION

Additional Base Growth % Allowed with Board Approval	5 %
Additional Property Tax Authority Allowed with Board Approval	\$3,633,082

ALMAXIMUM CERTIFIED PROPERTY TAX REQUEST AUTHORITY INCLUDING BOARD APPROVED \$54,631,031

Some numbers may be rounded for presentation. For program contacts and additional information on how data was calculated visit www.education.ne.gov/fos/budgeting-school-district/property-tax-authority

Explanation of 2025/26 Property Tax Authority Calculation

SECTION A – TOTAL PROPERTY TAX & NON-PROPERTY TAX REVENUE

From the General and Special Building Funds only – Data collected and added together from the following sources:

- The property tax requests from the current budget year (2024-25 LC-2)
- Non-property tax revenue reported in the previous year's Annual Financial Report (2022-23 AFR)
- SPED reimbursement totals reported in the current AFR data year (2023-24 AFR)
- TEEOSA reimbursement total from the current fiscal year (to be paid 2024-25)

SECTION B – TOTAL BASE GROWTH %

The sum of the following percentages:

- 3%
- The annual percentage increase in the student enrollment of the school district multiplied by:
 - One if the school district's student enrollment has grown by an average of 3% over the preceding 3 years and 150 students over the 3 years; seven-tenths if the school district's student enrollment has grown by an average of 3% over the preceding 3 years; or four-tenths if growth average below 3%
- The percentage obtained by first dividing the annual increase in the total number of limited English proficiency students in the school district by the student enrollment of the school district and then multiplying the quotient by fifteen hundredths
- The percentage obtained by first dividing the annual increase in the total number of poverty students in the school district by the student enrollment of the school district and then multiplying the quotient by fifteen hundredths

SECTION C – REVENUE CAP

Total Property Tax & Non-Property Tax Revenue (Section A) multiplied by Total Base Growth Percentage total (Section B). This amount is the upcoming year's (2025-26) total revenue subject to the property tax cap authority calculation.

SECTION D – PROPERTY TAX REQUEST AUTHORITY

The sum of the Revenue Cap (Section C)

- LESS: Non-property tax revenue reported in the most recent available year's Annual Financial Report (2023-24 AFR) for the General and Special Building Funds. At certification data is updated for districts that submitted amendments.
- LESS: 2024/25 SPED reimbursement amount (model uses estimate from November 2024 SPED FFR, certification is revised with actual paid through May 2025)
- LESS: TEEOSA to be paid in the upcoming fiscal year including foundation aid and prior year correction amount

- PLUS: Prior years unused property tax authority (2024-25 LC-2)

2025-26 Property Tax Request Authority is the maximum amount a district will be allowed to ask between their General and Building fund tax request. This amount does not take into consideration the levy or spending authority requirements which may limit a districts request to an amount below their property tax request authority.

SECTION E - ADDITIONAL BASE GROWTH PERCENTAGE

With 70% Board approval the following additional percentage will apply:

- 7% with average daily membership of 471 students or less
- 6% with average daily membership of 472-3044 students
- 5% with average daily membership of 3045-10,000 students
- 4% with average daily membership of 10,001 or more students

SECTION F – ADDITIONAL PROPERTY TAX AUTHORITY IF BOARD APPROVED

Total Property Tax & Non-Property Tax Revenue (Section A) from the base year (2024-25) multiplied by Additional Base Growth Percentage (Section E). This is the amount of additional property taxes for the General and Building fund that may be levied if the district obtains 70% board approval.

SECTION G – PROPERTY TAX REQUEST AUTHORITY Including additional board approved amount

Sum of Property Tax Request Authority (Section D) and Additional Property Tax Authority (Section F) for the upcoming year (2025-26) which would be the maximum amount a district could levy in the General and Special Building funds without obtaining a voter approved override.

RESOLUTION

WHEREAS, the Nebraska Legislature enacted several measures this past legislative session, including LB 243, to adjust public school district revenue and finances; and,

WHEREAS, LB 243 generally limits a public school district's property tax request authority, subject to limited exceptions; and

WHEREAS, LB 243 includes an exception to generally allow a school district to otherwise exceed the default property tax request authority if at least seventy percent of the Board of Education votes in favor of the increased request; and

WHEREAS, a Board of Education of a school district with an average daily membership of more than three thousand forty-four students but no more than ten thousand students may increase its tax request by up to an additional five percent above the base growth percentage; and

WHEREAS, the average daily membership of Buffalo County School District Number 10-0007, a/k/a Kearney Public Schools (the "School District") is more than three thousand forty-four students but no more than ten thousand students; and

WHEREAS, due to rising enrollment, student and staffing needs, and the need to maintain its budgetary obligations, the Board of Education of the School District hereby desires to increase its base growth percentage by up to an additional five percent or other maximum amount as permitted by law; and

WHEREAS, public notice of this possible increase was published in a legal newspaper of general circulation in the School District at least one week prior to this Board meeting.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 5 of 2023 Neb. Laws 243, at least seventy percent of the Board of Education of this School District affirmatively votes to increase to the School District's overall property tax request authority by up to an additional five percent above the base growth percentage, or other maximum amount as permitted by law. The Superintendent or designee is hereby authorized and directed to take any action consistent with this Resolution to ensure that the School District's overall property tax request complies with this Resolution.

The foregoing Resolution having been read in its entirety, Member _____ moved for their passage and adoption. Member _____ seconded 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 above Resolution having been consented to by at least seventy percent of the Members of the Board of Education, it 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 July, 2025.

KEARNEY PUBLIC SCHOOLS

BY: _____
President

ATTEST:

Secretary