

Board of Education Regular Meeting
Monday, August 10, 2020 5:30 PM
Media Center
802 Highland Street
Wakefield, NE 68784

1. Opening Procedures
 1. Call to Order
 2. Open Meetings Act
 3. Roll Call
 4. School District Mission Statement
Brown
 5. Pledge of Allegiance
Brown
2. Excuse Board Member Absences
3. Emergency Modification of the Agenda
4. Approval of Agenda
5. Awards and Special Recognition
6. Reports
 1. Administrators
 1. Elementary Principal Report
Mr. Wulf
 2. Secondary Principal Report
Mr. Farup
 3. Superintendent Report
Dr. Moody
 2. Board Committee Reports

1. Board Policy
Lundahl
2. Building, Sites & Transportation
Keagle
3. Business & Finance
Victor
4. American Civics, Curriculum & Technology
Johnson
5. Public & Personnel Relations
Brown
6. Strategic Planning
Conley
7. Recognition of Visitors/Communication from the Public
 1. WEA
8. Discussion and Action Items
 1. Consent Agenda
 1. Minutes of the previous meeting
 2. Financial Reports
 2. Review, discuss, and take appropriate action to revise or reaffirm Policy 5057: Parental Involvement in the Title I Program.
Moody
 3. Review, discuss, and take appropriate action to affirm Policy Policy 5018 Parent Involvement in Education Practices.
Moody
 4. Review, discuss, and take appropriate action regarding Policy 5054: Student Fees
Moody
 5. Hold for review and discussion an administrative report regarding the Multicultural offerings and programs.
Farup, Wulf, & Moody

6. Review, discuss, and take appropriate action regarding the 2020 Wellness Committee Report.
Moody
 7. Review, modify, or reaffirm, Board Policy 5054: Bullying.
Moody
 8. Hold for review, discussion and appropriate action a recommended "2020-2021 School Re-opening Resolution."
Moody
 9. Review, discuss, and take appropriate action a recommendation to adopt Policy 3057: Title IX Policy
Moody
 10. Hold for review, discussion, and appropriate action Policy 2006: Complaint Procedure.
Moody & Lundahl
 11. Hold for review, discussion and appropriate action an administrative recommendation to appoint Superintendent, Mike Moody as the Title IX Coordinator.
Moody
 12. Hold for review, discussion, and appropriated action necessary to revise or approve Policy 6020: Multicultural Education.
Lundahl & Moody
 13. Discuss and take appropriate action regarding a recommendation by the Business and Finance Committee to receive, review and approve the payment of bills received after the Regular August board meeting, and authorize the transfer of funds from the General Fund to the Depreciation Fund.
Victor & Moody
 14. iPad Policy Revision
9. Upcoming Dates and Times
 1. Set the date and time for the next regular meeting
10. Adjournment

**Wakefield Community School
Board of Education Regular Meeting
Monday, July 13, 2020 5:30 PM**

The Board of Education Regular Meeting convened in open and public session on Monday, July 13, 2020 at 5:30 PM in the Board of Education Room at the Media Center 802 Highland Street Wakefield, NE 68784.

President Brown informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

Attendance Taken at 5:30 PM:

Present: Bree Brown, Arianne Conley, Shannon Johnson, Jeffrey Keagle, Sherri Lundahl, Mark Victor.
Present: 6.

Also in attendance: Superintendent Moody, Secondary Principal Farup, Elementary Principal Wulf Board Elect Eric Riewer and Recording Secretary Gothier

Opening Procedures

Call to Order
Open Meetings Act
Pledge of Allegiance
School District Mission Statement
Roll Call

Approval of Agenda

Motion to approve the agenda passed with a motion by Keagle and a second by Johnson.
Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Awards and Special Recognition

The 2019-20 FCCLA year is complete with a Gold, Silver and Bronze from Nationals.

- Gold - Chapter Service Project Display - Katie VanderVeen, Sahria Luna and Maria Gonzalez
- Silver - Public Policy Advocate - Andrea Lopez & Gaby Arriaza
- Bronze - Sports Nutrition - Aishah Valenzuela, Maddie Mogus & Rachel Borg

Reports

Elementary Principal Report

- Mr. Wulf shared the preliminary draft of the Return to Learning Plan for the 2020-21 school year. The draft will be shared with staff this week and the public in the near future.
- 2019-2020 English Learners Annual Report
 - The goal for the English Language Learners Program focuses on improving student learning by supporting student's language acquisition in order to be successful in the classroom, community, family and life for all EL students.
 - Throughout the school year EL instructors and general education instructors as well as other paraprofessionals participate in on-going collaboration to improve the learning outcomes of all ELL students. The annual review team includes: Brenda Montoya, Kari Cliff, Bill Trenhaile, Jan Simmons, Leah Jech, Cathy Hoffart, Timarie Hansen, Sara Schlickbernd, Keri Messersmith, Dr. Mike Moody, Matt Farup and Jerad Wulf.

Secondary Principal Report

- An advisory of secondary staff has been plan for the implication of opening school and how that will affect teachers and learning.
- Canvas as Google platforms will be the only platforms used at the secondary level for consistency.
- Next week staff is meeting to discuss assessment practices and how we will grade and measure student learning.
- We had our 2nd athlete test positive for COVID-19. The health department has cleared us to resume workouts.

Superintendent Report

- Administration has been working on a plan to do everything possible to provide a face to face teaching/learning model in an environment that is clearly focused upon the health, safety, and well-being of our students and staff.
- The Center for Disease Control has declared that the three most effective actions that schools can take to ensure the well-being of students and staff is to 1) Practice social distancing to the greatest extent possible, 2) Utilize face coverings (masks) preferably cloth, and 3) Practice aggressive hand washing and disinfecting practices.
- Given that we are somewhat limited in our ability to maintain the 6-foot physical distancing aspect of the CDC guidelines, we believe that it is paramount that we enforce the face covering guidelines, and to put structures in place that promote and support effective hygiene practices.
- If we are able to start school in the “green” (low to no community spread) category, the administrative team does not support making a hybrid option available except when a hybrid option is necessary to meet Special Education or Americans with Disabilities Act requirements.
- Administration met with Rhonda Jindra from ESU1. Rhonda will serve as our lead consultant as we work through the Cognia/AdvancedEd Accreditation/School Improvement Process.

Board Committee Reports

Board Policy

- Committee met during the month of June to review required and recommended policy updates sent from KSB Law Firm.
- Revisited the 1000-2000 series policy review done in the fall of 2019.
- Discussed the possibility of adopting new policy listed in the KSB memo.
- Need to be mindful of required public hearing for Policy 5045 Students Fees and Policies 5018 – Parental Involvement Policy and 5057 – Title I Parental Involvement.
- There are required annual policy reviews to complete, as well as recommended policies that the committee will continue to evaluate and discuss with the board before the end of the year.

Building, Sites & Transportation

- We have applied to the Nebraska Diesel Emission Mitigation Program's 2020 School Bus Replacement Rebate. If awarded, the program would pay up to \$42,000 towards a new bus.
- We received three applications for the District's Performance Criteria Developer for the Tack/Football Complex.

American Civics, Curriculum & Technology

- Met to discuss High Ability Learners and AdvancEd and how we can improve those areas. We have been in contact with Rhonda Jindra and expressed our desire to move to the next level in these areas.

Public & Personnel Relations

- Committee met to compile board member's Superintendent evaluations into a final evaluation that was presented to Mr. Moody.

Strategic Planning

- The committee desires to move forward with engaging our internal and external stakeholders after COVID-19.
- 198 responses were received

Recognition of Visitors/Communication from the Public

- Received a written Thank You from Bruce Olsen for all the hard work during unprecedented times.

Discussion and Action Items

Consent Agenda

Motion to approve the Consent Agenda passed with a motion by Conley and a second by Keagle.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay: 0

Bills were reviewed by the Finance Committee and approved as follow: General: \$334,288.22; Depreciation: \$3,984.00; Employee Benefit: \$217.50; Lunch: \$23,433.34; Student Fee: \$137.18; Payroll: \$184,749.87; Activities: \$2,004.43.

Discuss and take appropriate action on the appointment of an authorized representative for all local, state, and federal programs and documents as of July 1, 2020.

Motion to appoint superintendent of schools, Mike Moody, as the authorized representative for all local, state, and federal programs and documents as of July 1, 2020 passed with a motion by Lundahl and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Discuss and take appropriate action an administrative recommendation regarding the appointment of a Title IX compliance officer.

Title IX is the Federal Gender Equity laws, which requires districts to provide equal opportunity to participate in activities. The federal law requires the district appoint a compliance officer. Our board attorney recommends the Title IX Compliance Officer not be the superintendent due to the Office of Civil Rights guidelines. This will most likely change once the new Title IX regulations have worked their way through the courts, but for now we had best have someone in this position.

Motion to appoint Matt Brenn as the Title IX compliance officer for school year 2020-2021 passed with a motion by Johnson and a second by Keagle.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Discuss and take appropriate action on the participation in the state and federal hot lunch program with the Elementary Principal, Jerad Wulf, serving as the elementary hearing officer and High School Principal Matt Farup as the high school hearing officer.

Motion to appoint Jerad Wulf as the elementary hearing officer and Matt Farup as the high school hearing officer for the state and federal hot lunch program for 2020-2021 school year passed with a motion by Conley and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Discuss and take appropriate action on the appointments of Mrs. Dawn Lubberstedt, High School Secretary, as the determining official for all hot lunch applications received from students in grades 7-12, and the appointment of Mrs. LaVon Anderson, elementary secretary, as the determining official for all hot lunch applications received from students in grades PreK-6.

Dawn and LaVon utilize the USDA digital school lunch application process that determines student eligibility from NDE regarding free and reduced lunch eligibility. This process now affords immediate application determination using the state's digital program.

Motion to appoint Dawn Lubberstedt and LaVon Anderson as the determining officials for high school and elementary school lunch applications for the 2020-2021 school year passed with a motion by Lundahl and a second by Keagle.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Discuss and take appropriate action on the appointment of Mrs. Becky Gothier as the Recording Secretary/Board Treasurer for 2020-21 school year

Annually the Board must appoint a recording secretary and treasurer for the upcoming school year
Motion to approve the appointment of Mrs. Becky Gothier as the Recording Secretary/Board Treasurer for 2020-21 school year passed with a motion by Johnson and a second by Conley.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Discuss and take appropriate action to accept the first reading of Policy 2003 as revised.

This revision was discussed, but not detailed at the November 2019 board meeting. Orientation is paramount to set a course of success and understanding for a new board member.

Motion to accept the first reading of the proposed revision to Policy 2003, and move it forward for a second reading at the August board meeting passed with a motion by Keagle and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor
Yea: 6, Nay: 0

Discuss and take appropriate action regarding recommended revisions to Policy 2010

This revision was presented at the November 2019 board meeting. The recommended changes allow more flexibility for those instances when a meeting is not held on a Monday, or when supporting information isn't available as early as "Thursday before the meeting."

Motion to approve the revision to Policy 2010 as presented, and waive the second reading requirement passed with a motion by Conley and a second by Keagle.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action regarding a recommendation from the Policy Committee to approve policies 2002, 3034, 4003, 5016, 5035, 6021, and 6033 as reviewed and to include the required updates.

The proposed changes presented are required changes and have been reviewed. This motion does not include any new policy or non-required updates to policy.

Motion to approve the following policies: 2002, 3034, 4003, 5016, 5035, 6021, and 6033 as presented, and to waive the second reading requirement passed with a motion by Keagle and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action regarding a recommendation from the Policy Committee to approve the 1000 policy series as reviewed, and the 2000 policy series as reviewed, and to wave the second reading requirement.

The policy committee completed the review of policies series 1000 and 2000. The required updates/revisions to policy number 2002 are addressed in the agenda item above.

Motion to approve the 1000 and 2000 policy series as presented, and to wave the second reading requirement passed with a motion by Johnson and a second by Conley.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action to accept the first reading of the proposed adoption of new policy 3056: Guest Speaker, and accompanying forms

This is a new policy written by KSB in response to more incidents of districts getting phone calls from upset parents because classroom and assembly guests have presented on controversial topics or viewpoints, or have used language that does not fall in line with district policies.

Motion to accept the first reading of Policy 3056 and accompanying forms, and to move it forward for a second reading at the August board meeting passed with a motion by Keagle and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action to accept the first reading of proposed revision to Policy 6020 Multicultural Education

Our current policy is a two-paragraph, general statement. The policy committee feels that this recommended revision from KSB is a better representation of "who we are" as a district.

Move to accept the first reading of the proposed revised version to Policy 6020, and to move it forward for second reading at the August board meeting passed with a motion by Conley and a second by Keagle.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action regarding an administrative recommendation to renew the District's membership in the Nebraska Rural Community Schools Association.

The Nebraska Rural Community School Association represents school districts like ours very well. In fact, their school "reopening" template has proven to be an exceptionally well done and helpful document.

Motion to renew the District's membership in the Nebraska Rural Community Schools Association passed with a motion by and a second by Conley.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action on an administrative recommendation for the purchase and installation of 4 manual basketball height adjusters for the activity center gym.

The height adjusters will serve to make participation in basketball more efficient and enjoyable for younger athletes. Various youth sports groups have pledged donations that will cover almost half of the total cost.

Motion to approve the purchase of 4 manual basketball height adjusters for activity center gym passed with a motion by Keagle and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Discuss and take appropriate action on an administrative request to enter into a partnership contract with the Panorama Corporation for Social Emotion Learning supports and services.

We recognized before the Covid pandemic that social-emotional learning, mental health services, and trauma sensitivity were important considerations for our school. Covid-19 has only served to magnify these needs. Panorama offers 1, 2, 3, or 5-year contract agreements with differentiated discounts for each contract length.

Motion to approve a 2-year contract with the Panorama Corporation passed with a motion by Lundahl and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Hold for discussion and possible action a request by Jenna Hanneman, on behalf of a minor child, to waive the option enrollment deadline.

Move to approve the request by Jenna Hanneman, on behalf of a minor child, to waive the option enrollment deadline passed with a motion by Johnson and a second by Keagle.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0

Hold for discussion and appropriate action a letter of resignation from Board Member, Arianne Conley.

Motion to accept the resignation of Arianne Conley with regret and appreciation for her service passed with a motion by Keagle and a second by Lundahl.

Yea: Brown, Johnson, Keagle, Lundahl, Victor

Abstain: Conley

Yea: 5, Nay:0, Abstain: 1

Upcoming Dates and Times

- July 27 –Policy Committee Meeting at 7:30
- July 29 – Special Board Meeting at 5:30pm
- August 10 – Regular Board Meeting at 5:30pm
- August 17 – NO Meet & Greet
- August 20 – School resumes

Adjournment

Motion to adjourn the meeting at 7:46pm passed with a motion by Keagle and a second by Johnson.

Yea: Brown, Conley, Johnson, Keagle, Lundahl, Victor

Yea: 6, Nay:0



Jeff Keagle, Secretary



Becky Gothier, Recording Secretary

**Wakefield Community School
Board of Education Special Meeting
Wednesday, July 29, 2020 5:30 PM**

The Board of Education Regular Meeting convened in open and public session on Wednesday, July 29, 2020 at 5:30 PM in the Media Center at 802 Highland Street Wakefield, NE 68784.

President Brown informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

Attendance taken at 5:30 PM:

Present: Bree Brown, Shannon Johnson, Jeffrey Keagle, Sherri Lundahl, Mark Victor. Present: 6.

Also in attendance: Superintendent Moody, Secondary Principal Farup, Elementary Principal Wulf, and Eric Riewer

Opening Procedures

- Call to Order
- Open Meetings Act
- Pledge of Allegiance
- School District Mission Statement
- Roll Call

Approval of Agenda

Motion to approve the agenda passed with a motion by Lundahl and seconded by Johnson.

Yea: Brown, Johnson, Keagle, Lundahl, Victor

Yea: 5, Nay: 0

Discussion and Action Items

Hold for discussion and possible action the appointment of Eric Riewer to fill the vacant position on the Wakefield Board of Education.

Nebraska State Statute 32-570 gives guidelines on how to fill school board vacancies. The required notification has been given to the Wayne County Election Commissioner.

Motion to appoint Eric Riewer to the Wakefield Board of Education passed with a motion by Johnson and seconded by Keagle.

Yea: Brown, Johnson, Keagle, Lundahl, Victor

Yea: 5, Nay: 0

Hold for discussion and possible action the approval of the English Learners Program report.

Mr. Wulf presented the English Learners report during the July meeting.

Motion to approve and accept the English Learners Program report as presented on July 13, 2020 passed with a motion by Johnson and seconded by Lundahl.

Yea: Brown, Johnson, Keagle, Lundahl, Riewer, Victor

Yea: 6, Nay: 0

Hold for review, discussion, and appropriate action the "Return to School Plan" as presented by the administrative team.

The plan captures the essence of how we plan to provide quality education and keep students and staff safe during the pandemic.

Motion to accept the Return to School Plan as presented with recommended changes passed with a motion by Keagle and seconded Riewer.

Yea: Brown, Johnson, Keagle, Lundahl, Riewer, Victor

Yea: 6, Nay: 0

Hold for discussion and appropriate action a request by Mr. William Trenhaile on behalf of a minor child to waive the option enrollment deadline.

Motion to approve the request by William Trenhaile to waive the option enrollment deadline passed with a motion by Johnson and seconded by Lundahl.

Yea: Brown, Johnson, Keagle, Lundahl, Riewer, Victor

Yea: 6, Nay: 0

Hold for discussion and appropriate action a request by Ms. Jennifer Bruckner on behalf of a minor child to waive the option enrollment deadline.

Motion to approve the request by Jennifer Bruckner to waive the option enrollment deadline passed with a motion by Keagle and seconded by Riewer.

Yea: Brown, Johnson, Keagle, Lundahl, Riewer, Victor

Yea: 6, Nay: 0

Attendance taken at 6:45 PM:

Present: Bree Brown, Shannon Johnson, Jeffrey Keagle, Sherri Lundahl, Eric Riewer

Absent: Mark Victor

Present: 5; Absent: 1

Hold for review and discussion on first round reading a proposed "2020-2021 School Re-opening Resolution.

This came from KSB Law and was (and can be further) modified to meet our specific needs. This is a first reading exercise. Discussion and input is needed regarding how the board wishes to approach personnel leave issues during the Covid pandemic.

Motion to advance the proposed 2020-2021 School Re-opening Resolution for a second-round reading and possible approval passed with a motion by Johnson and seconded by Keagle.

Yea: Brown, Johnson, Keagle, Lundahl, Riewer,

Yea: 5, Nay: 0

Hold for discussion and appropriate action an administrative recommendation that the Board of Education approve and request the issuance of a local substitute teaching certificate for Ms. Kathy Johnson.

Motion that the Wakefield Board of Education approve and request the issuance of a Local Substitute Certificate for Kathy Johnson passed with a motion by Keagle and seconded by Lundahl.

Yea: Brown, Keagle, Lundahl, Riewer,

Abstain: Johnson

Yea: 4, Nay: 0, Abstain: 1

Adjournment

Motion to adjourn the meeting at 7:04pm passed with a motion by Johnson and a second by Riewer.

Yea: Brown, Johnson, Keagle, Lundahl, Riewer,

Yea: 5, Nay: 0



Jeff Keagle, Secretary

Wakefield Community School

Cash Summary Report

Fund	Description	Beginning Balance	Revenue	Expenditure	Other	Ending Balance	Encumbrances	Liabilities	Available
01	General Fund	\$2,189,614.77	\$41,140.48	(\$512,029.30)	\$0.00	\$1,718,725.95	(\$49,853.37)	\$0.00	\$1,668,872.58
02	Depreciation Fund	\$522,252.22	\$216.81	(\$3,984.00)	\$0.00	\$518,485.03	\$0.00	\$0.00	\$518,485.03
03	Employee Benefit Fund	\$43,108.03	\$17.91	(\$217.50)	\$0.00	\$42,908.44	\$0.00	\$0.00	\$42,908.44
05	Activity Fund	\$124,337.16	\$45.34	(\$977.38)	\$0.00	\$123,405.12	\$0.00	\$0.00	\$123,405.12
06	School Nutrition Fund	\$113,033.96	\$39,244.55	(\$26,169.94)	\$0.00	\$126,108.57	(\$5.99)	\$0.00	\$126,102.58
07	Bond Fund	\$39,276.19	\$16.35	\$0.00	\$0.00	\$39,292.54	\$0.00	\$0.00	\$39,292.54
08	Special Building Fund	\$860,521.07	\$987.74	\$0.00	\$0.00	\$861,508.81	\$0.00	\$0.00	\$861,508.81
09	QCPUF Fund	\$128,105.01	\$564.83	\$0.00	\$0.00	\$128,669.84	\$0.00	\$0.00	\$128,669.84
11	Interim Fund	\$4,568.28	\$400.04	(\$34.00)	\$0.00	\$4,934.32	\$0.00	\$0.00	\$4,934.32
12	Student Fees Fund	\$5,528.15	\$480.00	(\$4,178.46)	\$0.00	\$1,829.69	\$0.00	\$0.00	\$1,829.69
Sub Total		\$4,030,344.84	\$83,114.05	(\$547,590.58)	\$0.00	\$3,565,868.31	(\$49,859.36)	\$0.00	\$3,516,008.95

Wakefield Community School

Budget Report - August 7, 2020

FUNCTION	August Expenses	Current Budget	Actuals (YTD)	Encumbrances (YTD)	Available	% of Budget Remaining
01100 - Regular Instruction	\$226,008.12	\$3,003,935.05	\$3,012,053.26	\$34,272.52	(\$42,390.73)	(0.27)
01125 - Regular Instructional Programs School Age (Flex-Spending)	\$3,289.48	\$33,661.34	\$38,947.89	\$0.00	(\$5,286.55)	(15.71)
01150 - Limited English Proficiency Programs	\$14,719.45	\$222,422.80	\$211,146.11	\$0.00	\$11,276.69	5.07
01160 - Poverty Programs	\$23,666.27	\$295,184.99	\$293,225.30	\$0.00	\$1,959.69	0.66
01190 - Early Childhood Educational Programs	\$4,657.41	\$64,911.84	\$57,144.37	\$2,344.53	\$5,422.94	11.97
01200 - Special Education Instructional Programs - School Age	\$24,670.98	\$656,376.48	\$611,636.70	\$1,108.08	\$43,631.70	6.82
01291 - Special Education Instructional Programs - Ages 3-5	\$9,910.62	\$245,439.16	\$241,772.04	\$0.00	\$3,667.12	1.49
02120 - Guidance Services	\$10,306.99	\$132,931.88	\$128,035.38	\$3,182.00	\$1,714.50	3.68
02130 - Health Services	\$208.29	\$47,630.68	\$46,752.99	\$1,777.45	(\$899.76)	1.84
02141 - Psychological Services - SPED - School Age	\$0.00	\$79,600.00	\$66,493.00	\$0.00	\$13,107.00	16.47
02151 - Speech Pathology and Audiology Services - SPED - School Age	\$0.00	\$99,702.00	\$98,106.00	\$0.00	\$1,596.00	1.60
02161 - Occupational Therapy-Related Services - SPED - School Age	\$0.00	\$6,655.00	\$6,534.00	\$0.00	\$121.00	1.82
02171 - Physical Therapy-Related Services - SPED - School Age	\$0.00	\$976.00	\$1,170.00	\$0.00	(\$194.00)	(19.88)
02181 - Visually Impaired or Vision Services - SPED - School Age	\$0.00	\$40,000.00	\$40,078.75	\$0.00	(\$78.75)	(0.01)
02190 - Support Services - Student - Other	\$0.00	\$20,452.54	\$10,974.57	\$15.99	\$9,461.98	46.34
02213 - Instructional Staff Training	\$0.00	\$9,000.00	\$3,877.95	\$0.00	\$5,122.05	56.91
02220 - Library or Media Services	\$7,816.76	\$91,026.93	\$80,489.49	\$3,701.71	\$6,835.73	11.58
02310 - Board of Education	\$895.95	\$58,275.00	\$34,972.71	\$23.00	\$23,279.29	39.99
02320 - Executive Administration	\$14,615.54	\$170,463.06	\$196,593.46	\$23.00	(\$26,153.40)	(15.33)
02330 - District Legal Services	\$650.00	\$20,000.00	\$21,615.33	\$0.00	(\$1,615.33)	(8.08)
02410 - Office of the Principal	\$25,734.47	\$335,311.04	\$332,467.45	\$0.00	\$2,843.59	0.85
02510 - Fiscal Services	\$36,571.70	\$125,303.28	\$110,264.75	\$0.00	\$15,038.53	12.00
02580 - Administrative Technology Service	\$9,201.36	\$180,969.64	\$100,190.99	\$0.00	\$80,778.65	44.64
02610 - Operation of Buildings	\$25,224.67	\$484,562.90	\$326,414.88	\$1,368.28	\$156,779.74	32.64
02630 - Care and Upkeep of Grounds	\$4,734.17	\$28,274.16	\$21,037.37	\$0.00	\$7,236.79	25.60
02670 - Safety	\$0.00	\$1,650.00	\$2,070.89	\$0.00	(\$420.89)	(25.51)
02710 - Vehicle Operation and Purchasing - Regular Education	\$4,422.33	\$205,017.80	\$120,297.79	\$0.00	\$84,720.01	41.32
02712 - Vehicle Operation and Purchasing - School Age SPED	\$0.00	\$17,053.00	\$9,603.25	\$0.00	\$7,449.75	43.69
02730 - Vehicle Servicing and Maintenance - Regular Education	\$2,893.22	\$47,257.64	\$37,510.91	\$0.00	\$9,746.73	20.62
02732 - Vehicle Servicing and Maintenance - School Age SPED	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00	100.00
03535 - High Ability Learners	\$683.35	\$8,232.65	\$8,200.53	\$0.00	\$32.12	0.39
06200 - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$8,992.54	\$113,139.93	\$110,400.86	\$0.00	\$2,739.07	2.42
06310 - Title II, Part A ESSA Supporting Effective Instruction	\$0.00	\$13,376.39	\$1,968.79	\$0.00	\$11,407.60	85.28
06404 - IDEA Part B (611) Base Allocation - Birth Through Age Four	\$0.00	\$31,000.00	\$61,623.00	\$0.00	(\$30,623.00)	(98.78)
06406 - IDEA Preschool (619) Base Allocation	\$0.00	\$624.00	\$0.00	\$0.00	\$624.00	100.00
06410 - IDEA Enrollment or Poverty (611)	\$0.00	\$77,864.00	\$0.00	\$0.00	\$77,864.00	100.00
06700 - Federal Vocational and Applied Technology Education (Carl Perkins)	\$0.00	\$4,000.00	\$4,706.26	\$0.00	(\$706.26)	(17.66)
06992 - Federal Services - REAP	\$0.00	\$46,542.00	\$46,551.22	\$0.00	(\$9.22)	(0.02)
08000 - Transfers (Outgoing)	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00
Grand Total	\$459,873.67	\$7,039,923.18	\$6,494,928.24	\$47,816.56	\$497,178.38	7.74
Previous Year	\$640,315.14	\$6,658,585.89	\$6,251,481.93	\$29,358.87	\$377,745.09	6.11

GENERAL FUND - #195103
TREASURER'S REPORT AS OF JULY 31, 2020

BALANCE AS OF JULY 1, 2020 **\$2,189,614.77**

REVENUE

WCS-General - Limited Computer Use	46.00	
Various Summer Insurance Premium Reimb.	60.77	
Personal Copies/Fax	1.00	
Lost iPad Cord	40.00	
School Specialty - AEPA Rebate	69.77	
NE Power - Backpack Program	150.00	
Thurston County - Proceeds	1,485.44	
Dixon County - Proceeds	31,810.88	
Wayne County- Proceeds	7,032.23	
Bank - Interest	811.93	
TOTAL REVENUE		<u><u>\$41,508.02</u></u>

EXPENSES

July Payables	330,549.43	
July Payroll	181,847.41	
TOTAL EXPENDITURES		<u><u>\$512,396.84</u></u>

TOTAL **\$1,718,725.95**

GENERAL FUND AS OF JULY 31, 2020 **\$1,718,725.95**

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Group.
From 09/01/2019 to 07/31/2020.

Site ID	Site Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Group ID	Group Name					
Activity ID	Activity Name					
WCS	Wakefield Community School					
A	ATHLETICS					
100	FOOTBALL	1,626.89	5,512.30	3,889.20	0.00	3,249.99
110	VOLLEYBALL	5,008.61	0.00	570.00	0.00	4,438.61
125	BOYS BASKETBALL	5,476.62	4,593.90	4,749.24	0.00	5,321.28
130	GIRLS BASKETBALL	3,554.79	7,074.00	7,209.59	0.00	3,419.20
160	NEW UNIFORMS	0.00	0.00	0.00	0.00	0.00
170	WRESTLING	2,111.29	36.50	0.00	0.00	2,147.79
175	GEN ATHLETICS	25,339.30	22,806.31	34,509.49	0.00	13,636.12
579	STUDENTS TRACK ACCOUNT	300.00	0.00	0.00	0.00	300.00
580	STUDENTS GOLF ACCOUNT	300.00	0.00	0.00	0.00	300.00
A Totals:		43,717.50	40,023.01	50,927.52	0.00	32,812.99
B	CLASSES					
200	CLASS OF 2019	0.00	0.00	0.00	0.00	0.00
205	CLASS OF 2020	95.52	738.50	738.50	0.00	95.52
210	CLASS OF 2021	1,668.27	2,277.54	2,393.76	0.00	1,552.05
211	CLASS OF 2022	806.06	907.14	0.00	0.00	1,713.20
212	CLASS OF 2023	282.77	398.34	0.00	0.00	681.11
215	CLASS OF 2024	123.62	459.69	0.00	0.00	583.31
216	CLASS OF 2025	0.00	39.58	0.00	0.00	39.58
B Totals:		2,976.24	4,820.79	3,132.26	0.00	4,664.77
C	ORGANIZATIONS					
301	POWER DRIVE	1,072.87	0.00	1,072.87	0.00	0.00
302	FFA	625.42	0.00	0.00	0.00	625.42
303	SPEECH CLUB	4,584.53	2,587.00	2,672.19	0.00	4,499.34
305	DISTRICT 7 FCCLA	3,567.97	3,667.00	615.05	0.00	6,619.92
306	MUSIC BOOSTERS	0.00	0.00	0.00	0.00	0.00
310	NATIONAL HONOR SOCIETY	3,828.90	865.30	1,649.50	0.00	3,044.70
315	FBLA	3,953.42	7,604.71	4,803.01	0.00	6,755.12
320	ANNUAL	-806.68	3,022.42	3,967.54	0.00	-1,751.80
325	TOTAD	577.22	0.00	577.22	0.00	0.00
330	FCCLA	4,324.02	12,560.48	10,973.56	0.00	5,910.94
335	STUCO	1,756.23	807.21	184.00	0.00	2,379.44
340	SPEECH & DRAMA	0.00	0.00	0.00	0.00	0.00
345	ONE ACT	0.00	1,930.00	1,630.57	0.00	299.43
346	ART CLUB	1,861.97	887.32	1,936.49	0.00	812.80
385	LIBRARY	1,797.63	1,755.07	1,748.40	0.00	1,804.30
395	HOMECOMING	2,000.00	1,095.00	2,004.94	0.00	1,090.06
401	Cheer Squad	0.00	0.00	0.00	0.00	0.00
501	HIGH SCHOOL SWING CHOIR	1,626.23	4,392.00	5,605.88	0.00	412.35
553	ELEMENTARY STUCO	445.78	173.25	335.81	0.00	283.22
578	SkillsUSA	0.00	5,512.87	1,788.00	0.00	3,724.87
C Totals:		31,215.51	46,859.63	41,565.03	0.00	36,510.11

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Group.
From 09/01/2019 to 07/31/2020.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance		
D CONCESSIONS										
		400	CONCESSIONS	0.00	16,575.87	16,575.87	0.00	0.00		
			D	Totals:		0.00	16,575.87	16,575.87	0.00	0.00
E MISC										
		350	SCHOLARSHIPS	0.00	1,500.00	0.00	0.00	1,500.00		
		390	STUDENT ASSISTANCE	950.00	1,297.13	121.04	0.00	2,126.09		
		502	YOUTH FOUNDATION	750.00	0.00	0.00	0.00	750.00		
		503	LOUNGE	1,737.79	230.21	671.54	0.00	1,296.46		
		505	CHECKING INTEREST	13,503.60	931.83	0.00	0.00	14,435.43		
		510	CD Plus Interest	2,592.30	15,960.80	0.00	0.00	18,553.10		
		520	ELEMENTARY	2,001.19	1,137.95	1,259.85	0.00	1,879.29		
		540	POP FUND	8,900.38	1,233.52	2,567.06	0.00	7,566.84		
		550	STUDENT FEES	240.00	0.00	0.00	0.00	240.00		
		555	WAKEFIELD PLAYGROUND FUND	500.00	0.00	0.00	0.00	500.00		
		560	MEMORIALS	200.00	0.00	0.00	0.00	200.00		
		576	PE UNIFORMS	-164.00	0.00	0.00	0.00	-164.00		
		577	STATE TOURNAMENTS	1,530.04	0.00	996.00	0.00	534.04		
			E	Totals:		32,741.30	22,291.44	5,615.49	0.00	49,417.25
			WCS	Totals:		110,650.55	130,570.74	117,816.17	0.00	123,405.12
			Report Totals:		110,650.55	130,570.74	117,816.17	0.00	123,405.12	

Receipt History

Detail report. Sorted by Site, Receipt Number.
From 07/01/2020 to 07/31/2020.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Amount	Tax Amount	
	Tax Name		Tax Activity		Tax Rate %		Tax Amount		
WCS Wakefield Community School									
000242	07/16/2020					First Choice Spending			
540	POP FUND						0.05	0.00	0.05
									0.05
						Total For 000242:			0.05
000243	07/31/2020					Ch			
505	CHECKING INTEREST						45.29	0.00	45.29
									45.29
						Total For 000243:			45.29
						Site Total			45.34
						Report Total			45.34

Check Detail

Sorted by Activity ID, Site ID.
From 07/01/2020 to 07/31/2020.

Activity ID	Activity Name	Site ID	Site Name	Check #	Issue Date	Vendor Name	Approved by	Amount
Status	Status Date	PO Number	1099?	Invoice Number	Description			
<hr/> 125 BOYS BASKETBALL <hr/>								
WCS	Wakefield Community School							
010374	07/08/2020	Ponca High School			Dawn Lubberstedt			
Printed	07/08/2020		No		BB Camp			120.00
<hr/> 130 GIRLS BASKETBALL <hr/>								
WCS	Wakefield Community School							
010378	07/24/2020	VISA			Dawn Lubberstedt			
Cleared	07/31/2020		No		Banner/GBB			250.00
<hr/> 175 GEN ATHLETICS <hr/>								
WCS	Wakefield Community School							
010375	07/08/2020	School Today			Dawn Lubberstedt			
Cleared	07/31/2020		No		Membership			300.00
010377	07/08/2020	VISA			Dawn Lubberstedt			
Cleared	07/31/2020		No		FBLA/Weight Room			21.36
010379	07/24/2020	Amazon			Dawn Lubberstedt			
Printed	07/24/2020		No		Athletics			34.64
Total for WCS - Wakefield Community School:								356.00
Total for 175 - GEN ATHLETICS:								356.00
<hr/> 315 FBLA <hr/>								
WCS	Wakefield Community School							
010377	07/08/2020	VISA			Dawn Lubberstedt			
Cleared	07/31/2020		No		FBLA/Weight Room			130.00
<hr/> 320 ANNUAL <hr/>								
WCS	Wakefield Community School							
010378	07/24/2020	VISA			Dawn Lubberstedt			
Cleared	07/31/2020		No		Banner/GBB			86.43
<hr/> 503 LOUNGE <hr/>								
WCS	Wakefield Community School							
010376	07/08/2020	Amazon			Dawn Lubberstedt			
Cleared	07/31/2020		No		Coffee			34.95

Grand Total : 977.38

Wakefield Community School

Check Payments By Fund Report

Accounting Cycle: FY19-20; Begin Date: 07/23/2020; End Date: 08/06/2020; Display Element Description: BUILDING; Check Type: [All]; Sort By Element: FUND; Account Expression: [All]; Created On: 8/6/2020 3:27:52 PM

Sorted By	Value	Description		
FUND	01	General Fund		
Check Number	Check Date	Payee	Reason	Amount
51490	7/23/2020	Century Link	Phone Service	\$361.58
51490	7/23/2020	Century Link	BB Phone/Internet Service	\$105.21
		Century Link Total		\$466.79
	8/6/2020	Amazon	Alcohol Wipes	\$27.60
	8/6/2020	Amazon	Infrared Thermometers	\$139.98
	8/6/2020	Amazon	Alcohol Wipes	\$27.60
	8/6/2020	Amazon	Educational Insights Blur! Game	\$18.99
	8/6/2020	Amazon	Furmax Office Mid Back Swivel Lumbar Support Desk, Computer Ergonomic Mesh Chair with Armrest (Black)	\$57.99
	8/6/2020	Amazon	Infrared Thermometers	\$139.98
	8/6/2020	Amazon	IRIS USA KP-XLPHO IRIS Extra Large Photo Keeper, 2 Pack, Multi-Colored, 2 Count	\$52.64
	8/6/2020	Amazon	Loctite Home and Office 2-ounce Pack Fun-tak Mounting Putty Tabs	\$9.85
	8/6/2020	Amazon	Mattel Games Apples to Apples Junior - The Game of Crazy Comparisons	\$23.95
	8/6/2020	Amazon	Name That.! Person, Place, Thing.! Card Game	\$9.81
	8/6/2020	Amazon	Poly and Bark Trattoria 18 Inch Metal Side Dining Chair and Bar Stool in White (Set of 4)	\$96.04
	8/6/2020	Amazon	Scotch Thermal Laminating Pouches, 100-Pack, 8.9 x 11.4 inches, Letter Size Sheets (TP3854-100)	\$15.18
	8/6/2020	Amazon	Shipping	\$5.00
	8/6/2020	Amazon	Office Chairs	\$149.97
	8/6/2020	Amazon	Office Chairs	\$149.97
	8/6/2020	Amazon	BB Timeclock	\$189.78
	8/6/2020	Amazon	Air Compressor Water Filter	\$169.70
	8/6/2020	Amazon	Air Hose Reel	\$129.99
	8/6/2020	Amazon	CASIL 12V 7AH CA1270 First Alert ADT Alarm Battery	\$23.01
	8/6/2020	Amazon	Centrifugal Pump	\$570.00
	8/6/2020	Amazon	Floor Protectors	\$33.97
	8/6/2020	Amazon	Timecard Holder	\$15.57
		Amazon Total		\$2,056.57
51491	8/6/2020	Appeara	Mops, Towels, Sanitizer & Uniforms	\$115.60
51491	8/6/2020	Appeara	Uniforms	\$75.00
51491	8/6/2020	Appeara	Mops, Towels, Sanitizer & Uniforms	\$14.52
51491	8/6/2020	Appeara	BB Towels & Uniforms	\$80.65
51491	8/6/2020	Appeara	BB Towels & Uniforms	\$80.60
		Appeara Total		\$366.37
51492	8/6/2020	Blick Art Materials	Art Supplies	\$51.82
		Blick Art Materials Total		\$51.82
51493	8/6/2020	Bomgaars	Paint Supplies	\$19.56
		Bomgaars Total		\$19.56
51494	8/6/2020	Carhart Lumber Company	Electrical Wire	\$37.44
		Carhart Lumber Company Total		\$37.44
51495	8/6/2020	Cengage Learning	Entrepreneurship: Ideas in Action 6th e	\$842.50
51495	8/6/2020	Cengage Learning	Law for Business and Personal Use 19th e	\$1,022.50
51495	8/6/2020	Cengage Learning	Shipping	\$186.50
51495	8/6/2020	Cengage Learning	Bundle: K12 Students Edition + MindTap Collection for Shelly Cashman Office365 and 2019 (1-year access)	\$2,660.00
51495	8/6/2020	Cengage Learning	Shipping	\$266.00

Check Number	Check Date	Payee	Reason	Amount
		Cengage Learning Total		\$4,977.50
51496	8/6/2020	City of Wakefield	Jul 2020 PF Utilities	\$507.25
51496	8/6/2020	City of Wakefield	Jul 2020 Utilities	\$81.70
51496	8/6/2020	City of Wakefield	Jul 2020 PF Utilities	\$30.68
51496	8/6/2020	City of Wakefield	Jul 2020 Utilities	\$3,738.36
51496	8/6/2020	City of Wakefield	Jul 2020 BB Utilities	\$28.75
51496	8/6/2020	City of Wakefield	Jul 2020 BB Utilities	\$89.77
		City of Wakefield Total		\$4,476.51
51497	8/6/2020	Clearview Windshield	Windshield Replacement	\$700.00
		Clearview Windshield Total		\$700.00
51498	8/6/2020	Cory Brown Construction	Shred Weeds	\$500.00
		Cory Brown Construction Total		\$500.00
51499	8/6/2020	Cubby's Inc.	Mower Diesel	\$19.54
51499	8/6/2020	Cubby's Inc.	Suburban Fuel	\$146.23
51499	8/6/2020	Cubby's Inc.	Van Fuel	\$76.02
		Cubby's Inc. Total		\$241.79
51500	8/6/2020	Demco, Inc.	Created a cart online containing basic book repair/protection supplies.	\$493.98
		Demco, Inc. Total		\$493.98
51501	8/6/2020	Diamond Vogel Paint Center	Paint	\$19.29
		Diamond Vogel Paint Center Total		\$19.29
51502	8/6/2020	Dollar General	Supplies	\$55.00
51502	8/6/2020	Dollar General	Board Retreat Supplies	\$11.95
		Dollar General Total		\$66.95
51503	8/6/2020	Egan Supply Co.	Hand Sanitizer Dispensers	\$840.00
51503	8/6/2020	Egan Supply Co.	Supplies	\$905.49
		Egan Supply Co. Total		\$1,745.49
51504	8/6/2020	Ekberg Auto Parts, Inc.	V-Belt	\$9.47
51504	8/6/2020	Ekberg Auto Parts, Inc.	BB Repairs	\$39.94
51504	8/6/2020	Ekberg Auto Parts, Inc.	BB Repairs	\$24.93
51504	8/6/2020	Ekberg Auto Parts, Inc.	BB Supplies	\$183.79
		Ekberg Auto Parts, Inc. Total		\$258.13
51505	8/6/2020	Ekberg Auto Repair	Radio	\$40.00
		Ekberg Auto Repair Total		\$40.00
51506	8/6/2020	Follett School Solutions, Inc	Lexiles Online Renwal	\$1,241.50
		Follett School Solutions, Inc Total		\$1,241.50
51507	8/6/2020	Gill Hauling, Inc.	Garbage Service	\$116.44
		Gill Hauling, Inc. Total		\$116.44
51508	8/6/2020	Harris School Solutions	Apta Fund 10/1/20-9/30/21	\$4,127.76
51508	8/6/2020	Harris School Solutions	ESS 10/1/20-9/30/21	\$744.19
		Harris School Solutions Total		\$4,871.95
51509	8/6/2020	JourneyEd.com. Inc.	Adobe VIP License	\$500.00
		JourneyEd.com. Inc. Total		\$500.00
51510	8/6/2020	Kratke's Lawn Service	Spray Weeds	\$560.00
		Kratke's Lawn Service Total		\$560.00
51511	8/6/2020	KSB School Law, PC LLO	Legal Services	\$650.00
		KSB School Law, PC LLO Total		\$650.00
51512	8/6/2020	Love Signs Inc	Vinyl Wall Display	\$1,971.15
		Love Signs Inc Total		\$1,971.15
	8/6/2020	Magic-Wrighter Inc	E-Funds Annl Fee	\$195.00
		Magic-Wrighter Inc Total		\$195.00
51513	8/6/2020	Matheson Tri-Gas Inc	ITE Gases	\$264.42
		Matheson Tri-Gas Inc Total		\$264.42
51514	8/6/2020	NASB ALICAP	2020-21 Workers Comp Prm	\$11,465.00
51514	8/6/2020	NASB ALICAP	2020-21 Workers Comp Prm	\$11,781.84
51514	8/6/2020	NASB ALICAP	2020-21 Workers Comp Prm	\$1,542.86

Check Number	Check Date	Payee	Reason	Amount
51514	8/6/2020	NASB ALICAP	2020-21 Workers Comp Prm	\$701.30
		NASB ALICAP Total		\$25,491.00
51515	8/6/2020	Norfolk Truck Center	Repairs	\$73.13
		Norfolk Truck Center Total		\$73.13
51516	8/6/2020	NRCSA	2020-21 Membership Renewal	\$850.00
		NRCSA Total		\$850.00
51517	8/6/2020	Rasmussen Mechanical Service, Inc.	CR for Control Board	(\$726.44)
51517	8/6/2020	Rasmussen Mechanical Service, Inc.	Install New Actuators	\$5,087.23
		Rasmussen Mechanical Service, Inc. Total		\$4,360.79
51518	8/6/2020	Rochester 100, Inc.	Nicky's Communicator Spanish/Bilingual (Metallic Maroon)	\$435.00
		Rochester 100, Inc. Total		\$435.00
51519	8/6/2020	RTI	Copier Lease	\$678.94
51519	8/6/2020	RTI	Copier Lease	\$678.94
		RTI Total		\$1,357.88
51520	8/6/2020	SchoolCheck IN	Annual Rnwl 8/2020-8/2021	\$375.00
		SchoolCheck IN Total		\$375.00
	8/6/2020	Staples	Avery Labels	\$26.78
	8/6/2020	Staples	Expo® Low Odor Dry-Erase Markers, Chisel Tip, Assorted Colors, 16/pk (81045)	\$15.52
		Staples Total		\$42.30
51521	8/6/2020	Supreme School Supply Co.	Class Record Book - 6 Subject, 12 Week (1213-6)	\$52.50
51521	8/6/2020	Supreme School Supply Co.	Shipping	\$31.11
51521	8/6/2020	Supreme School Supply Co.	Teacher Daily Reference Planner (36)	\$182.50
		Supreme School Supply Co. Total		\$266.11
51522	8/6/2020	Symmetry Energy Solutions LLC	BHE195185 Jun Natural Gas	\$132.29
51522	8/6/2020	Symmetry Energy Solutions LLC	BHE231582 Jun Natural Gas	\$93.46
51522	8/6/2020	Symmetry Energy Solutions LLC	May Natural Gas - BHE195185	\$121.86
51522	8/6/2020	Symmetry Energy Solutions LLC	May Natural Gas - BHE231582	\$221.58
51522	8/6/2020	Symmetry Energy Solutions LLC	May BB Natural Gas - NGM829096	\$56.64
51522	8/6/2020	Symmetry Energy Solutions LLC	NGM829096 Jun BB Natural Gas	\$51.39
		Symmetry Energy Solutions LLC Total		\$677.22
51523	8/6/2020	The Fibar Group LLC	Bulk Wood Fibre - 90CY	\$3,456.00
51523	8/6/2020	The Fibar Group LLC	Discount	(\$1,934.00)
51523	8/6/2020	The Fibar Group LLC	Shipping	\$1,689.00
		The Fibar Group LLC Total		\$3,211.00
51524	8/6/2020	VanderVeen, Dwight D	Fuel Reimb	\$58.00
		VanderVeen, Dwight D Total		\$58.00
	8/6/2020	VISA	Alcohol Prep Pads	\$160.80
	8/6/2020	VISA	Face Shields	\$832.46
	8/6/2020	VISA	Shipping	\$103.09
	8/6/2020	VISA	Shipping	\$11.60
	8/6/2020	VISA	Teacher Lesson Planner	\$55.00
	8/6/2020	VISA	1 Year Teacher subscription	\$150.00
	8/6/2020	VISA	Absent-Tardy Admit Slip - Padded	\$25.00
	8/6/2020	VISA	assorted-kids-lap-tray-by-creatology	\$254.40
	8/6/2020	VISA	BLUE Spiral notebook 3 subject wide ruled PP 150 Sheets - up & up	\$188.76
	8/6/2020	VISA	Costway Wobble Chair Height Adjustable Active Learning Stool Sitting Home Office White	\$279.96
	8/6/2020	VISA	Face Shields	\$832.45
	8/6/2020	VISA	RED Spiral notebook 3 subject wide ruled PP 150 Sheets - up & up	\$188.76
	8/6/2020	VISA	Shipping	\$83.13
	8/6/2020	VISA	Shipping	\$31.44
	8/6/2020	VISA	iPad Apps	\$500.00

Check Number	Check Date	Payee	Reason	Amount
	8/6/2020	VISA	VirtualSummits	\$99.00
	8/6/2020	VISA	Conf Table	\$167.04
	8/6/2020	VISA	Conf Table	\$167.05
	8/6/2020	VISA	Board Retreat	\$49.99
	8/6/2020	VISA	Portable AC for Elem Office	\$69.99
		VISA Total		\$4,249.92
51525	8/6/2020	Wakefield School-Interim	Board Treats	\$34.00
		Wakefield School-Interim Total		\$34.00
Sub Total				\$68,370.00

Sorted By	Value	Description
FUND	06	School Nutrition Fund

Check Number	Check Date	Payee	Reason	Amount
	8/6/2020	Amazon	HP 17A (CF217A) Black Original LaserJet Toner Cartridge For HP LaserJet Pro M102, M130	\$65.89
		Amazon Total		\$65.89
5187	8/6/2020	Appeara	Aprons, Mops & Towels	\$61.29
		Appeara Total		\$61.29
5188	8/6/2020	Cash-Wa Distributing	Food	\$10,218.96
5188	8/6/2020	Cash-Wa Distributing	Return	(\$28.05)
		Cash-Wa Distributing Total		\$10,190.91
5189	8/6/2020	City of Wakefield	Jul 2020 Utilities	\$4.30
5189	8/6/2020	City of Wakefield	Jul 2020 Utilities	\$196.76
		City of Wakefield Total		\$201.06
5190	8/6/2020	Gill Hauling, Inc.	Garbage Service	\$116.45
		Gill Hauling, Inc. Total		\$116.45
5191	8/6/2020	Hiland Dairy	Milk/Juice	\$3,134.48
5191	8/6/2020	Hiland Dairy	Return	(\$0.62)
		Hiland Dairy Total		\$3,133.86
	8/6/2020	Sysco Lincoln	Food/Supplies	\$514.78
	8/6/2020	Sysco Lincoln	Food	\$1,146.28
	8/6/2020	Sysco Lincoln	Food/Supplies	\$4,879.24
	8/6/2020	Sysco Lincoln	Return	(\$25.98)
		Sysco Lincoln Total		\$6,514.32
5192	8/6/2020	Symmetry Energy Solutions LLC	May Natural Gas - NGM811131	\$58.91
5192	8/6/2020	Symmetry Energy Solutions LLC	NGM811131 Jun Natural Gas	\$66.49
		Symmetry Energy Solutions LLC Total		\$125.40
Sub Total				\$20,409.18

Sorted By	Value	Description
FUND	12	Student Fees Fund

Check Number	Check Date	Payee	Reason	Amount
51499	8/6/2020	Cubby's Inc.	DE Fuel	\$204.87
		Cubby's Inc. Total		\$204.87
Sub Total				\$204.87
Grand Total				\$88,984.05

Wakefield Community School

Payroll Voucher By Vendor Report

Accounting Cycle: FY19-20; Voucher: 081420,081420 HSA; Vendor: [All]; Order By: Vendor; Account Type: Liability; Created On: 8/7/2020 3:21:25 PM

Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Aflac	\$617.11
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Aflac - Accident 125		\$289.90
81420	8/14/2020	01-00941-000	Aflac - Cancer 125		\$162.63
81420	8/14/2020	01-00941-000	Aflac - Hospital Indemnity		\$75.92
81420	8/14/2020	01-00941-000	Aflac - Short Term Disability		\$88.66
Sub Total					\$617.11
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103	51441	AxisPlus Benefits	\$5,524.96
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Child Care 125		\$2,732.44
81420	8/14/2020	01-00941-000	Med Reimb 125		\$2,626.66
Sub Total					\$5,524.96
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		BankFirst	\$62,815.06
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Federal Withholding		\$21,357.25
81420	8/14/2020	01-00941-000	FICA		\$33,035.18
81420	8/14/2020	01-00941-000	Medicare		\$7,726.00
81420	8/14/2020	06-00941-000	Federal Withholding		\$109.93
81420	8/14/2020	06-00941-000	FICA		\$475.48
81420	8/14/2020	06-00941-000	Medicare		\$111.22
Sub Total					\$62,815.06
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Blue Cross and Blue Shield of NE	\$73,197.60
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00901-000	BCBS Employer Dental		\$1,851.58
81420	8/14/2020	01-00901-000	BCBS Employer Hlth		\$66,548.36
81420	8/14/2020	01-00941-000	BCBS Empl Health 125		\$31.82
81420	8/14/2020	01-00941-000	BCBS Empl Dental 125		\$1,357.04
81420	8/14/2020	06-00941-000	BCBS Empl Health 125		\$981.95
81420	8/14/2020	06-00941-000	BCBS Empl Dental 125		\$52.70
81420	8/14/2020	06-00941-000	BCBS Employer Dental		\$115.84
81420	8/14/2020	06-00941-000	BCBS Employer Hlth		\$2,258.31
Sub Total					\$73,197.60
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Federal Reserve KC	\$185,342.14
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Direct Deposit		\$182,767.60
81420	8/14/2020	06-00941-000	Direct Deposit		\$2,574.54
Sub Total					\$185,342.14

Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Iowa Department of Revenue	\$300.00
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Iowa State Tax		\$300.00
Sub Total					\$300.00
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
081420 HSA	BankFirst	195103		Kaylen Tunink - HSA	\$281.82
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	HSA Kaylen Tunink		\$281.82
Sub Total					\$281.82
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
081420 HSA	BankFirst	195103		LaVonne Carson - HSA	\$99.95
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	HSA LaVonne Carson		\$99.95
Sub Total					\$99.95
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103	51442	Madison National Life	\$2,094.98
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00901-000	Long Term Disability		\$1,310.33
81420	8/14/2020	01-00941-000	Dependent Life Ins		\$6.30
81420	8/14/2020	01-00941-000	Life Ins Employer		\$717.75
81420	8/14/2020	06-00941-000	Dependent Life Ins		\$2.10
81420	8/14/2020	06-00941-000	Life Ins Employer		\$58.50
Sub Total					\$2,094.98
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		MG Trust Company	\$2,765.39
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	403b Plan		\$225.00
81420	8/14/2020	01-00941-000	403b Plan ROTH		\$2,467.72
81420	8/14/2020	06-00941-000	403b Plan ROTH		\$72.67
Sub Total					\$2,765.39
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Nebraska Child Support Payment Center	\$627.00
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Child Support		\$627.00
Sub Total					\$627.00
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Nebraska Department of Revenue	\$10,075.63
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	State Withholding - NE		\$10,013.16
81420	8/14/2020	06-00941-000	State Withholding - NE		\$62.47
Sub Total					\$10,075.63
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103		Nebraska Retirement System	\$53,694.11
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	NPERS		\$52,811.06
81420	8/14/2020	06-00941-000	NPERS		\$883.05
Sub Total					\$53,694.11

Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
081420 HSA	BankFirst	195103		Patricia Wurdeman - HSA	\$99.95
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	HSA Patricia Wurdeman		\$99.95
Sub Total					\$99.95
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
081420 HSA	BankFirst	195103		Shannon Carroll - HSA	\$209.88
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	HSA Shannon Carroll		\$209.88
Sub Total					\$209.88
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
081420 HSA	BankFirst	207276		Tina Nuernberger - HSA	\$99.95
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	06-00941-000	HSA Tina Nuernberger		\$99.95
Sub Total					\$99.95
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103	51443	Vision Service Plan	\$850.19
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Vision 125		\$782.78
81420	8/14/2020	06-00941-000	Vision 125		\$67.41
Sub Total					\$850.19
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103	51444	Washington National Insurance Co	\$102.30
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	WA Natl - Cancer Ins 125		\$58.04
81420	8/14/2020	06-00941-000	WA Natl - Cancer Ins 125		\$44.26
Sub Total					\$102.30
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
81420	BankFirst	195103	51445	WCS-General Fund	\$106.77
Register	Register Paid Date	Account Code	Deduction		Amount
81420	8/14/2020	01-00941-000	Limited Computer Use		\$46.00
81420	8/14/2020	01-00941-000	Summer Ins 125		\$534.80
Sub Total					\$106.77
Grand Total					\$398,904.79

Multicultural Education Report to the Board 7-10-2020

6020 Multicultural Education

In every curriculum area and at all grades, the school district will provide programs that foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize the rich diversity of the population of the United States. The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations. The superintendent shall provide the board with a report on the status of the district's multicultural education program annually.

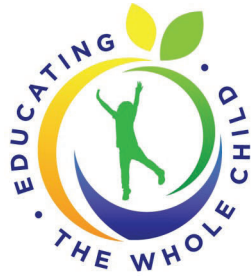
Each certified instructor submitted a detailed list of events, lessons, and activities that fulfill their duties and responsibilities.

Examples of those include:

12 students attend the Nebraska Hispanic-Latino Youth Summit in October.

Many teachers recognized February as Black History Month and highlighted the historical and literary contributions of African-Americans.

Many projects, papers, and reports highlighting diversity in America.



Nebraska

HEALTHY SCHOOLS PROGRAM

2020 Recognized Nebraska Healthy Schools in Action

Part I

1. School Contact Information

Name of District:	Wakefield Community Schools
Name of School:	Wakefield Community Schools
Address:	802 Highland St., Wakefield, NE 68784
Principal:	Matt Farup

2. School Wellness Contact Information

Name: Matt Farup	Title: Principal	Telephone: 402-287-2012
Email Address: mfarup@wakefieldschools.org		

School Information

3. School is a K-12 building: Yes No

4. Total number of students:

5. Grade levels served:

Elementary School Middle School K-8th Grade High School

Part I School Information is not scored.

Part II

A. Overall School & Community Wellness

6. Does your school have an active School Wellness Committee?

If No, skip #7-11

Yes	No	Score
✓		Not scored

7. How often does your School Wellness Committee typically meet?

5 or more times/year	4 times/year	3 times/year	2 times/year	1 time/year	Score
	✓				Not scored

8. Indicate who is included in your School Wellness Committee.

≥ 5 roles (2)	< 5 roles (1)	None (0)	Score
✓			2

9. Which statement(s) best describe the purpose of your School Wellness Committee?

- Enhance student academic performance
- Reduce faculty/staff and student absenteeism
- Promote the concept of healthy youth development
- Contain health care costs
- Improve faculty/staff and student health & well-being
- Improve faculty/staff and student morale
- Improve staff recruitment and retention
- Other (please specify):

Not scored

10. Describe your School Wellness Committee goals for the current year.

- Wellness assessment & planning
- Enhanced nutrition services
- Improve nutrition services
- Enhance physical education
- Increase physical activity opportunities
- Faculty/staff wellness
- Implement social-emotional supports within school environment
- Other (please specify):

Not scored

Part II

11. Which of the following data, if any, does your School Wellness Committee collect and utilize to connect health and well-being interventions to student outcomes?

- Visits to the nurse’s office
- Behavioral referrals
- Number of teachers utilizing brain breaks
- Number of students eating school breakfast or lunch
- Our committee doesn’t collect or utilize data for that purpose
- Other (please specify):

Score

Not scored

12. Please indicate whether your school does the following.

Our school...	Yes(1)	No(0)	
Regularly seeks student input in planning wellness initiatives.		<input checked="" type="checkbox"/>	
Regularly seeks community stakeholder input in implementing wellness initiatives.		<input checked="" type="checkbox"/>	
Provides opportunities for families and the community to learn about health, wellness, nutrition and physical activity in conjunction with school sponsored events.	<input checked="" type="checkbox"/>		
Offers or promotes staff wellness programs/initiatives (including EHA wellness program) during the school year.	<input checked="" type="checkbox"/>		
Offers wellness program/initiatives for staff and students to participate together.		<input checked="" type="checkbox"/>	
Offers community members free access to school facilities (ex. Gym, weight room, exercise equipment, etc.).	<input checked="" type="checkbox"/>		
Gives students/parents an opportunity to provide feedback regarding school meals (ex. Taste tests, customer surveys, etc.).	<input checked="" type="checkbox"/>		
Total	4	0	4

Part II

13. Indicate whether your school has the following.

Our school...	Fully in Place (2)	Developing (1)	Not in Place (0)	Score
Has school-wide, 3 year plan that addresses the health needs/interests of your students, faculty, and staff.	✓			
Incorporates specific wellness initiatives into our school improvement plan.		✓		
Assigns specific responsibilities to an individual or group for the completion of vital tasks supporting wellness efforts.	✓			
Allocates an itemized budget sufficient to carry out the wellness initiatives.		✓		
Provides tools to staff to evaluate the stated goals and objectives in your policy.		✓		
Monitors student satisfaction toward school wellness initiatives (such as student suggestion box, etc.), survey of students in health education.		✓		
Collects data in regard to student health knowledge, attitudes, skills, and behaviors (ex. Eating more fruits/vegetables, more activity, etc.).			✓	
Total	4	4	0	

B. Whole Child 10 Element 1

14. Indicate whether your school has the following in place for health education.

	Fully in Place (2)	Developing (1)	Not in Place (0)	Score
Our school is implementing a planned and sequential curriculum and instructional practices based on the National Standards for Health Education that is culturally and developmentally appropriate, and addresses a clear set of behavioral outcomes in that our school supports the following best practices:				
<ul style="list-style-type: none"> Students comprehend concepts related to health promotion and disease prevention to enhance health 	✓			

Part

	Fully in Place (2)	Developing (1)	Not in Place (0)	Score
<ul style="list-style-type: none"> Analyze the influence of family, peers, culture, media, technology and other factors on health behaviors 	✓			
<ul style="list-style-type: none"> Demonstrate the ability to access valid information and products and services to enhance health 	✓			
<ul style="list-style-type: none"> Demonstrate the ability to use interpersonal communications skills to enhance health and avoid or reduce health risks 	✓			
<ul style="list-style-type: none"> Demonstrate the ability to use decision-making skills to enhance health 	✓			
<ul style="list-style-type: none"> Demonstrate the ability to use goal-setting skills to enhance health 	✓			
A professional development process is in place to ensure that health education teachers participate in annual professional development activities specifically designed for health education		✓		
Teachers of health education use active learning strategies and activities that engage students and make learning relevant to their daily lives	✓			
Teachers implement a variety of culturally appropriate activities and examples that reflect the diversity of students and the community	✓			
Offer parent/community programs that promote health and/or physical activity (e.g. family fun night, wellness challenge, family wellness events).			✓	
Incorporate essential integrated health education topics into core and elective/special classes for all students.	✓			
Total	18	1	0	19

Part II

15. To what degree does your school have the following in place?

	Fully in Place (2)	Developing (1)	Not in Place (0)	Score
Ensure health education programs address essential topics to prevent HIV, STDs, pregnancy, alcohol, tobacco, and drug use and promotes chronic health conditions awareness, healthy eating, and physical activity.	✓			
Provide opportunities for all students to engage in health education: Pre-K-2nd grade for at least 40 hours per academic year of adequate instructional time in health education.		✓		
Provide opportunities for all students to engage in health education: 3rd—12th grades for at least 80 hours per academic year of adequate instructional time in health education.		✓		
High School: Health education is a graduation requirement.	✓			
Total	4	2	0	6

B. Whole Child 10 Element 2

16. Answer the following regarding physical education (PE) and physical activity at your school.

	Yes(1)	No(0)	Score
All PE classes are taught by licensed teachers who are certified to teach PE.	✓		
Our PE uses a written, sequential curriculum and instructional practices based on the Nebraska PE standards and/or National Standards for PE.	✓		
Our school requires students to participate in daily PE.		✓	
Teachers keep students moderately to vigorously active for 20+ minutes per PE class.	✓		
Our school ensures that PE classes have teacher/student ratios that are 1:25 or less	✓		
Our school provides adequate equipment and facilities for all students to be active at the same time in PE.	✓		

Part II

	Yes(1)	No(0)	Score
PE teachers participate in annual professional development activities specifically designed for PE.		✓	
Our PE program uses regular assessments to monitor, reinforce, and plan for student learning.	✓		
Our school prohibits substitution of other courses or activities for PE.	✓		
Our school has a policy which prohibits the use of physical activity for punishment or withholding PE or physical activity/recess as a punishment.	✓		
Our school integrates physical activity breaks into core, elective, and special class subjects.		✓	
Our school requires professional development for all classroom teachers on properly integrating physical activity throughout the school day.		✓	
Total	8	0	8

17. Select the appropriate responses for your school.

	Yes(1)	No(0)	Score
Elementary: Provide at least 150 minutes per week of adequate instructional time in physical education		✓	
Secondary: Provide at least 225 minutes per week of adequate instructional time in physical education.		✓	
High School: Physical Education is a graduation requirement.	✓		
Elementary or Middle School: Your school provides all students with at least 20 minutes a day of supervised recess.	✓		
Elementary or Middle School: Your school has a contingency plan for recess in case of inclement weather.	✓		
Elementary or Middle School: Your school offers recess before lunch.	✓		
Total	4	0	4

18. Does your school have the following related to out of school time?

Our school...	Yes(1)	No(0)	Score
Offers opportunities for all students to participate in physical activity before and after school, through organized physical activities such as clubs, intramural sports.	✓		
Offers parent/community programs that promote health and/or physical activity (e.g. family fun night, wellness challenge, family fitness events, walk to school day).	✓		

Part II

Partners with organizations that promote youth fitness, such as the YMCA, Parks and Recreation, or other programs to get students active during out of school time periods.	✓		Score
Total	3	0	

B. Whole Child 10 Element 3

19. Answer the following regarding nutrition services and environment at your school.

Our school...	Yes(1)	No(0)	Score
Participates in the National School Breakfast Program	✓		
Offers a traditional breakfast model.	✓		
Offers an alternative breakfast option (in the classroom, second chance, grab and go, etc.)		✓	
Allows at least 15 minutes for students to eat heir breakfast in the cafeteria– excluding time getting to and leaving the cafeteria and waiting in line.	✓		
Participates in the National School Lunch Program.	✓		
Allows at least 20 minutes for students to eat their breakfast in the cafeteria—excluding time getting to and leaving the cafeteria and waiting in line.	✓		
Takes steps to protect the privacy of students who qualify for free or reduced priced meals.	✓		
Offers free drinking water during meal service.	✓		
Ensures that school nutrition professionals meet or exceed the annual continuing education/professional learning hours required by the USDA.	✓		
Has a pleasant atmosphere in the school cafeteria (clean, attractive appearance, reasonable noise level, adequate seating, adequate adult supervision, etc.).	✓		
Utilizes Smarter Lunchrooms principles in the school cafeteria to promote the school meal program offerings and encourage participation in school meals.	✓		
Utilizes Provision 2 or the Community Eligibility Provision to provide meals at no cost for students.	✓		
Utilizes farm to school elements into current practices, either inside or outside of the cafeteria.	✓		

Part II

	Yes(1)	No(0)	Score
Participates in one of the Nebraska-based Farm to School programs (Harvest of the Month, Nebraska Thursdays, or Beef to Schools).		✓	
Has set standards that increases the use of healthy or non-food items for school events, classroom activities and school parties. This is required as part of the USDA Wellness Policy regulations—schools must set a policy outlining foods offered but not sold to students.	✓		
Total	13	0	13

20. Select the appropriate response for your school.

	Yes(1)	No(0)	Score
Offers SMART snacks compliant vending options to help meet the needs of the students outside of school meals.	✓		
Ensures venues offering food outside of the cafeteria (vending machines, school stores, snack bars) follow SMART snacks standards for selling food to students during the school day.	✓		
Out of school time (before/after or summer program) meals offer a fresh fruit or vegetable at least three times per week.	N/A		
Teachers and nutrition services staff members collaborate to reinforce nutrition education lessons taught in the classroom and use multiple channels within the school community to reinforce healthy eating.	✓		
Total	3	0	3

B. Whole Child 10 Element 4

21. To what degree does your school have the following in place related to health services?

	Fully in Place (2)	Developing (1)	Not in Place (0)	Score
Our school... Has a 1) full-time (1 FTE) registered school nurse who is responsible for health services for a building with over 700 students or 2) 0.5 FTE for a building of 350 students or less.	✓			

Part

Our school...	Score		
	Fully in Place (2)	Developing (1)	Not in Place (0)
Partners to receive school-based healthcare services such as dental care, immunizations or vision care delivered by a school nurse or community healthcare organization (local health department), pediatric healthcare provider.	✓		
Has a written policy on proper storage, administration, and disposal of prescription drugs	✓		
Is in full compliance with state immunization requirements.	✓		
Provides annual trainings to all school staff on how to recognize acute symptoms such as those of allergic reactions or asthma and the administration of quick relief medications and how to promote student health and safety.	✓		
Has an emergency plan that includes components for assessing, managing, and referring students and staff members suffering from a medical emergency (i.e. injury, severe asthma episode, anaphylaxis) to the appropriate level of care and where that can be found.	✓		
Has a system in place that tracks/ documents students with chronic health conditions with known conditions and offers disease-specific education for all such students and families.		✓	
Has a policy that outlines how health services will be provided, education opportunities for students, and/or families on the topic of assisting students with managing chronic conditions.		✓	
Total	12	2	0
			14

Part II

B. Whole Child 10 Element 5

22. To what degree does your school have the following in place related to counseling?

Score

Our school...	Fully in Place (2)	Developing (1)	Not in Place (0)
Provides professional development for all staff members for trauma-informed, social emotional, behavioral, or mental health prevention.		✓	
Provides a full-time certified school counselor, licensed counselor, social worker, or psychologist for providing counseling services based on the following recommendations: <ul style="list-style-type: none"> • At least one counselor for every 250 students • At least one social worker for every 400 students • At least one psychologist for every 1000 students. 	✓		
Implements a systematic approach for identification, referral, and follow up of students needing social, emotional, behavioral, or mental health services.		✓	
Has an established system that is utilized as a referral network between schools and community resources for students and staff who are needing services.	✓		
Provides transitional re-entry plan for students returning from an extended time away from school.	✓		
Has a system for identifying students who have been involved in any type of violence (child abuse, dating violence, sexual assault, bullying, harassment, fighting, suicide, or self-harm behaviors) and, if necessary, refers them to the most appropriate school-based or community based service.			✓
Has students participate in student health knowledge and behavior assessments.		✓	

Part II

				Score
Our school...	Fully in Place (2)	Developing (1)	Not in Place (0)	
Regularly provides social, emotional, behavioral, and/or mental health training to parents/guardians.		✓		
Total	6	4	0	10

B. Whole Child 10 Element 6

23. Does your school have the following related to social and emotional climate?

			Score
Our school...	Yes(1)	No(0)	
Fosters a positive school climate using practices that include:			
<ul style="list-style-type: none"> Communication and school-wide behavior and academic expectations for students and families 		✓	
<ul style="list-style-type: none"> Fostering prosocial behavior by engaging students in activities such as peer tutoring, classroom responsibilities, service learning, and teacher assistance 		✓	
<ul style="list-style-type: none"> Fostering an appreciation of student and family diversity and respect for all families' cultural beliefs and practices 	✓		
<ul style="list-style-type: none"> Holding class/school-wide activities that give students opportunities to learn about diverse cultures and experiences. 		✓	
Has school administrators and staff implement and enforce a clear and consistent code of conduct to uphold a standard of nonviolence for students.	✓		
Ensures that students and families receive hard and/or electronic copies of the code of conduct and must read and sign to acknowledge receipt of the code.	✓		
Has staff receive annual professional development on meeting the diverse cognitive, emotional, and social needs to children and/or adolescents.	✓		
Has teachers collaborate with counseling services staff to promote social and emotional learning for students.		✓	
Has school staff provide conflict resolution strategies for students by using evidence-based programs.	✓		
Implements curriculum-based social and emotional learning programs for all students that focus on self-awareness, self-management, social awareness, relationship skills, and responsible decision making.		✓	

Part II

Our school...	Yes(1)	No(0)	Score
Adopts and implements comprehensive and evidence-based bullying programs that fit the needs of specific school population.	✓		
Establishes a climate that prevents harassment and bullying.	✓		
Provides annual professional development regarding bullying prevention, identification, responding, and reporting for all school staff.	✓		
Provides students with resiliency skills education, such as the recommendations from the American Psychological Association.		✓	
Prioritizes efforts to engage all students (including, but not limited to, racial/ethnic minority youth, LGBTQ+ youth, youth with disabilities, youth with chronic conditions, homeless youth, etc.) in extracurricular school activities to foster student sense of belonging.	✓		
Total	9	0	

B. Whole Child 10 Element 7

24. Does your school have the following related to physical environment and building safety?

Our school...	Yes(1)	No(0)	Score
Has a school health and safety committee or team that meets four times per year to oversee school health and safety policies and programs and includes a diverse membership, representative of the student population.	✓		
Has completed the School Health Index within the past year.	✓		
Has an emergency operation plan that is reviewed with staff each year.	✓		
Has a written health and safety policy that includes:			
• Rationale for developing and implement the policy	✓		
• Population for which the policy applies, where it applies, and when it applies	✓		
• Designation of person(s) responsible for implementing and enforcing the policy and procedures for addressing policy infractions	✓		
• Communication procedures of the policy and definition of terms	✓		

Part II

Our school...	Yes(1)	No(0)	Score
Maintains a staff competency of at least 25% of staff with current certification for CPR and training in Heimlich maneuver and at least 50% of all school staff attend and complete crisis.	✓		
Maintains a school environmental health program that addresses components to maintain a healthy physical environment (cleaning, mold prevention, etc.).	✓		
Total	9	0	9

B. Whole Child 10 Element 8

25. Does your school have the following related employee wellness?

Our school...	Yes(1)	No(0)	Score
Supports staff involvement in school employee wellness.	✓		
Promotes a school district wellness programs to staff (Educators Health Alliance/Blue Cross Blue Shield), ensuring administrative support and on-going communication with staff about the program.	✓		
Offer free or low-cost programs to staff members in the areas of:			
• annual health assessments	✓		
• stress management programs	✓		
• counseling, psychological, or social services to promote the emotional, behavioral, and mental health of employees;	✓		
• physical activity programs and/or gym memberships;		✓	
• healthy eating/weight management programs;	✓		
• tobacco prevention or cessation referral, services, or program;	✓		
• training on first aid, cardiopulmonary resuscitation, and automated external defibrillators;	✓		
• alcohol and other drug use prevention or cessation;	✓		
• chronic-health-conditions management;	✓		
• financial planning and well-being	✓		
Offers and promotes a district Employee Assistance Program for staff.		✓	
Offers immunization clinics (flu, MMR, etc.) to staff.	✓		
Total	12	0	12

Part II

B. Whole Child 10 Element 9

25. Does your school have the following related family engagement?

Our school...	Yes(1)	No(0)	Score	
Communicates with all family members about school activities and program in a culturally and linguistically appropriate way using a variety of communication methods.	✓			
Provides educational resources for families that address various parenting strategies.		✓		
Provides or hosts parent/guardian and community members education classes/seminars on health such as nutrition/cooking, physical activity, behavioral health, suicide prevention or other health related topics.		✓		
Provides opportunities to families to be involved in school decision-making for health and safety policies and programs through serving on the wellness committees or safety task force.	✓			
Has a formal process to involve family members as volunteers within the school day.	✓			
Offers family/community members access to indoor (gymnasium) and outdoor (playground, track) school facilities outside of school hours to participate in or conduct health promotion and education programs a low or no cost.	✓			
Hosts interactive health fairs or wellness events that include voluntary health screenings, immunizations and referrals to community partners.		✓		
Supports school gardens or actively participates in community gardens by contributing resources, school grounds/a water supply, etc.		✓		
Provides all school staff with annual professional development on strategies for family engagement, ways to assist parents seeking mental health services for students, and issues related to student health.		✓		
Total	4	0		4

B. Whole Child 10 Element 10

25. Does your school have the following related to community

Our school...	Yes(1)	No(0)	Score
Includes community members on school decision-making committees (wellness committee) or tasks forces that support health and safety policies and programs (this includes individuals other than school board members).	✓		

Part III

School Wellness Policy Assessment

28. Please list your district goals for each required category.

Nutrition Education & Promotion: First steps in implementing the Farm to School program.

Physical Activity: Professional development and implementation of GoNoodle Plus.

Other School Based Activity: Will begin work to develop a new health recording and communication system, possibly through powerschool.

29. For each category, indicate your level of progress on achieving those goals.

	Completed	In Progress	Not Started
Nutrition Education & Promotion		✓	
Physical Activity		✓	
Other School Based Activity			✓

30. Answer “yes” or “no” for the following statements.

	Yes	No
Our goals are embedded within the local wellness policy (LWP).		✓
Our LWP has been approved by the school board.	✓	

31. Assess where your school Local Wellness Policy (LWP) is in meeting the Essential LWP Components, based on the USDA requirements.

	Fully in Place	Developing	Not in Place
Wellness Leadership		✓	
Public Involvement		✓	
Public Notification		✓	
Triennial Assessment	✓		
Nutrition Guidelines for Food Sold	✓		
Nutrition Guidelines for Food Provided	✓		
Food and Beverage Marketing	✓		

32. List the name of any model or local wellness policy template your district used to draft your current policy:

Section III of the assessment is not scored.

5054 Student Bullying

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

Bullying Prohibited. Students are prohibited from engaging in any form of bullying behavior.

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

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

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

Bullying Based on Protected Class Status. Bullying based on protected class status is unique and may require additional investigation. The appropriate district staff member or coordinator will promptly investigate bullying complaints that violate the district’s antidiscrimination policies.

Support for Students Who Have Experienced Bullying. Regardless of where the bullying occurred, the district will consider whether victims of bullying are suffering an adverse educational impact and, if appropriate, will refer those students to the district’s student assistance team.

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

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

Adopted on: 6/14/2010

Revised on: 7/10/2018

Reviewed on: 7/15/2019

2020–2021 SCHOOL RE-OPENING RESOLUTION

WHEREAS, the school district was closed during a portion of the 2019–2020 school year based on the statewide outbreak of COVID-19; and

WHEREAS, the President and the Governor have declared a state of emergency; and

WHEREAS, the State of Nebraska and the Northeast Nebraska Public Health Department have issued various directed health measures in response to the novel coronavirus and the COVID-19 pandemic; and

WHEREAS, the directed health measures currently in place allow the school facilities to be reopened to in-person student attendance; and

WHEREAS, the Board of Education wishes to support student learning while taking reasonable precautions to keep students, staff, and administrators safe; and

WHEREAS, the school district is also completing reopening plans with contingencies for changes in circumstances, but for the time being, the Board of Education believes it is important to address these critical issues to assist the administration in preparing for plans when school resumes;

NOW, THEREFORE, be it resolved that the Board of Education has determined as follows:

Site for Instruction

Green Status (Minimal Community Spread): student instruction will occur in-person in the classroom unless otherwise required by law. All students who are enrolled in the school district must attend school on all days when school is open for in-person instruction unless the student's illness makes attendance impossible or impractical or is otherwise excused by board policy.

Yellow Status (Moderate Community Spread): If a moderate level of risk exists, as determined through consultation with NNPHD and/or the Nebraska Department of Education, a "hybrid" model of schooling, to include both in-person and remote learning activities may be offered. Those students served via a hybrid model will be provided with the opportunity to engage in distance learning and are expected to complete all assigned coursework remotely.

Red Status (Severe Community Spread): In cases of elevated levels of risk, as determined through consultation with NNPHD and/or the Nebraska Department of Education,

instruction may occur exclusively via remote learning. Students will be expected to fully participate in the remote learning activities. Students choosing not to participate in remote learning activities will be deemed to be absent from school and subject to compulsory attendance rules and regulations. No students will attend school in person unless required to access services.

Appropriate accommodations will provide for students with special needs through the IEP and 504 process.

Student attendance in both the in-person and the remote learning models will be governed by the following policy:

5001

Compulsory Attendance and Excessive Absenteeism

Required Attendance

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Exceptions

This policy does not apply when attendance is made impossible or impracticable by severe weather conditions or by the temporary illness of the student or a child whom the student is parenting. A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child. A copy of the required affidavit is attached to this policy.

Discontinuing Enrollment – 5 Year Old Students

The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to January 1 of the current school year shall submit a signed, written request and to the superintendent using the form which is attached to this policy. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who

satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to reenroll in this school district until the beginning of the following school year unless otherwise required by law.

Discontinuing Enrollment – 16 and 17 Year Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll. Page 2 of 2 Only children disenrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may confirm the validity of the submission with the State Department of Education.

Attendance Officer

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee. Excused Absences The following absences will be considered excused if they are confirmed by communication to the school from the student's parent/guardian:

1. Physical or mental illness of the student (a physician's verification is required after three (3) consecutive days of absence for illness)
2. Severe weather
3. Medical appointments for the student with a written doctor's note
4. Death or serious illness of the student's family member
5. Appearance at court or for other legal matters with a written court note

Excessive Absenteeism When a student receives 5 unexcused absences or the hourly equivalent in any semester, the Attendance Officer will follow the attached procedure for addressing barriers to the student's attendance.

When a student is absent more than twenty days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 23 days of excused absences due to documented illness and is tardy one time, the Attendance Officer may file a report with the appropriate county attorney.

Adopted on: 6/14/2010	Revised on: 7/13/2017	Reviewed on: 2/8/2018
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Masks

All district teachers, staff, employees, volunteers, and third-party business affiliates:

Must wear face coverings at all times unless the nature of the instruction or other activity makes face covering unsafe or impossible. Employees who suffer from a disabling condition that necessitates a reasonable accommodation to this requirement must notify their supervising administrator immediately of the employee's physical or mental impairment and the accommodation the employee seeks.

All students

Must wear face coverings at all times, unless one of the following exceptions applies:

- The student has a disability and a reasonable accommodation excuses the student from wearing a mask for some or all of the school day;
- The student's Individualized Education Program (IEP) team has determined that wearing a mask for some or all of the school day would interfere with the student's ability to receive a free, appropriate public education and that determination is documented in the student's IEP;
- The student's Section 504 committee has determined that wearing a mask for some or all of the school day would interfere with the student's ability to receive a free, appropriate public education and that determination is documented in the student's Section 504 Plan; OR
- Another legally valid reason exists to excuse the student from the face covering requirement and such reason has been approved in writing by the building Principal.

Leave / Staff Attendance

~~Employees will be permitted to take leave (paid or otherwise) provided by the terms of employment (staff contract, negotiated agreement, etc.) and as provided by law (e.g., ADA, FMLA, FFCRA, etc.).~~

~~In addition to leave required by law, policy, or contract, the district will allow employees that satisfy the COVID-19 Qualifying Criteria below to take up to ____ days of leave (paid or unpaid, or some combination of the same) in addition to all of forms~~

of leave provided by the terms of employment (e.g., staff contract, negotiated agreement, etc.):

COVID-19 Qualifying Criteria

- Employee has one of the following conditions that the Centers for Disease Control (CDC) has identified to **put Employee at increased risk** of severe illness from COVID-19:
 - Chronic kidney disease
 - COPD (chronic obstructive pulmonary disease)
 - Immunocompromised state (weakened immune system) from solid organ transplant
 - Obesity (body mass index [BMI] of 30 or higher)
 - Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
 - Sickle cell disease
 - Type 2 diabetes mellitus

- Employee has one of the following conditions that the Centers for Disease Control (CDC) has identified to **maybe put Employee at increased risk** of severe illness from COVID-19:
 - Asthma (moderate-to-severe)
 - Cerebrovascular disease (affects blood vessels and blood supply to the brain)
 - Cystic fibrosis
 - Hypertension or high blood pressure
 - Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
 - Neurologic conditions, such as dementia
 - Liver disease
 - Pregnancy
 - Pulmonary fibrosis (having damaged or scarred lung tissues)
 - Smoking
 - Thalassemia (a type of blood disorder)
 - Type 1 diabetes mellitus

- A member of Employee's residence has one of the conditions (listed above) that the CDC has identified to put or possibly put that member of Employee's residence at increased risk of severe illness from COVID-19.

~~o [Other reasons for additional leave?]~~

~~[Think about whether to require exhaustion of all paid leave first before accessing this additional leave.]~~

~~[Additional leave for teachers will require negotiating with the teachers' union.]~~

In response to potential health risks related to COVID-19, the Wakefield Board of Education is implementing the following changes to the employee earned leave (paid time off) policy for the 2020-2021 school year.

Leave / Staff Attendance

Employees will be permitted to take leave provided by the terms of employment (staff contract, negotiated agreement, etc.) and as provided by law (e.g., ADA, FMLA, FFCRA, etc.).

In addition to leave required by law, policy, contract, and/or terms of employment (e.g., staff contract, negotiated agreement, etc.); the district may grant additional COVID-19 related leave at the discretion of the Superintendent of Schools, in consultation with the building principals, to employees that satisfy the COVID-19 Qualifying Criteria below:

COVID-19 Qualifying Criteria

- o Employee presents two or more of the following COVID-19 symptoms:
 - Fever,
 - Chills & Shivering,
 - Muscle Aches,
 - Headache,
 - Sore Throat,
 - Nausea,
 - Vomiting,
 - Diarrhea
- o Or at least one of the following COVID-19 symptoms:
 - Positive COVID-19 Test Result
 - New Cough,
 - Shortness of Breath or Difficulty Breathing,
 - Loss of Taste and Smell,
 - Verified Exposure to the Novel Coronavirus

Should an employee present any of the COVID-19 Qualifying Criteria outlined above, the employee will be sent home from school as soon as possible, and expected to be screened by a licensed health practitioner (Medical Doctor, Physicians Assistant, Nurse Practitioner). This time will not count against the employees earned leave. Should the staff member screen positive

for COVID-19, any resulting time away from school will not count against the employees earned leave. Should the illness be non-covid related, time away from school will be treated as a sick leave event.

A condition for granting additional leave, as described above, is that employees capable of working remotely are expected to do so. As a condition for granting additional leave, the employee may be required to be tested for COVID-19.

To qualify for additional leave as describe above, employees that are incapable of working remotely must provide documentation from licensed health practitioner to that effect.

The superintendent is authorized to take all reasonable and necessary action to implement this resolution without further action of the Board.

If there is any conflict between this resolution and any provision of Board policy or of staff or student handbooks, the terms in this resolution shall control.

NOW, THEREFORE, be it finally resolved that this resolution will expire upon the sooner of action taken by the Board to rescind it or the expiration of the 2020-2021 school year.

Approved by the Board on _____, 2020.

Board President

2020–2021 SCHOOL RE-OPENING RESOLUTION

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Adopted on: 6/14/2010	Revised on: 7/13/2017	Reviewed on: 2/8/2018
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All students

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- The student has a disability and a reasonable accommodation excuses the student from wearing a mask for some or all of the school day;
- The student's Individualized Education Program (IEP) team has determined that wearing a mask for some or all of the school day would interfere with the student's ability to receive a free, appropriate public education and that determination is documented in the student's IEP;
- The student's Section 504 committee has determined that wearing a mask for some or all of the school day would interfere with the student's ability to receive a free, appropriate public education and that determination is documented in the student's Section 504 Plan; OR
- Another legally valid reason exists to excuse the student from the face covering requirement and such reason has been approved in writing by the building Principal.

Leave / Staff Attendance

In response to potential health risks related to COVID-19, the Wakefield Board of Education is implementing the following changes to the employee earned leave (paid time off) policy for the 2020-2021 school year.

Employees will be permitted to take leave provided by the terms of employment (staff contract, negotiated agreement, etc.) and as provided by law (e.g., ADA, FMLA, FFCRA, etc.).

In addition to leave required by law, policy, contract, and/or terms of employment (e.g., staff contract, negotiated agreement, etc.); the district may grant additional COVID-19 related leave at the discretion of the Superintendent of Schools, in consultation with the building principals, to employees that satisfy the COVID-19 Qualifying Criteria below:

COVID-19 Qualifying Criteria

Employee presents two or more of the following COVID-19 symptoms:

- Fever,
- Chills & Shivering,
- Muscle Aches,
- Headache,
- Sore Throat,
- Nausea,
- Vomiting,
- Diarrhea

Or at least one of the following COVID-19 symptoms:

- Positive COVID-19 Test Result
- New Cough,
- Shortness of Breath or Difficulty Breathing,
- Loss of Taste and Smell,
- Verified Exposure to the Novel Coronavirus

Should an employee present any of the COVID-19 Qualifying Criteria outlined above, the employee will be sent home from school as soon as possible, and expected to be screened by a licensed health practitioner (Medical Doctor, Physicians Assistant, Nurse Practitioner). This time will not count against the employees earned leave. Should the staff member screen positive for COVID-19, any resulting time away from school will not count against the employees earned leave. Should the illness be non-covid related, time away from school will be treated as a sick leave event.

A condition for granting additional leave, as described above, is that employees capable of working remotely are expected to do so. As a condition for granting additional leave, the employee may be required to be tested for COVID-19.

To qualify for additional leave as describe above, employees that are incapable of working remotely must provide documentation from licensed health practitioner to that effect.

The superintendent is authorized to take all reasonable and necessary action to implement this resolution without further action of the Board.

If there is any conflict between this resolution and any provision of Board policy or of staff or student handbooks, the terms in this resolution shall control.

NOW, THEREFORE, be it finally resolved that this resolution will expire upon the sooner of action taken by the Board to rescind it or the expiration of the 2020-2021 school year.

Approved by the Board on _____, 2020.

Board President

3057 Title IX Policy

It is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. The district is required by Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106 to not discriminate in such a manner.

1. Title IX Coordinator

1.1. **Designation.** The district will designate and authorize at least one employee to coordinate its efforts to comply with its responsibilities under this policy, who will be referred to as the "**Title IX Coordinator.**" The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment). This report may be made by any means, including but not limited to, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours).

2. Definitions. As used in this policy, the following terms are defined as follows:

2.1. **Actual knowledge** means notice of sexual harassment or allegations of sexual harassment to any district employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only district employee with actual knowledge is the respondent (as that term is defined below). "Notice" as used in this paragraph includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator as described in subsection 1.1 above.

2.2. **Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

2.3. **Formal complaint** means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation of sexual harassment. The only district official who is authorized to initiate the Grievance Process for Formal Complaints of Sexual Harassment against a respondent is the Title IX Coordinator (by signing a formal complaint). At the time of filing a formal complaint with the district, a complainant must be participating in or attempting to participate in the district's education program or activity. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator under subsection 1.1 above, and by any additional method designated by the district. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this policy or under 34 C.F.R. part 106, and will comply with the requirements of this policy and 34 C.F.R. part 106, including subsections 5.1.3–5.1.4 and 34 C.F.R. § 106.45(b)(1)(iii).

2.4. **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

2.5. **Consent** for purposes of this policy means the willingness in fact for conduct to occur. An individual may, as a result of age, incapacity, disability, lack of information, or other circumstances be incapable of providing consent to some or all sexual conduct or activity. Neither verbal nor physical resistance is required to establish that an individual did not consent. District officials will consider the totality of the circumstances in determining whether there was consent for any specific conduct. Consent may be revoked or withdrawn at any time.

2.6. **Sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:

- 2.6.1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;
- 2.6.2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it

effectively denies a person equal access to the district's education program or activity;

2.6.3. **Sexual assault**, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), which means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:

2.6.3.1. **Sex Offenses, Forcible**—Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.

2.6.3.1.1. **Rape**—(Except Statutory Rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

2.6.3.1.2. **Sodomy**—Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.3. **Sexual Assault With An Object**—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.4. **Fondling**—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

- 2.6.3.2. **Sex Offenses, Non-forcible**—(Except Prostitution Offenses) Unlawful, non-forcible sexual intercourse.
 - 2.6.3.2.1. **Incest**—Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law
 - 2.6.3.2.2. **Statutory Rape**—Non-Forcible sexual intercourse with a person who is under the statutory age of consent
- 2.6.4. **Dating violence**, as defined in 34 U.S.C. § 12291(a)(10), which means violence committed by a person—
 - 2.6.4.1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - 2.6.4.2. where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - 2.6.4.2.1. The length of the relationship.
 - 2.6.4.2.2. The type of relationship.
 - 2.6.4.2.3. The frequency of interaction between the persons involved in the relationship.
- 2.6.5. **Domestic violence**, as defined in 34 U.S.C. § 12291(a)(8), which includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

2.6.6. **Stalking**, as defined in 34 U.S.C. § 12291(a)(30), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

2.6.6.1. fear for his or her safety or the safety of others; or

2.6.6.2. suffer substantial emotional distress.

2.7. **Supportive measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

3. Discrimination Not Involving Sexual Harassment.

3.1. **General Prohibition.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the district.

3.2. **Specific Prohibitions.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, in providing any aid, benefit, or service to a student, the district will not on the basis of sex:

- 3.2.1. Treat one person differently from another in determining whether such person satisfies any requirement or condition for the provision of such aid, benefit, or service;
- 3.2.2. Provide different aid, benefits, or services or provide aid, benefits, or services in a different manner;
- 3.2.3. Deny any person any such aid, benefit, or service;
- 3.2.4. Subject any person to separate or different rules of behavior, sanctions, or other treatment;
- 3.2.5. Apply any rule concerning the domicile or residence of a student or applicant;
- 3.2.6. Aid or perpetuate discrimination against any person by providing significant assistance to any agency, organization, or person which discriminates on the basis of sex in providing any aid, benefit or service to students or employees;
- 3.2.7. Otherwise limit any person in the enjoyment of any right, privilege, advantage, or opportunity.

3.3. Complaint Procedure. All complaints regarding any alleged discrimination on the basis of sex, including without limitation violations of this policy, 34 C.F.R. part 106, Title IX, Title VII, or other state or federal law—when the alleged discrimination does not arise from or relate to an allegation of sexual harassment as defined in subsection 2.6 above—shall be addressed pursuant to the district’s general complaint procedure, Board Policy 2006 [**NOTE TO BE DELETED:** Update this policy number if your general complaint procedure is numbered differently from 2006].

4. **Response to Sexual Harassment**

4.1. Reporting Sexual Harassment. Any person who witnesses an act of unlawful sexual harassment is encouraged to report it to the District’s Title IX Coordinator. No person will be retaliated against based on any report of suspected sexual harassment or retaliation. Any District employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator as soon as reasonably practicable, but in no case later than the end of the following school day.

4.2. General Response to Sexual Harassment. When the district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, the district will respond promptly in a manner that is not deliberately indifferent. The district will be deemed to be deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances. For the purposes of this policy "education program or activity" includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. The district's response will treat complainants and respondents equitably by offering supportive measures as defined in subsection 2.7 above to a complainant, and by following the grievance process described in section 5 below before the imposition of any disciplinary sanctions or other actions that are not supportive measures, against a respondent. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

4.3. Emergency Removal. Nothing in this policy precludes the district from removing a respondent from the district's education program or activity on an emergency basis, provided that the district undertakes an individualized safety and risk analysis, and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In the event that the district so removes a respondent on an emergency basis, then the district will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

4.4. Administrative Leave. Nothing in this policy precludes the district from placing a non-student employee respondent on administrative leave during the pendency of a grievance process that complies with section 5 below. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

4.5. **General Response Not Conditioned on Formal Complaint.** With or without a formal complaint, the district will comply with the obligations and procedures described in this section 4.

5. **Grievance Process for Formal Complaints of Sexual Harassment.**

5.1. **General Requirements.**

- 5.1.1. **Equitable Treatment.** The district will treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following the grievance process described in this section 5 before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. Remedies will be designed to restore or preserve equal access to the district's education program or activity. Remedies may include the same individualized services described in subsection 2.7 as "supportive measures"; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.
- 5.1.2. **Objective Evaluation.** This grievance process requires an objective evaluation of all relevant evidence—including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person's status as a complainant, respondent, or witness.
- 5.1.3. **Absence of Conflicts of Interest or Bias.** The district will require that any individual designated by a recipient as a Title IX Coordinator, investigator, decision-maker, or any person designated by a recipient to facilitate an informal resolution process, not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.
- 5.1.4. **Training.** The district will ensure that all individuals or entities described in this Training section 5.1.4 receive training as provided below. Any materials used to train these individuals will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

- 5.1.4.1. **All District Employees and Board Members.** All district employees and board members will be trained on how to identify and report sexual harassment.
- 5.1.4.2. **Title IX Coordinators, Investigators, Decision-Makers, or Informal Resolution Facilitators.** The district will ensure that Title IX Coordinators, investigators, decision-makers, or any person designated by the district to facilitate an informal resolution process receive training on:
 - 5.1.4.2.1. The definition of sexual harassment in subsection 2.6;
 - 5.1.4.2.2. The scope of the district's education program or activity;
 - 5.1.4.2.3. How to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable; and
 - 5.1.4.2.4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.
- 5.1.4.3. **Decision-Makers.** The district will ensure that decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, as set forth in subsection 5.6.
- 5.1.4.4. **Investigators.** The district will also ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence, as set forth in subsection 5.5.8.
- 5.1.5. **Presumption.** It is presumed that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

- 5.1.6. **Reasonably Prompt Time Frames.** This grievance process shall include reasonably prompt time frames for conclusion of the grievance process, including reasonably prompt time frames for filing and resolving appeals and informal resolution processes if the district offers informal resolution processes. The process shall also allow for the temporary delay of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
- 5.1.7. **Range of Possible Sanctions and Remedies.** Following a determination of responsibility, the district may impose disciplinary sanctions and remedies in conformance with this and the district's student discipline policy, and other state and federal laws. Depending upon the circumstances, these policies provide for disciplinary sanctions and remedies up to and including expulsion.
- 5.1.8. **Range of Supportive Measures.** The range of supportive measures available to complainants and respondents include those listed in subsection 2.7.
- 5.1.9. **Respect for Privileged Information.** The district will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

5.2. **Notice of Allegations.**

- 5.2.1. **Initial Notice.** Upon receipt of a formal complaint, the district will provide the following written notice to the parties who are known:
- 5.2.1.1. A copy of this policy.
 - 5.2.1.2. Notice of the allegations of sexual harassment potentially constituting sexual harassment as defined in subsection 2.6, including sufficient details known at

the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice will include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. The written notice will inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, under subsection 5.5.5, and may inspect and review evidence under subsection 5.5.5. The written notice will inform the parties of any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

- 5.2.2. **Supplemental Notice.** If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the Initial Notice described above, the district will provide notice of the additional allegations to the parties whose identities are known.

5.3. **Dismissal of Formal Complaint.**

- 5.3.1. The district will investigate the allegations in a formal complaint.
- 5.3.2. **Mandatory Dismissals.** The district **must** dismiss a format complaint if the conduct alleged in the formal complaint:
 - 5.3.2.1. Would not constitute sexual harassment as defined in subsection 2.6 even if proved;
 - 5.3.2.2. Did not occur in the district's education program or activity; or
 - 5.3.2.3. Did not occur against a person in the United States.

5.3.3. **Discretionary Dismissals.** The district **may** dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing:

5.3.3.1. The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;

5.3.3.2. The respondent is no longer enrolled in or employed by the district; or

5.3.3.3. Specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

5.3.4. Upon a dismissal required or permitted pursuant to subsections 5.3.2 or 5.3.3 above, the district will promptly send written notice of the dismissal and an explanation of that action simultaneously to the parties.

5.3.5. Dismissal of a formal complaint under this policy does not preclude the district from taking action under another provision of the district's code of conduct or pursuant to another district policy.

5.4. **Consolidation of Formal Complaints.** The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances. Where a grievance process involves more than one complainant or more than one respondent, references in this policy to the singular "party," "complainant," or "respondent" include the plural, as applicable.

5.5. **Investigation of Formal Complaint.** When investigating a formal complaint and throughout the grievance process, the district will:

5.5.1. Designate and authorize one or more persons (which need not be district employees) as investigator(s) to conduct the district's investigation of a formal complaint;

5.5.2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding

responsibility rest on the district and not on the parties provided that the district cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the district obtains that party's voluntary, written consent to do so for a grievance process under this section (if a party is not an "eligible student," as defined in 34 CFR 99.3, then the district will obtain the voluntary, written consent of a "parent," as defined in 34 CFR 99.3);

- 5.5.3. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- 5.5.4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- 5.5.5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding; however, the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;
- 5.5.6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- 5.5.7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district

does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report; and

- 5.5.8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 calendar days prior to the time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

5.6. Exchange of Written Questions. After the district has sent the investigative report to the parties pursuant to subsection 5.5.8, but before reaching a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) will explain to the party proposing the questions any decision to exclude a question as not relevant.

5.7. Determination Regarding Responsibility

- 5.7.1. **Decision-Maker(s).** The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).
- 5.7.2. **Written Determination.** The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) will apply the

preponderance of the evidence standard. The written determination will include:

- 5.7.2.1. Identification of the allegations potentially constituting sexual harassment as defined in subsection 2.6;
- 5.7.2.2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- 5.7.2.3. Findings of fact supporting the determination;
- 5.7.2.4. Conclusions regarding the application of the district's code of conduct to the facts;
- 5.7.2.5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and
- 5.7.2.6. The district's procedures and permissible bases for the complainant and respondent to appeal.

5.7.3. The district will provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

5.7.4. The Title IX Coordinator is responsible for effective implementation of any remedies.

5.8. **Appeals.** The district will offer both parties the opportunity to appeal from a determination regarding responsibility, and from the

district's dismissal of a formal complaint or any allegations therein, on the grounds identified below.

5.8.1. **Time for Appeal.** Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools within ten (10) calendar days [NOTE TO BE DELETED: We recommend 10 calendar days to remain consistent with the other timeframes in the Title IX regulations. However, make sure this timeline is at least as long as any timelines for review or appeal in any general complaint procedure or grievance procedure] of the date of the respective written determination of responsibility or dismissal from which the appeal is taken. The Notice of Appeal must include (a) the name of the party or parties making the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds (from subsection 5.8.2 below) upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal under this policy, 34 C.F.R. part, 106, and Title IX.

5.8.2. **Grounds for Appeal.** Appeals from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, are limited to the following grounds:

5.8.2.1. Procedural irregularity that affected the outcome of the matter;

5.8.2.2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and

5.8.2.3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

5.8.3. As to all appeals, the district will:

- 5.8.3.1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;
- 5.8.3.2. Ensure that the decision-maker(s) for the appeal is not the same person as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
- 5.8.3.3. Ensure that the decision-maker(s) for the appeal complies with the standards set forth in subsections 5.1.3–5.1.4.
- 5.8.3.4. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
- 5.8.3.5. Issue a written decision describing the result of the appeal and the rationale for the result; and
- 5.8.3.6. Provide the written decision simultaneously to both parties.

5.9. **Informal Resolution.** The district will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section. Similarly, the district will not require the parties to participate in an informal resolution process under this section and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the district may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the district:

- 5.9.1. Provides to the parties a written notice disclosing:
 - 5.9.1.1. The allegations;
 - 5.9.1.2. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;

- 5.9.1.3. That at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and
- 5.9.1.4. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
- 5.9.2. Obtains the parties' voluntary, written consent to the informal resolution process; and
- 5.9.3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

5.10. Recordkeeping.

- 5.10.1. The district will maintain for a period of seven years records of:
 - 5.10.1.1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the district's education program or activity;
 - 5.10.1.2. Any appeal and the result therefrom;
 - 5.10.1.3. Any informal resolution and the result therefrom; and
 - 5.10.1.4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The district will make these training materials publicly available on its website, or if the district does not maintain a website then the district will make these materials available upon request for inspection by members of the public.

5.10.2. For each response required under section 4, the district will create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the district's education program or activity. If the district does not provide a complainant with supportive measures, then the district will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken.

6. **Superintendent Authorized to Contract.** The board authorizes the Superintendent to contract for, designate, and appoint individuals to serve in the roles of the district's investigator(s), decision-maker(s), informal resolution facilitator(s), or appellate decision-maker(s) as contemplated by this policy.

7. **Access to Classes and Schools.**

7.1. **General Standard.** Except as provided in this section or otherwise in 34 C.F.R. part 106, the district will not provide or otherwise carry out any of its education programs or activities separately on the basis of sex, or require or refuse participation therein by any of its students on the basis of sex.

7.1.1. **Contact sports in physical education classes.** This section does not prohibit separation of students by sex within physical education classes or activities during participation in wrestling, boxing, rugby, ice hockey, football, basketball, and other sports the purpose or major activity of which involves bodily contact.

7.1.2. **Ability grouping in physical education classes.** This section does not prohibit grouping of students in physical education classes and activities by ability as assessed by objective standards of individual performance developed and applied without regard to sex.

7.1.3. **Human sexuality classes.** Classes or portions of classes that deal primarily with human sexuality may be conducted in separate sessions for boys and girls.

7.1.4. **Choruses.** The district may make requirements based on vocal range or quality that may result in a chorus or choruses of one or predominantly one sex.

7.2. **Classes and Extracurricular Activities.** The district may provide nonvocational single-sex classes or extracurricular activities as permitted by 34 C.F.R. part 106.

8. **Athletics.** It is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person or otherwise be discriminated against in any interscholastic, club, or intramural athletics offered by the district, and that the district will not provide any such athletics separately on such basis.

8.1. **Separate Teams.** Notwithstanding the foregoing paragraph, the district may operate or sponsor separate teams for members of each sex where selection for such teams is based upon competitive skill or the activity involved is a contact sport.

8.2. **Equal opportunity.** The district will provide equal athletic opportunity for members of both sexes. Unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams will not constitute noncompliance with this section.

9. **Certain Different Treatment on the Basis of Sex Permitted.** Nothing herein shall be construed to prohibit the district from treating persons differently on the basis of sex as permitted by Title IX or 34 C.F.R. part 106. For example, and without limiting the foregoing, the district may provide separate toilet, locker room, and shower facilities on the basis of sex, but such facilities provided for students of one sex shall be comparable to such facilities provided for students of the other sex.

10. **Retaliation Prohibited.** Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, 34 C.F.R. part 106, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The district will keep confidential the identity of any individual who has made a

report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA statute, 20 U.S.C. § 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. Complaints alleging retaliation may be filed according to shall be addressed pursuant to Board Policy 2006 (Complaint Procedure).

10.1. Specific Circumstances.

- 10.1.1. The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this section.
- 10.1.2. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this part does not constitute retaliation prohibited under this section, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

11. **Notification of Policy.** The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the existence of this policy. The requirement to not discriminate, as stated in Title IX and 34 C.F.R. part 106, in the district's education program(s) or activities extends to admission and employment, and inquiries about the application of Title IX and 34 C.F.R. part 106 to the district may be referred to the district's Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

12. **Publication of Policy.** The district will prominently display on its website, if any, and in each handbook that it makes available to applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator(s).

13. **Application Outside the United States.** The requirements of this policy apply only to sex discrimination occurring against a person in the United States.

14. **Scope of Policy.** Nothing herein shall be construed to be more demanding or more constraining upon the district than the requirements of Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106. To the extent that the district is in compliance with Title IX and 34 C.F.R. part 106, then all of the district's obligations under this policy shall be deemed to be fulfilled and discharged.

2006 Complaint Procedure

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

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

Complaint and Appeal Process.

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

- c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
 - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, ~~sex~~gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the staff member involved.
 - 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Interview the complainant to determine:
 - 1) All relevant details of the complaint;
 - 2) All witnesses and documents which the complainant believes support the complaint;

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

- c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
 - d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 [calendar](#) days after it received complainant's written appeal.
 - e) There is no appeal from a decision of the board.
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president [or his or her designee](#) shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the superintendent.
 - 1) If the complainant has not, the board president [or designee](#) will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
 - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 [calendar](#) days after the president received the complaint.

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

Special Rules Regarding Educational Services and Related Services to Students with Disabilities. Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

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

without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Adopted on: _____

Revised on: _____

Reviewed on: _____

6020 Multicultural Education

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize human relations, sensitivity toward all races, and the rich diversity of the population of the United States. The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations.

Philosophy, Mission, and Program Goals. The school district respects and appreciates cultural diversity and seeks to promote the understanding of unique cultural and ethnic heritage. The district will promote the development of a culturally responsible and responsive curriculum. The school district's program will explore the attitudes, skills, and knowledge necessary to function in various cultures.

District Guides, Frameworks, or Standards. Appropriate district staff and/or committee(s) will review the school district curriculum guides, frameworks, or standards to determine that they appropriately incorporate multicultural education.

Selecting Appropriate Instructional Materials. Appropriate school district staff and/or committee(s) will review instructional materials and make a recommendation regarding those that are appropriate for the school district's multicultural education program.

Providing Staff Development. Appropriate school district staff and/or committee(s) will review the staff development provided for administrators, teachers, and support staff to determine that it includes appropriate multicultural education that is consistent with school district and program goals.

Periodic Assessment. Appropriate school district staff and/or committee(s) will periodically review the school district's multicultural education program by reviewing the criteria in this policy to assess whether the school district is adequately and appropriately incorporating multicultural education in all curriculum areas in all grades.

Annual Status Report. The superintendent will provide the board with a

report on the status of the school district's multicultural education program annually.

Adopted on: _____

Revised on: _____

Reviewed on: _____