

**Minutes for
Heartland Community Schools
Board of Education Regular Meeting**

Monday, July 14, 2014 8:00 PM
Conference Room
1501 Front Street
Henderson, NE 68371-8929

MISSION STATEMENT: Heartland Community Schools - Henderson/Bradshaw is dedicated to educating all students by providing challenging opportunities to learn according to individual needs.

Mr. Kent Allen:	Present
Mr. Gary Braun:	Present
Mr. Paul Brune:	Present
Mr. Glenn Larson:	Present
Mr. Boyd Stuhr:	Present
Mrs. Debra Wilhelm:	Present

1. Preliminary Procedures

1. Call to Order

President Braun called the meeting to order at 8:12 p.m.

2. Public Notice of the Meeting

3. Roll Call

2. Public Comments on Agenda Items

3. Public Comments on Topics Not on the Agenda

4. Public hearing regarding student fees, parent involvement, and anti-bullying policies

5. Reports

1. Superintendent's Report

Mr. Best briefly reviewed summer projects at the school and discussed the summer census counts looking forward to potential enrollment in future years.

6. Discussion Items

1. Budget Review

2. Budget Workshop Date

A budget workshop has been scheduled for August 25th at 8:00 p.m.

7. Old Business

1. Policy CBRJ - 2nd Reading

2. To approve the 2nd reading of Policy CBRJ Passed with a motion by Mr. Glenn Larson and a second by Mr. Paul Brune.

3. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

4. eFunds

8. New Business

1. Consider Concussions Policy

LB 71-9102 through LB 71-9106 outline requirements for schools to establish concussion awareness policies and protocols. This policy is provided through our attorney to meet these requirements.

2. To approve the first reading of Policy IO on concussions Passed with a motion by Mr. Boyd Stuhr and a second by Mr. Glenn Larson.

3. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

4. Concussion Protocol

5. To approve concussion protocol as presented Passed with a motion by Mr. Paul Brune and a second by Mrs. Debra Wilhelm.

6. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

7. Executive Session

President Braun declared the end of executive session at 9:45 P.M.

8. To enter executive session at 9:25 P.M. with discussion limited to personnel Passed with a motion by Mr. Kent Allen and a second by Mr. Gary Braun.

9. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

10. Student Handbook Changes

11. To approve recommended changes to the elementary and secondary student handbooks for 2014-15 Passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson.

12. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

13. Bethesda Carnival Building Use Request

14. To waive policy restrictions and allow Bethesda pre-school to use the school for a fundraiser on September 28, 2014 from 2-8 P.M. Passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson.

15. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

16. Contract for Spanish Teacher

17. To offer a 0.45 FTE contract to Jillian Schernikau Passed with a motion by Mr. Boyd Stuhr and a second by Mr. Kent Allen.

18. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

19. Local Substitute Request

20. To approve Dorthie Randles as a local substitute Passed with a motion by Mr. Glenn Larson and a second by Mr. Paul Brune.

21. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

9. Future Agenda Items

1. Future Agenda Items

10. Consent Agenda

11. Motion to approve the consent agenda Passed with a motion by Mr. Paul Brune and a second by Mr. Kent Allen.

12. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

1. Approval of Minutes

2. Approval of Treasurer's Report

3. Approval of Claims

4. Financial Reports

5. Out of State Travel

13. Adjournment

The next scheduled meeting to be held on August 11, 2014 at 8:00 p.m.

14. Motion to adjourn the meeting at 9:56 p.m. Passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson.

15. Mr. Kent Allen: Yea, Mr. Gary Braun: Yea, Mr. Paul Brune: Yea, Mr. Glenn Larson: Yea, Mr. Boyd Stuhr: Yea, Mrs. Debra Wilhelm: Yea

Board President

Board Secretary

JGFA - ANTI-BULLYING POLICY

One of the missions of the District is to provide a physically safe and emotionally secure environment for all students and staff.

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. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means 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.

The school district shall review the anti-bullying policy annually.

Legal Reference: Law 2008, LB 205
 Student Discipline Act, Neb. Rev. Stat. 79-254 to 79-296
 NDE February 2003 State Board Action; Reaffirmed December 2005

Adopted: July 12, 2004
Revised: July 14, 2008
Reviewed:

KBDB - PARENTAL INVOLVEMENT IN SCHOOLS

The Heartland Community School District is interested in parental involvement in the activities of their student. The school district invites parents to review instructional materials and visit their student's classrooms. This policy is in no way meant to deter from that philosophy. It is simply provided to give certain guidelines for an active parental involvement program. The school district wants to foster and facilitate, to the extent appropriate, parental information about, and involvement in, the education of their children. Along these lines: Textbooks, tests, and other curriculum materials used in this school district are, and shall be, available for review by parents at school upon request. Since textbooks, tests, and other curriculum materials constantly change, and may be discarded when no longer needed by the school district, parents wishing to review such items must govern their requests accordingly; It is suggested parents wishing to attend and monitor courses, assemblies, counseling sessions, and other instructional activities obtain prior approval of and from the proper teacher, counselor, or administrator. Parents attending or monitoring courses, assemblies, counseling sessions, and other instructional activities with prior approval, who by their conduct or presence interfere with the educational process or constitute an interference with school purposes will be asked to leave; The school district will excuse students from testing, classroom instruction, and other school experiences, upon parental request, only under circumstances required by law. Parental requests must be in writing and submitted to the proper teacher and administrator within a reasonable time period prior to the testing, classroom instruction, or other school experience, and must be accompanied by written proof, acceptable to the school district, that the action is required by law. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request. Parents and others will be provided access to records of students according to law (e.g., Family Rights & Privacy Act, 20 U.S.C. 1232g or 79-4,157, R.R.S., et seq.); Testing shall occur in their school district as determined appropriate from time to time by district staff to assure proper management of educational progress and achievement. Participation in surveys of students shall occur in this district from time to time when determined appropriate by district staff for educational purposes. Parents may remove students from such surveys. Parental requests must be in writing and submitted to both the proper teacher and administrator a reasonable time prior to the survey.

Adopted: September 1, 1998

Revised: September 10, 2001

Reviewed:

5xxx - STUDENT FEES POLICY

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

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

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

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations which may be adopted from time to time. The Policy includes Appendix "1," which provides further specifics of student fees and materials required of students for the school year. Parents, guardians, and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

(1) Guidelines for non-specialized attire required for specified courses and activities. Students have the responsibility to furnish and wear nonspecialized 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 nonspecialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

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

welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

(2) Personal or consumable items & miscellaneous

(a) Extracurricular Activities. Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.

(b) Courses

(i) General Course Materials. Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses including, but not limited to, pencils, paper, pens, erasers, notebooks, trappers, protractors and math calculators. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. The list may include refundable damage or loss deposits required for usage of certain District property.

(ii) Damaged or Lost Items. Students are responsible for the careful and appropriate use of school property. Students and their parents or guardian will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.

(iii) Materials Required for Course 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 any such materials for the project.

(iv) Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.

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

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

(4) Extracurricular Activities–Fees for participation. Any fees for participation in extracurricular activities for the school year are further specified in Appendix “1.” Admission fees are charged for extracurricular activities and events.

(5) Postsecondary education costs. Students are responsible for postsecondary education costs. The phrase “postsecondary education costs” means tuition and other fees only 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 as and to the extent permitted by federal and state laws and regulations.

(7) Copies of student files or records. The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents 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 of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

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

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

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

(11) Waiver Policy. The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (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-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Students or their parents 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 a 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 School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.

CERTIFICATION

On the ___ day of _____, 20 __, the school board held a public hearing at a meeting of the school board on a proposed student fee policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2002-2003 school year. The foregoing student fee policy was adopted after such public hearing by a majority vote of the school board at an open public meeting in compliance with the public meetings laws.

Superintendent or Other Authorized School Official

Legal References:

Neb. Rev. Stat. §§79-2,125 to 79-2,135 and Laws 2003, LB 249 (The Public Elementary and Secondary Student Fee Authorization Act)

Neb. Constitution, Article VII, section 1.

Neb. Rev. Stat. §§79-241, 79-605, and 79-611(transportation)

Neb. Rev. Stat. §79-2,104 (student files or records)

Neb. Rev. Stat. §79-715 (eye-protective devices)

Neb. Rev. Stat. §79-737 (liability of students for damages to school books)

Neb. Rev. Stat. §79-1104 (before-and-after-school or prekindergarten services)

Neb. Rev. Stat. §§79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

Date of Adoption: _____ 2003.

Policy IO - Concussions**Training.**

The Superintendent or 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.

Education.

The Superintendent or 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.

Response to Concussions.

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 health care professional who is professionally affiliated with or contracted by the school.

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 health care professional, (ii) has received written and signed clearance to resume participation in athletic activities from the licensed health care 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 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 health care 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 health care professional. The school is not required to determine or verify the individual's qualifications.

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 designee of the date and approximate time of the injury suffered by the student, the signs and symptoms of a concussion or brain injury that were observed, and any actions taken to treat the student.

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, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

Responsibility of Coaches.

Coaches shall comply with this policy and apply their safety and injury prevention training. A coach who fails to do so is subject to disciplinary action, including but not limited to termination of employment.

Students and Parents.

It is recognized that coaches cannot be aware of every incident in which a student has symptoms of a possible concussion or brain injury. As such, students and their parents have a responsibility to honestly report symptoms of a possible concussion or brain injury to the student's coaches on a timely basis.

Legal Reference: Neb. Rev. Stat. §§ 71-9102 to 71-9106

Date of Adoption:

Return to Learn – A Closer Look at the Concussion Protocol

Steps	Progression	Description
1	HOME- Relative Rest	• Stay at Home, No Driving • No Mental Exertion (Computer, Texting, Homework)
2	HOME- Light Mental Activity	• Stay at Home, No Driving, No Prolonged Concentration. • Up to 30 Minutes of Mental Exertion
Progress to next level when able to handle up to 30 minutes of mental exertion without increase in symptoms		
3	School- Part Time • Maximum Accommodations • Shortened Day/Schedule • Built-in Breaks	• Modify rather than postpone academics • Extra time, extra help, and modification of assignments. • No significant classroom or standardized testing • Provide quiet place for scheduled mental rest.
Progress to next level when able to handle up to 30-40 minutes of mental exertion without increase in symptoms		
4	School- Part Time • Moderate Accommodations • Shortened Day/Schedule	• Moderate decrease of extra time, help and modified assignments. • Modified classroom testing. • Modified standardized testing.
Progress to next level when able to handle up to 60 minutes of mental exertion without increase in symptoms		
5	School- Full Time • Minimal Accommodations	• Continued decrease of extra time, help and modification of assignments. • May require support in academically challenging subjects • No Standardized tests, but routine tests OK

Progress to next level when able to handle all class periods in succession without increase in symptoms AND receives medical clearance for full return to academics and athletics.		
6	School Full Time • Full Academics • No Accommodations	• Attends all classes-Standardized Tests OK

Things to Note:

- Progression is individual. Students may start at any step and remain there as long as necessary.
- Return to the previous step if symptoms increase.
- When symptoms continue beyond 2-3 weeks, extended in-school support is required.
 - ✓ Consider requesting an SAT or a 504 meeting to plan and coordinate student supports.

Return to Play – A Closer Look

Steps	Progression	Exercise
1	No physical activity as long as there are symptoms.	• Complete Physical Rest.
Progress to Step 2 when cleared by medical provider and 100% symptom free for 24 hrs.		
2	Light Aerobic Activity • Increase heart rate • Light to moderate exercise that does not require cognitive attention or high degree of concentration.	• 10-15 minutes of exercise, no resistance training. • Walking • Swimming • Exercise Bike
Progress to Step 3 when symptom free for 24 hours after step 2 activities. If symptoms return, go back to Step 2.		
3	Sport Specific Exercise • Add movement • Increased attention to coordination required.	• 20-30 minutes of supervised play, low risk activities. • Running in gym, on field or treadmill • NO weightlifting • NO head impact activities • NO helmet or other equipment.
Progress to Step 4 when symptom free for 24 hours after step 3 activities. If symptoms return, go back to step 3.		

4	Non-contact training drills •Exercise, coordination •Athletes sport without risk of head injury	• Progression to more complex training drills- run/jump as tolerated. • May start progressing resistance training • Non-Contact training in full equipment
Progress to Step 5 when symptom free for 24 hours after step 4 activities. If symptoms return, go back to step 4.		
5	Full Contact Practice • Normal training activities after medical clearance. •Restores Confidence •Functional skills assessed by coaching staff	• Full contact practice/training
Progress to Step 6 when symptom free for 24 hours after step 2 activities. If symptoms return, go back to Step 5.		
6	Return to Play	• Normal game play with no restrictions

Things to Note:

- Concussion Management Team should be aware of the state laws and which healthcare providers may clear a student.

- To begin the return to play progression:

- ✓Student must be symptom free;
- ✓Student should have no academic accommodations in place;
- ✓Student must be cleared by a health care provider.

- Student may spend 1-2 days at each step before advancing.

- If post concussion symptoms occur at any step, stop activity and have the Concussion Management Team reassess.

Concussion Return to Learn/Return to Play Protocol

Office Use Only

Student Athlete _____ Grade _____

Parent/Guardian _____ Phone _____

Date of Injury _____

- ☐ Date __/__/__ Initial [_____] Student removed from activity due to a suspected concussion.
- ☐ Date __/__/__ Initial [_____] Sponsor evaluates Student Athlete using a Concussion Symptom Inventory (CSI) and Sideline Cognitive Assessment.
- ☐ Date __/__/__ Initial [_____] Parents are informed of the situation and given a copy of the CSI
- ☐ Date __/__/__ Initial [_____] Parents are encouraged to take their Student Athlete to a Health Care Professional

The Return to Learn Procedure is followed as recommended by the Nebraska Department of Education:

- ☐ Date __/__/__ Initial [_____] Step 1 – Home Relative Rest
- ☐ Date __/__/__ Initial [_____] Step 2 – Home Light Mental Activity
- ☐ Date __/__/__ Initial [_____] Step 3 – School Part Time - Maximum Accommodations
- ☐ Date __/__/__ Initial [_____] Step 4 – School Part Time - Moderate Accommodations
- ☐ Date __/__/__ Initial [_____] Step 5 – School Full Time - Minimal Accommodations
- ☐ Date __/__/__ Initial [_____] Step 6 – School Full Time - No Accommodations

- ☐ Date __/__/__ Initial [_____] Parents are informed in order for the Student Athlete to be cleared for any activity the athlete must be cleared by a trained Health Care Professional in the ImPACT Concussion Test.
- ☐ Date __/__/__ Initial [_____] Received NSAA Concussion Clearance Form and Returned Signed

The Return to Activity Procedure is followed as recommended by the Nebraska Department of Education:

- ☐ Date __/__/__ Initial [_____] Step 1 – No Physical Activity while there are symptoms
- ☐ Date __/__/__ Initial [_____] Step 2 – Light Aerobic Activity
- ☐ Date __/__/__ Initial [_____] Step 3 – Sport Specific Activity
- ☐ Date __/__/__ Initial [_____] Step 4 – Non-Contact Training Drills
- ☐ Date __/__/__ Initial [_____] Step 5 – Full Contact Practice
- ☐ Date __/__/__ Initial [_____] Step 6 – Return to Play/Competition

**Minutes for
Heartland Community Schools
Board of Education Regular Meeting**

June 09, 2014 8:00 PM
Conference Room

MISSION STATEMENT: Heartland Community Schools - Henderson/Bradshaw is dedicated to educating all students by providing challenging opportunities to learn according to individual needs.

Attendance Taken at 8:07 PM:

Present Board Members:

Mr. Kent Allen
Mr. Gary Braun
Mr. Paul Brune
Mr. Glenn Larson
Mr. Boyd Stuhr

Absent Board Members:

Mrs. Debra Wilhelm

1. Preliminary Procedures

1.1. Call to Order

1.2. Public Notice of the Meeting

1.3. Roll Call

Motion Passed: To excuse Deb Wilhelm from the meeting passed with a motion by Mr. Gary Braun and a second by Mr. Paul Brune.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

2. Public Comments on Agenda Items

3. Public Comments on Topics Not on the Agenda

4. Reports

4.1. Superintendent's Report

4.2. Principals' Reports

Discussion:

Mr. Carr submitted a written report regarding possible changes to the school handbook. Topics covered include concussions, transportation, and attendance. Official action will be taken at the July meeting.

5. Discussion Items

5.1. Genius Time Presentation

Discussion:

Fifth grade teacher Tara Maltsberger and Library Specialist Gina Mestl along with 4 fifth grade students made a presentation on Genius Time which is a new project utilizing 1 hour per week which will allow students to explore their passions.

6. Old Business

7. New Business

7.1. eFunds

7.2. Local Sub Request

Motion Passed: To approve Jamie Oswald as a local substitute passed with a motion by Mr. Gary Braun and a second by Mr. Boyd Stuhr.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.3. Set Lunch & Breakfast Prices

Motion Passed: To set lunch and breakfast prices with no changes from current pricing passed with a motion by Mr. Glenn Larson and a second by Mr. Paul Brune.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.4. Set Substitute Pay

Motion Passed: To increase our daily rate for substitute teachers from \$100 to \$105 passed with a motion by Mr. Gary Braun and a second by Mr. Paul Brune.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.5. Set Admission Prices

Motion Passed: To set admission prices for athletic contests at \$5.00 for adults and \$4.00 for students. passed with a motion by Mr. Glenn Larson and a second by Mr. Paul Brune.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes

Mrs. Debra Wilhelm Absent

7.6. Set Activity Pass Costs

Motion Passed: To set yearly activity pass pricing at \$175 for family, \$75 for single adults, and \$50 for students. passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson .

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.7. Set Tuition Costs

Motion Passed: To set the tuition costs for attending Heartland Community Schools at \$17,000 per year passed with a motion by Mr. Kent Allen and a second by Mr. Gary Braun.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.8. Set Transportation Costs

Motion Passed: To set transportation costs for Regular Resident District Students at \$1.5960 per mile and Enrollment Option Students at \$0.7980 per mile as set by state law passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson .

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.9. Approve contract with Anne Regier

Motion Passed: To approve a 0.45 FTE contract for Anne Regier for the 2014-15 school year passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson .

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.10. Approve contract with Matt Maltsberger

Motion Passed: To approve a 1.0 FTE contract with Matt Maltsberger for the 2014-15 school year passed with a motion by Mr. Boyd Stuhr and a second by Mr. Paul Brune.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes

Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

7.11. Consider change to Policy CBRJ

Motion Passed: To approve the first reading of Policy CBRJ passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson .

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

8. Future Agenda Items

9. Consent Agenda

Motion Passed: To approve the consent agenda passed with a motion by Mr. Paul Brune and a second by Mr. Glenn Larson .

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

9.1. Approval of Minutes

9.2. Approval of Treasurer's Report

9.3. Approval of Claims

9.4. Financial Reports

9.5. Out of State Travel Requests

10. Adjournment

Discussion:

The next scheduled meeting to be held on July 14th at 8:00 p.m.

Motion Passed: To adjourn the meeting at 9:44 p.m. passed with a motion by Mr. Glenn Larson and a second by Mr. Paul Brune.

Mr. Kent Allen	Yes
Mr. Gary Braun	Yes
Mr. Paul Brune	Yes
Mr. Glenn Larson	Yes
Mr. Boyd Stuhr	Yes
Mrs. Debra Wilhelm	Absent

Board President

Board Secretary