

Board of Education Regular Meeting
Monday, June 12, 2017 5:00 PM
Jr/Sr High School Library, Room 407
611 West 7th Street
Wayne, Nebraska 68787

- I. Call the Meeting to Order
 - I.a. Pledge of Allegiance
 - I.b. Announce Open Meeting Act Posting and Location - Wayne Community Schools, Wayne Public Library, Wayne Post Office, and on-line: www.wayneschools.org
 - I.c. Action on Absence and Roll Call
 - I.d. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.
 - I.e. Consent Agenda
 - I.e.I. Approval of Minutes of Previous Meetings
 - I.e.II. Approval of Financial Reports and Claims
 - I.f. Personnel
- II. Communications from the Public (Policy 1209) and Requested Presentations
 - II.a. Review of Wellness Policy - Judy Poehlman
- III. Action Items
 - III.a. Old Business
 - III.a.I. Second Reading 2017-2018 Jr/Sr High Handbook
 - III.a.II. Second Reading of Policy 2000
 - III.a.III. Second Reading of Policy 3000
 - III.a.IV. Second Reading of Policy 4000
 - III.a.V. Second Reading of Policy 5000

III.a.VI. Second Reading of Policy 6000

III.b. New Business

III.b.I. Early Graduation Request

III.b.II. High School Gym Scoreboard

III.b.III. Sound System Quote

III.b.IV. Milk and Meal Prices

III.b.V. First Reading 2017-2018 K-6 Handbook

IV. Administration and Board Committee Reports:

IV.a. Administration - Written reports were provided by Administration. Copies of their reports are available at the District Office upon request.

IV.a.I. Superintendent

IV.a.I.1. Budget Update

IV.a.I.2. Wayne/Wakefield Baseball Coop

IV.a.I.3. School Improvement Update

IV.a.I.4. Substitute Rates Information

IV.a.II. High School Principal

IV.a.III. Special Education Director

IV.a.III.1. Teacher Mentoring Program

IV.a.IV. Elementary Principal

IV.a.V. Junior High Principal/A.D.

IV.b. Board Committees

IV.b.I. Foundation and Community Relations - Lindsay McLaughlin, Jaime Manz, Carolyn Linster, Mark Lenihan, Rocky Ruhl, Scott Hammer

IV.b.II. Curriculum and Americanism - Wendy Consoli, Jaime Manz, Jeryl Nelson, Misty Bear

IV.b.III. Facility/Safety - Travis Meyer, Scott Hammer, Lynn Junck, Jeryl Nelson, Mark Hanson

IV.b.IV. Policy/Title IX - Carolyn Linster, Jaime Manz, Wendy Consoli, Russ Plager, Tucker Hight

IV.b.V. Finance (Inc. Transportation & Budget) - Mark Lenihan, Scott Hammer, Carolyn Linster, Lynn Junck, Rochelle Nelson

IV.b.VI. Negotiations - Wendy Consoli, Lynn Junck, Jeryl Nelson, Mark Lenihan

V. Boardsmanship

V.a.Board Retreat - July Dates

V.b. Open Meetings Law Workshop - Thursday, July 20, Norfolk, NE

V.c.Wayne Area Economic Development Partners Meeting - June 27th,5:30 PM - 7:30 PM.

VI. Future Agenda Items

VII. Executive Session (If Needed)

VIII. Action Taken from Executive Session (If Needed)

IX. Adjournment

**Wayne Community Schools
Board of Education Budget Amendment Hearing Meeting Minutes
May 08, 2017**

The regular meeting of the Wayne Board of Education was held at the Jr/Sr High School Library, Room 407, Wayne, Nebraska, on Monday, May 08, 2017 at 5:00 PM. Notice of the meeting and place of agenda was posted at the Wayne High School, Wayne Elementary School, Early Learning Center, Wayne Post Office, Wayne Public Library, and online: meeting.nasbonline.org. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

Attendance Taken at 5:00 PM:

Present Board Members:

Mrs. Wendy Consoli
Mr. Scott Hammer
Dr. Carolyn Linster
Mrs. Jaime Manz
Dr. Jeryl Nelson

Absent Board Members:

Mr. Lynn Junck

I. Budget Amendment Hearing - 5:00 p.m.

I.a. Call the Meeting to Order

I.b. Announce Open Meeting Act Posting and Location - Wayne Community Schools, Wayne Public Library, Wayne Post Office, and online: www.wayneschools.org

I.c. Action on Absence and Roll Call

Motion Passed: Motion to excuse absent board member, Mr. Lynn Junck, passed with a motion by Mrs. Wendy Consoli and a second by Mr. Scott Hammer. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

I.d. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.

Motion Passed: Motion to approve agenda as presented passed with a motion by Mrs. Wendy Consoli and a second by Dr. Jeryl Nelson. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

I.e. Public Hearing on Proposed Budget Amendment

Discussion:

The amendment to the budget is due to the Locker Room/CTE project amount being larger than estimated. There will be no change to the tax resolution. It will be voted on in the Regular Board of Education meeting on May 8, 2017.

II. Adjournment

Motion Passed: Motion to Adjourn Meeting passed with a motion by Mr. Scott Hammer and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The meeting was adjourned at 5:05 p.m. The regular Board Meeting began at 5:17 p.m., following a presentation from the Wayne High School Jazz Choir.

Deb Daum, Secretary

**Wayne Community Schools
Board of Education Regular Meeting Minutes
May 08, 2017**

The regular meeting of the Wayne Board of Education was held at the Jr/Sr High School Library, Room 407, Wayne, Nebraska, on Monday, May 08, 2017 at 5:05 PM. Notice of the meeting and place of agenda was posted at the Wayne High School, Wayne Elementary School, Early Learning Center, Wayne Post Office, Wayne Public Library, and online: meeting.nasbonline.org. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

Attendance Taken at 5:17 PM:

Present Board Members:

Mrs. Wendy Consoli
Mr. Scott Hammer
Dr. Carolyn Linster
Mrs. Jaime Manz
Dr. Jeryl Nelson

Absent Board Members:

Mr. Lynn Junck

I. Call the Meeting to Order

I.a. Pledge of Allegiance

I.b. Announce Open Meeting Act Posting and Location - Wayne Community Schools, Wayne Public Library, Wayne Post Office, and on-line: www.wayneschools.org

I.c. Action on Absence and Roll Call

Motion Passed: Motion to excuse absent board member, Mr. Lynn Junck, passed with a motion by Mr. Scott Hammer and a second by Mrs. Wendy Consoli. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

I.d. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.

Motion Passed: Motion to approve agenda, as presented, passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Wendy Consoli. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

I.e. Consent Agenda

Motion Passed: Motion to approve consent agenda, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mr. Scott Hammer. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

I.e.I. Approval of Minutes of Previous Meetings

I.e.II. Approval of Financial Reports and Claims

I.f. Personnel

II. Communications from the Public (Policy 1209) and Requested Presentations

II.a. Monsanto Award - Lindsay McLaughlin

Discussion:

Terry and Shelly Gilliland were chosen as America's Farmers Grow Communities Award from Monsanto. The \$2,500 award was given to the Wayne Community Schools Foundation to be used for the Ag/FFA program.

II.b. City of Wayne - Joel Hansen

Discussion:

Joel Hansen, from the City of Wayne, presented information on two parcels of land that is owned by the city to be transferred with one parcel of land owned by Wayne Community Schools. The parcels that will be transferred are relatively the same size. The City of Wayne will be constructing a one-way street leading from the Community Activity Center and will run south of the High School. The street is set to be completed before the beginning of the 2017-2018 school year.

III. Action Items

III.a. Old Business

III.a.I. Second Reading Early Learning Center Handbook

Motion Passed: Motion to approve the second reading of the Early Learning Center Handbook, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board approved the Early Learning Center Handbook for the 2017-2018 school year.

III.b. New Business

III.b.I. Vote to Amend 2017-2018 Budget

Motion to Amend Passed: To amend the motion from: "Motion to approve the amendment of the 2017-18 Wayne Community School District Budget, as presented," to: "Motion to approve the amendment of the 2016-17 Wayne Community School District Budget, as presented," passed with a motion by Mr. Scott Hammer and a second by Dr. Jeryl Nelson. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board approved the amendment to the 2016-2017 budget. The amendment was to the Building Fund and no taxes will be increased.

III.b.II. City of Wayne Land Transfer

Motion Passed: Motion to approve the resolution for the land transfer with the City of Wayne, and grant authority to the Board president to execute all necessary documents to complete the land transfer, as presented, passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board approved the resolution for the land transfer with the City of Wayne. The Board also granted Dr. Carolyn Linster, Board President, authority to execute all necessary documents to complete the land transfer.

III.b.III. Technology Purchase - Lap Tops

Motion Passed: Motion to approve the quote for \$67,594.84 from Sterling Computers for Teacher Lap Tops, as presented, passed with a motion by Mr. Scott Hammer and a second by Mrs. Wendy Consoli. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Money from the General Fund and Depreciation Fund will be used to purchase new lap tops for teachers. The old lap tops will be used in a computer cart to be used in classrooms.

III.b.IV. Technology Purchase - Chromebooks and Accessories

Motion Passed: Motion to approve the quote for \$28,447 from Sterling Computers for student chromebooks and accessories, as presented, passed with a motion by Mr. Scott Hammer and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Chromebooks and accessories will be paid for out of the General Fund.

III.b.V. First Reading 2017-2018 Jr/Sr High Handbook

Motion Passed: Motion to approve the 1st reading of the 2017-18 Jr/Sr High Student Handbook, as presented, passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The 2017-2018 Jr/Sr Handbook was approved by the Board. Most of the changes were policy numbers to reflect the new policy changes from Perry Law Firm.

III.b.VI. First Reading - 4000 Policies

Motion Passed: Motion to approve the 1st reading of Wayne Board of Education Policy Series 4000, as presented, passed with a motion by Mr. Scott Hammer and a second by Mrs. Wendy Consoli. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Policy committee met and went through the 4000 policies. Most of the revision was in the numbering. There were many policies that Wayne Community Schools did not have. Policies 1000-6000 will be ready for second reading in June.

III.b.VII. Extended Teacher Contract Template

Motion Passed: Motion to approve the template extended teacher contract days, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board approved the Extended Teacher Contract, which is an at-will contract. This is different than the Extra Duty Contracts.

III.b.VIII. Extra Duty Contract Template

Motion to Amend Passed: To amend the motion from: "Motion to approve the template for extra duty contracts, as presented," to: "Motion to approve the template for extra duty contracts, with the inclusion of Section C from the Summer Services Agreement, as presented," passed with a motion by Mrs. Jaime Manz and a second by Mr. Scott Hammer. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Extra Duty Contracts will be going out this week. Section C from the Summer Service Agreement will be added to the contracts.

III.b.IX. Classified Staff Salary Schedule 2017-2018

Motion Passed: Motion to approve the Classified Staff Salary Schedule, as presented, passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Wendy Consoli. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board approved a 2.5% salary increase for the classified staff.

III.b.X. VSP Vision Care

Motion Passed: Motion to approve participation in the National Insurance of Wisconsin Inc. VSP Vision Block, as presented, passed with a motion by Mr. Scott Hammer and a second by Mrs. Jaime Manz. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent

Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board approved the participation in the National Insurance of Wisconsin Inc. This is paid by the employees, not the District.

III.b.XI. Graduation - Saturday, May 13, 2017 - Rice Auditorium

Motion Passed: Motion to accept the recommendation to confer degrees for the 2017 Graduates of Wayne High School, as presented, passed with a motion by Mrs. Jaime Manz and a second by Dr. Jeryl Nelson. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The list of 2017 graduates was presented to the Board. There are 79 graduates, pending final grades.

IV. Administration and Board Committee Reports:

IV.a. Administration - Written reports were provided by Administration. Copies of their reports are available at the District Office upon request.

IV.a.I. Superintendent

IV.a.I.1. Legislative Update

Discussion:

Mr. Lenihan updated the Board on any Legislative updates. He will continue to pass along any information as it comes.

IV.a.I.2. Annual ESU 1 Services Summary

Discussion:

The Annual ESU 1 Services Summary, showing the services Wayne Community Schools uses, was presented to the Board.

IV.a.I.3. Extra Duty Assignments

Discussion:

The Extra Duty Assignments is not something the Board approves. Mr. Lenihan presented the names, duty, and pay scale for each extra duty staff.

IV.a.I.4. End of Year Teacher In-service and Staff Appreciation

Discussion:

May 24 and May 25 will be CPI training and School Improvement planning for staff. May 26 is the last day for staff. They will be dismissed after the appreciation luncheon. The Board is invited to attend the luncheon.

IV.a.II. High School Principal

Discussion:

Graduation has been the focus lately. Honors Night and Kiwanis Banquet were held in April. Juniors took the ACT at Wayne State College.

IV.a.III. Special Education Director

Discussion:

Spring Sprints was held on May 5. Approximately 150 athletes from surrounding communities participated. ACT testing was completed in April. NeSA testing is complete and MAP testing is almost complete.

IV.a.IV. Elementary Principal

Discussion:

Many of the classes have gone on field trips. Summer School Planning Committee will meet again to look at enrollment and plan for instruction. Concerts will be done this evening. Grandparents Day is May 12, 2017.

IV.a.V. Junior High Principal/A.D.

Discussion:

Seventh Grade Orientation took place on April 10. Final concert is Thursday, May 11. Conference Track took place on May 2. District Track will be Thursday, May 11. District Golf is May 16. Athletic Banquet is Tuesday, May 16. Head coaches are planning camps for the summer.

IV.b. Board Committees

IV.b.I. Foundation and Community Relations - Lindsay McLaughlin, Jaime Manz, Carolyn Linster, Mark Lenihan, Rocky Ruhl, Scott Hammer

Discussion:

Lindsay McLaughlin noted that there is approximately \$12,000.00 in the Ag/FFA fund. Some of the money has been designated for specific items. Mrs. Schardt, Ms. Rasmussen, Mrs. Rockhill, and the Kindergarten teachers were awarded the IDEA grants this year.

IV.b.II. Curriculum and Americanism - Wendy Consoli, Jaime Manz, Jeryl Nelson, Misty Bear

Discussion:

No report

IV.b.III. Facility/Safety - Travis Meyer, Scott Hammer, Lynn Junck, Jeryl Nelson, Mark Hanson

Discussion:

Travis Meyer discussed options with the Board on adding a basketball area to the Elementary playground. A group of parents have secured money to be used for this project. It will be put on the agenda at a later date for Board approval. The Locker Room/CTE project is going into the next phase soon.

IV.b.IV. Policy/Title IX - Carolyn Linster, Jaime Manz, Wendy Consoli, Russ Plager, Tucker Hight

Discussion:

No report

IV.b.V. Finance (Inc. Transportation & Budget) - Mark Lenihan, Scott Hammer, Carolyn Linster, Lynn Junck, Rochelle Nelson

Discussion:

The process is continuing to look for a new band vehicle. There has been a donation to help cover the cost.

IV.b.VI. Negotiations - Wendy Consoli, Lynn Junck, Jeryl Nelson, Mark Lenihan

Discussion:

No report

V. Boardsmanship

V.a. School Law Seminar - June 8-9, 2017, Kearney, NE

V.b. Honor Coffee - Jr/Sr High School Commons - 6:30 p.m.

Discussion:

Greater Nebraska Science and Engineering Fair, UNMC 8th Grade Science Meet, Nebraska Junior Academy of Science Regional Science Fair, Spanish Honor Society, and Power Drive groups were recognized at the Honor Coffee.

VI. Future Agenda Items

Discussion:

Second Reading of 2017-2018 Jr/Sr High School Handbook, First Reading of 2017-2018 K-6 Handbook, Hot Lunch/Milk Prices, Substitute Teacher Rates, Summer Board Retreat

VII. Executive Session (If Needed)

VIII. Action Taken from Executive Session (If Needed)

IX. Adjournment

Motion Passed: Motion to Adjourn Meeting passed with a motion by Mrs. Jaime Manz and a second by Dr. Jeryl Nelson. Motion carried with five yes votes.

Mrs. Wendy Consoli	Yes
Mr. Scott Hammer	Yes
Mr. Lynn Junck	Absent
Dr. Carolyn Linster	Yes
Mrs. Jaime Manz	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Board meeting was adjourned at 6:29 p.m. The next regular Board Meeting will be Monday, June 12, 2017, in the Jr/Sr High School Library, Room 407.

Deb Daum, Secretary

Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
02 - LUNCH FUND					
	00004244	05/15/2017	Cash-Wa Distributing	food, supplies	2,707.80
	00004244	05/15/2017	Cash-Wa Distributing	food, supplies	385.00
	00004245	05/15/2017	Earthgrains Baking Companies, Inc.	food	678.11
	00004246	05/15/2017	Hiland Dairy	food	3,179.52
	00004247	05/15/2017	NE Food Distribution Program	food (commodities)	3,273.26
	00004248	05/15/2017	Nebraska School Nutrition Association	conf. reg. - Judy Poehlman	150.00
	00004248	05/15/2017	Nebraska School Nutrition Association	conf. reg. - Evie Ward	150.00
	00004248	05/15/2017	Nebraska School Nutrition Association	conf. reg. - Debra Mann	150.00
	00004249	05/15/2017	Pac 'n' Save	food	24.98
	00004250	05/15/2017	Sysco Lincoln	food, supply	4,350.29
	00004250	05/15/2017	Sysco Lincoln	food, supply	648.32
02 - LUNCH FUND Totals:					15,697.28
Report Total:					15,697.28

Consolidated Check Listing

Direct Dep.	Check	Check Date	Payable To	Amount
02 - LUNCH FUND				
	00004244	05/15/2017	Cash-Wa Distributing	3,092.80
	00004245	05/15/2017	Earthgrains Baking Companies, Inc.	678.11
	00004246	05/15/2017	Hiland Dairy	3,179.52
	00004247	05/15/2017	NE Food Distribution Program	3,273.26
	00004248	05/15/2017	Nebraska School Nutrition Association	450.00
	00004249	05/15/2017	Pac 'n' Save	24.98
	00004250	05/15/2017	Sysco Lincoln	4,998.61
02 - LUNCH FUND Totals:				15,697.28
Report Total:				15,697.28

Consolidated Check Listing

Arranged by:
Check Number

Direct Dep.	Check	Check Date	Payable To	Amount
02 - LUNCH FUND				
	00004257	05/19/2017	Bob Keating	14.35
	00004258	05/19/2017	Brian Swanson	18.75
	00004259	05/19/2017	Connie Zessin	12.35
	00004260	05/19/2017	Harley Henderson	8.70
	00004261	05/19/2017	Jessica Torres	14.75
	00004262	05/19/2017	Kent Pulfer	43.70
	00004263	05/19/2017	Lonnie Mathes	38.35
	00004264	05/19/2017	Robert Liska	19.02
	00004265	05/19/2017	Robert McBride	16.10
	00004266	05/19/2017	Scott Nichols	128.15
	00004267	05/19/2017	Steve Anderson	55.75
	00004268	05/19/2017	Stuart Lubberstedt	47.75
02 - LUNCH FUND Totals:				417.72
Report Total:				417.72

Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
02 - LUNCH FUND					
	00004257	05/19/2017	Bob Keating	meal account refund	14.35
	00004258	05/19/2017	Brian Swanson	meal account refund	18.75
	00004259	05/19/2017	Connie Zessin	meal account refund	12.35
	00004260	05/19/2017	Harley Henderson	meal account refund	8.70
	00004261	05/19/2017	Jessica Torres	meal account refund	14.75
	00004262	05/19/2017	Kent Pulfer	meal account refund	43.70
	00004263	05/19/2017	Lonnie Mathes	meal account refund	38.35
	00004264	05/19/2017	Robert Liska	meal account refund	19.02
	00004265	05/19/2017	Robert McBride	meal account refund	16.10
	00004266	05/19/2017	Scott Nichols	meal account refund	128.15
	00004267	05/19/2017	Steve Anderson	meal account refund	55.75
	00004268	05/19/2017	Stuart Lubberstedt	meal account refund	47.75
02 - LUNCH FUND Totals:					417.72
Report Total:					417.72

Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
01 - GENERAL FUND					
	00016658	06/07/2017	Alpha Rehabilitation, P.C.	May Services	83.16
	00016658	06/07/2017	Alpha Rehabilitation, P.C.	May Services	238.90
	00016659	06/07/2017	American Broadband CLEC	k-12 phone, <u>Prek cabel intern</u>	262.35
	00016659	06/07/2017	American Broadband CLEC	<u>k-12 phone</u> , Prek cabel intern	406.68
	00016660	06/07/2017	Beiermann Electric	Track Shed Wiring	1,080.00
	00016660	06/07/2017	Beiermann Electric	Track Shed Wiring	1,954.81
	00016661	06/07/2017	Black Hills Energy	utilities	265.16
	00016661	06/07/2017	Black Hills Energy	utilities	117.03
	00016662	06/07/2017	Carlson West Povondra Architects	89% Completion <i>(49% hrs b. 11)</i>	7,154.52
	00016663	06/07/2017	Carolyn Harder	CPR Recert	17.95
	00016664	06/07/2017	Chemsearch	EL Contr. Water Treatment	982.90
	00016665	06/07/2017	City Of Wayne	utilities	6,641.28
	00016665	06/07/2017	City Of Wayne	utilities	1,023.07
	00016665	06/07/2017	City Of Wayne	Baseball Electricity	412.48
	00016665	06/07/2017	City Of Wayne	utilities	379.88
	00016665	06/07/2017	City Of Wayne	utilities	5,307.09
	00016665	06/07/2017	City Of Wayne	utilities	939.09
	00016666	06/07/2017	Curtis& Coleen Jeffries (Copy Write	Graduation programs	468.00
	00016667	06/07/2017	CPI	t.Bear CPI recert Fee	150.00
	00016668	06/07/2017	Darlene Lilienkamp	English Learners Conf meal	10.37
	00016669	06/07/2017	Diamond Center	Valedictorian Awards	582.00
	00016669	06/07/2017	Diamond Center	retiree gifts	419.95
	00016670	06/07/2017	Echo Group, Inc.	Lighting Supplies	235.00
	00016671	06/07/2017	Engineered Controls	Honeywell jace replacement per <i>Hschiller control</i>	5,800.00
	00016672	06/07/2017	Environmental Services, Inc.	Asbestos Removal	1,925.00
	00016672	06/07/2017	Environmental Services, Inc.	Asbestos Removal	3,470.60
	00016673	06/07/2017	ESU #1	Daum , VanderVeen Reg	15.00
	00016673	06/07/2017	ESU #1	Daum , VanderVeen Reg	15.00
	00016674	06/07/2017	Famer Company	Coffee	19.13
	00016674	06/07/2017	Famer Company	Coffee	19.13
	00016674	06/07/2017	Famer Company	Coffee	19.14
	00016674	06/07/2017	Famer Company	Coffee	19.13
	00016675	06/07/2017	First National Bank Omaha	M.Hanson, M.Hill meal ACT Recognition	17.47
	00016675	06/07/2017	First National Bank Omaha	M.Hanson, M.Hill meal ACT Reco	17.47
	00016676	06/07/2017	Follett School Solutions, Inc.	lib. books/Northeast Libr. Sys	36.92
	00016676	06/07/2017	Follett School Solutions, Inc.	lib. books/Northeast Libr. Sys	465.93
	00016677	06/07/2017	Fredrickson Oil Company	Grounds repairs	28.60
	00016678	06/07/2017	Gill Hauling, Inc.	Sanitation & Extra Dumpster	535.00
	00016678	06/07/2017	Gill Hauling, Inc.	dumpster delivery charge	80.00
	00016678	06/07/2017	Gill Hauling, Inc.	Sanitation & Extra Dumpster	45.00
	00016679	06/07/2017	GovConnection, Inc.	Microsoft licensing/technology	4,302.68
	00016679	06/07/2017	GovConnection, Inc.	Microsoft licensing/technology	2,346.91
	00016679	06/07/2017	GovConnection, Inc.	Microsoft licensing/technology	1,173.46
	00016679	06/07/2017	GovConnection, Inc.	Credit for returned headseds	-29.44
	00016680	06/07/2017	Grossenburg Implement, Inc.	new mower, service old mower	115.26
	00016680	06/07/2017	Grossenburg Implement, Inc.	new mower, service old mower	69.42
	00016680	06/07/2017	Grossenburg Implement, Inc.	new mower, service old mower	789.35
	00016680	06/07/2017	Grossenburg Implement, Inc.	<u>new mower</u> , service old mower	550.00
	00016681	06/07/2017	Guarantee Roofing & Sheet Metal, Inc.	EL Roof	45.00

Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00016681	06/07/2017	Guarantee Roofing & Sheet Metal, Inc.	EL Roof	240.00
	00016682	06/07/2017	Jennifer Thomas	CPR Recert	15.26
	00016683	06/07/2017	J & H Athletic Equipment	FB helmet repairs	2,181.85
	00016684	06/07/2017	Lutt Oil	Prin, Ath, Sped, Supt, <u>Dr. Ed.</u>	168.46
	00016684	06/07/2017	Lutt Oil	Prin, Ath, Sped, Supt, Dr. Ed, <i>Grounds/Lunch</i>	291.91
	00016684	06/07/2017	Lutt Oil	Prin, Ath, <u>Sped</u> , Supt, Dr. Ed,	295.24
	00016684	06/07/2017	Lutt Oil	Prin, Ath, Sped, <u>Supt</u> , Dr. Ed,	125.25
	00016684	06/07/2017	Lutt Oil	Prin, <u>Ath</u> , Sped, Supt, Dr. Ed, <i>HS</i>	189.86
	00016684	06/07/2017	Lutt Oil	<u>Prin</u> , Ath, Sped, Supt, Dr. Ed,	95.65
	00016685	06/07/2017	Main Street Auto Care	Flex repairs	504.22
	00016685	06/07/2017	Main Street Auto Care	Flex repairs	100.00
	00016686	06/07/2017	Marco, Inc.	Printer lease	3,154.68
	00016687	06/07/2017	Mark Lenihan	reimb for class	1,936.35
	00016688	06/07/2017	Mid States School Bus, Inc.	XS Fuel, 7/8 Speech, field Tr, <i>Ath HS</i>	684.25
	00016688	06/07/2017	Mid States School Bus, Inc.	XS Fuel, <u>7/8 Speech</u> , field Tr,	436.34
	00016688	06/07/2017	Mid States School Bus, Inc.	<u>XS Fuel</u> , 7/8 Speech, field Tr,	1,606.21
	00016688	06/07/2017	Mid States School Bus, Inc.	XS Fuel, 7/8 Speech, field Tr, <i>EL</i>	440.11
	00016688	06/07/2017	Mid States School Bus, Inc.	XS Fuel, 7/8 Speech, field Tr, <i>Ath 7/8</i>	572.17
	00016689	06/07/2017	Midwest Grads	diplomas and covers	1,056.20
	00016690	06/07/2017	Mobine Mini	Container Rental	150.00
	00016690	06/07/2017	Mobine Mini	Container Rental	150.00
	00016691	06/07/2017	Moore Medical LLC	coop order/ind. tech.	11.57
	00016692	06/07/2017	Mosaic @ Bethphage Village	April Services	3,044.57
	00016693	06/07/2017	Nebr. Assoc. Of School Boards	reg. - School Law Seminar <i>Consol: 1 Unslr</i>	310.00
	00016693	06/07/2017	Nebr. Assoc. Of School Boards	reg. - School Law Seminar <i>Hanson</i>	155.00
	00016694	06/07/2017	Nebraska Council Of School	M.Beair Membership	510.00
	00016695	06/07/2017	Nebraska Ag Ed Association	T.Rasmussen Membership	60.00
	00016695	06/07/2017	Nebraska Ag Ed Association	T.Rasmussen Membership	120.00
	00016696	06/07/2017	Nebraska Air Filter, Inc.	air filters	963.13
	00016697	06/07/2017	New Victorian Suites Lincoln	State Science Fair (3 Rooms)	223.97
	00016698	06/07/2017	Nebraska School Activities Assoc.	2017-18 Activities Registratio	240.00
	00016699	06/07/2017	One Source	Background check	15.00
	00016700	06/07/2017	Perry, Guthery, Haase &	Attendance issues	225.00
	00016701	06/07/2017	Phylis Trenhaile	CPR Recert	17.06
	00016702	06/07/2017	Pieper & Knutson	May Services	615.00
	00016703	06/07/2017	Plunkett's Pest Control	Pest control	217.01
	00016704	06/07/2017	Susan Holdstedt (DBA S&H Tax Service)	June 125 Fees	144.90
	00016705	06/07/2017	S.D. 17 Lunch Fund	Prek Staff Lunch meals	72.45
	00016706	06/07/2017	S.D. 17 Petty Cash Account	M.Hill Scip training	100.00
	00016706	06/07/2017	S.D. 17 Petty Cash Account	2yr tech supp for Papercut pro	156.30
	00016706	06/07/2017	S.D. 17 Petty Cash Account	2yr tech supp for Papercut pro	286.55
	00016706	06/07/2017	S.D. 17 Petty Cash Account	2yr tech supp for Papercut pro	78.15
	00016706	06/07/2017	S.D. 17 Petty Cash Account	HS Pkg	6.70
	00016706	06/07/2017	S.D. 17 Petty Cash Account	Reimb Failed Direct Dep	200.34
	00016707	06/07/2017	Sebade Snow Removal	Snow Removal	280.00
	00016708	06/07/2017	Sherri Frisbie	Vesopm Services <i>Vision</i>	124.18
	00016709	06/07/2017	Sherwin-Williams Co.	Paint track Railing	49.79
	00016710	06/07/2017	Steffen Truck Equipment, Inc.	repair lift on Truck	337.50
	00016710	06/07/2017	Steffen Truck Equipment, Inc.	repair lift on Truck	647.49
	00016711	06/07/2017	Sterling Computers Corporation	ES t. supply/equip.	79.99

Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
	00016711	06/07/2017	Sterling Computers Corporation	ES t. supply/equip.	199.00
	00016711	06/07/2017	Sterling Computers Corporation	1 projector/4 dvd drives-techn	95.62
	00016711	06/07/2017	Sterling Computers Corporation	1 projector/4 dvd drives-techn	166.50
	00016711	06/07/2017	Sterling Computers Corporation	1 projector/4 dvd drives-techn	333.19
	00016712	06/07/2017	Traci Krusemark	CPR Recertification	16.99
	00016713	06/07/2017	Trane U.S. Inc.	7/8 and EL repairs	310.09
	00016713	06/07/2017	Trane U.S. Inc.	7/8 and EL repairs	1,292.50
	00016714	06/07/2017	Troxell Communications	coop order - ES t. supply	11.30
	00016715	06/07/2017	Verizon Wireless	Maint. phone	27.01
	00016716	06/07/2017	Wayne Auto Parts Inc.	wiper blades/veh. maint.	22.98
	00016717	06/07/2017	Wayne Herald	Banner, Family, Grad, NewsI, L	325.00
	00016717	06/07/2017	Wayne Herald	Banner, Family, Grad, NewsI, L <i>NewsI #4</i>	402.17
	00016717	06/07/2017	Wayne Herald	Banner, Family, Grad, NewsI, L	70.00
	00016717	06/07/2017	Wayne Herald	Banner, Family, Grad, NewsI, <i>Legals</i>	293.02
	00016717	06/07/2017	Wayne Herald	<u>Banner</u> , Family, Grad, NewsI, L	100.00
	00016718	06/07/2017	William V. Macgill & Co.	health supplies/equip.	114.00
	00016718	06/07/2017	William V. Macgill & Co.	health supplies/equip.	841.89
	00016719	06/07/2017	Zach Heating and Cooling	AC repairs <u>HS</u> , EL, <u>Tech Mod</u>	983.50
	00016719	06/07/2017	Zach Heating and Cooling	AC repairs <u>HS</u> , EL, Tech Mod	41.00
	00016719	06/07/2017	Zach Heating and Cooling	AC repairs <u>HS</u> , EL, Tech Mod	78.50
	00016719	06/07/2017	Zach Heating and Cooling	AC repairs HS, <u>EL</u> , Tech Mod	5.00
	00016719	06/07/2017	Zach Heating and Cooling	AC repairs HS, EL, <u>Tech Mod</u>	210.00
	000EFT81	06/07/2017	State Nebraska Bank and Trust Co.	May Bank Fees	148.12
01 - GENERAL FUND Totals:					80,795.87
Report Total:					80,795.87

Checks for Payment Listing

Direct	Dep.	Check	Check Date	Payable To	Description	Amount
01 - GENERAL FUND						
		00016721	06/08/2017	Accent Signs & Graphics, Inc.	magnetic car signs/dr. ed. sup	45.85
		00016722	06/08/2017	Acco Brands USA LLC	coop order/supplies	9.08
		00016722	06/08/2017	Acco Brands USA LLC	coop order/supplies	6.32
		00016722	06/08/2017	Acco Brands USA LLC	coop order/supplies	7.96
		00016723	06/08/2017	B. E. Publishing	ES keyboard software	1,222.64
		00016724	06/08/2017	Blick Art Materials	coop order/supplies	28.66
		00016724	06/08/2017	Blick Art Materials	coop order/supplies	30.35
		00016725	06/08/2017	Bomgaars	Ticket booth, Maint, Grounds, <i>ATM Repair</i>	33.79
		00016725	06/08/2017	Bomgaars	Ticket booth, Maint, Grounds, <i>Ind. Tech</i>	177.92
		00016725	06/08/2017	Bomgaars	<u>Ticket booth</u> , Maint, Grounds,	56.95
		00016725	06/08/2017	Bomgaars	Ticket booth, Maint, <u>Grounds</u> ,	183.56
		00016725	06/08/2017	Bomgaars	Ticket booth, <u>Maint</u> , Grounds,	36.13
		00016725	06/08/2017	Bomgaars	Ticket booth, Maint, Grounds,	28.47
		00016726	06/08/2017	BSN Sports, LLC	coop order/supplies	69.12
		00016726	06/08/2017	BSN Sports, LLC	coop order/supplies	7.02
		00016726	06/08/2017	BSN Sports, LLC	coop order/supplies	291.30
		00016727	06/08/2017	Builder's Resource	<u>Ticket booth</u> , maint supp	14.31
		00016727	06/08/2017	Builder's Resource	<u>Ticket booth</u> , maint supp	28.61
		00016727	06/08/2017	Builder's Resource	Ticket booth, <u>maint</u> supp	29.45
		00016728	06/08/2017	Centennial Sales	coop order/athl. supply	16.90
		00016729	06/08/2017	Creative Solutions, Inc.	band software	1,314.00
		00016730	06/08/2017	Egan Supply Co.	Custodial Supplies, wax	12.00
		00016730	06/08/2017	Egan Supply Co.	Custodial Supplies, wax	5,724.00
		00016731	06/08/2017	First National Bank Omaha	Lillinkamp, L.Hochstein, R.Ruh <i>Travel for Ell eastert</i>	82.18
		00016731	06/08/2017	First National Bank Omaha	Lillinkamp, L.Hochstein, R.Ruh <i>Baseball</i>	29.05
		00016732	06/08/2017	Follett School Solutions, Inc.	HS libr. books	1,110.27
		00016733	06/08/2017	HRdirect	office supply	61.12
		00016734	06/08/2017	J.W. Pepper & Son Inc.	HS band music	19.95
		00016734	06/08/2017	J.W. Pepper & Son Inc.	HS band music	30.00
		00016734	06/08/2017	J.W. Pepper & Son Inc.	HS choir music	45.74
		00016735	06/08/2017	The Library Store	coop order/supplies	61.92
		00016736	06/08/2017	Marco Technologies LLC	copy center supplies	342.63
		00016736	06/08/2017	Marco Technologies LLC	copy center supplies	151.60
		00016737	06/08/2017	Menards - Norfolk	bldg. maint.	150.94
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, Facs <u>Sped</u> , Cul Ski <i>718</i>	30.19
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, <u>Facs</u> Sped, Cul Ski <i>HS</i>	230.49
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, Facs Sped, Cul Ski <i>water</i>	12.50
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, Facs Sped, <u>Cul Skills</u>	38.67
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, Facs Sped, Cul Ski <i>cp1</i>	20.74
		00016738	06/08/2017	Pac 'n' Save	<u>Prek</u> , Flex, Facs Sped, Cul Ski	44.99
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, <u>Facs</u> Sped, Cul Ski <i>718</i>	38.68
		00016738	06/08/2017	Pac 'n' Save	Prek, Flex, Facs Sped, Cul Ski <i>Build</i>	267.75
		00016739	06/08/2017	School Service, Inc.	supply/HS princ. office	32.40
		00016740	06/08/2017	School Specialty Inc.	coop order/supplies	6.93
		00016740	06/08/2017	School Specialty Inc.	coop order/supplies	13.87
		00016740	06/08/2017	School Specialty Inc.	coop order/supplies	52.83
		00016740	06/08/2017	School Specialty Inc.	coop order/supplies	2.85
		00016741	06/08/2017	Shopko Stores Operating Co., LLC	Prek graduation supplies	85.12
		00016742	06/08/2017	Spara Tool	coop order/supplies	262.38

Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00016743	06/08/2017	S & S Worldwide, Inc.	coop order/supplies	28.80
	00016743	06/08/2017	S & S Worldwide, Inc.	coop order/supplies	90.57
	00016744	06/08/2017	Staples Advantage	coop order/supplies	39.95
	00016744	06/08/2017	Staples Advantage	coop order/supplies	4.83
	00016744	06/08/2017	Staples Advantage	coop order/supplies	2.83
	00016744	06/08/2017	Staples Advantage	coop order/supplies	18.33
	00016744	06/08/2017	Staples Advantage	coop order/supplies	65.98
	00016744	06/08/2017	Staples Advantage	coop order/supplies	160.36
	00016744	06/08/2017	Staples Advantage	coop order/supplies	9.17
	00016744	06/08/2017	Staples Advantage	coop order/supplies	18.33
	00016744	06/08/2017	Staples Advantage	coop order/supplies	580.56
	00016744	06/08/2017	Staples Advantage	coop order/supplies	8.50
	00016744	06/08/2017	Staples Advantage	coop order/supplies	9.17
	00016744	06/08/2017	Staples Advantage	coop order/supplies	18.04
	00016744	06/08/2017	Staples Advantage	coop order/supplies	2.65
	00016745	06/08/2017	Sterling Computers Corporation	chromebooks, cart, <u>laptops</u>	16,667.00
	00016745	06/08/2017	Sterling Computers Corporation	25 chrombooks & <u>cart</u>	1,298.40
	00016745	06/08/2017	Sterling Computers Corporation	chromebooks, cart, <u>laptops</u>	16,666.00
	00016745	06/08/2017	Sterling Computers Corporation	chromebooks, cart, <u>laptops</u>	16,667.00
	00016745	06/08/2017	Sterling Computers Corporation	<u>25 chrombooks</u> & cart	8,212.00
	00016746	06/08/2017	Synchrony Bank/Amazon	Hs Lib books, Cul Skill, Ath <i>B Basket Ball</i>	629.28
	00016746	06/08/2017	Synchrony Bank/Amazon	Hs Lib books, <u>Cul Skill</u> , Ath <i>Carl Perkins Grant</i>	485.28
	00016746	06/08/2017	Synchrony Bank/Amazon	<u>Hs Lib books</u> , Cul Skill, Ath	225.02
	00016747	06/08/2017	Trane U.S. Inc.	Annual Service Agreement	13,822.00
	00016748	06/08/2017	U.S. Bank	Sped, CPI, Prek, 7/8, Lodg <i>Amazon Prime</i>	10.99
	00016748	06/08/2017	U.S. Bank	Sped, CPI, <u>Prek</u> , 7/8, Lodg	26.60
	00016748	06/08/2017	U.S. Bank	Sped, CPI, Prek, 7/8, Lodg <i>low cont (2 Returns)</i>	356.84
	00016748	06/08/2017	U.S. Bank	Sped, CPI, Prek, 7/8, Lodg	150.00
	00016748	06/08/2017	U.S. Bank	Sped, CPI, Prek, <u>7/8</u> , Lodg <i>PE supp</i>	390.00
	00016748	06/08/2017	U.S. Bank	Sped, <u>CPI</u> , Prek, 7/8, Lodg <i>work books</i>	1,312.50
	00016748	06/08/2017	U.S. Bank	<u>Sped</u> , CPI, Prek, 7/8, Lodg <i>EL</i>	31.57
	00016749	06/08/2017	Vel's Bakery	end of year staff meal	1,147.50

01 - GENERAL FUND Totals: 91,756.23

Report Total: 91,756.23

Checks for Payment Listing

Direct

Dep. Check Check Date Payable To Description Amount

09 - Depreciation

.00016720 06/08/2017 Sterling Computers Corporation Remainder of teacher laptops 35,268.44

09 - Depreciation Totals: 35,268.44

Report Total: 35,268.44

Building Fund Expenditures for June, 2017:

1889	199,502.05	Locker Room Proj App #2
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Total	<u>199,502.05</u>	
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Bond Fund Expenditures for June, 2017:

1199	21,626.25	1st National Bank Fremont Int on 1999 renovation
	<u>21,626.25</u>	

Qualified Capital Purpose Expenditures for June 2017:

1035	35,000.00	Bok Financial Int and Agent fee on 2010 Renovation
	<u>35,000.00</u>	

Recycling Expenditures for June, 2017:

**Separate checking account used to receive
payments for equipment sold on Ebay**

People purchasing equipment pay for the
equipment plus shipping - shipping an
materials are then paid from this account

<u>0</u>

Checks for Payment Listing

Direct	Dep.	Check	Check Date	Payable To	Description	Amount	
		08 - PETTY CASH					
		00001150	05/31/2017	Skutt Catholic HS	7/8 Speech Entry Fee	232.00	
		00001151	05/31/2017	PaperCut Software International Pty. Ltd.	2 yr tech support	521.00	
		00001152	05/31/2017	Lincoln Medical Education Partnership	M.Hill Scip Training	100.00	
		00001153	05/31/2017	U.S. Post Office	HS Pkg	6.70	
		00001154	05/31/2017	Martha Vogel	failed direct deposit	200.34	
					08 - PETTY CASH Totals:	1,060.04	
					Report Total:	1,060.04	

ALL Data

Checks for Payment Listing

Arranged by:
Check Number

Direct	Dep.	Check	Check Date	Payable To	Description	Amount
05 - Payroll Fund						
		00001306	05/18/2017	Aetna Insurance	May Health Ins	2,262.24
		00EFT554	05/18/2017	Internal Revenue Service	May EFTPS	123,953.36
		00EFT556	05/18/2017	Nebraska Retirement System	May Retirement	94,038.63
		00EFT557	05/18/2017	State of Nebraska	May WH	16,929.73
05 - Payroll Fund Totals:						237,183.96
Report Total:						237,183.96

Consolidated Check Listing

Direct Dep.	Check	Check Date	Payable To	Amount
01 - GENERAL FUND				
	00016649	05/16/2017	Aetna Insurance	99,420.36
	00016650	05/16/2017	Ameritas Life Insurance Co. (Dent)	6,417.12
	00016651	05/16/2017	Ameritas Life Insurance Corp. (Vision)	994.56
	00016652	05/16/2017	Payroll Account	90,601.94
	00016653	05/16/2017	Susan Holdstedt (DBA S&H Tax Service)	4,325.93
	00016654	05/16/2017	S.D. 17 Payroll Account	136,615.97
	00016655	05/16/2017	TSA Consulting Group, Inc	4,452.11
	00016656	05/16/2017	United Of Omaha	2,408.11
	00016657	05/16/2017	Wayne Public School Foundatio	393.00
01 - GENERAL FUND Totals:				345,629.10
02 - LUNCH FUND				
	00004251	05/16/2017	Aetna Insurance	1,600.45
	00004252	05/16/2017	Ameritas Life Insurance Co. (Dent)	275.36
	00004253	05/16/2017	Payroll Account	3,436.69
	00004254	05/16/2017	Susan Holdstedt (DBA S&H Tax Service)	180.00
	00004255	05/16/2017	S.D. 17 Payroll Account	4,267.12
	00004256	05/16/2017	United Of Omaha	81.81
02 - LUNCH FUND Totals:				9,841.43
Report Total:				355,470.53

Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
01 - GENERAL FUND					
	00016750	06/09/2017	Lux Bros. Inc.	sand and rock for track	779.00
	00016751	06/09/2017	Mobile Mini	July container rent and late f	172.50
	00016751	06/09/2017	Mobile Mini	July container rent and late f	172.50
	00016752	06/09/2017	MobyMax, LLC	school license for JH teachers <i>curriculum</i>	1,295.00
	00016753	06/09/2017	Mosaic @ Bethphage Village	May services	3,943.89
	00016754	06/09/2017	Pearson Education Inc.	ES t. supply/workbooks	927.04
	00016754	06/09/2017	Pearson Education Inc.	ES t. supply/workbooks	447.47
	00016755	06/09/2017	Sterling Computers Corporation	Chromebook cart for ES	1,299.00
01 - GENERAL FUND Totals:					9,036.40
Report Total:					9,036.40

Check Summary Report

GNSEF - food, gas
 Travel exp. / Rep. Assembly
 Lifting Belts
 Awards
 Arranged by:
 Check Number

Date: 05/01/2017 thru 05/31/2017

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
17-11099	V	05/30/2017	STANTON PUBLIC SCHOOLS	VOID	ENTRY FEE - JH TR INVITE,	-100.00
17-11184	V	05/30/2017	WEST POINT BEEMER HIGH	VOID	REG./TEAM CAMP, 6/30	-175.00
17-11189	O	05/01/2017	SYNCHRONY BANK/AMAZON	Athletic	CREDIT CARD - TRAINING CONES	35.97
17-11190	O	05/02/2017	STATE NEBRASKA BANK	SPED-trans	SPRING SPRINTS, 5/5 Change	450.00
17-11191	O	05/02/2017	STATE NEBRASKA BANK	Athl. / TR	JH TR, 5/3 "	2,450.00
17-11192	O	05/03/2017	RUSS FLAMIG	Athletic	STARTER/JH TR STARTER, 5/3	250.00
17-11193	O	05/03/2017	BOMGAARS	Power Drive/Musical/TR	supplies	315.74
17-11194	O	05/04/2017	FIRST NATIONAL BANK	JH Science/JH/Athl.	Credit Card	578.56
17-11195	O	05/04/2017	STATE NEBRASKA BANK	SPED-trans	SPRING SPRINTS, 5/5 (ADD'L cash)	200.00
17-11196	O	05/04/2017	U. S. BANK	Staff Support	PLAQUE FOR BOB UHING	208.44
17-11197	O	05/05/2017	MID-STATE CONFERENCE	Athletic	SOCIAL, 5/5	160.00
17-11198	O	05/08/2017	J. W. PEPPER & SON INC.	Band	BAND MUSIC	42.88
17-11199	O	05/08/2017	PAC 'N' SAVE	Staff Support	DELI TICKET 2713, 3/7	138.43
17-11200	O	05/08/2017	PAC 'N' SAVE	Athl. / Grades / Sid Shop	SPED-trans.	73.53
17-11201	V	05/16/2017	WAYNE STATE ATHLETICS	VOID	TEAM CAMPS, SUMMER	0.00
17-11202	O	05/09/2017	JOSH JOHNSON	Mock trial	REIMB./MEALS, 10/7/16	127.57
17-11203	O	05/09/2017	SUE BURYANEK	NHS	REIMB./CANDY FOR SEATBELT CHECK	9.80
17-11204	O	05/09/2017	KRISTINE MUIR	Speech/Drama	REIMB./FOOD FOR TEAM	16.93
17-11205	O	05/09/2017	TACOS AND MORE	Staff Support	CAKE FOR BOB UHING	27.00
17-11206	O	05/09/2017	STERLING COMPUTERS	SPED-trans	2 CHROMEBOOKS/LICENSES	642.74
17-11207	O	05/09/2017	LINPEPCO - SIOUXLAND	TR	BEVERAGES - TR Concessions	513.00
17-11208	O	05/09/2017	DALE HOCHSTEIN	"	REIMB./TR CONCESSIONS	102.02
17-11209	O	05/09/2017	FARNER COMPANY	"	TR CONCESSION SUPPLIES other TR supplies	189.66
17-11210	O	05/09/2017	GROSSENBURG IMPLEMENT	Power Drive	PARTS	43.70
17-11211	O	05/09/2017	LINPEPCO - SIOUXLAND	St. Council	VENDING MACHINE	216.30
17-11212	O	05/09/2017	LINPEPCO - SIOUXLAND	Grades	VENDING MACHINE	84.00
17-11213	O	05/09/2017	CHARTWELLS	Juniors	PROM MEALS	1,906.50
17-11214	O	05/09/2017	CINDY SHERMAN	Grades	REIMB./SNACKS FOR FIFTH gr. testing	24.62
17-11215	O	05/09/2017	MONICA JENSEN	"	REIMB./SUPPLIES FOR ES music program	18.00
17-11216	O	05/09/2017	ANGELA FLEMING	Dance	REIMB./SPRING SHOW supplies	116.43
17-11217	O	05/09/2017	PAM MATTHES	"	REIMB./FOOD FOR dancers	38.52
17-11218	O	05/09/2017	SHARON BATTLES	"	REIMB./SPRING SHOW supplies	218.84
17-11219	O	05/09/2017	KARA HEITHOLD	"	REIMB./FLOWERS FOR Spring Show	74.90
17-11220	O	05/09/2017	JAN CHINN	"	REIMB./FOOD, ADVERTISING for dance camp	160.50
17-11221	O	05/09/2017	HOBBY LOBBY	Art Club	SUPPLIES	127.52
17-11222	O	05/10/2017	STADIUM SPORTS	SPED-trans./Speech	APPAREL	1,872.50
17-11223	O	05/10/2017	CLOSE UP FOUNDATION	Close up	TRIP PAYMENTS	9,405.00
17-11224	O	05/10/2017	STATE NEBRASKA BANK	Speech/Power Drive	BURGER/BRAT STAND-DIST. TR	950.00
17-11225	O	05/10/2017	STATE NEBRASKA BANK	Athl. / TR	DIST. TR, 5/11	4,560.00
17-11226	O	05/10/2017	NICK HOSTERT	Athletic	REFEREE/DIST. TR MEET,	193.00
17-11227	O	05/10/2017	JIM PAIGE	"	STARTER/DIST. TR MEET,	200.00
17-11228	O	05/10/2017	BLACK SQUIRREL TIMING	"	TIMING FEE/DIST. TR, 5/11	1,316.80
17-11229	O	05/15/2017	NSAA	"	BAL. DUE/DIST. TR, 5/11	983.68

Check Summary Report

Date: 05/01/2017 thru 05/31/2017

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
17-11230	O	05/16/2017	BLACK SQUIRREL TIMING	<i>Athletics</i>	TIMING/CONF. TR, 4/29	504.00
17-11231	O	05/16/2017	WAYNE STATE ATHLETICS	<i>GB</i>	TEAM CAMP, SUMMER <i>League</i>	850.00
17-11232	O	05/16/2017	DALE HOCHSTEIN	<i>TR</i>	STATE TR EXPENSES	684.00
17-11233	O	05/16/2017	TONY CANTRELL	<i>Power Drive Athletics</i>	REIMB./PARTS, BATTERIES	2,085.50
17-11234	O	05/16/2017	ADAM HOFFMAN	<i>"</i>	REIMB./TOTES FOR <i>BA uniforms</i>	68.02
17-11235	O	05/16/2017	QUALITY 1 GRAPHICS	<i>"</i>	SIGNAGE	218.00
17-11236	O	05/16/2017	NASSP	<i>NHS</i>	2017-2018 AFFILIATION FEE	385.00
17-11237	O	05/16/2017	WAYNE COMMUNITY	<i>FBLA</i>	DONATION FROM FBLA FOR <i>Cul Skills Class</i>	150.00
17-11238	O	05/18/2017	AMY JACKSON	<i>School Found. Speech / Power Drive</i>	REIMB./SUPPLIES FOR DIST. <i>TR</i>	130.63
17-11239	O	05/22/2017	CHARTWELLS	<i>Athletics</i>	ATHLETIC BANQUET	2,720.00
17-11240	O	05/26/2017	BETHANY GLOBAL	<i>W.E.B.</i>	SCHOLARSHIP FOR MEGAN <i>Duncan</i>	500.00
17-11241	O	05/26/2017	WAYNE STATE COLLEGE	<i>"</i>	SCHOLARSHIP FOR LINDY <i>Sandoy</i>	500.00
17-11242	O	05/26/2017	ADAM JORGENSEN	<i>Athletics</i>	HELPED HIRE UMPIRES	100.00
17-11243	O	05/26/2017	C3 HOTEL & CONVENTION	<i>Baseball</i>	LODGING/DIST. BASEBALL	712.00
17-11244	O	05/26/2017	ROB SWEETLAND	<i>BB</i>	REIMB./MEB CAMP DEPOSIT	100.00
17-11245	O	05/26/2017	JOSH JOHNSON	<i>Boys Golf</i>	REIMB./BOYS GOLF	212.21
17-11246	O	05/26/2017	STADIUM SPORTS	<i>TR</i>	T-SHIRTS	352.00
17-11247	O	05/26/2017	GODFATHER'S PIZZA	<i>TR / VB</i>	PIZZA	656.00
17-11248	O	05/26/2017	WALSWORTH PUBLISHING	<i>Annual</i>	DEPOSIT/2017 YEARBOOK	3,797.55
17-11249	O	05/26/2017	TONY CANTRELL	<i>Power Drive</i>	REIMB./MOWER PARTS	608.70
17-11250	O	05/26/2017	TONY CANTRELL	<i>"</i>	REIMB.-POWER DRIVE <i>part/tool</i>	169.68
17-11251	O	05/26/2017	UNL	<i>Grades</i>	FOURTH GRADE ACTIVITY	56.00
17-11252	O	05/26/2017	MOMENTS PORTRAIT	<i>Musical</i>	CAST PHOTO	45.00
17-11253	O	05/26/2017	CHARTWELLS	<i>JH</i>	LUNCH/8TH GRADE <i>College trip</i>	455.60
17-11254	O	05/26/2017	SCHOLASTIC BOOK FAIRS	<i>Grades</i>	BOOK FAIR	5,613.99
17-11255	O	05/30/2017	FLOWERS AND WINE	<i>Juniors</i>	PROM FLOWERS	60.50
17-11256	O	05/30/2017	STANTON PUBLIC SCHOOLS	<i>Athletics</i>	ENTRY FEE - JH TR INVITE, <i>4/4</i>	100.00
17-11257	O	05/31/2017	MID-STATE CONFERENCE	<i>"</i>	BAL. DUE/CONF. TR, 5/2	239.00

Report Total: **50,841.46**

Add to Wayne Community Schools policies

Replaces previous 5417 policy

Students

School Wellness Policy

A mission of Wayne Community Schools (“District”) is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following School Wellness Policy.

1. School District Wellness Committee

Committee Role and Membership

The District will convene a representative District Wellness Committee (“DWC”) or work within an existing school health committee that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this District wellness policy.

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

Leadership

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

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

2. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

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

for Disease Control and Prevention's School Health Index, create an action plan that fosters implementation and generate an annual progress report.

This wellness policy and the progress reports can be found at the District's website.

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at the Superintendent's office and/or on the District's computer network. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating that the policy has been made available to the public;
- Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
- Documentation to demonstrate compliance with the annual public notification requirements;
- The most recent assessment on the implementation of the local school wellness policy;
- Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.

Annual Notification of Policy

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

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which the District's schools are in compliance with the wellness policy;
- The extent to which the District's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy; and
- A description of the progress made in attaining the goals of the District's wellness policy.

The position/person responsible for managing the triennial assessment and contact information is the Superintendent or the Superintendent's designee.

The DWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy.

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

Revisions and Updating the Policy

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

Community Involvement, Outreach and Communications

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating important school information with parents.

The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

3. Nutrition

School Meals

The District is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams ~~trans-fat~~ *trans-fat* per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs in which the District participates. The District may also operate additional nutrition-related programs and activities. All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;

- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards.)
- Promote healthy food and beverage choices using at least ten of the following Smarter Lunchroom techniques:
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel pans).
 - Sliced or cut fruit is available daily.
 - Daily fruit options are displayed in a location in the line of sight and reach of students.
 - All available vegetable options have been given creative or descriptive names.
 - Daily vegetable options are bundled into all grab-and-go meals available to students.
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
 - White milk is placed in front of other beverages in all coolers.
 - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.
 - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
 - Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
 - Student artwork is displayed in the service and/or dining areas.
 - Daily announcements are used to promote and market menu options.

Staff Qualifications and Professional Development

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus ("school campus" and "school day" are defined in the glossary). The District will make drinking water available where school meals are served during mealtimes.

Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages sold and served outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are

available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.foodplanner.healthiergeneration.org.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

Celebrations and Rewards

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

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

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day. The District will make available to parents and teachers a list of healthy fundraising ideas or comparable resources.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

- Implementing at least ten or more evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques; and
- Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards.

Nutrition Education

The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services;
- Teaches media literacy with an emphasis on food and beverage marketing; and
- Includes nutrition education training for teachers and other staff.

Essential Healthy Eating Topics in Health Education

The District will include in the health education curriculum a minimum of 12 of the following essential topics on healthy eating:

- Relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using FDA's nutrition fact labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders

- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

Food and Beverage Marketing in Schools

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes an oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors
- Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is in financially possible over time so that items are in compliance with the marketing policy.)
- Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the District/school nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

4. Physical Activity

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All schools in the District will be encouraged to participate in *Let's Move! Active Schools* (www.letsmoveschools.org), or comparable program, in order to successfully address all CSPAP areas.

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment. The District will provide teachers and other school staff with a list of ideas or resources for alternative ways to discipline students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts (discussed in the "*Essential Physical Activity Topics in Health Education*" subsection). The curriculum will support the essential components of physical education.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All elementary students in each grade will receive physical education for at least 60-89 minutes per week throughout the school year.

All secondary students (middle and high school) are required to take the equivalent of one academic year of physical education.

The District's physical education program will promote student physical fitness through individualized fitness and activity assessments (via the Presidential Youth Fitness Program or other appropriate assessment tool) and will use criterion-based reporting for each student.

Essential Physical Activity Topics in Health Education

Health education will be required in all elementary grades and the District will require middle and high school students to take and pass at least one health education course. The District will include in the health education curriculum a minimum of 12 the following essential topics on physical activity:

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise and fitness
- Phases of an exercise session, that is, warm up, workout and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity.

Recess (Elementary)

All elementary schools will offer at least 20 minutes of recess on all days during the school year. Exceptions may be made as appropriate, such as on early dismissal or late arrival days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built in to the recess transition period/timeframe before students enter the cafeteria.

Outdoor recess will be offered when weather and other conditions make it feasible for outdoor play.

In the event that recess must be held indoors, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

Classroom Physical Activity Breaks (Elementary and Secondary)

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

The District will provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks. Resources and ideas are available through USDA and the Alliance for a Healthier Generation.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies and others) and do their part to limit sedentary behavior during the school day.

The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including information on leading activities, activity options, as well as making available background material on the connections between learning and movement.

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

Before and After School Activities

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

Active Transport

The District will support active transport to and from school, such as walking or biking. The District will encourage this behavior by requiring that its schools engage in six or more of the activities below, to be selected by each school administration; including but not limited to:

- Designate safe or preferred routes to school
- Promote activities such as participation in International Walk to School Week, National Walk and Bike to School Week
- Secure storage facilities for bicycles and helmets (e.g., shed, cage, fenced area)

- Instruction on walking/bicycling safety provided to students
- Promote safe routes program to students, staff, and parents via newsletters, websites, local newspaper
- Use crossing guards
- Use crosswalks on streets leading to schools
- Use walking school buses
- Document the number of children walking and or biking to and from school
- Create and distribute maps of school environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.)

5. Other Activities that Promote Student Wellness

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

Schools in the District are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District's curriculum experts.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the DWC.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Community Partnerships

The District will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Family Engagement

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

As described in the "Community Involvement, Outreach, and Communications" subsection, the District will use electronic mechanisms (e.g., email or displaying notices on the District's website), as well as non-electronic mechanisms, (e.g., newsletters, presentations to parents or sending

information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff Wellness and Health Promotion

The DWC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.

Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

Professional Learning

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

Glossary

Extended School Day – the time during, before and after school that includes activities such as clubs, intramural sports, band and choir practice, drama rehearsals and more.

School Campus - areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.

School Day – the time between midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Legal Reference: Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. section 1758b; 7 CFR sections 210.11 and 210.30; National School Lunch Program, 42 U.S.C sections 1751-1760, 1770; Regulations and Procedures for Accreditation of Schools, NDE Rule 10

Date of Adoption: [Insert Date]

Administrative Regulation for School Wellness Policy

Additional Wellness Goals, Nutrition Guidelines and Implementation Plan

The School Wellness Policy establishes a mission of providing a curriculum, instruction, and experiences in the environment of a health-promoting school community, to instill habits of lifelong learning and health. The School Wellness Policy authorizes the Superintendent to establish such further goals and nutrition guidelines as are determined appropriate to meet the stated mission. This regulation sets forth additional goals and nutrition guidelines as appropriate to meet the District's school wellness mission and implement the School Wellness Policy.

Nutrition Education Activities to Promote Student Wellness

The base goal is to implement a curriculum that meets or exceeds the health and nutrition education objectives established by the Nebraska Department of Education. The administration establishes the following additional goals and actions to achieve such goals:

1. Curriculum: Nutrition education will be integrated into other subjects to complement, but not replace, the health and nutrition education curriculum that is provided in accordance with NDE Rule 10. Educators are to incorporate the promotion of healthy eating nutrition lifestyles in all subject areas as appropriate.
2. Display Nutrition Education Materials: The cafeteria shall display posters or other communications suitable to the ages of students served that promote healthy nutrition choices (e.g., display food pyramid). Educators are encouraged to incorporate such communications in their classrooms as well.
3. Nutrition Health Events: Educators are encouraged to search for and take advantage of events that promote nutrition education. Activities may include:
 - a. health fairs
 - b. traveling health exhibits
 - c. field trips to farm or food production facilities
 - d. school gardens
 - e. health speakers (school assemblies or class speakers on nutrition)
4. Family:
 - a. Parents are to be welcomed to join their children at school lunch as appropriate.
 - b. School communications to parents will include information about healthy nutrition; such as by including information about healthy snacks for children.
5. Staff: Our employees are encouraged to be healthy role models for students. It is important for students to receive consistent messages. Staff is discouraged from eating foods or drinking beverages of minimal nutritional value during the school day in the presence of students.

Physical Activities to Promote Student Wellness

The established goal is to implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education. The administration establishes the following additional goals and actions to achieve such goals:

1. Curriculum: Health and physical education will be integrated into other subjects to complement, but not replace, the health and physical education curriculum provided in accordance with NDE Rule 10. Educators are to incorporate physical activity promotion and non-sedentary lifestyles in all subject areas as appropriate.
2. Physical Activity During the School Day:
 - a. Recess:
 - i. Elementary students will have the opportunity for daily recess. Weather and other conditions permitting, recess will be outdoors. Students who are idle during recess are to be encouraged by supervising staff to engage in physical activity. Daily minimums are as follows: Pre-school: 30 minutes; Grades K-3: 50 minutes (15 for ½ day Kindergarten); Grades 4-6: 35 minutes. Minimums include lunch recess. Minimums are set for “ordinary” days and are subject to modification in the judgment of the educator when events such as field trips, testing, etc. occur during the day.
 - ii. Middle School and High School students will have the opportunity for physical activity during their lunch period. The gym or outside facilities will be open to use during lunch when possible.
 - b. Class Time: Physical activity within class periods (e.g. stretching breaks when students are at task for more than 50 minutes) will be encouraged.
3. Physical Activity To/From School:
 - a. To encourage biking or walking to school, the administration will work with law enforcement and as appropriate volunteer parent safety monitors to provide safe routes to school. Bike racks will be established commensurate with need.
 - b. In establishing bus pick up/drop off sites, the fact that students will have to walk farther from a particular site will not necessarily be considered as a negative factor.
4. As Punishment: Physical activity will not be used as punishment and will not be withheld as punishment. This guideline shall not apply to extra-curricular activities. Educators may use appropriate professional discretion to make exceptions to this guideline. In no event, however, will physical activity be used as a form of corporal punishment.
5. Display Physical Activity Educational Materials: The cafeteria, gym and health classrooms shall display posters or other communications suitable to the ages of students served that promote physical activity and non-sedentary lifestyles (e.g., display sports posters, walking fitness posters). Educators are encouraged to incorporate such communications in their classrooms as well.

6. Physical Activity Health Events: Educators are encouraged to search for and take advantage of events that promote physical activity education. Activities may include:
 - a. health fairs
 - b. traveling health exhibits
 - c. field trips to physical activity centers
 - d. physical activity speakers (school assemblies or class speakers representing sports figures, medical people)

7. Family:
 - a. The school's physical activity facilities (playground, gym) will be made available to use by parents with their children outside the normal school day, subject to priority use being for children and subject to other competing uses and safety and risk management considerations.
 - b. School communications to parents will include information that promotes physical activity. Such communications may include information about the benefits of physical activity to children and the distribution of information about youth sports programs.

8. Staff: Our employees are encouraged to be healthy role models for students. It is important for students to receive consistent messages. Staff is encouraged to be seen engaging in non-sedentary lifestyles. For example, staff is encouraged to walk or bike to work; use stairs even if an elevator is available; and share as appropriate personal information about physical activities they engage in to remain fit.

Other School Activities to Promote Student Wellness

The established goal is to offer other suitable opportunities to students to engage in health-promoting activities. The administration establishes the following additional goals and actions to achieve such goals:

1. Extracurricular Programs: The District will offer athletic and other activity programs subject to and in compliance with the bylaws of the Nebraska School Activities Association. Secondary school students will be offered the opportunity to participate in intramural sports activities commensurate with their interests and school resources.

2. After-School Facility Uses: The school's physical activity facilities (playground, gym) will be made available to use by students outside the normal school day, subject to other competing uses and safety and risk management considerations.

3. Advertising: The administration will monitor advertising that occurs in the school and endeavor to limit messages that promote foods of minimal nutritional value.

4. Staff Development:
 - a. Professional staff members will be provided with professional development and guidance on appropriate practices and procedures to

implement the school wellness goals and recommendations. Professional development activities will include activities each year related to the integration of physical activities and nutrition education into the academic curriculum, use of food as rewards and denial of physical activities as a disciplinary consequence, and other wellness goals and activities.

- b. The District will provide ongoing training and development for food service staff related to nutrition and wellness goals and activities.
5. Community Resources: The administration will coordinate the school wellness program efforts with those available from medical and other community organizations.

Nutrition Guidelines

The established nutrition guidelines for foods available in each school building during the school day are as follows: (1) school breakfast and lunch programs will be offered which meet or exceed the requirements of federal and state law and regulatory authorities and (2) no foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of one-half hour prior to the serving period for breakfast and lunch and lasting until one-half hour after the serving of breakfast and lunch.

The administration establishes the following additional nutrition guidelines and actions to meet the guidelines:

1. Conditions for School Meals:
 - a. Scheduling meals. Lunch periods will be scheduled at times when students are in need of nutrition (e.g., in the middle of their school day). Students will be provided adequate time to eat. In general students will, upon arrival in the cafeteria, have at least 10 minutes to eat breakfast and 15 minutes to eat lunch.
 - b. Conditions for meals. Efforts shall be made to establish comfortable and relaxed eating conditions. The factors to promote these conditions will be a clean, orderly environment, pleasant food services staff, adequate seating, enforcement of student conduct rules and adequate supervision.
2. Selection of School Meals:
 - a. School Meals: School meals shall at a minimum meet nutrition requirements established by state and federal law. The school food service staff is to offer meals that are of a nutritional value higher than that required. Emphasis is to be on good menu planning principles that offer healthy food choices including lean meats, a variety of fruits and non-fried vegetables daily, whole grains once each week, and low-fat or nonfat milk daily. Locate these choices where they are readily accessible to students. Limit portion sizes of desserts and fried foods.
 - b. Ala carte selections: Elementary students are to be offered balanced meals. Elementary students are not to be sold individual food or beverage selections except for limited portions of low-fat foods, no-fat milk, fruits, and non-fried vegetables. Middle School and High School students may

be sold foods and beverage ala carte provided the ala carte items not include foods of minimal nutritional value and that the offerings include fruits, non-fried vegetables, and healthy beverages (waters and 100% fruit juices).

3. Student's Meals From Home: Students will be discouraged from sharing food and be prohibited from sharing foods brought from home. Parents will be encouraged via health promotional materials to make healthy choices for student lunches.
4. Closed Campus. To encourage students to eat a nutritious lunch, students will not be permitted to leave school during the school day for the purpose of lunch. Exceptions: Students may leave at lunch time if they will be eating lunch at home, with parent permission. Juniors and Seniors may leave campus for lunch, even if they will not be eating lunch at home, with parent permission. Students who leave campus for lunch may not bring any purchased meals or other food back to school. The administration may grant special exceptions to the closed campus rule as needed (e.g., for students with special dietary needs).
5. Vending machines:
 - a. Vending machines will not be available for student use at any school for the period of ½ hour before and ½ hour after breakfast and lunch periods.
 - b. Elementary school students: Vending machines with foods of minimal nutritional value will not be available to use by elementary school students at any time during the school day.
 - c. Middle school students: Vending machines with foods of minimal nutritional value will not be available to use by middle school students for the period of 1 hour before and 1 hour after breakfast and lunch periods.
 - d. High school students: Vending machines with foods of minimal nutritional value will not be available to use by high school students for the period of 1 hour before and 1 hour after breakfast and lunch periods.
 - e. Promotion of Healthy Choices: At least one vending machine in each school building shall include healthy choices (e.g., water, 100% fruit juices, low-fat/non-fat milk, animal crackers, granola bars, whole-grain fruit bars, pretzels, nuts, plain trail mix).
6. Foods available during the school day:
 - a. Water: Students will be allowed access to water during the school day. Water fountains are available. Educators may in their discretion allow students to bring water bottles to classes. Students will not be permitted to bring soda pop or other drinks or food to class.
 - b. Food rewards. Food will not be used as rewards. No foods are to be provided by the school or school staff during instructional time except: healthy foods, foods provided for instructional purposes (e.g., cultural programs, FCS classes, and foods given in accordance with a special education student's IEP).

- c. Classroom Celebrations:
 - i. Staff is not to offer students foods of minimal nutritional value for classroom celebrations.
 - ii. Parents are to be encouraged to bring healthy foods for classroom celebrations.
7. Fund-raising:
 - a. School clubs are not to sell food for the period of ½ hour before and ½ hour after breakfast and lunch periods.
 - b. Student clubs are encouraged to not sell foods of minimal nutritional value as part of fund-raising efforts.
 - c. Each activity sponsor shall report to the Principal the percentage of total fund-raising receipts from sales of foods of minimal nutritional value as of the end of the each school year.
8. School activities/events:
 - a. Athletes: Student athletes serve as role models. Coaches are to encourage healthy eating by student athletes. The coaches' conduct rules may limit consumption of foods of minimal nutritional value by their athletes during their sport season.
 - b. Concessions: Concession stands will include healthy food choices. Efforts will be made to reduce offerings of foods of minimal nutritional value.
9. Definition of Foods of Minimal Nutritional Value: For purposes of this regulation, "foods of minimal nutritional value" has the same meaning as in the federal regulations for the National School Lunch program. Foods of minimal nutritional value are as follows:

Food of minimal nutritional value means: (i) In the case of artificially sweetened foods, a food which provides less than five percent of the Reference Daily Intakes (RDI) for each of eight specified nutrients per serving; and (ii) in the case of all other foods, a food which provides less than five percent of the RDI for each of 8 specified nutrients per 100 calories and less than 5% of the RDI for each of eight specified nutrients per serving. The 8 nutrients to be assessed for this purpose are -- protein, vitamin A, vitamin C, niacin, riboflavin, thiamine, calcium, and iron.

Specific foods of minimal nutritional value are:

- (1) Soda Water.
- (2) Water Ices (except those which contain fruit or fruit juices).
- (3) Chewing Gum.
- (4) Certain Candies -- Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:
 - (i) Hard Candy -- A product made predominantly from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as

sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.

- (ii) Jellies and Gums -- A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans, jellied and fruit-flavored slices.
 - (iii) Marshmallow Candies -- An aerated confection composed as sugar, corn syrup, invert sugar, 20 percent water and gelatin or egg white to which flavors and colors may be added.
 - (iv) Fondant -- A product consisting of microscopic-sized sugar crystals which are separated by thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.
 - (v) Licorice -- A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.
 - (vi) Spun Candy -- A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.
 - (vii) Candy Coated Popcorn. -- Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.
10. Definition of Healthy Foods: For purposes of this regulation, “healthy foods” means foods that are not foods of minimal nutritional value, and that are low in fats, sodium and sugars, and high per serving in the nutrients which are needed to meet Reference Daily Intakes.

Front & back

Wayne High School "Student Pledge" for Chromebook Use

1. Before the Chromebook is issued to me, I will return **ALL** the required paperwork from the student planner and pay the non-refundable **\$25.00 fee***. I understand this fee covers normal wear-and-tear, so I may have to pay for additional repairs due to negligence or replace the device if it is lost or stolen.
2. I will be prepared by bringing a charged Chromebook to class daily.
3. I will use my Chromebook in ways that are responsible, safe, appropriate, and educational.
 - I will not loan it to other individuals.
 - I will protect my Chromebook by keeping food and liquids away and carrying it in the case provided.
 - I understand that inappropriate content found on the device is subject to disciplinary action.
4. I will not disassemble any part of my Chromebook or attempt any external repairs or internal modifications.
5. I will not deface the Wayne High School Chromebook or case. Stickers are not allowed unless directed by a teacher. I understand that I will be required to remove such decorations and possibly pay appropriate fees for damage done to the Chromebook by such decorations.
6. I understand that my Chromebook is subject to inspection at any time, without notice and remains the property of the Wayne Public School District.
7. I understand I may need to file a police report in cases of theft or vandalism.
8. I agree to return the Chromebook, case, and power cord in good working condition or pay the appropriate fees.
9. If I borrow a Chromebook from the library, I agree to return it by the end of eighth period each day. I understand that if repairs are needed, the appropriate fee will be assessed.

I understand that this is a school owned device intended for educational purposes. I agree to the expectations stated in this document:

Student Name(PleasePrint): _____

Student Signature: _____ **Date:** _____

Parent Name (Please Print): _____

Parent Signature: _____ **Date:** _____

* Check here if you receive free or reduced lunch so you don't need to pay the deposit.

Wayne Community Schools
Addition to Student Code of Conduct
Appendix "2"

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

PARENT/GUARDIAN & STUDENT AGREEMENT

In order to make sure that all members of the Wayne community understand and agree to these rules of conduct, Wayne Community Schools asks that both, you as a student user, and as a parent/guardian agree and sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the Wayne Community Schools, and I understand and will abide by those district guidelines and conditions for the use of the facilities of Wayne Community Schools and access to the Internet. I understand that this free access is designed for educational purposes. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the Wayne Community Schools, any of its employees, or any institution providing network access to Wayne Community Schools responsible for the performance of the system or the content of any material accessed through it.

Student's Name: _____

Student's Signature: _____

I grant permission for my son or daughter to access networked computer services such as electronic mail (e-mail) and the Internet. I also recognize that it is impossible to restrict access to all controversial materials and I will not hold Wayne Community Schools responsible for materials acquired or sent via the network.

Parent's Name: _____

Parent's Signature: _____

Date: _____

This form will be retained on file by authorized faculty designee for duration of applicable computer/network/internet use.

Junior/Senior high school Handbook Changes for 2017-18

Lunch Hour Driving Page – Add to the first paragraph that the student may not transport any other student. Bottom of that same page – No driving /walking passes or Chrome Books will be distributed until **ALL** of the handbook pages have been signed by the student and parent.

Change dates throughout to 2017-18

Student pledge for Chrome Book use – Condense and have both parent/student sign one page instead of two. (See enclosed policy)

Page #1 – Add Mr. Dennis Doliver

Page #1, Last paragraph – Change from Superintendent to Principal for coordinator of anti-discrimination.

Page #3 – Change HS faculty to JH/HS Faculty and update staff. Julie Osnes for Sue Buryanek, Kiley Koch/Business/Spanish/ELL for Annette Rasmussen, Pam VanderVeen for Sylvia Ruhl, Dennis Doliver for Rocky Ruhl, and add Toni Rasmussen as Agricultural Education/FFA.

Page 13 – Add to the bottom of the page the following: Students in ISS may practice and/or participate in extra-curricular activities. Students in OSS may not attend or participate in any school activity while on OSS.

Page 14 – Letter A2 under Assault on a student with injury, change from 5 days of OSS to 5-19 days of OSS. And under A6 change from 5 days of OSS to 1-5 days of OSS.

Page 17 – Change D1 from 5 days of OSS to 1-5 days of OSS and D2 from 5 days of OSS to 1-5 days of OSS. Change F1 from 1-3 days to 1-5 days of ISS/OSS.

Page 24 – In the 5th paragraph change from policy number 5313 to revised board policy number 5008.

Page 31 – Under change of schedule, Change from the first few days to one week.

Page 33 – Hot lunch prices.

Page 42 – Under Title VI – Change coordinator to Principal instead of Superintendent and change Homeless student laws to Misty Bear instead of Superintendent.

Page 54 – Last line change Mrs. Rasmussen to Mrs. Brink as 504 coordinator.

Page 55 – In the first paragraph change School Board policy from 5318 and 5319 to 5401 and 5415 to reflect revised policy number changes.

Page 56 – Change administrative regulation 5400 to fit changes in board policy.

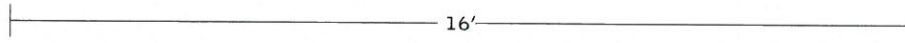
Page 56 & 58 - Change administrative regulation #5400 to 5416 to reflect revised board policy numbers.

Wayne Jr./Sr. High School, Wayne, NE

PROOF #34667-PR

PROOF INCLUDES:

- **Model 2781-1C Basketball/Volleyball/Wrestling LED Scoreboard w/ Intelligent Captions**
1-side: 10'W x 4'11"H x 8"
Scoreboard Color: #72 Electronic Blue
Intelligent Caption Color: Amber
- **Non-Illuminated Sign**
16'W x 2'H
- **SD7-5 - RL 6 Player/Points/Fouls Panels LED Display**
3'W x 5'11"H
- **Non-Illuminated Sign**
10'W x 1'H



WAYNE COMMUNITY SCHOOLS HOME OF THE BLUE DEVILS

ace kills digs			WAYNE	0:00	NORTH	ace kills digs		
32	0	4	19	NEVCO	10	23	1	2
43	2	0	< BB	period	BB >	45	2	3
31	4	1	WON	TOL	SET	TOL	WON	
53	2	5	2	0	3	0	0	
14	1	3	NEVCO	WAYNE COMMUNITY SCHOOLS BOOSTERS	NEVCO	14	3	2
88	88	88				41	1	3
88	88	88				88	88	88



This rendering is for conceptual purposes only. It may not be to exact scale or specifications and should not be used for installation purposes. Every effort has been made to make it as accurate as possible. Beams and or pillars are for illustration only. Engineering specifications may require changes in the quantity, size and/or shape of beams and pillars to meet installation requirements. Nevco assumes no obligations or liability regarding the viability of applicability of existing structures. THIS DRAWING IS THE PROPERTY OF NEVCO INC. AND SHALL NOT BE REPRODUCED, COPIED, SHARED or DISTRIBUTED WITH ANYONE OTHER THAN THE INTENDED STAFF OR CLIENT OF THE PROPOSED PROJECT WITHOUT THE EXPRESSED PERMISSION OF NEVCO INC.



QUOTATION

Account Name	Wayne Jr./Sr. High School	Created Date	6/12/2017
Quote Number	00067358	Expiration Date	6/30/2017
Contact Name	Rocky Ruhl	Prepared By	Matthew Frey
Title	Athletic Director	Title	Display & Scoring Consultant
Email Address	roruhl1@waynebluedevels.org	Phone	(618) 659-7506
		Fax	(618) 659-1821
		Email Address	mfrey@nevco.com

Quantity	Model/Part #	Product Description	Dimensions L x H x W/D
1.00	2700-ETN	Basketball/Volleyball/Wrestling LED Scoreboard	8'x3'x8"
1.00	2781-IC	Basketball/Volleyball/Wrestling LED Scoreboard w/ Intelligent Captions	10'x4'11"x8"
2.00	603-3034	Cable 2 Cond EOP-1 150 ft.	150'
2.00	9715C	Locker Room Clock LED Display (Child) with 25' Ethernet cable.	14.25"x10.25" x1.5"
2.00	9715P	Locker Room Clock LED Display (Parent) with 25' Ethernet Cable.	14.25"x10.25" x1.5"
1.00	ADI 16-2	Non-illuminated Indoor Sign	16'x2'
1.00	ADI 8-1	Non-illuminated Indoor Sign	8'x1'
1.00			
1.00	EOP 275-0716	End of Period LED Light Set (42" or 48" Backboard) - MPC Interface	0.7'x1.5'x4"
2.00	MPCW-7	Controller MPCW-7 (Wired or Wireless)	0.9'x0.8'x4"
5.00	MPCW-7 Indoor Rec	Receiver MPCW-7 (Wireless) for indoor scoreboards	
1.00	SD7-5 - RL	6 Player/Points/Fouls Panels LED Display	3'x5'11"x8"

Ttl Shipping Wt (lbs)	1,063	Subtotal	\$26,467.76
County	Lancaster	Freight	\$584.65
		Total	\$27,052.41

Customers who purchased items in this quote also purchased the following:

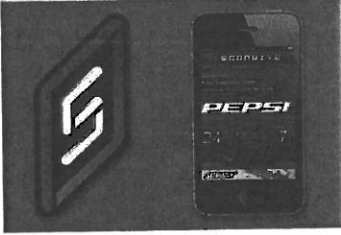
Slim Shot Clocks



- Three shot clock sizes, all with a 2" depth, to meet your venue's needs
- Bright, long lasting, energy-efficient LED's reduce power consumption and operating expense
- New durable Lexan face and lightweight aluminum cabinet design can withstand heavy impact
- Integrates with Nevco accessories, such as End of Period lights, and Locker Room Clocks
- Daisy chaining capability allows for single or double sided mounting

QUOTATION

Scorbitz



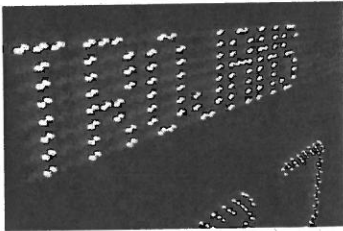
- Unlimited advertising revenue potential
- Real-time, streaming scores and updates on your smart phone and other internet devices
- Post or check upcoming game schedules
- Send notifications to phone to let fans know the game is about to start and after the game with the final score
- Enhance your relationships with fans and alumni

3-in-1 Scorers Table



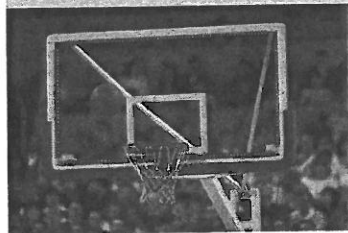
- Upgradable from Non-Lit to Rear-Lit to LED (cartridge-based system)
- Expandable: add on 8' or 10' sections for longer, seamless table
- Proven, Unique Transport System for easy storage, moving and maneuverability
- Floor Saver Footings protect your floor and hold table in place
- Industrial Powder Coat Finish resists scratches

Electronic Team Names (ETN)



- Customize the team names
- Easily changed from game to game
- Program team names using the console control
- Bright, long-lasting, energy-efficient LED
- Perfect for Multi-team Complexes or facilities that host Tournaments
- Available on most models

End of Period Lights



- Automatically lights at the end of the period
- Integrates with main scoreboard clock and scoreboard controls
- Invisible when not lit
- Bright, long-lasting, energy efficient LEDs
- Easily installed on 42" or 48" backboards

Message Centers



- Flexible advertising solution
- Exciting in-game animations
- Display additional stats and player info
- Long-lasting LED technology
- Full color and monochrome (red or amber)
- Many sizes to fit your scoreboard and venue



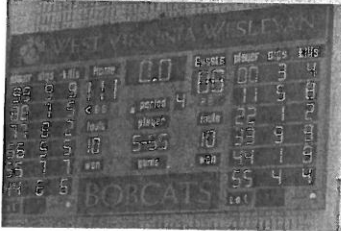
QUOTATION

Extended Warranty



- Additional protection for 24 months
- Same terms as the included 5-year warranty
- Available for indoor or outdoor scoreboards
- Longest warranty available in industry

Player Stat Panels



- Displays individual stats for up to 6 players
- Time Outs Left included on some models
- Mounts next to new or existing scoreboard
- Available for basketball, volleyball or wrestling

Billing/Shipping Information

Bill To Name	Wayne Jr./Sr. High School	Ship To Name	Wayne Jr./Sr. High School
Bill To	611 W 7th St	Ship To	611 W 7th St
	Wayne, NE 68787-1715		Wayne, NE 68787-1715
	USA		USA

Quote Terms and Conditions

The above pricing is for equipment only and does not include installation (unless specified) or taxes (if applicable). Unless shown specifically in the quote, shipping is an additional cost and is not included. Credit terms determined upon receipt of purchase order. Shipping terms are F.O.B. Greenville, IL USA.

All Scoreboards and Message Centers are UL Listed and most come with our free 5-year guarantee (Exception: Special promotion/packages may have shorter warranty and are noted in product descriptions). Wireless components, UltraScore Portable Scoreboard and Solar Power Kit carry a 2-year guarantee. Hand-held controls and switches carry a 1-year guarantee.

Scoreboards are available in 15 standard colors at no extra charge. Please contact your consultant for production/shipping lead times.

Purchase Order Address	Nevco, Inc. 301 East Harris Ave Greenville, IL 62246-2151	Remit To Address	Nevco, Inc. 7957 Solution Center Chicago, IL 60677-7009 800.851.4040 / 618.664.0360
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Quote Acceptance

Signature _____ Title _____
 Name _____ Date _____



Omaha Neon Sign Company

1120 N 18th Street | Omaha 68102 | 402.341.6077 | 402.341.7654 fax

AGREEMENT FOR CUSTOM SIGN PRODUCTS AND SERVICES

Date: 6/12/2017

Salesperson: Kyle Conry

Purchaser:

Wayne High School
611 West 7th St.
Wayne Ne 68787

JOB NAME & LOCATION:

CONTACT :
PHONE :

EMAIL:

OMAHA NEON SIGN CO., INC. ("Omaha Neon"), will furnish Purchaser with hereinafter described custom sign products and services, further detailed in drawing(s) _____ and/or other specifications attached to and made a part of this agreement. Agreement is made according to Conditions of Agreement and Security Agreement attached to and made a part of this agreement.

Receive inspect and install interior score boards and clocks listed below.

- 1) 5'x8' model 2871 Score board.
- 1) 3'x8' model 2700 ENT Scoreboard.
- One set of 3'x6' Stat Panels.
- One 2x16 ADI.
- One 1x10 ADI.
- 4) Locker room Clocks.

Cost to be : 4600.00 Electrical Hook up by customer.

**PERMIT FEES AND ADMINISTRATIVE COSTS WILL BE BILLED SEPARATELY, UNLESS SPECIFICALLY IDENTIFIED HEREIN.
CUSTOMER IS RESPONSIBLE FOR ELECTRICAL HOOK-UP.
AGREEMENT MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS.**

Omaha Neon will furnish sign products and services specified herein for the sum of:

\$ 4600.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Omaha Neon Sign Co., Inc. to carry fire, tornado and other necessary insurance. Omaha Neon workers are fully covered by Workmen's Compensation insurance.

Accepted by:

Date of Acceptance:

OMAHA NEON SIGN CO., INC.

Acceptance of Agreement - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Customer Acceptance:

Date of Acceptance:

CUSTOMER SIGNATURE

1. The prices stated are subject to change for errors in plans, designs, specifications or drawings furnished by the purchaser.
2. OMAHA NEON SIGN CO., INC., ("Omaha Neon"), assumes no responsibility for the accuracy of plans specifications, designs or drawings provided by the purchaser. The purchaser agrees to indemnify and hold harmless Omaha Neon from any liability for any claims of infringement of the trademarks, service marks, logos, trade names, copyrights, and other proprietary rights of third parties arising out of constructing the signage according to purchaser's plans, designs, specifications or drawings.
3. No portion of this agreement may be changed or modified unless such changes or modifications are approved in writing by Omaha Neon.
4. All federal, state and local sales or use taxes are the responsibility of the purchaser.
5. Omaha Neon will not be responsible for delays in shipments or installation of the sign resulting from delays caused by suppliers or transportation services or by labor disputes or due to any other circumstances beyond its control.
6. Omaha Neon retains a security interest and lien on all goods covered by this agreement, and said goods shall not be deemed to constitute a part of the realty to which they may be attached until the purchase price is paid in full. Omaha Neon is given an express lien upon said goods both erected and unerected notwithstanding the manner in which the goods are annexed or attached to the realty. Purchaser agrees to sign any financing statements requested by Omaha Neon to record and perfect such security interest. In the event of default by the purchaser, including but not limited to non-payment of any amounts when due, Omaha Neon may, in addition to any other remedies at law or in equity, at once (and without process of law), without being guilty of trespassing, (a) take possession of and remove, as and when it sees fit and wherever found, all goods covered by this agreement, and/or (b) place a covering over the goods or otherwise render them unusable by purchaser as and when it sees fit, which covering shall not be removed or interfered with in any way by the purchaser.
7. This agreement shall be construed according to the laws of Nebraska. In the event any lawsuit is brought by Omaha Neon for the breach of the terms and conditions of this agreement, then the purchaser shall pay all costs of litigation, together with Omaha Neon's reasonable attorney fees.
8. Unless otherwise noted, the prices herein are FOB Omaha Neon offices in Omaha, Nebraska.
9. All provisions contained herein are an integral part of this agreement. There are no other agreements or understandings of any nature concerning same unless specifically incorporated into this agreement by reference.
10. Omaha Neon agrees that the sign will be constructed within six months after the last date that the purchaser has provided Omaha Neon with all materials or specifications or instructions needed to complete construction of the sign. At such point in time as the sign is ready to be installed and if, within thirty (30) days after notification by Omaha Neon to purchaser that the sign is ready for installation, the purchaser refuses or fails to pay Omaha Neon the purchase price hereof, then Omaha Neon shall be entitled to a financing charge at the rate of one and one-half percent per month (18% per annum), (or, if lower, the highest legal rate of interest which purchaser may be charged) from and after thirty (30) days subsequent to the date that Omaha Neon has notified Buyer that the sign is ready to be installed.
11. Ownership of original art used on a sign or designed by Omaha Neon shall remain the sole and exclusive property of Omaha Neon. Such art shall not be used without the express permission of Omaha Neon. Purchaser agrees that violation of this condition will cause irreparable damage to Omaha Neon.
12. All shipments will be made freight collect unless purchaser specified otherwise. If the purchaser requests the shipment to be prepaid, the purchaser will be designated as the shipper. If the purchaser requests Omaha Neon to prepay the freight charges, or if the Interstate Commerce Commission regulations permit common carrier to demand that Omaha Neon prepay the freight charges. Omaha Neon will bill the freight charges to the purchaser at actual cost plus a ten percent (10%) service charge.
13. Omaha Neon' responsibility for safe delivery of goods ceases when goods are accepted by the carrier. Freight claims must be filed by the purchaser. The customer is cautioned to examine and test each item when received, note any damage or shortage on the freight delivery receipt, and request an immediate inspection by the carrier's claim department to facilitate filing of the claim.
14. The prices stated do not include the cost of permits or the cost of variance appeals including attorney's fees required to obtain permits, which costs, if incurred by Omaha Neon will be paid by the purchaser.
15. The prices stated do not include the primary electrical circuitry from the purchaser supplied source to the foundation in the case of ground signs nor do they include the cost of the primary electrical circuitry from the purchaser supplied source to the sign location on building signs.
16. Omaha Neon warrants the goods quoted against defective workmanship and materials (except lamps) for one (1) year from date of shipment. Labor for replacement of transformers, ballasts, and electrical equipment is not included in the warranty. In the event the installation is effected by Omaha Neon, warranty includes labor for a period of ninety (90) days. Whenever there is any circumstance on which a claim might be based, Omaha Neon must be informed in writing within ten (10) days, or the provisions of this warranty are null and void. No allowance will be made for any expense incurred in repairing any defective material or supplying any missing parts except on the prior written consent of Omaha Neon. Any part found by Omaha Neon to be defective due to faulty workmanship or materials, if returned prepaid within the warranty period, will be repaired or replaced, FOB point of production. Omaha Neon reserves the right to repair or replace in whole or part. If the replacement part is shipped prior to receipt of the returned part, a charge for the replacement part shall be made pending return and examination of the part claimed defective. This warranty is extended to purchaser only.
THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARISING FROM THIS SALE. IT BEING THE INTENTION OF THE PARTIES THAT THE FOREGOING EXPRESS WARRANTY SHALL BE THE SOLE AND EXCLUSIVE WARRANTY OF OMAHA NEON AND BE IN LIEU OF ALL OTHER WARRANTIES, IMPLIED OR EXPRESSED.
PURCHASER'S REMEDIES FOR BREACH OF THIS WARRANTY ARE LIMITED TO REPAIR OR REPLACEMENT AT OMAHA NEON OPTION AS HEREIN ABOVE PROVIDED AND SUCH REMEDIES SHALL BE IN LIEU OF ANY RIGHT PURCHASER MAY OTHERWISE HAVE TO RECOVER CONSEQUENTIAL OR INCIDENTAL DAMAGES OR TO RECOVER FOR BREACH OF WARRANTY, NEGLIGENCE OR STRICT TORT LIABILITY.
17. The foregoing warranty shall not apply to any goods that have been tampered with, altered, or serviced or repaired by anyone other than Omaha Neon or its authorized representative, or to defects resulting from (a) failure to properly install the signage in accordance with Omaha Neon' instructions, if not installed by Omaha Neon; (b) misuse; (c) normal wear and tear; or (d) constructing the signage according to purchaser's plans, designs, specifications of drawings.
18. Prices for installation do not apply to cities where local codes require design criteria in excess of that quoted in condition No. 20.
19. Prices for installation are predicated on standard installation conditions and do not take into consideration non-standard soil conditions, installations at inaccessible areas, nonstandard building conditions, etc. Prices for installing items on structures supplied by the purchaser are predicated on the assumption that the structures furnished by the purchaser are structurally sound for accepting Omaha Neon goods without modification. Exterior or interior building rework required to support signs is not included in this quotation, unless otherwise noted. Whenever installation requires penetration of a roof surface Omaha Neon shall not be responsible for making any such attachment point, weather tight. Purchaser agrees to hold Omaha Neon harmless from all damages for repair of roof surfaces as well as from any consequential damages to contents, individuals, other parts of the structure, business interruption, loss of business and any other liability of any kind or nature.
20. Prices are predicated on the assumption that signs, structures and installations are constructed to withstand static pressures of 30 PSF under twenty five (25) feet in height, and are based on installation of foundations in dry, stable soil (free of rock, water or obstructions) having minimum soil bearing capacity of 3,000 PSF. The purchaser warrants the ground location of signs to be free of rock and other obstructions. Purchaser agrees to pay all additional costs resulting from the discovery of rock, water or obstructions when incurred by Omaha Neon in installing signs at purchaser designated locations.

Purchaser acknowledges these Conditions of Agreement and Security Agreement. By: _____

PERSONAL GUARANTEE: In consideration of credit being extended by Omaha Neon to the above named Purchaser for merchandise to be purchased whether Purchaser be an individual or individuals, a proprietorship, a partnership, a corporation or other entity; the undersigned guarantor or guarantors each hereby personally and unconditionally contract and guarantee to Omaha Neon the faithful payment, when due, of all accounts of said Purchaser. The undersigned guarantor or guarantors each hereby expressly waive all notice of acceptance of this guarantor, notice of extension of credit to Purchaser, presentment and demand for payment on Purchaser, protest and notice to undersigned guarantor or guarantors extension of time of payment to Purchaser or with respect to any security held by Omaha Neon extension of time to Purchaser, acceptance of partial payment or partial

compromise, all other notices to which undersigned guarantor or guarantors might otherwise be entitled and demand for payment under this guarantee. Absent written permission by creditor, this personal guarantee may not be revoked.

Name of Personal Guarantor(s) (Please Print Name):	Signed:	Dated:

Midwest Music Center

6/6/2017

311 W Norfolk Ave. Suite 110 Norfolk, NE 68701
402-379-5252

Bid prices good
for 60 days.

Installation Project Manager: Tye Anderson
Owner: Chad Barnhill

Wayne Elementary School

Contact: ruplage1@waynebluedevils.org
312 N. Douglas St.
Wayne, NE 68787

Gym Sound System

Qty	Item	Price Each	Extended
8	Community R Series 6.5inch Speaker in White	\$349.00	\$2,792.00
1	Crown 1000 Series DSP Power Amplifier	\$779.00	\$779.00
1	Biamp Digital Audio Interface with Volume Controller	\$2,010.00	\$2,010.00
1	Furman Power ON/OFF Sequencer with key switch	\$299.00	\$299.00
1	Middle Atlantic 12 Space Metal Rack w/ Locking Door	\$479.00	\$479.00
1	Rack Drawer for Cable & Mic Storage	\$164.00	\$164.00
1	Technical Pro Bluetooth Audio Input	\$89.00	\$89.00
1	Audio Technica 3000 Series Wireless Handheld Mic	\$559.00	\$559.00
1	Audio Technica 3000 Series Wireless Media Pack	\$519.00	\$519.00
2	CBI Mic Cable - 50Ft	\$39.00	\$78.00
575	CBI White Install Speaker Cable .56 per Ft	\$0.56	\$322.00
1000	CBI Install Balanced Line Cable .49 per Ft	\$0.49	\$490.00
4	Neutrik XLR Connector	\$6.00	\$24.00
1	2 XLR Wall Plate	\$39.00	\$39.00
1	1 XLR Wall Plate Rack Mounted	\$12.00	\$12.00
2	Audix MicroBoom Choir Mic with Stand	\$529.00	\$1,058.00
4	1 RU Rack Panel	\$12.00	\$48.00
1	1/8" Mini to Summed Mono 1/8" 10ft Media Cable	\$21.00	\$21.00
	Mounting/Fly Hardware & Other Materials		\$915.26
		Subtotal	\$10,697.26
Midwest Music Center Provides :		Installation Labor	\$2,450.00
All Sound/Video Product and Materials		Total	\$13,147.26
Installation, Calibration, and Training of all Sound/Video Product			
Two Year Warranty on Sound/Video Installation and Materials			



**Parent-Student Handbook
of
Wayne Elementary School**

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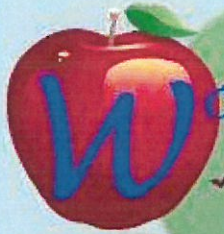
District Expectations

BE RESPONSIBLE/ BE PREPARED	<ul style="list-style-type: none"> • Be on time • Be ready to learn • Have assignments complete and ready to hand in • Have needed tools—pencils, colors, etc.
BE RESPECTFUL	<ul style="list-style-type: none"> • To self • To others • To property
BE SAFE/DO THE RIGHT THING	<ul style="list-style-type: none"> • Enter room quietly and get right to work • Follow instructions the first time • Complete work • Listen, participate, and cooperate • Keep hands, feet, and materials to self • Take responsibility for your own learning and actions

WAYNE ELEMENTARY SCHOOL - CHARACTER TRAITS

Building Character with Kelso (K-5)	Learning for Life (Grade 6)
1: Respectful	1: Respectful
2: Caring	2: Responsibility
3: Fair	3: Honesty/Trust
4: Responsible	4: Caring/Fairness
5: Honest	5: Perseverance
	6: Self-Discipline
	7: Courage
	8: Citizenship

“Learning for Life”



Working in Partnership

- ✓ Contribute to society by becoming productive, respectful, successful, and engaged global citizens
- ✓ Demonstrate positive cooperation and problem-solving skills



Commitment to Excellence

- ✓ Demonstrate responsibility and ownership for learning by developing positive goals and working to achieve them
- ✓ Take pride in accomplishments and have the resilience to learn from both successes and failures
- ✓ Acquire a well-rounded and exceptional educational experience that incorporates critical thinking skills in all academic areas



Success in Life

- ✓ Develop an appreciation of diversity and a respect for self, others, and the environment
- ✓ Utilize technology in a responsible, effective manner to access, evaluate, and use information to solve problems and communicate ideas

Wayne Community Schools



Mission Statement

The mission of Wayne Community Schools, working in partnership with the families and communities it serves, is to develop well-educated life-long learners. Wayne Community Schools promotes academic excellence, creativity, and a love of learning, within a caring and secure environment. Utilizing a variety of instructional strategies, Wayne Community Schools is committed to the success of all students.

Introduction

Principal's Message

Welcome to Wayne Elementary School! I am very excited to have you as a member of our school community during the 2017-2018 school year. The information in this handbook will help you to learn more about the community you will be a part of this school year.

This handbook contains district policies and procedures that have been adopted by the Wayne Community School Board. Wayne Elementary School follows these policies and procedures in order to create a positive school culture where all students can learn. For your convenience, the handbook is also available to view on the district's webpage. In addition, the handbook has been reviewed and approved by the Wayne Board of Education.

I look forward to building positive relationships with students, staff, and parents this year. When strong partnerships exist between all stakeholders, students are ensured a high quality education that leads to a lifelong love of learning. This provides students with the hope and confidence to be successful throughout their life. Let's work together to have a terrific school year!

Sincerely,
Mr. Russ Plager
Elementary Principal

Wayne Elementary School Directory

Administration	Title
Lenihan Mark Plager, Russ Hight, Tucker Bear, Misty Hanson, Mark Dolliver, Dennis	Superintendent of Schools Elementary School Principal Assistant Principal/Special Ed. Special Ed. Director High School Principal Jr. High Principal/Athletic Director
Administrative Assistant	Counselor K-8
Sherman, Cindy Franco, Elda	Jenn Cliff
Kindergarten	First Grade
Heikes, Tanya Meyer, Lisa Rockhill, Emily	Maas, Courtney Ostrand, Kathy Thomas, Jennifer
Second Grade	Third Grade
Jaixen, Mike Lutt, Jodi, Suchl, Cheryl	Garvin, Liz Sims, Emily Wendte, Carrie
Fourth Grade	Fifth Grade
Hix, Kim (Language Arts, Math, Science) Metzler, Susan (Language Arts, Math, Writing) Stewart, Winter (Language Arts, Math, Social Studies)	Long, Diane (Language Arts, Math) McPhillips, Jessica (Language Arts, Science) Trenhaile, Phylis (Language Arts, Social Studies)
6th Grade	Special Education
Hoskins, Joyce (Language Arts, Math) Janke, Colleen (Language Arts, Social Studies) Niemann, Jill (Language Arts, Science)	Dorcey, Jean Candace, Petersen Reeson, Brooke
Specialist	Title
Anderson, Tracy Duerst, Emily Hansen, Joan Harder, Carolyn Heithold, Kara Hochstein, Laura Hoffman, Ashley Hoskins, Brad Jensen, Carrie Jensen, Monica Kerby, Rachel Promes, Ben Rethwisch, Rich Tompkins, Sonya	5th and 6th Vocal Music Keyboarding Library/Media Nurse Speech Therapist ELL Title PE 5th and 6th Band K-4 Vocal Music School Psychologist Technology Director Title Art/HAL

K-12 Rights and Responsibilities

The Rights

of the Students are to:

- learn in a safe and caring environment.
- be treated with respect and dignity.
- be actively involved in learning.
- express their opinions appropriately

of the Staff Members are to:

- teach in a safe and caring environment.
- be treated with respect and dignity.
- teach and guide students.
- receive cooperation from students.

The Responsibilities

of the Administration are to:

- implement and consistently follow school-wide student management plan.
- provide opportunities to train all staff, parents/guardians, and students in the implementation of the student management plan.
- inform teachers and/or parents/guardians of disciplinary actions taken when applicable.
- develop a partnership with parents and community.

of the Teaching Staff are to:

- teach, model, and review appropriate learning skills in a positive environment.
- establish and implement classroom rules and procedures consistent with the student management plan.
- be consistent in administering consequences according to the student management plan.
- maintain communication with parents/guardians regarding student progress.
- develop a partnership with parents/guardians and community.

of the Students are to:

- be prepared to learn.
- participate in class.
- complete assignments on time.
- follow rules and regulations and accept the consequences of their actions.
- respect the rights and property of others.

of the Parents /Guardians are to:

- know the rules and consequences of the student management plan.
- teach respect, the school guidelines, and appropriate behavior.
- support school policy.
- develop a partnership with the school.
- support students' activities in school and the community.

of the Community are to:

- provide an atmosphere of safety and support for students.
- act as a cooperative partner of the school in an educational/business role.

SAFETY FOR THE CHILDREN

Grounds and Parking Lot

All traffic laws of the state apply to the operation of motor vehicles on the school grounds including the prohibition of passing a school bus loading or unloading pupils. Extreme care must be taken to prevent accidents. The school assumes no liability for damage, loss, or theft from vehicles.

East side is for parents/guardians to bring and pick up students. West side is for busses and the City Van to transport children.

Parents

1. Drive vehicles slowly, safely, and watch for children at all times.
2. Park only in designated areas. Do NOT park on crosswalks.
3. Keep bus areas (west side of school) clear from other traffic.
4. Model patience for your children.

Student Drop Off

Student drop off is on the east side of the school. Please travel south on Douglas St. and drop off your student on the east side of the building. This is a one way street that will be monitored by the staff and police. Please do not travel east down 4th street to get to the east side of the building. 4th street is where teachers park before the school day. We do not want parents dropping off their children in this busy area due to safety concerns. In addition, when dropping off your student, please park as far south on Douglas St. as far as possible to allow multiple parents to drop off their children.

Student Pick Up

Student pick up is on the east side of the school. The following pick up procedures for each grade will help us make dismissal safe and timely. Our goal is to dismiss students in a manner that reduces instructional distractions, minimizes congestion in the commons area, and allows the staff to systematically get your students home safely.

Kindergarten

Parents of kindergarten students can enter the building at 3:15 p.m. and go directly to the gym. The kindergarten students that ride home with their parents will be walked to the gym by their teacher. They will dismiss the students to their parents to make sure that all students are safe.

1st/2nd Grade

Our 1st and 2nd grade students that ride home with their parents will be walked out the east doors of the building, and will be dismissed to their parents to make sure that all students are safe. Please do not enter the building before 3:20 p.m. unless you need to communicate with school personnel. This will help us avoid distractions at the end of the day, and it will keep the congestion in the commons area to a minimum.

3rd/4th/5th/6th Grade

Our 3rd, 4th, 5th, and 6th grade students will be dismissed by their teachers from their classroom. They will walk out the north doors, and the students will meet their parents outside. Please do not enter the building before 3:20 p.m. unless you need to communicate with school personnel. This will help us avoid distractions at the end of the day, and it will keep the congestion in the commons area to a minimum.

Siblings Meeting Spot

Our elementary students that need to meet up with their siblings in other grades will use the gym as their meeting spot. Parents of these students can enter the building at 3:15 and go directly to the gym to pick up their students. This will allow parents with multiple students in the building to pick up all of their students in one place.

Bus/Van/Rainbow/Activities Center

The students will be loaded and dropped off on the west side of the school.

Attendance

School Time

Regular school hours are 8:00 a.m. to 4:00 p.m. with students attending classes from 8:00 a.m. to 3:20 p.m. **Students should not enter the building before 7:30 a.m.** unless appointments have been made with teachers or administrators. Students are permitted in the building evenings or weekends only if directly supervised by a teacher or administrator.

Attendance Policy

Attendance refers to: attending all classes every day. The principal will determine excused and unexcused absences. **Parent/Guardian communication is required each day a student is gone.**

ABSENCES: Please call the office informing them of the reason your child will not be in attendance. (375-3854 or 375-2230). Police may be contacted to do a wellness check if there has been no communication. Pre-makeup slips must be used for all anticipated absences. As per Nebraska State Law, any student who has accumulated five (5) absences during any quarter of the school year shall have his/her attendance profile reviewed by the principal. An attendance letter, giving parents information will be sent. On the conclusion of this review, a determination will be made regarding further action, which may include a collaborative plan meeting with an administrator. During this conference, the nature of the absences will be discussed and a plan to remedy the situation will be established. Absences due to extended illness and/or accidents will receive a letter for a remediation plan.

A more detailed description of our attendance policy, which complies with LB 800, may be found in the Board of Education Policy and Regulations-Policy 5008 .

CORE Team

- This is a team at our building that is composed of administrators and support staff that collaborate in order to support families in the areas of tardies, attendance, and community resources. The team uses the following criteria and/or their professional judgement as they make decisions for our students:

5 days unexcused - monitor/call home/letter

5 unexcused tardies - monitor/call home/letter

10 days unexcused - monitor/call home/letter/set up collaborative plan

10 unexcused tardies - monitor/call home/letter/set up collaborative plan

15 days unexcused - monitor/call home/letter/set up collaborative plan/home visit/possibly refer to county attorney

15 unexcused tardies - monitor/call home/letter/set up collaborative plan/home visit/possibly refer to county attorney

20 days unexcused - monitor/call home/letter/set up collaborative plan/home visit/ refer to county attorney

20 unexcused tardies - monitor/call home/letter/set up collaborative plan/home visit/ refer to county attorney

Classification of Absences

When written excuses are turned into the office, the absence(s) will be classified as excused, unexcused, or school-related. The excused classification has the approval of the home and school and covers absences such as illness, death in the family, religious holidays, and medical appointments. Approval from home does not necessarily mean the school will approve the absence. After an excused absence, the student is responsible for completing any assignments missed, and he/she should inquire of the teacher about satisfactory arrangements for making up work missed. The student should not expect the teacher to initiate these arrangements; this is the student's responsibility. Full credit is given for work made-up satisfactorily.

An unexcused absence is defined as an absence from class or school for any portion of a period or day without proper authority from home and/or school. The penalty for an unexcused absence will be determined at the discretion of the administration. Once a student has arrived on school premises, he/she is supposed to be in school. Leaving the school campus without permission from the central office at any time after arrival is considered an unexcused absence and will be treated as such.

Make-Up Work - Extended Illness or Family Requests

If your child will not be in school, the parent/guardian must call the school preferably by 8:00. Assignment sheets and homework may be picked up at the office at 3:30 or earlier per/ parent request. **If your child is too ill to come to school or leaves school for sickness, he/she may not attend after-school functions.**

If parent/guardian knows a vacation or family event will keep your child from attending school at any time, assignment sheets and homework must be completed before leaving unless otherwise approved by the teacher. Teachers must be notified to make necessary arrangements for future assignments. Children may be kept after school to get help from the teacher and to complete the necessary work.

TARDIES: Students who are tardy miss important instructional/educational time with their teacher and class. They may earn lower grades, or even fail due to missing instructional/educational time with their teacher and class. Tardy students:

- May be requested to remain after school to make up time missed (state statute 79-4173)
- May be referred to the elementary school's core team for excessive tardies.
- May be referred to Child Protective Services for parent neglect after six consecutive tardies and correspondence from principal to parent/guardian (state statute 79-301)
- May be referred to County Attorney's office for parent neglect after nine consecutive tardies and correspondence from principal to parent/guardian (state statute 79-201)

Leaving School

Students who must leave school for any reason during the school day must check out at the office before leaving. Students leaving school must be cleared in advance by a note or phone call from the student's parent or legal guardian. Upon returning to school that same day, students must check back in at the office. Students who leave without permission will be counted unexcused. Adults are allowed to pick students if they are a parent/guardian with legal custody or the school has proper documentation that a particular adult is allowed to pick up the student.

Transfer or Withdrawal from School

Any student who withdraws or transfers to another school in Nebraska or out of state should notify the central office prior to leaving. Records and transcripts will be forwarded to the appropriate school officials upon request. See the office for the appropriate checkout forms. Records will be held until the student has completed the checkout process.

General Information

Hot Lunch

Both breakfast and lunch are available for students each day. We begin serving breakfast at 7:30 a.m. If your child arrives between 7:30 a.m. and 7:50 a.m., they will be receiving a hot breakfast. If your child arrives after 7:50 a.m., they will receive a grab 'n go breakfast, so they are not tardy to class. The prices for elementary (K-6) breakfast and lunch for the 2017-2018 school year are: \$1.50 and \$2.45. Milk may be purchased separately for \$0.40 to drink with a sack lunch. **Food or drinks from outside school (Pizza Hut, Subway, McDonalds etc.) during school lunch hours (11:00 a.m. - 1:00 p.m.) are not allowed in the building. Students with a negative balance are not allowed to buy ala carte items. Parents are welcome to eat lunch with their child/children. An adult visitor lunch costs \$3.45. Please make sure to call the school prior to 9:00 a.m. in order to get a correct lunch count if you plan on eating with your child.**

Birthdays

Birthdays are celebrated in homerooms through a variety of activities that do not include food. Please contact your child's homeroom teacher if you have any questions. **Invitations to parties are not to be distributed at school unless the entire class is invited. Office personnel may not share addresses, telephone numbers, or parents' names.**

Bucket Fillers

Character education traits are taught by teachers and the guidance counselor throughout the school year. Students may receive a Bucket Filler by any staff member for demonstrating Living Above the Line behavior. Recipients put his/ her Bucket Filler postcard in the office bucket, and at the end of each month the cards are mailed to the families.

Assemblies

Each month a school wide assembly is held as another way to celebrate the excellent work of our students and staff. Students' with birthdays and those who received Bucket Fillers are also recognized.

Instrumental Music for 5th and 6th Grades

The instrumental music department offers the student an opportunity to progress in all phases of musicianship. Beginning in fifth grade, students advance their development through participation in large ensembles, small ensembles, and solos. Additional activities exist for those who are interested.

Insurance

Several group plans of student accident insurance are available through the school. This insurance is not mandatory, but is highly recommended especially for those students who compete in inter-school athletics. Students are encouraged to choose the plan that best suits their needs.

Activity Tickets

Activity tickets are on sale at the beginning of the year at the office. Price of tickets will include: home games in football, basketball, wrestling, and volleyball. Tickets may be purchased up to and including the first football game of the season. Prices will be adjusted annually or as necessary.

Textbooks

Each student is responsible for the textbooks issued to him/her during the year. At the outset, teachers will check the text, note its condition, and keep record of which book each child is assigned. Should a book become lost or damaged, the following charges will apply: (a) lost book – new unit cost, (b) damage from writing, tearing or any other damage will be assessed and a fee will be issued at the discretion of the principal.

Bulletin Boards

Bulletin boards are maintained throughout the building for posting of general information and school announcements. All posters placed on the bulletin boards must be approved by the principal's office. Anyone who places a poster or bulletin on the bulletin board is responsible for its removal after it has served its purpose. Make it a habit to read bulletin board notices.

Change of Address or Phone Number or Parent Workplace

Should any student move to a new place of residence, the parent must notify the principal's office as soon as possible of address, phone number, or job changes.

Emergency Evacuation Lockout and Lockdown

Tornado, earthquake, and fire drills are conducted according to the requirements of state law. Procedures are posted in each classroom. Tampering with fire safety equipment or deliberately setting off fire alarm equipment is a serious offense. Such an act is grounds for suspension or expulsion and may be accompanied by a complaint filed with the State Fire Marshall.

Inclement Weather

In cases of storms or bad weather when it becomes necessary to close the school, students and parents are urged to tune radios to the local radio station, KTCH AM/FM, and listen for announcements. When it is known before school hours that school will be closed for that day, the radio announcement will generally be made several times between 6:30 and 8:00 A.M. When it becomes necessary to terminate school during the school day due to bad weather conditions, a radio announcement will be made about one hour prior to the dismissal of students and repeated several times after that. It is important to keep a current phone number on file as ALERT NOW phone messages will also be sent when necessary.

Lockers

Lockers are school property and are provided for student use in a manner similar to any other school property such as textbooks, desk, laboratory equipment or classrooms; therefore stickers, pictures etc. are not allowed on lockers. School officials may search a student's locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, a student shall be notified and given an opportunity to be present at the search. If, however, school authorities have a reasonable suspicion the locker contains materials that pose a threat to the health, welfare, and safety of students in the school or the school environment, a student's locker may be searched without prior warning.

Drug-Free Schools

School property is considered a drug free zone. Students should not have any drugs in their possession while on school grounds. In order to avoid misunderstandings, Wayne Community Schools would like to remind students and their parents that, even over-the-counter drugs such as acetaminophen, ibuprofen or cold and allergy remedies must not be kept and or used on school property without a parental note, dated and signed for the date the student is taking the medication. All over-the-counter medications as well as prescription medication need to be kept in the office unless proper documentation by parents, physician, and school nurse for self-medication is on record with the office and school nurse (IE; inhalers and Epipens). If you have any questions regarding medication at school, please contact the office or the school nurse.

The District implements regulations and practices which will ensure compliance with the Federal Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

This District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this School District.

Lost and Found

Students who have found an item should bring it to the office. Students who have lost an item should first check the places they have been during the day; if the item is not found, they should check the designated Lost and Found area. Parents may also check the lost and found items. Periodically throughout the year, all lost and found items will be taken to Micah's closet.

Messages/Deliveries

Routine messages will be relayed to students at a time that is non-interrupting to class. Only emergency messages will be hand delivered immediately. Teachers must know how your child is getting home and who will be picking them up. If this information changes, teachers must be made aware. Teachers may not have time to check emails or phone messages until students have left for the day, so call the office if the message is needed promptly. Students will be given a note to pick up personal flowers, presents, or balloon gifts from the office at the end of the school day. (Exceptions may be made for early dismissals.)

Telephones

Students may use a school office phone for emergency reasons only, with long distance calls approved by administration. Students are not to use cell phones in the school building. Cell phones must be turned off and left in students' backpacks. Cell phones may be used before 7:55 and after 3:20. Wayne Elementary School is not responsible for lost or stolen items.

Cell phone policy

1st Offense- The adult will confiscate the cell phone and take it to the office. The student can pick up his/her cell phone at the end of the day.

2nd Offense- The adult will confiscate the cell phone and take it to the office. The student can pick up his/ her cell phone at the end of the day. The student's parent/guardian will be called.

3rd Offense- The adult will confiscate the cell phone and take it to the office. The student's parent/guardian will be called, and he/she will have to pick up the cell phone in the office.

4th Offense- The adult will confiscate the cell phone and take it to the office. The student's parent/guardian will be called, and the student will be required to check in his/her cell phone in the office each day.

Sending, sharing, viewing, or possessing pictures, text messages, e-mails or other material of a sexual nature in electronic or any other form on a computer, cell phone, or other electronic device is strictly prohibited. Administration has the right to search computers, cell phones or other electronic

devices that are in school or on school grounds that are suspected of having material of a sexual nature and /or other illegal content. If students are in possession of this material on their computers, cell phones or other electronic devices, their parents will be contacted and police may be notified. Students will be subject to detention and/or ISS/OSS up to 5 days for being in possession of and/or distributing material of a sexual nature and/or other illegal content.

Headsets/Electronic Devices

Headphones, radios, CD players, etc., are not to be used in the building without permission from a faculty member or administration.

Visitors **

All visitors must report to the office and obtain a visitor's pass from the principal or superintendent prior to visiting teachers, students, or school facilities. Parents are always welcome to visit the school and must check in at the office to receive assistance in locating students, rooms, or teachers.

Video Surveillance

The Board authorizes the use of video cameras and other passive electronic measures (such as motion detectors) for the purposes of ensuring the health, welfare, and safety of staff, students and visitors, safeguarding District facilities and equipment, and maintaining student discipline and an appropriate educational and work environment. For further detailed information, see **Board Policy 6120** on the home web page.

**Student Visitors will be allowed in the building only during non-class time hours (e.g., before/after school). These arrangements must be made in advance by calling the office prior to the student visitor arriving. Any student(s) attending regular classes must be officially registered at Wayne Elementary School.

Parent-Teacher Conferences

Parent-teacher conferences will be held during the first school quarter and the beginning of the third quarter. Refer to the school calendar for the schedule. Conferences with teachers, at any other time, are possible by calling the school office and making arrangements with one or more teachers as needed.

Grading and Reporting

Grade Reports are distributed at the end of each quarter (9-week period). Only semester averages are recorded on the student's transcript. Proficiency and deficiency reports may be sent to parents of some students during the quarter. Grades 4,5, and 6 receive midterm reports. All reports must be signed and returned to the homeroom teacher. Parent conferences may be requested in conjunction with these reports.

Student Services

School Counselor

The school counseling office is located on first floor, and students or parents who wish to consult with the counselor are encouraged to do so during regular school hours or by appointment. Whether the student wishes assistance with personal or academic matters the counselor is often able to provide answers to questions.

Health

A full-time nurse is on duty each school day for the schools in the district. The school nurse maintains students' health records, which are kept confidential. Students and their parents are urged to contact the school periodically to keep records current. The nurse performs general health screenings for each student on a yearly basis and parents or guardians of any student needing additional medical screenings will be contacted. Students with known health problems are noted and the course of their medical treatment is supported through Health Services.

WHEN SHOULD MY CHILD STAY HOME FROM SCHOOL?

We understand that it may be difficult to decide when a child should stay home from school due to illness, and we know that sometimes they need to "try it". Here are some reasons why you should definitely keep them home:

- 1) **Fever**-a temperature of 100 or greater. Children should be temp. -free 24 hours **without temperature reducing medicine**. (This means if your child gets sent home from school one day for a temperature of more than 100 we would not expect them in school the next day.)
- 2) **Vomiting and or diarrhea**- your child should stay home for several hours after their last meal "stays" in (after experiencing an episode of either vomiting or diarrhea).
- 3) **Contagious Conditions** such as rashes, (examples: ringworm, chickenpox, staph infections). With most contagious skin conditions we ask that you treat the condition * and cover the area with a bandage before they return to school. Other contagious conditions: strep throat, conjunctivitis (pink eye) Most of these are no longer considered contagious after 24 hours of treatment. ***Some conditions do require prescription medicine from a health care provider.**
- 4) Any condition your child has that does not get better with rest and home treatment- and makes them unable to participate in learning. Headache, excessive fatigue, lethargy, sore throat, excessive coughing,
As always if you have any questions or concerns regarding this please contact us and we may be able to help you with your decision.
- 5) Any student requiring the use of crutches must have a doctor's note from the prescribing physician.

LAW REQUIREMENTS

Nebraska law requires each student, K-12 be protected against certain diseases. The state requirements can be obtained from the school nurse or office personnel. This information must be submitted before attending school. **Also required by law is evidence of a physical examination and visual evaluation** by a qualified health professional within six months prior to the entrance of a child in kindergarten, seventh grade, or in the case of transfer from out-of-state. If a student is not in compliance with these state laws, the parent must sign a waiver.

The nurse is required by law to assess vision, dental screening, weight and height. If there is a referral notice sent home from the results of any of these tests, please give it attention and feel free to call the nurse if you have a question.

State law also requires a copy of each child's completed **immunization records** and a copy of their **Birth Certificate** in the permanent records before attending school.

Guidelines for Administering Medication

The administration of prescription and/or non-prescription (over-the-counter) medications by school personnel is subject to the following conditions:

1. For the safety of all children, elementary students are **not** permitted to have medicine in their possession while at school-- unless previous authorization from parents, physician, **and** school nurse are on record.
2. Medication must be brought to school in the original container appropriately labeled by the pharmacy or physician.
3. All medications must be properly labeled with the child's name, medication name, directions for administration and possible side effects.
4. A signed and dated note from the parent or guardian must accompany all requests for students to receive medication at school.
5. In the case of a medication that the student takes on a regular basis, further documentation is required by the state and can be obtained through the school nurse. This documentation must be renewed annually.

*Please refer to Minor/Major chart under medications for consequences.

Concussions: Return to Learn Protocol

Students who sustain a concussion and return to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical staff until the student is fully recovered.

The school administration of Wayne Community Schools adopts the NDE Guidance entitled "Bridging the Gap from Concussion to the Classroom," and accompanying Appendix, as its return to learn protocol, with the recognition that each student who has sustained a concussion will require an individualized response.

Standards for Student Behavior

Treat others the way you want to be treated.

General Conduct—Choose to Live Above the Line and be a Bucket Filler—Do what is right ☺

Code of Conduct

Students are encouraged to help make their time at Wayne Elementary School both pleasant and beneficial. Students are expected to **Live Above the Line** and do what is right.

Following is the guide used by Wayne Elementary School to conduct disciplinary action. The code of conduct allows for interpretation by the administration due to circumstances and the severity of the incident.

Make Smart Choices~~Think Before Act

Choosing to not follow the conduct rules will require consequences—see MINOR/MAJOR chart.

1. Respect one another and always have appropriate actions.
2. Respect property at our school or any school or site visited during school sponsored events and all personal property.
3. Keep hands to oneself with only appropriate touching (high fives, side hugs).
4. Respect authority, and comply with direction of any adult school employee.
5. Always use appropriate and respectful language.
6. Wear appropriate clothes with positive sayings.
7. Show sportsmanship conduct toward visitors, our school's teams, or officials.
8. Watch athletic or music events sitting in the correct areas and leaving the gym when appropriate.

SHORT TERM SUSPENSION/EXPULSION

If students choose to Live Below the Line, consequences depending on the severity and number of incidences range from seminars, loss of privileges, detention, ISS, OSS or expulsion.

Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

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

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.
- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.
- e. A student who on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

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

3. Expulsion:

a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.

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

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

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

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

f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or

the Principal's designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal's designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

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

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

1. 1st Offense: Student will be confronted and directed to cease.
2. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified.
3. 3rd Offense: Student will be suspended from school for a minimum of 1 day, and parents and student will need to meet with Administrator(s) and/or counselor.

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

Student Dress

Our school is sensitive to the rapid changes in dress and grooming. However, we cannot accept those changes that depart from cleanliness, neatness, good taste, modesty, and decency. Questions about acceptable attire will be directed to building administrator. Students may need to change clothing when, or if, school authorities are convinced the dress code has been violated.

Dress code violations include:

1. Clothing containing messages considered to follow "Living Above the Line" and are positive to the classroom and to the school's educational mission should be worn.
2. If undergarments show, the office will have additional clothing and belts.
3. No headwear including hats, caps, bandanas, and scarves in the building except for medical or religious purpose. Hooded sweatshirts shall be worn with the hood down.
4. Hazardous clothing to include chains, spikes, studs, etc. are not allowed.
5. Coats generally considered as cold weather garments (e.g., NFL team coats, winter parkas, etc., hooded garments not considered a sweatshirt) are not worn in class.
6. Any tops, whether tank tops, sleeveless, etc., must have straps over both shoulders, must cover the midriff and touch the top of the pants, skirt, shorts, etc., at all times and must cover the upper chest, and not be made of see-through material. The two finger rule will be applied to straps when appropriate.
7. Short shorts or mini-skirts are not allowed. **Use the fingertip rule for length of shorts or skirts.** Spaghetti straps, low cut blouses or backless tops are allowed according to administration discretion of age appropriate. Jeans with holes, slashes, or cuts are not allowed.
8. Due to safety in PE and at recess and quietness on stairs wear socks and shoes; children are not allowed to wear open toe shoes ie. flip flops or sandals.
9. **Wear weather appropriate clothing**

Major/Minor Behaviors

Minor Behaviors (Teacher Managed)	Major Behaviors (Office Managed)
<ul style="list-style-type: none"> • Cheating (Non chronic) 	<ul style="list-style-type: none"> • Serious Threats

<ul style="list-style-type: none"> • Insubordination (Low intensity/Non chronic) • Disruption (Low intensity/Non chronic) • Inappropriate language (Low intensity/Non chronic) • Physical contact (Low intensity/Non chronic) • Property Misuse (Low intensity/Non chronic) • Electronic Devices • Forgery (Non chronic) • Talking • Eating or drinking in class without permission • No supplies • Dress Code Violations • Sleeping in class/head on desk • Avoidance • Name Calling/Teasing • Disrespectful behavior (Tone/Body Language/Attitude) • Gateway Behaviors 	<ul style="list-style-type: none"> • Bullying/Cyberbullying • Harassment • Cheating (Chronic) • Insubordination (High intensity/Chronic) • Disruption (High intensity/Chronic)) • Inappropriate Language (High intensity/Chronic) • Inappropriate Language towards school personnel • Physical Contact (High intensity/Chronic) • Property Misuse (High Intensity/Chronic) • Technology Violation • Theft • Forgery (Chronic) • Unattended school area • Leaving School • Bomb Threat • Weapon • Alcohol/Drugs/Tobacco/Controlled Substances • Medications • Arson • Fire alarm/Extinguishers • Gambling
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Wayne Elementary

Code of Conduct

The following guide is used by Wayne Elementary to conduct disciplinary action. The code of conduct allows for interpretation by the administration due to circumstances and the severity of the incident. All of the following actions are major behaviors that will be dealt with by the office in a developmentally appropriate manner. (ISS=In School Suspension) (OSS=Out of School Suspension)

Problem Behavior	Description	Possible Consequences (Depending on severity and/or number of offenses)m,
Serious Threats Bullying/ Harassment Cyberbullying	Student delivers disrespectful messages to another person that includes threats or intimidation, obscene gestures, pictures, or written notes. <ul style="list-style-type: none"> • Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense, verbal attacks based on ethnic origin disabilities, or other personal matters. 	1. May ISS or OSS 1 to 3 days. Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 5 to 19 days/Contact parents/Mandatory counseling/May contact police/Possible recommendation for expulsion
Cheating	Academic dishonesty in any form.	1. Teacher modifies grade as appropriate/Deduction in grade for cheating/Teacher notifies parents. 2. 0 points for assignment for cheating/Teacher notifies parents/ISS 1-3 days 3. 0 points for assignment for cheating/Teacher notifies parents/ISS or OSS 1-5 days/Counseling for recurring offenses

Insubordination	Student engages in sustained (or high-intensity) failure to respond to adult request.	<ol style="list-style-type: none"> 1. May ISS 1-3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3-5 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 3 to 19 days/Contact parents/Possible referral to counselor//May contact police/Possible recommendation for expulsion
Disruption	Student engages in sustained or high intensity disruption. Behavior causing an interruption during a class activity.	<ol style="list-style-type: none"> 1. May ISS 1-3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 1 -3 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 3 to 19 days/Contact parents/Possible referral to counselor/May contact police/Possible recommendation for expulsion
Inappropriate Language	Student delivers abusive, profane verbal messages/gestures that include swearing, name calling, or use of words in an inappropriate way.	<ol style="list-style-type: none"> 1. May ISS 1-3 days/Contact parents/ Possible referral to counselor 2. May ISS or OSS 1 -3 days/Contact parents/Possible referral to counselor 3. May OSS 3 to 19 days/Contact parents/Possible referral to counselor
Inappropriate Language to school personnel	Student delivers abusive, profane verbal messages/gestures that include swearing, name calling, or use of words in an inappropriate way directed towards school personnel.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/ Possible referral to counselor/May contact police 2. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 3 to 19 days/Contact parents/ Possible referral to counselor/May contact police /Possible recommendation for expulsion
Physical Contact	Student engages in actions involving serious physical contact where injury may occur towards students or adults, such as hitting, punching, hitting with an object, kicking, hair pulling etc. Student touches another person's private area, displays his/her own private areas, or exposes another person's private areas.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 2. May OSS 5 to 19 days/Contact parents/Possible referral to counselor/Possible recommendation for expulsion
Property Misuse	Student engages in an activity that results in damage, disfigurement, or destruction of property.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police/Restitution if necessary 2. May ISS or OSS 3 to 10 days/Contact parents/Possible referral to counselor/May contact police/Restitution if necessary
Technology Violation	Student engages in serious and inappropriate or fraudulent use of cell phone, computer, camera, or other technology device.	<ol style="list-style-type: none"> 1. Technology privileges may be revoked. 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 3. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police

Theft or Forgery	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name--wrongful possession of school or private material/knowingly received stolen property.	1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police
Unattended school area	Student is in area at school that is unauthorized and is found to be doing inappropriate things.	1. Conference with administrator 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact law police 3. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact law police
Leaving school	Student leaves school grounds without following procedure—letting office know.	1. Conference with administrator 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 3. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police
Bomb threat Weapon Alcohol/Drugs	Student has threatened or been part of bomb threat, brought a weapon to school, has possession of alcohol or drugs or is under the influence of substance or placebo or look-alike. Student is offering or selling medications or controlled substance. Student has possession of drug paraphernalia and/or sale of.	1. OSS 5 to 19 days/Contact parents/Retain weapon or substance/Notify police/Possible referral to counselor/SCIP referral 2. Possible recommendation for expulsion/Contact parents/Retain weapon or substance/Notify police/Possible referral to counselor/SCIP referral
Firearm	Student brings a firearm on school property.	Mandatory 1 calendar year expulsion
Medications	Student carries medications—prescriptions on person or in bookbag.	1. Contact parents 2. May ISS or OSS 1 to 5 days/Contact parents/Possible referral to counselor/May contact police/SCIP referral
Arson	Student tries to set fire or does set fire on school grounds or in building.	1. OSS 5-19 days/Notify police/Contact parents/Possible referral to counselor/Contact fire marshal/Reimburse district for loss/Recommendation for expulsion.
Fire alarm /Extinguishers	Student tampers with fire alarm or extinguishers.	1. May ISS or OSS 1 to 5 days/Contact parents/May contact police or fire marshal/Reimburse district for loss 2. May ISS or OSS 5 to 10 days/Contact parents/May contact police or fire marshal/Reimburse district for loss
Tobacco	Student has possession of lighter, matches, tobacco products including, vaping, e-cigarettes, or is using these products on school grounds.	1. May ISS or OSS 1 to 5 days, Confiscate items/Contact parents/Possible referral to counselor/SCIP referral/May contact police 2. May ISS or OSS 5 to 10 days, Confiscate items/Contact parents/Possible referral to counselor/SCIP referral/May contact police

Gambling	Student is gambling or wagering with use of cards, dice, etc.	1.Conference with administrator/Contact parents/Possible referral to counselor/Loss of privilege 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/Loss of privilege/SCIP referral
Bus Misconduct	<ol style="list-style-type: none"> 1. Follow all adult directions and bus rules. Driver may assign seats. 2. Sit in your seat facing forward and remain seated. No switching seats or standing. 3. Keep aisles clear. 4. Talk quietly and use appropriate language. No profanity. 5. Keep head, hands, feet, and belongings inside the bus and to yourself. 6. No eating, drinking, or use of tobacco or drugs. 7. Keep bus clean. Please pick up all trash prior to exiting. 8. Phones-must use earbuds to listen to music, cannot be a distraction to the driver or to those around you, no taking of pictures. 9. Do not bring any weapon or dangerous objects on the bus. 10. No fighting, harassment, intimidation, or horseplay. 11. Absolute quiet at railroad tracks. 12. Do not throw any objects. 13. Do not destroy property. 	<ol style="list-style-type: none"> 1. Administration will follow up. 2. Administration will follow up. 3. 3 Day Suspension from bus, 1 Week Suspension from bus, or completely off the bus.

APPENDIX

State and Federal Programs

Notice of Nondiscrimination:

Students, parents, employees, volunteers, school patrons, applicants for student admission or employment, sources of referral of applicants for admission and employment, professional organizations holding collective bargaining or professional agreements with Wayne Community Schools, and all others who interact with Wayne Community Schools are hereby notified that the Wayne Community Schools does not discriminate on the basis of race, color, national origin, gender, age, marital status, religion, or disability in the admission, access to its facilities or programs, treatment, or employment in its programs or activities.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Designation of Coordinator(s):

Any person having inquiries concerning this district's compliance with anti-discrimination laws or policies or other programs should contact or notify the following person(s) who are designated as the coordinator for such laws, policies or programs. The contact address for the coordinator is: Wayne Community Schools, 611 West 7th Street, Wayne, NE 68787, (402) 375-3150.

Law, Policy or Program	Issue or Concern	Coordinator
Title VI	Discrimination or harassment based on race, color, or national origin; harassment	R. Plager, Elementary Principal
Title IX	Discrimination or harassment based on gender equity	M. Hanson, H.S. Principal
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	M. Beair, Special Education Director
Homeless student laws	Children who are homeless	M. Beair, Special Education Director
Safe and Drug Free Schools and Communities	Safe and drug free schools	R. Plager, Elementary Principal

ADMINISTRATIVE REGULATION

Admittance – Home School Educated Students

This regulation provides procedures for the admittance to Wayne Community Schools of students who have previously been in attendance at an exempt school or home school pursuant to Section 79-1701, Nebraska School Law.

These procedures apply only to students from exempt schools or home schools and are not applicable to students who have been in attendance at approved or accredited schools.

Thirty (30) Days

A. Prior to the projected date for admission of a student from an exempt or home school to Wayne Community Schools, the parent or guardian will submit:

1. A statement to school officials, of the receiving school (superintendent/principal), containing the name(s) and age(s) of all children requesting admittance and the name(s) of parents or guardian(s) containing assurances of access to enrollment, attendance, health and psychological records.
2. A copy of materials which were submitted to the Nebraska Commissioner of Education under Section 004, Rule 13, Nebraska Department of Education prior to the opening or beginning of operation of the exempt or home school. Items included are: (1) a calendar for the school year; (2) a list of names of all instructional monitors; (3) a chart or written summary showing scope and sequence of the program of instruction; (4) a list of all classes or courses and the names of monitors for these classes; (5) chart of grade levels included in the exempt/home school.
3. In order to verify information submitted in Section 004, Rule 13, Nebraska Department of Education, the receiving school (Wayne Community Schools), may deem it necessary to conduct achievement testing. School officials will contact the parent/guardian and a test(s), a time, and a procedure shall be mutually designated and established. Should the testing be requested from a source outside the receiving school, cost for such testing shall be borne by the parents/guardians of the exempt/home school student(s).
4. Teachers of basic skill courses in language arts, mathematics, science, social studies and health for which exempt/home school students will enroll shall assist in the review of materials submitted by parents/guardians under Section 004, Rule 13, Nebraska Department of Education.
5. School officials of the receiving school may request an interview be conducted with parents and/or student(s) from the home/exempt school seeking admittance. The interview would serve as a supplemental tool in final placement of the student(s).
6. All above procedures must be completed prior to enrollment or exempt/home school student(s).

Grievance Procedure

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation ("discrimination") to the Superintendent, or in the case of students, to the guidance counselor or principal. **See board policy 5401** for full policy.

Sexual Harassment and Discrimination

The Wayne Community School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated. Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's race, color, national origin, religion, disability, age, sex, 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. **See Board Policy 5401** for full policy.

PUBLIC NOTICE

Notification of Rights under FERPA for Elementary and Secondary Institutions

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 *Wayne 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. 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.

(Optional) Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.)

(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 are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

HIPAA (Health Insurance Portability and Accountability Act, 1996)

Parents must give written consent to the health care provider before information can be released to the school.

Public Notification for Eliminating Discrimination And Denial of Services in Vocational Education Programs

“No person who falls under the jurisdiction of the Wayne School District shall on the basis of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity which is part of the Wayne School District program offerings.”

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents and students who are 18 or emancipated minors (“eligible students”) certain rights regarding our conduct of 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 protection 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 or 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.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Harassment and Bullying Program – Levels

Purpose: All students have the right to attend Wayne Community Schools free from verbal and physical harassment and bullying. The purpose of the Harassment and Bullying Program is to protect students and staff from those who fail or refuse to comply with school guidelines regarding the treatment of others. Refer to the code of conduct for disciplinary action.

DATING VIOLENCE PREVENTION

The board prohibits behavior that has a negative impact on student health, welfare, safety and the school's learning environment. Incidents of dating violence will not be tolerated on school grounds, in district vehicles, or at school sponsored activities or school sponsored athletic events.

Dating violence is defined as a pattern of behavior where one person uses threats of, or actual uses of, physical, sexual, verbal or emotional abuse to control his/her dating partner. Dating partner means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious or long-term.

The district will provide appropriate training to staff and incorporate within its educational program age-appropriate dating violence education that shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships. (Policy 5420)

BUSINESS OPERATIONS

Meal Charge Policy

It is the policy of the District to comply with the National School Lunch Program and School Breakfast Program and all other federal grant programs that provide free or reduced meals to qualifying students.

Student Eligibility

Families of students who may be eligible for free or reduced price school meals should submit an application to determine their eligibility. Applications are available through the Superintendent or Superintendent's designee. As long as an application is submitted on or after July 1, the application will be considered current for the new school year. A student may become eligible for free or reduced meals at any time during the school year if the household experiences a change in financial circumstances.

Meal Account Balances

The District will ensure that families can check their meal account balances in a manner other than exclusively online. The District will ensure that at least one form of meal account payment is free of charge.

The District encourages families to pre-pay without charge for free or reduced price meals. Notwithstanding the option to pre-pay, students and families will have a method to add funds during the school day. Any balance remaining in a pre-paid account shall carry over into the next month. Households approved for free or reduced price meals with funds remaining in their meal account at the end of the school year shall receive a refund. When a student leaves the District or graduates, the District shall attempt to contact the student's household to return any funds remaining in the student's meal account.

Unpaid meal charges may be carried over at the end of the school year as a delinquent debt and the District shall undertake reasonable collection efforts to collect unpaid meal charges classified as delinquent debt, pursuant to and in compliance with state and federal law. The District shall maintain records of its collection efforts and, once delinquent meal charges are converted to bad debt, its documentation establishing and handling of the bad debt.

Student Confidentiality

The District will disclose individual student eligibility information only to those persons (and organizations) who require the information in order to carry out an activity specifically authorized by the National School Lunch Act, subject to applicable legal exceptions.

The District shall not use or implement any colored or coded meal cards, tickets, tokens, or other methods of payment that would overtly identify a student as being eligible for free or reduced price meals.

Distribution Annually

This policy shall be provided in writing to all students' households at the start of each school year and to households transferring to the District during the school year.

This policy shall also be provided annually to District staff members responsible for the enforcement of this policy, including food service professionals.

The Superintendent or the Superintendent's designee shall maintain documentation of the annual distribution of this policy to students' households and District staff.

Legal Reference: **Richard B. Russell National School Lunch Act (42 U.S.C. § 1751); U.S.D.A. Memorandum SP 57-2016.**

Date of Adoption: **[Insert Date]**

6400 Parental/Community Involvement in Schools

Wayne County School District 90-0017, a/k/a Wayne Community Schools, after having conducted a public hearing concerning parental involvement and participation, declares that it shall be the policy of the District:

1. In the event any parent has a complaint or objection to textbooks, tests, curriculum materials, and any other instructional materials, the parent may request a personal conference with the parent and appropriate school personnel to discuss such concerns as the superintendent or designee may deem appropriate. The Superintendent or designee shall prepare a complaint form which may be used by a parent to express objections to any such instructional material. Such complaint forms shall seek information including, but not limited to, the specific instructional material complained of, the reason for the complaint, and a proposed resolution of the complaint by the parent.
2. Upon reasonable advance request a parent will be permitted to attend and monitor courses, assemblies, counseling sessions, and other instructional activities unless the school determines that such attendance would substantially interfere with a legitimate school interest, which includes the interests of the parent's child, other students, and the educational staff.
3. Parents are encouraged to communicate to school staff when the parent believes it to be appropriate for their child to be excused from testing, classroom instruction, and other school experiences that the parent finds objectionable. The Superintendent or designee shall make a provision on the complaint form hereinabove referenced for receiving information from a parent concerning 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 that would be satisfactory to the parent and consistent with the mission of the District and legitimate school interests.
4. Upon request of a parent, the District will provide access to the education records of their child consistent with applicable law. Access will be provided during regular business hours of the school.
5. The District will notify parents when their child may be subjected to a standard norm referenced or criterion referenced test or standard tests such as but not limited to the Measure of Academic Progress (MAP) test. When reasonable to do so or required by law the parents will be notified of where a sample of such test might be observed and the date upon which such test will be administered. As to all testing by the District, experimental evaluation methodologies, experimental testing instruments and any testing instrument which would tend to inquire into the values, beliefs, or privacy rights of any student, or parent or guardian of such student shall be prohibited unless a parent requests in writing that such tests be administered to their child.
6. Prior to any school sponsored survey being administered to the students of the District, it shall be the responsibility of the Superintendent or designee to notify the parent or parents of each student involved in the survey of the nature of the survey, the date and time when such survey shall be administered, and the purpose for which and the uses of which survey exist from the school's perspective.
7. As a general matter substantive decision-making processes will be left to the judgment of the professional staff, administration and the Board of Education, subject to an effort to receive information from parents as to any concerns, objections, or other information such parents would wish to provide to the school district concerning a parent's access, involvement, and participation in activities of the school.

6410 Policy Title I Parental and Family Involvement Policy

This Parental and Family Involvement[JK1] Policy is established in compliance with Title I. Wayne Community Schools has a parental and family involvement policy applicable to parents and family members of all children. The parental and family involvement policy applicable to parents and family members of all children is not replaced by this Title I Parental and Family Involvement Policy and shall continue to be applicable to all parents and family members, including parents and family members participating in Title I programs.

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

Expectations for Parental Involvement

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

- A. Involving parents and family members in the joint development of the District's Title I plan and the processes of school review and school improvement.
- B. Providing coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance.
- C. Building the schools', parents' and family's capacity for strong parental and family involvement.
- D. Coordinating and integrating parental and family involvement strategies under Title I with parental and family involvement strategies under other programs.
- E. Conducting, with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parental and family involvement policy in improving the academic quality of the schools served under the Title I program, including identifying barriers to greater participation by parents and family members in Title I programs, with particular attention to parents and families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background, and use the findings of such evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the parental and family involvement policies of the District.
- F. Involving parents and family members in the activities of the schools served under Title I.

Policy Involvement

Each school served under the Title I program shall:

- A. Convene an annual meeting, at a convenient time, to which all parents and family members of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation under the Title I program and to explain the requirements of the Title I program.
- B. Offer a flexible number of meetings, such as meetings in the morning or evening. If sufficient funds are provided for this purpose, the District may assist parental and family involvement in such meetings by offering transportation, child care, or home visits.
- C. Involve parents and family members in an organized, ongoing, and timely way, in the planning, review, and improvement of Title I programs.
- D. Provide parents and family members of participating children—(1) timely information about programs under Title I, (2) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and (3) if requested by parents and family members, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
- E. If the District operates a school-wide program under Title I and such plan is not satisfactory to the parents and family members of participating children, submit any parental or family members' comments on the plan when the school makes the plan available to the District.

Shared Responsibilities for High Student Academic Achievement

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

Building Capacity for Involvement

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

Accessibility

In carrying out the parental and family involvement activities for this Title I Parental and Family Involvement policy, the District shall provide full opportunities for the participation of parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children, including providing information and school reports required under Title I in a format and, to the extent practicable, in a language such parents understand.

Use, Distribution, and Updating of this Policy

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

**Wayne Community Schools Expectations
Title I Student/Parent/Teacher Compact
“Learning For Life”**

Students Promise:

Return completed school work on time. Be at school on time unless I am sick.

Be responsible for my own behavior.

Try my best at all times.

Respect and cooperate with other students and adults.

Family Promise

Provide a quiet place/time to do schoolwork and encourage my child to complete homework.

Ensure my child gets adequate sleep and has a healthy diet.

Make sure my child is at school on time.

Communicate and work with teachers and staff to support and challenge my child.

School Promise

Teach necessary concepts to your child.
Be aware of the needs of your child.
Regularly communicate with you on your child's progress.
Provide a safe, positive learning environment for your child.
Respect the cultural differences of students and their families.
Provide high quality curriculum and instruction to your child
while being aware of the specific needs of you child.

Signing this demonstrates your willingness and eagerness to participate with us to ensure your child's success:

Student signature: _____ Date: _____

Parent signature: _____ Date: _____

Principal Signature: _____ Date: _____

(Please return entire page. A copy will be made and sent home.)

**ADMINISTRATIVE REGULATION 5416
STUDENTS**

Student Fee Waiver

To qualify for Student Fee Waiver the family must meet the federal guidelines to be eligible for the free and reduced lunch. A student does not have to be taking free and reduced lunch they just have to be eligible to do so.

To receive the Fee Waiver the following steps must be complete (prior to the fee being charged);

Step One – Complete and File with the school district “Free and Reduced Price School Meals Application” form (this form will be mailed out the beginning of the school year and is also available in the school district offices).

Step Two – Complete and File with the school district a “Sharing Information With Other Programs” form (this form will be mailed out the beginning of the school year and is also available in the school district offices).

For those students who qualify, a Fee Waiver can be used for providing a musical instrument.

Student Fees for Curricular Activities

None

Fee waivers are allowed for the students who qualify for free and reduced lunch. The Student Fee Waiver Application must be completed prior to the activity.

Student Fee Waiver Application

Students whose families meet the income guidelines for free and reduced price lunches are eligible to have expenses of certain fees, specialized equipment, specialized attire and project materials waived as provided by district policy. All information provided in connection with this application will be kept confidential. This waiver does not carry over from year to year and must be completed annually.

ALL INFORMATION REQUESTED ON THIS FORM MUST BE COMPLETED FOR THE FEE WAIVER APPLICATION TO BE PROCESSED

PLEASE PRINT

Date Completed: _____

Name of Parent or Guardian: _____

Street Address: _____

City, State, Zip Code: _____

<u>Student Name(s)</u>	<u>School Attending</u>	<u>Grade</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your signature below is required for the release of information regarding the student or student's family financial eligibility for the programs checked above. Without your signature, this application cannot be processed.

Signature of parent or guardian: _____

Specific fees, equipment, attire or materials to which this waiver applies:

Administrator's signature: _____

Students' Rights and Responsibilities

Nebraska State Law requires each school district develop rules and regulations regarding students' rights and responsibilities, Internet use and harassment then distribute copies to students and parents. The attached rules and regulations are in effect for the 2017-2018 school year. We request you return the Acknowledgment Sheet for our files. If you have any questions regarding the attached material, please feel free to contact the school.

The family of _____ had an opportunity to read the Elementary Handbook for Parents, which includes **Students' Rights and Responsibilities in Wayne Elementary Schools, the Internet Policy, and the Staff and Student Harassment Policy.**

Parent/Guardian Signature: _____ Date _____

Student Signature(s): _____

_____ Date _____

Please have a signature from each elementary child in your family.

NOTE: PLEASE RETURN THIS ENTIRE PAGE WITH ALL THE NECESSARY INFORMATION AND SIGNATURES COMPLETED SEVEN DAYS AFTER THE FIRST DAY OF ATTENDANCE.

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES
2017/18 STATE AID CERTIFICATION

WAYNE COMMUNITY SCHOOLS (90-0017-000)

FORMULA STUDENTS CALCULATION

(Fall Membership	x	ADM/FM Ratio)	+	Contracted Out	=	Formula Students
(877	x	1.0008801761)	+	0	=	877.77
KDG Adjustment		(0 students	x .5)		times ADM Factor	=	0.00
<i>Total Formula Students</i>							<i>877.77</i>

FORMULA NEEDS CALCULATION

Basic Funding	9,547,214.00
Poverty Allowance	45,900.00
Limited English Proficiency Allowance	88,400.00
Focus School & Program Allowance	0.00
Summer School Allowance	6,339.00
Special Receipts Allowance	627,642.00
Transportation Allowance	171,523.00
Elementary Site Allowance	0.00
Distance Education & Telecommunications Allowance	13,950.00
Averaging Adjustment	0.00
New School Adjustment	0.00
Student Growth Adjustment	0.00
Community Achievement Plan Adjustment	0.00
Limited English Proficiency Allowance Correction	0.00
Student Growth Adjustment Correction	0.00
Poverty Allowance Correction	0.00
Non Qualified LEP Adjustment	0.00
Total Calculated Formula Needs	10,500,968.00
Formula Needs Stabilization	280,104.00
Total Formula Needs	10,781,072.00

FORMULA RESOURCES CALCULATION

Yield From Local Effort Rate	945,546,333 / 100 x 1.0203000000	9,647,409.00
Net Option Funding		98,315.00
Allocated Income Tax Funds		120,250.00
Other Actual Receipts		1,379,667.00
Community Achievement Plan Aid		0.00
Total Formula Resources		11,245,641.00

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES
2017/18 STATE AID CERTIFICATION

WAYNE COMMUNITY SCHOOLS (90-0017-000)

STATE AID CALCULATION

Equalization Aid	0.00
Net Option Funding	98,315.00
Allocated Income Tax Funds	120,250.00
Community Achievement Plan Aid	0.00
Transition Aid	0.00
Total State Aid Calculated	218,565.00
Prior Year (2016/17) State Aid Correction	(43.00)
Total State Aid	218,522.00
Carryover Adjustment from years prior to 2016/17	0.00

2017/18 BUDGET AUTHORITY AND ALLOWABLE RESERVE PERCENTAGE CERTIFICATION

COUNTY: WAYNE
COUNTY-DISTRICT NUMBER: 90-0017-000
DISTRICT NAME: WAYNE COMMUNITY SCHOOLS

Certified Budget Authority	\$11,100,194	Budget Based
Allowable Reserve Percentage	35 %	
Access to Prior Year's Unused Budget Authority	\$218,723	

Certified Budget Authority:

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

Budget Based Calculation: $((GFBE - SGF - SPED - GFLE) \times 1.015)$

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

Formula Needs Calculation: $((FN \times 1.10) - (SPED \times 1.015))$

		Data Source
GFBE	2016/17 General Fund Budget	2016/17 LC-2 Line B-100
SGF	2016/17 Special Grant Funds	2016/17 LC-2 Line B-110
SPED	2016/17 Special Education Budget	2016/17 LC-2 Line B-120
GFLE	2016/17 General Fund Lid Exclusions (Schedule A)	2016/17 LC-2 Line B-130
SGA	2017/18 Student Growth Adjustment	2017/18 State Aid
SGACORR	2017/18 Student Growth Correction	2017/18 State Aid
FN	2017/18 Formula Needs	2017/18 State Aid

Access to Prior Year's Unused Budget Authority:

This amount is equal to the lesser of 2% of 2016/17 adjusted expenditures (2% of LC-2 Line B-140) or 2017/18 Total Unused Budget Authority (LC-2 Line B-175) if the district has Unused Budget Authority.

Please Note: To access this additional budget growth, the amount must be manually entered on Line A-355 of the 2017/18 LC-2.

Data components used to calculate Certified Budget Authority may be found at the following website:
<http://www.education.ne.gov/FOS/SchoolFinance/Budget/Certification.html>

For further clarification of Certified Budget Authority, see the Budget Text available at the link listed below. Any questions about this information or how it is to be used in meeting the budgeting requirements of state law can also be directed to School Finance at the Nebraska Department of Education, 301 Centennial Mall South, Box 94987, Lincoln, NE 68509-4987, by calling (402)471-2248 or (402)471-0526, or by visiting our website at [education.ne.gov/FOS/SchoolFinance/Budget/Index.html](http://www.education.ne.gov/FOS/SchoolFinance/Budget/Index.html).

Wayne Community Schools Teacher Mentoring Program

MISSION STATEMENT: It is the mission of the Wayne Community School's Mentoring Program to provide school information, support, guidance, and encouragement for the new teachers to our district to help retain quality teachers, improve beginning teachers' skill, support teacher morale, communicate and collegiality, prevent teacher isolation, and build self-reflection.

PROGRAM OVERVIEW: Wayne Community Schools defines the qualifications of participating in the WCS mentoring program includes teachers new to education and/or new to Wayne Community Schools.

PRE-SERVICE ORIENTATION: This program assists new teachers in learning about the district by attending an orientation program. Time will be provided for the teachers to meet with their mentors, building principals and other support staff.

EDUCATOR/MENTORING MEETINGS: The focus for each meeting is outlined within the Educator/Mentor monthly checklist.

MENTORING PROGRAM: All initial educators new to the district will be assigned a mentor for the first year of employment with the district. The purpose of the mentor will be to provide information, support, and encouragement for the success of all educators.

ROLE OF THE MENTOR

A mentor is a teacher with at least three years of teaching experience at Wayne Community Schools.

MENTOR RESPONSIBILITIES

1. Develop collegiately professional relationship.
2. Orient the teachers to a new school district.
3. Attend monthly mentoring meetings.
4. Gather necessary resources to assist the initial educator with planning efforts.
 - a. Curriculum guides
 - b. Handbooks
 - c. Schedules
5. Listen
6. To be available for consultation and assistance.
7. Establish lines of communication.
8. To guide the mentee in lesson plan and grade-book procedures.
9. To familiarize the new person with resources within the district.
10. Share experiences/incites that would benefit the new teacher.
11. Maintain confidentiality in the professional relationship.

ROLE OF MENTEE

1. To attend orientation meeting at the beginning of the year.
2. Attend monthly meetings.
3. To ask questions, exchange ideas, and seek advice and information from the mentor.
4. Participate in an end of the year reflection to help improve the mentoring program.

ROLE OF THE BUILDING ADMINISTRATOR

1. Orient the entire building faculty regarding the school district's mission and the mentor program's purpose.
2. Recruit individuals to serve as mentors. Match new faculty with mentors.
3. Provide common time to allow mentor/mentee interaction.
4. Allow for release time to complete mentor/mentee classroom visits.
5. Reassign a mentor if necessary.
6. Reflect on the year and offer suggestions to improve the mentor program.

August

- Review all handbooks/emergency procedures
 - Show where cumulative files are kept
 - Office procedures (leave request, etc.)
 - Review MTSS, 504, SAT, SCIP, etc.
 - Share lunch schedules and procedures
 - Review daily schedule including planning
 - Review plans for the first day/week
 - Powerschool
 - Telephone procedures
 - How to obtain classroom supplies
 - How to obtain curriculum guides/books
 - Keys/name bag
 - Supervisory duties/procedures
 - Review Instructional Model/APL
 - Other _____
- Open house parent night
 - Discuss teacher evaluation process
 - Review district-wide testing (MAPS, NeSA, AIMS-web, ACT)

What Went Well:

Areas to Work on:

September

- Behavior expectations/documentation
- Classroom management assistance/review
- Review MTSS, 504, SAT, SCIP, etc.
- Review school webpage
- Review procedure for progress reports
- Discuss new student enrollment procedures
- Review lesson plans
- Review services for the guidance counselor
- Review lunch schedule and procedure
- Discuss setting up a sub folder
- Review grading procedures
- Review procedures for parent-teacher conferences
- Other _____

What Went Well:

Areas to Work on:

October

- Address concerns of classroom management
- Assist the teacher through the first report card
- Review district-wide testing (MAP, AIMSweb)
- Other _____

What Went Well:

Areas to Work on:

November

- Advise new teacher of special events, delayed opening & snow day procedures
- Plan for mid-year Universal Screeners (MAPS)
- Reflect on areas of growth
- Other _____

What Went Well:

Areas to Work on:

December

- Check in on classroom management & discipline procedures
- Discuss school traditions and policies (treats, gifts, etc.)
- Grade-book and finalizing grades
- Music schedules
- Other _____

What Went Well:

Areas to Work on:

January

- Discuss budget procedures (POs)
- Discuss summer school procedures
- Review parent-teacher conferences
- Propose new course offerings
- Other _____

What Went Well:

Areas to Work on:

February

- Encourage trying new things
- Discuss
- Review Valentine's procedures
- Review policies & issues that relate to retention, failure of students & Summer School options
- Review proper procedures in signing contract
- Other _____

What Went Well:

Areas to Work on:

March

- Review field trips/bus request
- Prepare for district-wide testing (ACT, NeSA, MAP, AIMSweb)
- Other _____

What Went Well:

Areas to Work on:

April

- Transitioning for the next year
- Other _____

What Went Well:

Areas to Work on:

May

- Review plans for end-of-year student activities
- Discuss check-out procedures
- End of the year procedures
- Assist with final grading procedures
- Changes for next year?
- Complete reflection of mentoring program
- Other _____

What Went Well:

Areas to Work on:

Board - May 2017

Account	Description	Published Budget	Monthly Expenditures	Total Expenditures	Balance (Pub)	Percent Remaining
01-1100	Instruction	5,358,360.00	422,476.18	3,744,893.01	1,613,466.99	30.11
01-1200	Special Education	1,491,075.00	79,018.26	1,050,649.59	440,425.41	29.54
01-2100	Support Services -	481,108.00	34,691.88	296,155.05	184,952.95	38.44
01-2200	Support	537,236.00	24,351.66	267,484.71	269,751.29	50.21
01-2300	General Administration	343,060.00	25,387.94	231,954.97	111,105.03	32.39
01-2400	School Administration	658,892.00	49,643.87	443,681.65	215,210.35	32.66
01-2500	Business Support	527,786.00	24,930.58	406,534.96	121,251.04	22.97
01-2600	Buildings And Grounds	982,750.00	118,966.63	710,522.19	272,227.81	27.70
01-2700	Pupil Transportation	394,610.00	37,196.07	332,872.36	61,737.64	15.65
01-3500	Grants - HAL, PreK,	5,500.00	12,464.70	92,198.40	-86,698.40	-1,576.33
01-4000	Federal Programs	388,516.00	11,819.46	172,954.54	215,561.46	55.48
01-6000	Summer School	20,000.00	0.00	110.00	19,890.00	99.45
01-8000	Transfers	170,000.00	0.00	0.00	170,000.00	100.00
		<u>11,358,893.00</u>	<u>840,947.23</u>	<u>7,750,011.43</u>	<u>3,608,881.57</u>	<u>31.77</u>