

Board of Education Regular Meeting
Monday, July 14, 2025 7:30 PM
Conference Room at the Southern Valley
Schools Junior/Senior High School Building,
Oxford, Nebraska
43739 Hwy 89
Oxford, NE 68967

1. OPENING THE MEETING

1.1. Call Meeting to Order

1.2. Nebraska Open Meetings Law - Posted on the wall

1.3. Publication of Meeting-notice was provided according to board policy #2008.

1.4. Board Member Roll Call

1.4.1. Excused Absence

1.4.2. Unexcused Absence

1.4.3. Motion to approve absence of _____

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT - agenda item specific - Southern Valley Schools Policy 2009
(President will read an opening statement)

5. BOARD POLICY

5.1. Policy 6025. Student Cell Phone and Other Electronic Devices

5.2. Policy Review/First Reading

5.3. Policy Review per State Statute

5.4. Policy Updates from Legislative Session/NDE

6. INFORMATIONAL ITEMS

- 6.1. Superintendent's Report
- 7. BOARD COMMITTEE REPORTS
- 8. CONSENT AGENDA
 - 8.1. Approval of Prior Minutes
 - 8.2. Approval of Claims
 - 8.2.1. General Fund Checks for Approval
 - 8.2.2. Nutrition Fund Checks for Approval
 - 8.2.3. Activity Fund Checks for Approval
 - 8.2.4. Building Fund Checks for Approval
 - 8.2.5. Bond Fund Checks for Approval
 - 8.2.6. QCPUF Checks for Approval
 - 8.3. Financial/Expenditure Reports
 - 8.4. Certificated/Classified Hires/Reassignments/Resignations
 - 8.5. Adopt Board Policy
- 9. ACTION ITEMS
 - 9.1. Lunch Prices
 - 9.2. Approve Handbooks for 25-26
- 10. FUTURE AGENDA ITEMS
- 11. MOTION TO ADJOURN



ATTENTION SV STAKEHOLDERS!

The State Legislature passed a new law about students having cell phones in school. The board is seeking input on a draft policy for the 2025-2026 school year.

You can provide feedback here:

<https://forms.gle/AdduFMiVkaixkfxr7>, or

at the board meeting on July 14th at 7:30.

The policy the board is considering can be found here:

<https://sveagles.info/cellphonepolicy>.

Go Eagles!



3050 Technology in the Classroom

I. In General

The district desires to use technology in a way that aides in the education of students. New devices and applications offer a number of helpful tools that can improve the student experience and increase learning. Many of these devices and applications also create concerns about student privacy. It is the goal of the district to embrace the helpful elements of technological advancement while remaining mindful of potential student privacy issues.

II. Devices

A. Non-district issued electronic devices may be used in the classroom, under supervision of a staff member. Teachers who wish to bring a device into the classroom on a regular or permanent basis, should inform the principal before deploying the device.

1. Smart speakers such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be used in the classroom. The device must be registered to an account linked to the classroom teacher's school email address. The district will not maintain any records created by use of the smart speaker device. Any record of use will be considered non-record communications pursuant to Nebraska's Records Management Act, and not be maintained by the district.
2. Assistive technology may be used in district classrooms. Any assistive technology, such as an AngelSense device, that uses "listen-in" functionality must have that function disabled while the student using the device is in a district classroom. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.
3. All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use. The district may at any time direct that a teacher discontinue use of a given device.

- B. Any classroom recordings made by a staff member will be made pursuant to district policy.

III. Applications

A. School as Agent. The school will serve as an agent for parents/guardians in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. District Applications. The district uses various software applications to record, track, and store student data. Each application selected by the district is in compliance with federal and state law, to the best of the administration's knowledge. Should the district become aware that an application used by the district has suffered a data breach, or been found to be out of compliance with federal or state law, the district will investigate the scope of the violations and notify students, parents, and staff in accordance with district policy.

C. Staff-Selected Applications.

1. Staff are permitted to select applications for use in the classroom.
2. Staff must perform basic due diligence to ensure that the application is safe for students and serves a pedagogical purpose. Staff must notify their supervising administrator of the application they plan to use as part of their lesson plan prior to their use in the classroom. The district may at any time direct that a teacher discontinue use of a given application. The district will provide training on the relevant student privacy laws to staff members who are selecting and deploying applications in the classroom.

Adopted on: December 9, 2019

Revised on: _____

Reviewed on: _____

3051 Opioid Overdose Prevention and Response

The district will maintain an opioid antagonist in its schools, specifically naloxone, otherwise known by its brand name Narcan. Pursuant to Nebraska law and the Naloxone Standing Order issued by the Nebraska DHHS, Division of Public Health, the board will permit school nurses, trained school staff, or other individuals qualified by law to administer naloxone to any person at school or a school event displaying symptoms of an opioid overdose.

This policy shall not create a duty on the part of the school district and/or its personnel to administer naloxone. School representatives will not administer naloxone under the following circumstances:

- a. Naloxone is not available during the overdose emergency;
- b. There is no individual available who is qualified to administer naloxone; or
- c. School representatives are uncertain as to whether an opioid overdose is occurring.

Nothing in this policy is intended to regulate, restrict or otherwise deter a law enforcement officer, emergency medical technician, volunteer fire fighter, licensed medical professional or other authorized individual from administering his/her own supply of naloxone when responding in good faith to a suspected drug overdose occurring on school district property or at a school-sponsored event.

Procurement and Storage. The superintendent, in consultation with the school's nursing staff, will make the necessary arrangements to obtain naloxone. The naloxone will be stored unlocked in the nurses' office(s). The superintendent, in consultation with the school's nursing staff, will reorder naloxone.

Naloxone that is nearing its expiration date will be replaced. The school nurse shall maintain a log of naloxone supplies consistent with the district's practices for logging other medications.

Training. Licensed health care professionals and school resource officers employed on the high school and middle school levels shall all complete an approved naloxone training prior to carrying and/or administering naloxone. Other school staff members may be trained as determined by the administration. Once trained, staff members shall

review the DHHS standing order and applicable naloxone administration protocols as needed.

Recordkeeping and Reporting. Any individual who administers naloxone on behalf of the school district will promptly notify the building principal and superintendent of the facts and circumstances surrounding the drug overdose incident. The administration of naloxone to any student will be documented in his/her cumulative health record. The administration of naloxone to any staff member will be documented in his/her personnel file.

Adopted on: December 9, 2019

Revised on: _____

Reviewed on: _____

3054
Law Enforcement Unit

The board is committed to providing a safe environment conducive to learning for members of the school community. In furtherance of this commitment, the board designates Furnas and Harlan County Sheriff's Office to act as the district's Law Enforcement Unit.

Authority of the Law Enforcement Unit. The law enforcement unit is officially authorized to:

- Enforce any local, State, or Federal law, or refer to appropriate authorities a matter for enforcement of any local, State, or Federal law against; *and*
- Maintain the physical security and safety of the district

In maintaining the physical security and safety of the district, the law enforcement unit may employ surveillance or other safety or security equipment in compliance with state and federal law. The law enforcement unit is responsible for the maintenance and security of any such equipment.

Records of the Law Enforcement Unit. All records created and maintained by the law enforcement unit for a law enforcement purpose are considered law enforcement unit records. This would include any records produced by surveillance or other safety or security equipment employed by the law enforcement unit to maintain the physical security and safety of the district.

Law enforcement unit records must be maintained by the law enforcement unit until the unit determines the records may be destroyed. The law enforcement unit is responsible for maintaining law enforcement unit records separate and apart from the student records maintained by the district pursuant to the board's policy regarding student records.

Law enforcement unit records may only be disclosed with the authorization of the Superintendent or his/her designee. Only copies of law enforcement unit records may be disclosed, and the original must be retained by the law enforcement unit and will continue to be considered a law enforcement unit record.

Adopted on: September 11, 2019

Revised on: _____

Reviewed on: _____

3058
Audio and Video Recording

Students, staff, parents/guardians, and patrons should assume that any class or activity in the school may be recorded by the school district for legitimate educational purposes. There is no reasonable expectation of privacy within classrooms, common areas of the school building or on school grounds outside of the building. Recordings permitted pursuant to this policy may only be used for authorized purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Secret Recordings. No person is permitted to make surreptitious recordings on school grounds unless authorized by the superintendent.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings when such recordings are deemed necessary or appropriate by an authorized representative of the district. The district will not maintain recordings unless the recording is purposefully copied and saved. Any recording not copied and maintained separately may only be accessible by the authorized representative for a limited time. Recordings made by the district may be destroyed by an authorized representative at any time unless retention is required by law.

Recordings Made by Parents/Guardians and Patrons. Parents/guardians and patrons may make recordings of school activities in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student's IEP or 504 plan. Violation of this policy will result in immediate termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

Recordings Made by Staff. Staff members may make recordings of classroom instruction, student behavior or performance, and school activities

without prior administrative approval only for legitimate educational purposes. Staff members may not make secret recordings while on duty, even if those recordings do not violate state or federal criminal or privacy laws. Staff members who violate this provision may be subject to consequences up to termination for classified staff and cancellation of contract for certificated staff.

Recordings Made by Students. This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day without the express consent of a staff member or as required by the student’s education plan. Student use of assistive technology that has the capacity to record and/or transmit recordings (e.g. AngelSense) must be approved by the student’s education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: _____

Revised on: July 8, 2024

Reviewed on: _____

4003 Drug Policy Regarding Drivers

Policy Statement. Drivers for the school district must be free from drug and alcohol abuse, and the use of illegal drugs or improper use of alcohol is prohibited. The overall goal of drug and alcohol testing is to insure a drug-free and alcohol-free transportation environment, and to reduce accidents, injuries and fatalities.

Designated Contact. The school district has designated the transportation director as the individual any driver may contact with questions about this policy or the school district's drug testing program and procedures for drivers. This individual further maintains and will provide drivers informational materials concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or a controlled substances problem (the driver's or a co-worker's); and available methods of intervening when an alcohol or controlled substances problem is suspected, including confrontation, referral to any employee assistance program and/or referral to management.

Transportation Director may be contacted at 308-868-2222

Covered Drivers. Any person who operates a commercial motor vehicle on behalf of the school district is covered by this policy and the school district's drug testing program and procedures for drivers. All covered drivers must provide the school district a signed statement certifying that he or she has received a copy of this policy and related materials.

Covered Workday. A driver is required to comply with this policy and the terms of the school district's drug testing program and procedures for drivers at all times they are assigned, or may be assigned, to perform safety-sensitive functions. This includes all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions include: (1) all time at a school district facility or property, contractor facility or property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the school district; (2) all time inspecting equipment as required by state or federal law or regulation and any and all other time inspecting, servicing, or conditioning any commercial motor vehicle; (3) all time spent at the driving controls of a commercial motor vehicle in operation; (4) all time, other than driving time, in or upon any commercial motor vehicle; (5) all time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or

receiving receipts for shipments loaded or unloaded; and (6) all time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

Prohibited Conduct. No driver shall: (1) report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater; (2) use alcohol while performing safety-sensitive functions; (3) perform safety-sensitive functions within four hours after using alcohol; or (4) refuse to submit to a pre-employment controlled substance, a post-accident alcohol or controlled substance test, a random alcohol or controlled substances test, a reasonable suspicion alcohol or controlled substance test, a return-to-duty alcohol or controlled substances test, or a follow-up alcohol or controlled substance test required under state or federal law or this policy. No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until he/she undergoes a post-accident alcohol test, whichever occurs first.

No driver shall: (1) report for duty or remain on duty requiring the performance of safety sensitive functions when the driver uses any drug or substance identified in 31 CFR 1308.11 Schedule 1; (2) report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any non-Schedule I drug or substance that is identified in the other Schedules in 21 CFR part 1308 except when the use is pursuant to the instructions of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle; or (3) report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive or has adulterated or substituted a test specimen for controlled substances.

Types of Testing. Pursuant to regulations promulgated by the Department of Transportation (DOT), the district has implemented four types of testing: (1) pre-employment testing, (2) reasonable cause testing, (3) post-accident testing and (4) random testing.

Refusal to Submit to Testing. A driver shall not refuse to submit to testing. A driver will be considered to have refused to submit to testing if the driver fails to provide a sample or specimen necessary for testing upon a lawful request, consistent with the required testing protocols. The refusal to submit to the testing used by the district will be grounds for refusal to hire driver applicants and to terminate the employment of existing drivers.

Consequences for Violations. Any driver who becomes unqualified on the basis of violation of the terms of this policy will be subject to disciplinary action which may include termination of the driver's employment, and shall include

the immediate removal from safety-sensitive functions in compliance with federal law. No driver tested pursuant to this policy and the school district's drug testing program and procedures who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform or continue to perform safety-sensitive functions until the start of the driver's next regularly scheduled duty period, but not less than 24 hours following administration of the test.

Return to Duty Process. A driver who has violated this policy or the school district drug testing program and procedures cannot again perform any safety-sensitive functions until and unless the employee completes the return-to-duty process, including the substance-abuse professional's (SAP) evaluation, referral, and recommended education or treatment. The school district will provide employees the relevant contact information for available and acceptable SAPs as necessary, but the school district is not required under the law to provide a SAP evaluation or any subsequent recommended education or treatment for a driver. Any driver completing the return-to-duty process must complete a return-to-duty test and test negatively.

Disqualification. Any applicant who tests positive for the presence of the following drugs is medically unqualified to drive and will not be considered for the position of driver: (1) marijuana, (2) cocaine, (3) opiates, (4) amphetamines, or (5) phencyclidine (PCP). Any district driver who tests positive shall be medically unqualified and removed from service immediately.

Pre-employment Testing. All applicants for employment must submit to drug and alcohol tests as a condition of being considered for employment.

Reasonable Cause Testing. The district shall have reasonable cause to require a driver to submit to drug testing when a driver manifests physical or physiological symptoms or reactions commonly attributed to the use of controlled substances or alcohol.

Post-Accident Testing. A driver who has been involved in a reportable accident must submit to drug and alcohol testing as soon as possible. A reportable accident includes any accident in which there is a fatality, a person is injured and must be treated away from the accident site, the driver receives a citation for a moving violation, or a vehicle is towed from the scene. The driver must notify the district immediately regarding any reportable accident.

Serious Injury to the Driver. If a driver is so seriously injured that he or she cannot submit to testing at or immediately after the time of the accident, the driver must provide the necessary authorization for the district to obtain

hospital reports or other documents that would indicate whether there were controlled substances or alcohol in the driver's system.

Random Testing. All drivers will be subject to unannounced random testing for drugs and alcohol. The district or its agents will periodically select drivers at random for testing. A district official will notify a driver when his or her name has been selected and will instruct the driver to report immediately for testing. By its very nature, random selection may result in one driver being tested more than once in a 12-month period, while another driver may not be selected at all during the same 12 months.

Frequency of Random Testing. Under DOT regulations, the district must test at least 50 percent of its average number of driver positions for drugs and 25 percent of its average number of driver positions for alcohol each year. The tests must be unannounced and spread evenly throughout the year. DOT regulations also require that every driver selected at random must have his or her name placed back in the random pool for the next selection period.

Testing Procedure. All urine and blood specimens collected under the policy will be submitted to an approved laboratory for testing. Specimens that initially test positive for drugs will be subjected to a subsequent confirmation test before being reported by the laboratory as positive. All such specimens collected and submitted will be maintained securely to safeguard the validity of the test results and maintain the integrity of the testing process while ensuring the results are attributed to the correct driver.

Medical Review Officer. All laboratory test results will be reported by the laboratory to a medical review officer (MRO) designated by the district. Negative test results will be reported as such by the MRO to the district. Before reporting a positive test result to the district, the MRO will attempt to contact the driver to discuss the test result. If the MRO is unable to contact the driver directly, the MRO will contact a district official designated in advance by the district, who shall in turn contact the driver and direct the driver to contact the MRO. Upon being so directed, the driver shall contact the MRO immediately or, if after the MRO's business hours and the MRO is unavailable, at the start of the MRO's next business day. If required by DOT regulations, personal information collected and maintained pursuant to this policy shall be reported to the Clearinghouse by the MRO in the event of: (1) a verified positive, adulterated, or substituted drug test result; (2) an alcohol confirmation test with a concentration of 0.04 or higher; (3) a refusal to submit to any test required by this policy and the school district's drug testing program and procedures; (4) an employer's report of actual knowledge that a driver has used alcohol or controlled substances based on the employer's direct observation of the employee, information provided by the driver's

previous employer(s), a traffic citation for driving a CMV while under the influence of alcohol or controlled substances or an employee's admission of alcohol or controlled substance use; (5) on duty alcohol use as prohibited above; (6) pre-duty alcohol use as prohibited above; (7) alcohol use following an accident as prohibited above; (8) controlled substance use as prohibited above; (9) a substance abuse professional report of the successful completion of the return-to-duty process; (10) a negative return-to-duty test; and (11) an employer's report of completion of follow-up testing.

Confidentiality. Pursuant to DOT regulations, individual test results for applicants and drivers will be released to the district and will be kept confidential unless the tested individual consents to their release or release is required by law (such as the release of information to the Clearinghouse.) Any person who has submitted to drug testing in compliance with this policy is entitled to receive the results of such testing upon timely written request.

Retesting. An individual who tested positive for the presence of drugs may request that the original sample be retested. The request for a retest must be submitted in writing on a form provided by the district within 3 working days of the district's notification to the individual that he or she has a positive test result. The individual making the request must pay all costs associated with the retest and transfer of the sample to another laboratory before the retest will be performed.

Adopted on: _____

Revised on: July 10, 2023

Reviewed on: _____

4004 Employment of Relatives, Domestic Partners and Significant Others

It is in the school district's best interest to hire the best qualified candidate for employment. However, the district must use sound judgment in hiring and placing employees who are closely related, reside together as domestic partners, or are involved in close relationships for the following reasons: avoiding conflict of interest and the appearance of a conflict of interest; avoiding favoritism and the appearance of favoritism; promoting collegiality among employees; minimizing lost productivity; easing the task of managing employees; avoiding friction and conflict when marriages or relationships break down; and avoiding claims of sexual harassment.

For the purposes of this policy, the term "relative" refers to a spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, first cousin, or corresponding in-law or "step" relation. "Domestic partner" refers to individuals who reside in the same household and are involved in a relationship, who may hold themselves out to the public as marital partners, but who are not legally married. "Significant others" refers to individuals who are dating or engaged to be married but may or may not reside together. This policy applies to all categories of employment including regular, temporary, and part-time classifications.

Generally, an employee's relative, domestic partner, or significant other should not be hired to work in the same department as the employee or in any other position in which the district believes a conflict or the appearance of a conflict may exist. Relatives, domestic partners, and significant others are permitted to work at the district provided one does not report directly to, supervise, or manage the other. The superintendent and/or board may make exceptions to this general rule.

Employees in a supervisory-subordinate relationship or employed in the same department who marry, become domestic partners, or become significant others while employed will be treated in accordance with these guidelines, and one of the employees will be transferred at the earliest practicable time. The transfer will be voluntary when possible. When a voluntary transfer is not possible, the superintendent will make the decision based upon the importance of each job, the needs of the district, and the availability of candidates to fill either position. The district shall endeavor to place the transferred employee in a position which is similar in terms of pay and benefits. The superintendent and/or board may make exceptions to this general rule.

Adopted on: January 9, 2020

Revised on: _____

Reviewed on: _____

4005

Communication Between the Board and District Employees

Employees have the same right to communicate with the board about matters of public concern as other patrons of the district. Regarding employment-related issues, employees must follow the applicable board policies and/or contractual procedures regarding the administrative chain of command, complaints, grievances and other applicable processes.

When appropriate, the superintendent shall inform employees of official board policies, directives, actions and concerns.

Adopted on: January 9, 2020

Revised on: _____

Reviewed on: _____

4006
Insurance

The school district shall provide workers' compensation insurance for the protection of the district and its employees, and such other insurance as the board deems appropriate or has agreed to provide pursuant to a contract or collective bargaining agreement.

Adopted on: January 9, 2020

Revised on: _____

Reviewed on: _____

4007
Personnel Records

The district shall maintain a personnel file regarding each employee. All materials in a personnel file, except for employment references and information that was gathered in the process of assessing an applicant for hiring, shall be available to the employee for review within a reasonable period of time of the employee's request. Employees (or individuals to whom employees have given written authorization) may inspect the contents of their personnel files only in the presence of an administrator or a person designated by the administration.

An employee may respond to any document(s) in his or her personnel file by submitting a written response to the person responsible for keeping the file, who shall attach the response to file copies of the disputed document.

No person other than school officials engaged in their professional duties shall be granted access to employees' personnel files, and the contents of such files shall not be divulged in any manner to any unauthorized person. An attorney acting on behalf of the board of education or administration is deemed to be a school official.

Adopted on: January 9, 2020

Revised on: _____

Reviewed on: _____

4008 Outside Employment

1. An employee's responsibilities to the district take precedence over personal responsibilities during school hours. Employees may not engage in other employment business activity during assigned duty hours.
2. Tutoring
 - a. Teachers are expected to assist students who are having learning problems as part of the teachers' employment. Such assistance is expected both in the classroom and at other times during the school day.
 - b. A teacher shall not solicit a student or parent to retain the teacher as a tutor and shall not act as a tutor for pay or other remuneration for any student who is then enrolled in any class taught by that teacher.
 - c. In all other cases during the school year, a teacher may act as a tutor for pay or other remuneration upon prior approval of the building principal and superintendent or designee.
3. Employees shall attend to personal matters outside their assigned duty hours with the district whenever possible.
4. Employees may conduct business on behalf of the district during assigned duty hours, but at times that do not disrupt or interfere with teaching responsibilities or student activities.
5. Employees shall not misrepresent, either expressly or by implication, that any activity, solicitation, or other endeavor is sponsored, sanctioned, or endorsed by the district.
6. In any written or verbal presentation by an employee that might be perceived as being sanctioned, sponsored, or endorsed by the district, other than district-related instruction or presentation to district students or personnel, the employee shall communicate to the audience or recipients that the views expressed are those of the employee and not necessarily those of the district or board.
7. Sale of goods or services by employees.

- a. Employees shall not sell, solicit or promote the sale of goods or services to students.
 - b. Employees shall not sell, solicit or promote the sale of goods or services to parents of students when the employee's relationship with the district is used to influence any sale or may be reasonably perceived by parents as attempting to influence any sale.
 - c. Employees with supervisory or managerial responsibilities shall not sell, solicit or promote the sale of goods or services to employees over whom they have such responsibilities in any manner that could reasonably be perceived as coercive by the subordinate employee(s).
 - d. Employees shall not use employee, student, or parent directories in connection with the solicitation, sale, or promotion of goods or services and shall not provide any such directory to any person or entity for any purpose without the prior knowledge or approval of the building principal.
8. No school board member, administrator, teacher, or other employee shall use the personnel, facilities, resources, equipment, property, or funds of the district for personal financial gain or business activities.
 9. All written or artistic works, instructional materials, inventions, procedures, ideas, innovations, systems, programs, or other work product created or developed by any employee in the course and scope of performance of his or her employment duties on behalf of the district, whether published or not, shall be the exclusive property of the district; and the district has the sole right to sell, license, assign, or transfer any and all right, title, or interest in and to such property.
 10. Staff may not exploit their professional relationships for personal gain.

Adopted on: January 9, 2020

Revised on: _____

Reviewed on: _____

3049
Drones and Unmanned Aircraft

Drones, Unmanned Aircraft Systems, and any other such vehicles (“drones”), which are not operated for purposes of district programs or activities, may not be operated on or above district property without the prior written permission of the superintendent or designee. Any authorized use of drones must comply with all state and federal regulations governing the operation of drones, including FAA regulations.

Drones owned by the district or operated on or above district property with permission must be operated:

1. In compliance with this policy and all other district policies;
2. Only outside the school building(s) in the area authorized or designated by the superintendent or designee;
3. Under the direct supervision of an individual fully trained and skilled in the system’s operation;
4. By an individual with the requisite skill and training to safely operate the drone; and
5. Consistent with any other limitations imposed by the superintendent or designee.

Any monitoring or recording of picture, video, or audio by a drone must have the prior written permission of the superintendent or designee and comply with all board policies governing recordings, data, and records.

Any unauthorized use of a drone is strictly prohibited. Devices used in a manner that does not comply with this policy or applicable state and federal law may be confiscated and the operator may be subject to discipline, civil liability, or criminal liability.

Adopted on: December 9, 2019

Revised on: _____

Reviewed on: _____

3053 Nondiscrimination

The School District does not discriminate on the basis of prohibited factors in employment and educational programs/activities. The School District affirmatively strives to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, or national origin

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40

The Equal Pay Act of 1963 as amended - prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions

The Pregnant Workers Fairness Act (PWFA) – requires covered employers to provide reasonable accommodations to qualified

employee's or applicant's known limitations related to, affected by, or arising out of pregnancy, childbirth, or related medical conditions

The Uniformed Services Employment and Reemployment Rights Act (USERRA) – provides job protections and reemployment rights to military reservists and National Guard members called to active duty

The Boy Scouts of America Equal Access Act which prohibits discrimination against groups that wish to access district facilities

The Nebraska Fair Employment Practice Act (FEPA) – prohibits employment discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, and retaliation

Nebraska Age Discrimination in Employment Act (Age Act) – prohibits employment discrimination on the basis of age for those individuals who are over 40 years of age

The Equal Pay Act of Nebraska – prohibits discriminatory wage practices based on sex

The Nebraska Equal Opportunity in Education Act – prohibits discrimination on the basis of sex (including pregnancy) by any educational institution

Veterans Preference Law (NEB. REV. STAT §§ 48-225 to 48-231) - stipulates categorical preferences for employment for military veterans and for the spouses of disabled veterans

Additional School Board policies prohibit harassment and/or discrimination against students, employees, or patrons on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, age, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures.

Inquiries regarding compliance with any of the laws referred to in this policy may be directed to the superintendent or to the district's Title IX and/or Section 504/ADA Coordinator.

Adopted on: _____
Revised on: July 8, 2024
Reviewed on: _____

3052
Leasing Personal Property

I. Leases of Personal Property by the District

A. Applicability of this policy.

Leases of personal property using any federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Purchasing and Procurement with Federal Funds, which is found elsewhere in this section.

This policy applies to all other leases of personal property made by the school district other than construction, remodeling, repair and site improvements.

B. General Leasing Policy

1. The school district's budget shall be the guide for all leases of personal property. Any leases of personal property must be approved by the board or superintendent.
2. The board intends to lease competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
3. The leasing of equipment and other goods shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the leasing program of the school district.
4. Leases of personal property or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.
5. No board member, employee, volunteer, parent-teacher organization, or other individual or entity may use a school district account, its tax identification number, or its tax exemption to make personal leases of any kind or for any reason.

C. Leasing Procedures

1. School personnel must secure the approval of the board or superintendent before entering into a lease for personal property.
2. For lease of more than \$20,000, the district will secure written quotes and/or estimates from a reasonable number of vendors. The district will lease from a responsible vendor with the lowest price unless the board approves the lease from the more expensive vendor.

D. Relations with Vendors

1. The board wishes to maintain good working relations with vendors who lease equipment, goods, and other personal property to the school system. The school shall not extend favoritism to any vendors. Each lease shall be entered into on the basis of quality, price and delivery, with past experiences being a factor if all other considerations are equal.
2. No lease shall be made that violates any conflict of interest policy or law.
3. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the lease will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

II. Lease of District-Owned Personal Property to Others

A. Personal Property Valued at No More Than \$20,000

If the Superintendent determines that any personal property that is owned by the school district and has a fair market value of no more than \$20,000 is not needed for school district use, the Superintendent may enter into a lease agreement for a period no longer than the period of time during which such property is not needed for school purposes and in no event longer than 30 days. The Superintendent is authorized to determine the terms and conditions of the lease of this district-owned personal property, provided

however that Superintendent will avoid leasing such personal property at a rate that is significantly lower than the fair market value for comparable rentals of similar personal property. At Superintendent's discretion, Superintendent may require lessors of this district-owned personal property to furnish property and liability insurance covering lessors use of such property.

B. Personal Property Valued in Excess of \$20,000.

If the board of education determines that any personal property that is owned by the school district and has a fair market value of at least \$20,000 is not needed for school district use, the board may lease such property, or portion thereof, upon such terms and conditions as it determines.

Adopted on: September 11, 2019

Revised on: _____

Reviewed on: _____

Superintendent Report
Board Meeting
July 14, 2025

1. Harlan County Burger Stand
 - a. July 30
2. 25-26 Budget
3. Bus Drivers
4. Open House
5. New Hires

Board of Education Meeting
June 9th, 2025 at 7:30 pm
Conference Room at the Southern Valley Schools JR/SR High School Building
Oxford, Nebraska

The regular meeting of the Southern Valley Board of Education was called to order by Todd Brown at 7:30 pm. The roll was called and the following members were present: Josh Becker, Todd Brown, Steve Hunt, Stacey Shafer, Mike Stalder, and Emily White. Others present: Superintendent, Bryce Jorgenson and Secondary Principal/AD, Josh Lanik.

The Board of Education makes available a current copy of the Open Meetings Act accessible to members of the public. The Open Meetings Act is also posted in the conference room. Notice of the meeting was given in advance by posting in accordance with the Board of Education approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in the posted notice and a current copy of the agenda was maintained as stated in the posted notice.

Members present and public recited the Pledge of Allegiance.

Motion to approve the agenda passed with a motion by Emily White and a second by Stacey Shafer.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Yes
Stacey Shafer	Yes
Mike Stalder	Yes
Emily White	Yes

Visitors were recognized and time was allowed for public comment; no comments were made.

Secondary Principal/AD, Mr. Lanik discussed ACT results for Sophomores and Juniors, the 4th qtr honor roll, and the 25-26 class schedule. Mr. Lanik also gave an update on spring sports including Golf, Track, and the Trap team. The track team had 4 state qualifiers and the Trap Team has 4 National Qualifiers. Girls Wrestling will have Addison Johnson as an additional coach. He also discussed moving the awards nights.

Mr. Jorgenson reported that the roofers will be here Monday June 16th to start on repairing the elementary roof. He also discussed the lunch fund and costs. Mr. Jorgenson also reported that they were currently interviewing for the Transportation Manager position and they have advertised for an AD Administrative Assistant/Lunch Fund Coordinator.

Motion to approve the Consent Agenda passed with an exception to 9.2 Policy Review per State Statute with a motion by Stacey Shafer and a second by Mike Stalder.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Yes
Stacey Shafer	Yes
Mike Stalder	Yes
Emily White	Yes

Motion to approve the next group of policies they were adopted as presented with 9.2 passed with a motion by Josh Becker and a second by Steve Hunt.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Yes
Stacey Shafer	Yes
Mike Stalder	No
Emily White	Yes

There was a discussion on installing underground sprinklers west of the Football field and the West Football practice field, one bid was reviewed and the item was tabled to another meeting.

There was a discussion on the Handbooks for 25-26, this item was tabled to the next meeting.

Motion to accept bid from Figgins Construction to repair the driveway and loop at the school entrance passed with a motion by Steve Hunt and a second by Mike Stalder.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Yes
Stacey Shafer	Yes
Mike Stalder	Yes
Emily White	Yes

Motion to move to executive meeting at 10:00pm passed with a motion by Steve Hunt and a second by Josh Becker. Executive ended at 10:38pm.

Motion to adjourn meeting at 10:38pm passed with a motion by Josh Becker and a second by Emily White.

Joshua Becker	Yes
Todd Brown	Yes
Steve Hunt	Yes
Stacey Shafer	Yes
Mike Stalder	Yes
Emily White	Yes

The next regular meeting is scheduled for July 14th, 2025 at 7:30pm.

Dated this 22nd day of June 2025

FURNAS COUNTY SCHOOL DISTRICT #540

A/K/A SOUTHERN VALLEY SCHOOLS BY: Todd Brown, PRESIDENT

ATTEST: Dana Gesick, Recording Secretary

Board Report - Board

Unposted; Batch Description General Fund Invoices to Pay 07142025

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
Ag Valley Coop	Propane 25-26	propane 25-26	2,385.00
Total Ag Valley Coop			<u>2,385.00</u>
Amazon Capital Services	1396-TDDD-HHLC	nursing supplies	23.56
Amazon Capital Services	17VR-HRXd-FVWF	computer supplies	69.00
Amazon Capital Services	17YC-9pvN-WRYQ	Summer school supplies - LR	18.96
Amazon Capital Services	1CNV-LPD4-WTD1	Summer school supplies - LR	198.20
Amazon Capital Services	1HKW-H3CT-QFV1	custodial supplies	15.98
Amazon Capital Services	1LC7-4XGY-JL4G	Custodial supplies	105.00
Amazon Capital Services	1MVX-WHW6-6QT4	nurse supplies	650.95
Amazon Capital Services	1VRG-X4NR-PKGN	summer school - DR	282.09
Amazon Capital Services	1YLP-4FJP-6DHT	custodial - returned	0.00
Total Amazon Capital Services			<u>1,363.74</u>
American Red Cross	22855375	CPR training	600.00
Total American Red Cross			<u>600.00</u>
Amplify Education Inc	INV-366525	Annual renewal	447.00
Total Amplify Education Inc			<u>447.00</u>
Apple Financial Services	50759007	ipads - pmts 1 of 2	29,276.00
Total Apple Financial Services			<u>29,276.00</u>
Apple Inc	MB83405219	computer	1,249.00
Apple Inc	MB83498407	computers	3,747.00
Total Apple Inc			<u>4,996.00</u>
Arapahoe-Holbrook Public School	Arapahoe 072025	sped services	646.82
Total Arapahoe-Holbrook Public School			<u>646.82</u>
Beaver Creek Mowing	832409	mowing 05/14-07/09	3,380.00
Total Beaver Creek Mowing			<u>3,380.00</u>
Blick Art Materials	5653568	teaching supplies - RJ	17.79
Total Blick Art Materials			<u>17.79</u>
Bluffs Facility Solutions	499334	custodial supplies	756.52
Bluffs Facility Solutions	500190	custodial supplies	1,815.70
Total Bluffs Facility Solutions			<u>2,572.22</u>
BSN Sports LLC	929935643	teaching supplies - DB	858.00
Total BSN Sports LLC			<u>858.00</u>
City of Beaver City	421000 61825	bus barn electricity	15.16
Total City of Beaver City			<u>15.16</u>
Clearlyfly	INV726729	phone	126.66
Total Clearlyfly			<u>126.66</u>
CNH Industrial Accounts	5641251	skid steer payment	9,187.55
Total CNH Industrial Accounts			<u>9,187.55</u>

Vendor Name	Invoice Number	Description	Amount
Computer Hardware	164700	chromebooks	15,625.75
Computer Hardware	165298	computer supplies	79.95
Total Computer Hardware			15,705.70
Crawford Repair/Mar	1250501	batteries - golf cart	1,147.98
Total Crawford Repair/Mar			1,147.98
Curriculum Store, The	65641	teaching supplies - Soc	1,204.25
Total Curriculum Store, The			1,204.25
DAS State Acctg - Central Finance State of Nebraska	1482035	internet fees	537.71
DAS State Acctg - Central Finance State of Nebraska	1485891	internet fees	537.63
Total DAS State Acctg - Central Finance State of Nebraska			1,075.34
Decker Equipment	621774A	custodial supplies	64.75
Total Decker Equipment			64.75
Eakes Office Products Gi	8167723-0	office supplies - dg	18.99
Eakes Office Products Gi	9152629-0	deposit slips - DG	124.49
Eakes Office Products Gi	9152635-0	deposit slips - DG	124.49
Eakes Office Products Gi	9167724-0	business office supplies - DG	14.80
Eakes Office Products Gi	9167724-1	office supplies - dg	2.13
Total Eakes Office Products Gi			284.90
Egan Supply Co.	400279	teaching supplies	135.60
Total Egan Supply Co.			135.60
Esu #11	4737	IXL renewal	3,912.50
Total Esu #11			3,912.50
Everyday Speech LLC	197049	sped teaching supplies - license renewal	3,759.92
Total Everyday Speech LLC			3,759.92
Harlan County Health System	117	bus driver physicals/labs	1,555.79
Total Harlan County Health System			1,555.79
HD Supply	864847694	HS teaching supplies - DB WTS	192.62
HD Supply	867669426	custodial supplies - BJ	192.62
Total HD Supply			385.24
Heritage Water Services, Inc	21900	water management program	375.00
Total Heritage Water Services, Inc			375.00
HomeTown Leasing	9315 071925	copier lease	2,331.14
Total HomeTown Leasing			2,331.14
Inspire Rehabilitation	INV-13820	PT services June	825.18
Total Inspire Rehabilitation			825.18
JENNIFER SCHUTZ,OTR/L	Schutz 063025	OT services June 2025	1,161.85
Total JENNIFER SCHUTZ,OTR/L			1,161.85
Johnstone Supply	6249830	maintenance supplies	526.87

Vendor Name	Invoice Number	Description	Amount
Total Johnstone Supply			526.87
KSB School Law	19231	legal counsel	40.00
Total KSB School Law			40.00
Larsen's Ace Hardware	44539	mainteance supplies	39.14
Total Larsen's Ace Hardware			39.14
Matheson Tri-Gas Inc.	31102949	teaching supplies - AR	459.47
Total Matheson Tri-Gas Inc.			459.47
McDonald, Emily	McDonalE 06122025	staff training	148.60
Total McDonald, Emily			148.60
Menards	93079	prek room supplies	100.72
Total Menards			100.72
Metal Doors & Hardware Co.	76445	door repairs	295.24
Total Metal Doors & Hardware Co.			295.24
Mid-States Automation & Control, Inc.	72-2321	heat pump parts	585.00
Mid-States Automation & Control, Inc.	72-2335	EL rooftop unit repairs	6,365.00
Total Mid-States Automation & Control, Inc.			6,950.00
Midamerican Research Chemical	0852217-IN	custodial supplies	88.71
Total Midamerican Research Chemical			88.71
NASB	N-53617	2025 law conference - BJ	185.00
Total NASB			185.00
NCSA	AdminDays25 Thiessen	Admins Days 2025 - Thiessen	215.00
NCSA	admindays25EM	admins days 2025 EM	225.00
NCSA	NCSA NT 061725	membership - NT	335.00
Total NCSA			775.00
Nebraska Air Filter, Inc.	11562	custodial supplies	433.01
Nebraska Air Filter, Inc.	12449	custodial supplies	1,015.42
Total Nebraska Air Filter, Inc.			1,448.43
Nebraska Safety Center	57-14457	training fees - GR	270.00
Total Nebraska Safety Center			270.00
NRCSA	1184	NRCSA Dues renewal	850.00
Total NRCSA			850.00
One Source	2022183294	background check	38.00
Total One Source			38.00
Oxford Utilities	7704 06302025	utilities	750.50
Oxford Utilities	7914 06192025	bus barn utilities	34.54
Total Oxford Utilities			785.04
Pearson Education	169789	sped teaching supplies	220.00

Board Report - Board

Vendor Name	Invoice Number	Description	Amount
Pearson Education	28949746	sped teaching supplies	10.45
Pearson Education	28956044	sped teaching supplies	22.80
Total Pearson Education			253.25
Pitney Bowes	4369 070125	postage	563.89
Total Pitney Bowes			563.89
PowerTech	84320759	generator service agreement	889.13
Total PowerTech			889.13
Pye-Barker Fire Safety	97768	pull station	327.60
Pye-Barker Fire Safety	98393	alarm inspections	695.50
Total Pye-Barker Fire Safety			1,023.10
Pyramid School Products	S1487996.001	teaching supplies	3,166.47
Total Pyramid School Products			3,166.47
Quill Corporation	44471679	superintendent supplies	75.11
Quill Corporation	44730516	EL princ - chair	264.59
Quill Corporation	44730742	chair	54.99
Total Quill Corporation			394.69
Reliable Pest Control, Inc	52427	pest control	210.00
Total Reliable Pest Control, Inc			210.00
S & W Auto Parts	767802	bus supplies	27.99
S & W Auto Parts	767821	bus supplies	111.96
S & W Auto Parts	767887	bus supplies	65.97
S & W Auto Parts	768143	bus supplies	90.42
S & W Auto Parts	768148	bus supplies	40.99
Total S & W Auto Parts			337.33
Sappa Valley Farm & Auto LLC	18890L	fuel	111.23
Sappa Valley Farm & Auto LLC	18891L	fuel	93.40
Sappa Valley Farm & Auto LLC	18892L	fuel	79.90
Sappa Valley Farm & Auto LLC	18903L	fuel	86.23
Sappa Valley Farm & Auto LLC	18918L	fuel	49.42
Sappa Valley Farm & Auto LLC	18919L	fuel	41.62
Sappa Valley Farm & Auto LLC	18938L	fuel	27.74
Sappa Valley Farm & Auto LLC	18939L	fuel	25.43
Sappa Valley Farm & Auto LLC	18985L	fuel	71.38
Sappa Valley Farm & Auto LLC	19030L	fuel	28.90
Sappa Valley Farm & Auto LLC	19031L	fuel	25.72
Sappa Valley Farm & Auto LLC	19058L	fuel	13.01
Sappa Valley Farm & Auto LLC	19066L	fuel	84.16
Sappa Valley Farm & Auto LLC	19257L	fuel	76.30
Sappa Valley Farm & Auto LLC	19291L	fuel	28.22
Sappa Valley Farm & Auto LLC	19310L	fuel	113.09
Sappa Valley Farm & Auto LLC	1931L	fuel	29.69
Sappa Valley Farm & Auto LLC	19330L	fuel	12.64
Sappa Valley Farm & Auto LLC	19332I	fuel	36.75
Total Sappa Valley Farm & Auto LLC			1,034.83
School Health Corporation	CINV000254293	teaching supplies	825.84

Vendor Name	Invoice Number	Description	Amount
School Health Corporation	cinv000254782	teaching supplies	4.98
Total School Health Corporation			830.82
Software Unlimited, Inc	20250628-029	software renewal	7,250.00
Total Software Unlimited, Inc			7,250.00
STAPLES	6031103610	paper supplies	5,828.10
STAPLES	6031239266	paper	52.65
STAPLES	6034310169	teaching supplies	2,084.23
STAPLES	6034310170	teaching supplies	11.98
STAPLES	6034310171	teaching supplies	11.16
STAPLES	6034374380	teaching supplies	32.85
STAPLES	603441019	teaching supplies	9.16
STAPLES	6034742353	teaching supplies	460.89
STAPLES	6034742354	teaching supplies	79.80
STAPLES	6034875515	supplies	38.96
STAPLES	6034875518	credit memo	(6.71)
STAPLES	6034956315	supplies	30.60
STAPLES	6035285175	teaching supplies	21.60
STAPLES	6035587924	teaching supplies	29.76
STAPLES	6035587925	teaching supplies	19.68
STAPLES	6035664769	teaching supplies	52.92
Total STAPLES			8,757.63
Sweet's Garage LLC	2042	alignment	120.00
Total Sweet's Garage LLC			120.00
Thiessen, Natalie	Thiessen 06122025	MILEAGE	228.90
Thiessen, Natalie	Thiessen 06162025	travel expense - principal	64.33
Total Thiessen, Natalie			293.23
Time Management Systems, Inc.	338899	renewal	4,377.00
Time Management Systems, Inc.	339634	time clock work	97.50
Total Time Management Systems, Inc.			4,474.50
Twin Valley Automotive LLC	2822	bus service	971.87
Twin Valley Automotive LLC	2828	bus service	1,922.21
Twin Valley Automotive LLC	2829	bus service	1,842.38
Twin Valley Automotive LLC	2831	bus service	925.35
Twin Valley Automotive LLC	2836	bus service	541.53
Twin Valley Automotive LLC	2839	bus service	723.30
Twin Valley Automotive LLC	2840	bus service	1,573.22
Twin Valley Automotive LLC	2843	bus service	686.53
Twin Valley Automotive LLC	2844	van service	1,022.61
Twin Valley Automotive LLC	2845	bus service	785.05
Twin Valley Automotive LLC	2850	bus service	888.81
Total Twin Valley Automotive LLC			11,882.86
Twin Valleys Public Power	729 070725	electricity	9,892.44
Total Twin Valleys Public Power			9,892.44
TwoPturf, LLC	5927	turf care program	2,416.33
Total TwoPturf, LLC			2,416.33

Vendor Name	Invoice Number	Description	Amount
U.S. Bank	ACT 2 070725	cc charges - ACT 2	320.00
U.S. Bank	ACT 3 070725	cc charges - ACT 3	110.46
U.S. Bank	Act1 07072025	cc charges - ACT 1	362.17
U.S. Bank	BJ 07072025	cc charges - BJ	6,028.92
U.S. Bank	BO 07072025	cc charges - Bus off cc	1,067.30
U.S. Bank	EM 07072025	cc charges - EM	145.05
U.S. Bank	JL 07072025	cc charges - JL	223.27
Total U.S. Bank			8,257.17
US Postal Service	USPS 07202025	Marketing Mail	350.00
Total US Postal Service			350.00
Verizon Wireless	6116102981	phone	80.02
Total Verizon Wireless			80.02
Village of Stamford	00005 040725	water	307.00
Village of Stamford	00005 050525	water	84.00
Village of Stamford	00006 06022025	water	1,482.00
Village of Stamford	01151 060725	sb field	1,914.00
Total Village of Stamford			3,787.00
Virco Inc.	92082083	desk/chair	2,142.25
Total Virco Inc.			2,142.25
Wex Bank	105722486	fuel	221.55
Total Wex Bank			221.55
WHITE AUTO GLASS	10777-33173	bus repair	357.61
WHITE AUTO GLASS	10777-33174	bus repair	357.61
Total WHITE AUTO GLASS			715.22
Woodward's Disposal Service, Inc.	NO9268-1747	shredding	42.50
Total Woodward's Disposal Service, Inc.			42.50
Yanda's Music And Pro Audio	760859	teaching supplies - HH	96.50
Yanda's Music And Pro Audio	760994	teaching supplies - HH	95.00
Yanda's Music And Pro Audio	761335	teaching supplies - HH	95.00
Total Yanda's Music And Pro Audio			286.50
Fund Number 01			172,470.01
Checking Account ID 1			172,470.01

Furnas County School District 540
Board Report - Payroll

July 18, 2025

Gross Payroll	340,358.89
Health/Dental/HSA	114,590.64
Retirement	26,993.45
Payroll Taxes	25,318.72
Total Payroll Expenses	<u>\$ 507,261.70</u>

Board Report - Board

Unposted; Batch Description Nutrition Fund Invoices to Pay 07142025

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 6	Fund Number 06	NUTRITION FUND	
Mighty Ducts	19722	exhaust cleaning	675.00
Total Mighty Ducts			<hr/> 675.00
Fund Number 06			<hr/> 675.00
Checking Account ID 6			<hr/> 675.00

Board Report - Board

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 5	Fund Number 05	ACTIVITY FUND	
Amazon Capital Services	119X-Y9TK-16GK	athletic supplies	703.59
Amazon Capital Services	1CHD-7HX3-Y94N	SB supplies - Pitchers Pocket	299.95
Amazon Capital Services	1WVY-MFPK-T3CW	athletic supplies - JL	101.75
Total Amazon Capital Services			<u>1,105.29</u>
BSN Sports LLC	930081048	athletic supplies - tent JL	3,000.28
Total BSN Sports LLC			<u>3,000.28</u>
CDI Corp	288428	record board updates	88.00
Total CDI Corp			<u>88.00</u>
Crow Wholesale	3002909507	supplies - clay storm	7,600.00
Total Crow Wholesale			<u>7,600.00</u>
Dannehl, Linda	Dannehl 07102025	reimburse FCCLA nat'l meals	185.85
Total Dannehl, Linda			<u>185.85</u>
Flower Patch, The	019963	Peterson - Funeral - Tina B stepmom	71.00
Total Flower Patch, The			<u>71.00</u>
Furnas County Livestock Sale	FurnCtyLivestc070925	FFA Alumni - Furnas County Livestock	250.00
Total Furnas County Livestock Sale			<u>250.00</u>
Harlan County Livestock Sale	HLCLS070925	FFA Alumni - Harlan County Livestock Sa	250.00
Total Harlan County Livestock Sale			<u>250.00</u>
Harlan County Meat Processors	HCMP 06192025	Summer school bbq	127.94
Total Harlan County Meat Processors			<u>127.94</u>
Joe York	York 06162025	fbia supplies - textbooks	130.43
Total Joe York			<u>130.43</u>
MCC BOOSTERS INC	MCC 07012025	summer league - gbb	475.00
Total MCC BOOSTERS INC			<u>475.00</u>
Minden High School	VB07012024	VB Camp	80.00
Total Minden High School			<u>80.00</u>
Misko Sports Inc	INV-4343	athletic supplies	1,884.25
Total Misko Sports Inc			<u>1,884.25</u>
Nebraska Schools Activities Association	NSAA JH 07072025	speech/play workshop lunch	20.00
Nebraska Schools Activities Association	NSAA RJ 07082025	speech/play workshop lunch	10.00
Total Nebraska Schools Activities Association			<u>30.00</u>
Oxford Locker	72118	jr shooters feed supplies	530.50
Total Oxford Locker			<u>530.50</u>
Oxford Super Market	540 070325	summer school meal	138.97
Total Oxford Super Market			<u>138.97</u>

Vendor Name	Invoice Number	Description	Amount
Quill Corporation	44471679	superintendent supplies	163.14
Quill Corporation	44501184	laser supplies	108.79
Total Quill Corporation			<hr/> 271.93

U.S. Bank	ACT 3 070725	cc charges - ACT 3	145.75
U.S. Bank	Act1 07072025	cc charges - ACT 1	149.82
U.S. Bank	BJ 07072025	cc charges - BJ	2,789.14
U.S. Bank	JL 07072025	cc charges - JL	279.79
Total U.S. Bank			<hr/> 3,364.50

Fund Number 05	<hr/> 19,583.94
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Checking Account ID 5	<hr/> 19,583.94
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Vendor Name	Invoice Number	Description	Amount
Checking Account ID 8	Fund Number 08	BUILDING FUND	
Amazon Capital Services	1YLR-RTF1-WDK3	Prek restroom	301.84
Total Amazon Capital Services			<u>301.84</u>
Husker Hardware LLC	2097	prek restroom	1,107.03
Total Husker Hardware LLC			<u>1,107.03</u>
J D Lumber	193329	prek room	286.40
J D Lumber	193359	prek room	23.25
Total J D Lumber			<u>309.65</u>
JWood Sports Flooring	JWOOD04072025	gym floor labor	34,630.00
Total JWood Sports Flooring			<u>34,630.00</u>
Kearney Winnelson Company	497820 02	prek room supplies	1,022.28
Kearney Winnelson Company	499046 01	prek room supplies	100.73
Kearney Winnelson Company	499679 01	prek room supplies	339.18
Kearney Winnelson Company	499679 02	prek room supplies	44.25
Kearney Winnelson Company	797820 01	prek room supplies	1,077.28
Total Kearney Winnelson Company			<u>2,583.72</u>
Menards	92082	prek room supplies	613.49
Total Menards			<u>613.49</u>
Rutt's Mechanical Services	8758	roof hoods	11,980.00
Total Rutt's Mechanical Services			<u>11,980.00</u>
Sherwin-Williams Co	8265-4	prek room	255.04
Total Sherwin-Williams Co			<u>255.04</u>
Fund Number 08			<u>51,780.77</u>
Checking Account ID 8			<u>51,780.77</u>

2025-2026

***SOUTHERN VALLEY
SCHOOL DISTRICT #540***

Teacher's Handbook

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INTRODUCTION

The purpose of this handbook is to assist you during your tenure with the Southern Valley School District. It most certainly will not answer all of your questions, but some basic points are clearly stated. The Board of Education has a written and adopted set of board policies -- a copy of these policies, and the administrative rules and regulations are available to the staff. It is strongly suggested that each teacher read the board policies and administrative rules and regulations. These will also assist you in understanding how our school district functions.

All questions and/or problems cannot be covered in this handbook, the board policies, or the administrative rules and regulations. When you are in a situation not covered by the policies, rules and regulations, or this handbook, arrange a conference with your principal or the superintendent.

The Southern Valley School District does not discriminate on the basis of race, color, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities. The following person has been designated to handle inquiries regarding complaints, grievance procedures or the application of these policies of nondiscrimination: Superintendent Bryce Jorgenson, 43739 Highway 89, Oxford, NE 68967, (308) 868-2222.

Board of Education

Todd Brown – President
Steve Hunt- Vice President
Stacey Shafer - Secretary
Mike Stalder - Treasurer
Joshua Becker - Member
Emily White - Member

Administration

Bryce Jorgenson – Superintendent
Josh Lanik – 7-12 Principal/Activities Director
Natalie Thiessen – PK-6 Principal

Classified Staff

Dana Gesick – Secretary/Business Manager
Pam Wessels – Jr/Sr High Secretary/AD Secretary
Margaret McInturf – Elementary Secretary

TBA – Lunch Coordinator/Activities Administrative Assistant

Ashley Billeter -- School Nurse
Amy Russell – Elementary Library Aide
Coy Gideon - Full Time Substitute
Amanda Adams -- Para Educator
– Para Educator
Linda Culver -- Para Educator
Samantha Ehrke – Para Educator
Connie Horwart – Para Educator
Tina Hutchens -- Para Educator
-- Para Educator
Megan Kresin - Para Educator
Georgia Mroczek -- Para Educator
Kristen Noyes– Para Educator
McKenzie Ortega – Para Education
– Para Educator
Stephanie Stone– Para Educator
Gerald Utterback – Para Educator

Jr. Sr. High School Staff

Bryce Jorgenson – Superintendent
Josh Lanik - - - Principal 7-12/Athletic Director
Justin Adams - - - Social Studies
Dexter Becker - - - Physical Education/Weight Training
Ashley Blickenstaff - - - English and Journalism
Joey Bose - - - Math
Kristi Bose - - - English & Media
Tina Brown - - - Special Education
Marjorie Damitog - - - Science
Linda Dannehl - - - FCS
Kelsie Eman - - - Math
Jeremy Epp - - - Social Studies
Jared Fausch - - - Computer Coordinator and LAN Manager
Chad Hamilton - - - Math
Hannah Hofaker - - - Instrumental & Vocal
Stephanie Holste - - - Special Education
Jason Huerta - - - Spanish and Auto Mechanics
Melinda Hunt - - - 7-12 Guidance
Rebecca Jorgenson - - - Art
Emily McDonald - - - School Psychologist
Richard McDonald - - - Science
Allison Railsback - - - Agriculture, Science, & Welding
JoHanna Utterback - - - English and Drama
Joe York - - - Business Education

Elementary Staff

Bryce Jorgenson - - - Superintendent
Natalie Thiessen - - - Principal
Danielle Schultz - - - Pre School
Jennifer Aerni - - - Pre School
Courtney Amundson - - - Pre School
Kyla Maas - - - Kindergarten
Morgan Huxoll - - - Kindergarten
DeAnna Ruskamp - - - First Grade
RayAnn Roskop - - - First Grade
Lacy Rice - - - Second Grade
Haley Reed - - - Second Grade
Kenna Rogers - - - Third Grade
Holly Hunt - - - Third Grade
Chelsey Sutton - - - Fourth Grade
Addison Johnson - - - Fourth Grade
Krista Guthrie - - - Fifth Grade
Paige Houser - - - Fifth Grade
Halle Jacobsen - - - Sixth Grade
Jennifer Marquez - - - Sixth Grade
Rena Brooks - - - Title I
Hennessey Lans - - - Special Education
Kim McQuiston - - - Special Education
Tricia Weatherwax - - - Guidance
Emily McDonald - - - School Psychologist
Amanda Lans - - - Speech Pathologist
Aubree Warner - - - Speech Pathologist
Kristi Bose - - - Librarian
Tabitha Stalder - - - Vocal Music
Hannah Hofaker - - - Instrumental Music
Patty Hansen - - - Art
Ali Hosier - - - P.E.

Staff is provided, by Educational Service Unit #11, for special needs

Classified Staff

Denise Wiedel - Food Service Manager

Brenda Cook – Assistant Cook

Lena Jackson – Assistant Cook

Brandi Clark -- Assistant Cook

Justin Coffman - Maintenance Supervisor

Kevin Harper – Custodian

Joshua Karash -- Custodian

Becky Robinson – Custodian

– Transportation Director

Chloe Bennetts – Bus Driver

Matt Broeker – Bus Driver

Todd Brown – Bus Driver

Tina Hutchens – Bus Driver

Chris Joppa – Bus Driver

Tim Salzer -- Bus Driver

- Sp. Ed. Driver

Mike Schwanz – Bus Driver

Dennis Tegtman – Bus Driver

Kirk Einspahr -- Activity Driver

Mike Taylor – Activity Driver

SCHOOL CALENDAR 2025-2026

August 11 & 12	Teacher Workdays
August 13	First day for Students - 12:30 Dismissal
September 1	Labor Day -- No School
September 17	No School - Teacher In-Service Parent Teacher Conferences (1:30-7:30 p.m.)
October 10	End of 1st Quarter
October 13	Start of 2nd Quarter
October 17	Fall Break - No School
November 12	1:30 Dismissal - Teacher In-Service
November 26-28	Thanksgiving Vacation
December 12	Wrestling Invite -- No School for students
December 19	End of First Semester (Friday Dismissal)
December 24 – 28	NSAA Moratorium
January 5	School Resumes
January 21	1:30 Dismissal - Teacher In-Service
February 12	No School – Parent Teacher Conferences (1:30-7:30 PM)
February 13	Spring Break -- No School
March 11	End of 3rd Quarter
March 12 & 13	Spring Break -- No School
March 16	Start of 4th Quarter
April 3	Easter Break -- No School
April 6	Easter Break -- No School
May 9	Senior Graduation – 1:00 PM
May 11	SV JH Track Invite -- 12:30 Dismissal
May 20	End of Second Semester -- Last day of school
May 21	Teacher Workday

PERSONNEL POLICIES

Reports and Records

You will be asked to make certain reports and keep and maintain certain records for the office and the principal. Please attempt to get them in on time and correctly done. Your cooperation will increase the efficiency of the entire school.

Teachers Files

The administration, according to statute, maintains a file on each teacher. Contained in those files is a variety of information: the teacher's teaching certificate, transcript, employment data, teacher evaluations, teaching credentials, professional growth, and in limited occurrences, documentation of disciplinary or commendations episodes. Completed teacher evaluation forms and other documentation of teacher performance are only placed in the file if it has previously been shared with the teacher. Those files are accessible to each respective teacher. If a teacher requests access to his or her file, it shall be shared in its entirety. The only exception is if that teacher has requested letters of recommendation which were included as confidential. In such instances, the college credentials will be removed before the teacher is given the file to review. The administration maintains only one file on each teacher, and it is open to inspection by the teacher at any time. If you have questions about the content of your file, please inspect that file in the office.

Teachers Certificates

Certificates of new teachers should be registered with the Superintendent as soon as possible. All teachers must have an official transcript of credits filed in the school office.

Evaluations

The appropriate district administrator will evaluate tenured and probationary teachers as required by law and district policy. Additional evaluations, both formal and informal, may be conducted as the district administration deems appropriate.

Additional Hours

The deadline for placement on the salary schedule for additional hours earned in the summer will be September 1st. Hours earned following that date will apply for the following school year. All additional hours of credit require the superintendent's approval before movement will be allowed on the salary schedule.

Professional Growth

The Southern Valley School District #540 recognizes the significance of professional growth and shall encourage the continued growth and development of certificated personnel subject to the regulations adopted by the Board of Education.

Each tenured teacher shall have a six year professional growth period during which time the permanent staff member is required by statute to give evidence of professional growth. Each permanent staff member must submit evidence showing completion of acceptable professional

growth activities totaling 24 points. Excessive points earned during one growth period may not be carried over into succeeding professional growth periods.

Application for the approval of professional growth activities shall be made on the prescribed forms. A separate application shall be submitted for each activity for which growth points are requested.

Extra Duties

From time to time all teachers will be asked to assist with extra duties such as selling tickets at games or other events. Teachers have been very cooperative in the past, and it is sincerely appreciated. The administrator will make an effort to equalize the number of assignments.

Paychecks

Teachers shall be paid in twelve equal installments, unless requested otherwise. Payday is usually the 20th day of each month.

Absence Without Pay

If you find that you must be absent for reasons other than those listed, you may request permission to do so. Please refer to the master agreement between the SVEA and School Board to see how this will be handled.

Workmen's Compensation

All employees of this school are covered by workman's compensation. Should you sustain any injuries while on duty be sure to report it to the superintendent immediately so that proper claims can be made for any medical cost involved.

Teacher's Hours

Tardiness on the part of the teacher in reaching school or the classroom results in many problems. Promptness is also an indication of one's interest and professional attitude. **TEACHERS ARE TO BE IN SCHOOL AND AVAILABLE FOR STUDENT AND HALL SUPERVISION BY 8:00 A.M.**, and are to remain until 4:00 P.M. unless they have coaching or other duties.

Teacher Attire

As professionals, our certificated staff is requested to dress the part. Appropriate, professional attire is expected of our teachers and administrators. Blue jeans will be allowed for a fee on Friday's and some other special occasions. The attire of teachers and administrators does have an impact on the important interactions common in our business.

Preparation for Classes

Every child under your instruction has the right to expect you to be prepared every time you face the class. This is one of the best ways to gain and keep the respect of your pupils.

Preparation for Substitute Teachers

Substitute teachers will normally be hired to take the place of teachers absent from duty.

Your lesson plans should reflect the fact that your substitute may have few if any, hours in your subject area.

Each teacher should have the following items available at all times:

- a. Complete lesson plans
- b. Daily instructional schedule
- c. Current seating chart
- d. Fire drill procedures
- e. Special duties and directions to cover each individual class

Activity During School Days

When students are going to be absent from school for a school sponsored activity, the teacher/sponsor should duplicate a complete list of students who will be absent. This list should be turned in to the principal's office, in advance, so that it can be circulated to teachers. The teacher/sponsor will distribute a complete list of students to all Secondary Teachers, Principal, and Activities Director in advance of the school-sponsored activity

Teacher Meetings

There will be teacher meetings held at the discretion of the building administrator. Other faculty meetings may be called when needed. All teachers are expected to attend unless they are absent from school. Teacher meetings are designed to be helpful and to promote understanding of education and the school system.

Leaving the Building

During the normal school day, excluding a teacher's lunch period, any faculty member who finds it necessary to leave the building should notify the Principal and if the Principal is not available notify the office personnel.

Testing System

All secondary teachers are to give final semester assessments unless excused by the administration.

Ethics

Loyalty is an integral part of most any code of ethics. If you work for an organization, support that organization. If there are things you cannot support, bring them out and discuss them with those in charge of the organization. Anything less than that will be considered unethical by the school; gossiping, talking behind one's back, or causing unrest with fellow teachers are undesirable examples.

Employee Compliance with Drug Free School Act Policy #1.32

Southern Valley School District #540 is committed to providing an employment environment that is safe and provides appropriate motivation to ensure a creative and productive workforce. To this end, the District unequivocally endorses the philosophy that the workplace should be free from the detrimental effects of illicit drugs and alcohol.

In compliance with federal public law, our schools must notify employees and students that it is unlawful and, therefore, absolutely prohibited for any employee or students of the

District to engage in the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities.

See definitions and procedures printed in the policy book located in the office of the Superintendent.

School Records

A cumulative record shall be maintained for each student from the time of entrance into school through the twelfth grade. Such records may be used only for the benefit, promotion, or welfare of the pupil. A separate confidential record shall be maintained for each student having records such as psychological reports; individual testing reports; medical records of a confidential nature; etc.

All material in each cumulative record and in each student record shall be treated as confidential and shall be directly accessible only to the professional staff of the school, to the student, to the student's parents or guardians, and to those persons who will use the information for the professional purpose of helping the student.

The student records are maintained under the direction and supervision of the building principal and counselor. All individuals responsible for working with students' records have an obligation to update these records and provide a continuous evaluation of the contents.

Student records information will not be released to individuals, agencies, or institutions unless the request is accompanied by a written consent from the student and the parent/guardian of a student under 18 years of age.

Records of handicapped students shall remain confidential in accordance with P.L. 93-380. This confidentiality shall apply to all personally identifiable data.

Report Cards and Parent Contacts

Report Cards are designed primarily to help pupils achieve the educational goals of the school system and secondly, to help parents understand the progress their child is making toward achieving the goals and objectives of the various courses.

No report card can convey complete understanding of the total school program or adequately explain the progress of every pupil. Conferences, letters to the home, and telephone conversations to the home must be made to supplement the report card. Whenever special contacts are made by a teacher with a student's home, please notify your building principal and maintain open and consistent lines of communication.

Whenever you make a contact with home concerning a student in academic difficulty, request that the parents make a return call to you later in that same grading period to check on the child's academic progress. This will shift part of the child's academic responsibility to the parent and improve the teacher's position at the end of the grading period if questions arise.

Grade Book

The PowerSchool program is the district's official means of recording and keeping accurate records of grades. A Grade Book can still be used by any staff member to keep a hard copy of their grades, however, it is not required.

It is acknowledged that in a staff of our size, there will be a variety of ways in which the grade book is kept. This is perfectly acceptable. However, regardless of the method used, the grade book must accurately contain at least the following information:

1. Complete class roster with all students names entered completely, accurately and in alphabetical order;
2. Record grades of all assignments that are used to determine quarterly and semester grades. Also, record total points possible for each assignment. When number or letter grades are given, be sure to give the numerical scale;
3. An explanation as to how a teacher arrives at his or her quarterly or semester grades is also to be noted.
4. Grades are to be recorded via PowerSchool on a weekly basis. **Grades are to be updated no later than 9:00 a.m. each Friday.**

Grading

At the end of the first four and one half weeks of each grading period, each JR-SR High teacher is to mail down slips to those students who are failing, or are in jeopardy of failing, in their classroom performance. At that time, the teacher is to indicate to the parents that a conference is deemed necessary.

Teachers are expected to have an average of two grades per week for classes that meet every day. By the end of three weeks of each quarter, teachers will have at least five grades entered for classes that meet 5 times per week and three grades for classes that meet 2-3 times per week. This will allow students opportunities to improve their grades throughout the grading period and for teachers to assess their learning.

An “interim” report is used by teachers to identify in writing, radical changes in progress of a student. Such a report should be viewed by parents as a clear signal of concern.

All grades should be registered according to the grading scale by the school district.

The grading scale is as follows:

93 - 100	A
85 - 92	B
77 - 84	C
70 - 76	D
Below 70	F

All grades recorded on the Jr. Sr. High grade reports are to be NUMERICAL & LETTER. Report cards will be mailed to the elementary students and mailed to the Jr. Sr. High students following the close of the nine-week grading periods.

Communications

Many hard feelings and misunderstandings can be eliminated or minimized with a more concerted communications effort. Progress reports are time-consuming, but they are important. Parents must be kept informed about their child’s progress. Parents find it difficult to understand and accept below-standard student academic marks at the standard grading periods when the teacher has not previously apprised the parents of inferior student work. Teachers are expected to regularly report student progress by means of the weekly and mid-term progress reporting system. Communication with parents about student successes is likewise important. Phone calls to parents are excellent means of expressing positive comments about students, but that means may be somewhat threatening to some teachers.

Supervision of Students

DISCIPLINE IS EVERYBODY'S BUSINESS AND CONCERN. As a teacher you have authority over every student, and not just in your own classroom. Don't ever hesitate to stop trouble in halls, lunchroom, restrooms, etc. If you feel a neighboring classroom is noisy and that it disturbs your class, tell the teacher yourself. Many times we allow noise to build up without even realizing it. **Teachers are not to leave the class unattended for any length of time.** You run the risk of being held liable for any accidents which may occur while you are out of the room. Supervision during school activities is a joint responsibility of all teachers present. If you detect pupil misbehavior during a school activity, it is appropriate that you correct the situation. Supervision of hallways between classes is the responsibility of all teachers. Be in position to supervise in the mornings when the students enter the building as well as at noontime.

Supervision After Hours

A teacher is never to allow students to use any part of the school building before or after school unless the teacher is there to supervise. Whenever a group participates in any activity, practice, or games, the teacher should be the last to leave the facility. All lights should be extinguished and the doors locked.

IT IS NOT GOOD POLICY TO ALLOW STUDENTS TO USE YOUR KEYS.

Technology Systems Use Policy

Membership in such a community requires awareness and practice of acceptable behaviors. These behaviors apply to all levels of technology, whether using a single computer or using Internet resources. In addition, the school district is bound by contract to other providers of services to require certain acceptable behaviors.

Individuals must apply for access to our technology systems. Applicants must be aware of the stipulations of this policy and its related administrative policies and agree to them before access will be granted. **A copy of current specific administrative policies is available from the office at request.**

Procedures for Drug/Alcohol Problems

1. In cases where a student's actions are abnormal enough to suggest the use of drugs or alcohol, but no direct evidence is present, all instructors are to:
 - a. Notify the building administration of your observations and reason for a concern in all cases; then, follow this up with a brief written statement.
 - b. If you are suspicious of a student's actions in class, send a note to the office and an administrator will come to your classroom. Do not make any accusations.
 - c. The student will be brought to the office where the issue will be discussed further and appropriate action will be taken.
 - d. If you have reason for concern about a student's actions and wish to deal with them on a personal basis, please feel free to do so. However, make the problem and your actions known to the administration. This protects you and your actions and it also brings a possible issue into better focus in the event of more than one person is seeing the same thing.

2. In cases where a student is obviously under the influence of drugs or alcohol, you are obligated to notify the building administration at once. The student will be removed from the school pending appropriate action.

3. Where specific information pertaining to drug abuse outside of school comes to your attention, please make this available. This will be discreetly monitored in the office to determine if further action should be taken.

Excusing Pupils

No teacher will excuse any pupils on request of strangers or on a request coming in writing or over the telephone where the teacher is not certain that it is the parent who is making the request. Any request coming from sources which might not be approved by the parents should not be granted. If the teacher is in doubt at any time about the request to excuse the pupil, it is better to refuse to grant the request than to allow the pupil to be called out of class.

Student telephone calls should be held to those that are essential, and unless it is an emergency call, students will not be called to the telephone. The number will be taken and given to the pupil to call back at the close of the period or after dismissal.

Student passes should be kept to a minimum. The continual movement of students in the hall can be very disruptive to classes. There are very few occasions where students should be given passes to leave the school grounds. In all cases students should check out in the principal's office before leaving.

Community Relations

Your membership in community activities is indicative of your attitude toward the community. Do not spread yourself too thin, but your participation is important. Too often teachers are accused of not taking part in community life.

Use Of Tobacco On School Premises Or At School Activities

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property or at school activities at any time.

Custodial Staff

The custodians in each building are responsible to the superintendent or his designee. Teachers should contact their building principal about any repairs which they wish to have made in their rooms.

You can aid the custodians by making sure that your room is cared for. Our custodians are valuable assets to our school. Do all that you can to help them.

Building Appearance

Please take pride in the building and in your room in particular. This includes keeping the room neat and clean and providing something of interest such as pictures, bulletin boards, etc. It is urged that your room be locked at night and any time you will be out for more than just a few minutes.

School Property

Teachers are responsible for property in their department or room. A complete inventory of all items and their condition should be turned in to the superintendent each school year. Teachers are to be on the lookout for damage to school property and to report such damage to the office. Encourage students to take care of such property. Equipment (chairs, computers, etc.) is not to be taken from the school unless permission is granted from the office. The school will not be responsible for personal items brought to school by staff or students for school use.

Emergencies

In case of an accident where medical help is needed, make sure that the parents are notified. If a child becomes ill and needs to be sent home, contact the office so parents may be notified. In all accidents requiring medical attention you must fill out a report and hand it in to the office. This should be done the same day if at all possible.

General Fund Purchasing

All general fund purchasing will be made through the office and must have the direct approval of the principal/superintendent. Special printed purchase orders are issued by the office for ordering materials from sources outside the school. Purchases will not be made without a purchase order signed by the superintendent. Purchases made without permission are your personal obligation and your responsibility.

Activity Fund Purchasing by Organizations

Purchases made by classes or other organizations must have the approval of the sponsor prior to the approval of the principal. Purchases will not be made without a signed school purchase order.

Dues, Fees, Collections, Funds, etc.

The superintendent's office acts as treasurer for all classes, clubs and other school organizations. All payments are made through that office and receipts are deposited there. Instructors in charge of various groups and organizations should explain this to their groups and see that the policy is carried out. The office reserves the right to approve all collections or the amount of all class or organizations dues, all assessments, collections or requests for funds of any nature which are sought from the student body, groups, or individuals. Likewise, all fundraisers and other such projects shall be submitted to the principal/superintendent for approval prior to scheduling such events. In departments where materials are sold to pupils, such as shop, music, athletics, etc., the instructor shall collect for all materials and fees and will be required to hand in an itemized list of materials sold.

DO NOT KEEP MONEY IN YOUR ROOM OVERNIGHT.

Mileage

There will be certain times when the school district will pay expenses for teachers who are out of town for school purposes. These trips must be approved before the trips are made. No payment will be made until the proper expense sheet has been filled out and returned to the superintendent's office. The mileage reimbursement rate of \$0.50 per mile will be paid to those approved.

Proper Driving of School Vehicles

School staff members are often required to drive school vehicles for school business. Rules of the road must be followed. Speeding will not be condoned. Not only are unlawful driving practices unsafe, the public is often understandably concerned.

Class Meetings

All class meetings, group meetings, or any activity meetings which meet during study hall must be cleared through the principal's office. Sunday activities are not to be scheduled. No meetings are to be scheduled on Wednesday evenings.

Teaching Supplies

Supplies may be obtained from the office. Do not send students for teaching supplies.

To enable us to maintain proper control of supplies, all supplies will be distributed by the office staff. Teachers are asked to refrain from taking supplies from the storage areas.

Copiers

The use of the school's copiers shall be for necessary school use only. Any copies other than for necessary school use will cost \$.25 per copy.

For students, only teacher's assistants should be using the copy machines unless they are allowed by the administration. Teachers are not to send random students to make copies for them.

Mail

Each teacher will have a mailbox. All incoming mail will be distributed in these boxes. Please try to check your mailbox each morning, noon, and evening for memos, mail and announcements. Also, please do not let things pile up in your mailbox. Notices from the principal or superintendent are not easily seen when boxes are partially filled.

Passes

Every member of the school staff will receive an activity pass for himself/herself and his/her spouse (as per RPAC Policy). These passes are not transferable.

EXTRACURRICULAR ACTIVITIES POLICIES

Meals

There will be times that extracurricular activities will be gone for a period of time when the students will need to eat a meal(s). The daily allotment of \$30 per student will be the limit that Southern Valley Schools will cover the meal prices. Anything in excess of the \$30/student will either be paid for by the (a) group funds or (b) individual students. Please use professional judgment when choosing the establishments that you take students to eat. The \$30 allotment does not include regular-season contests or competitions unless there is an overnight stay.

Supervision

Sponsors of extracurricular activities should be the first to arrive and the last to leave once all students have left campus. Do not leave students sitting outside of the school while you leave them here alone. Locker rooms should be supervised by at least one sponsor/coach at all times to limit the amount of horseplay and unsupervised students.

For trips where overnight stays are included, there should always be an adult with the student group. At no point should the students be left unattended without supervision on the trip.

Manager Limits

For travel during road games, student manager limits are 4 per team on school-provided transportation, pending availability of seating on the school vehicles. Southern Valley will not add extra vehicles to the traveling party to accommodate student managers.

Ineligible Students

Any student who is ineligible (academic, drug violation, etc) will not be allowed to leave during the school day for field trips or extracurricular activities. Student groups or teams that leave after school dismissal will be allowed to take ineligible students at the coach's discretion.

SOUTHERN VALLEY SCHOOLS

Monday - Thursday

7-12 Bell Schedule

1st Period:	8:20 - 9:08 am
2nd Period:	9:08 - 9:56 am
Snack Cart:	9:56 - 10:01 am
3rd Period:	10:01 am - 10:49 am
4th Period:	10:49 - 11:37 am
5th Period:	11:37 am - 12:25 pm
Lunch/Study Hall:	12:25 - 1:21 pm
6th Period:	1:21 - 2:09 pm
7th Period:	2:09 - 2:57 pm
8th Period:	2:57 - 3:45 pm

LUNCH SCHEDULE

Lunch Group A: 7th/8th/9th Grades

Eat: 12:25 - 12:53 pm

Study Hall: 12:53 - 1:21 pm

Lunch Group B: 10th/11th/12th Grades

Study Hall: 12:25 - 12:53 pm

Eat: 12:53 - 1:21 pm

SOUTHERN VALLEY SCHOOLS

7-12 Friday Schedule

1st Period:	8:20 a.m. - 9:05 a.m.
2nd Period:	9:05 a.m. - 9:50 a.m.
Snack Cart	9:50 a.m. - 9:56 a.m.
3rd Period:	9:56 a.m. - 10:41 a.m.
4th Period:	10:41 a.m. - 11:26 a.m.
5th Period:	11:26 a.m. - 12:11 p.m.
6th Period/Lunch:	12:11 p.m. - 1:15 p.m.
7th Period:	1:15 p.m. – 2:00 p.m.
8th Period:	2:00 p.m. - 2:45 p.m.

LUNCH SCHEDULE

6th PERIOD

Group 1

Eat: 12:11 - 12:36 pm

Class: 12:36 - 1:15 pm

Group 2

Class: 12:11 - 12:49 pm

Eat: 12:49 - 1:15 pm

**2025-2026
SOUTHERN VALLEY
COACH/SPONSOR ASSIGNMENTS**

Football	Coy Gideon, assisted by Jason Huerta, Dexter Becker
Jr. High Football	Dexter Becker, Jason Huerta & Coy Gideon
Volleyball	Ali Hosier, assisted by Amanda Adams
Jr. High Volleyball	Halle Jacobsen and Amanda Adams
Softball (Coop with Alma)	Paige Houser, assisted by Gerald Utterback
Cross Country	Kristi Bose assisted by Pete Brown
Unified Bowling	Tina Brown
Boys Basketball	Ashley Huerta, assisted by Clayton Berry
Jr. High Boys Basketball	Jason Huerta
Girls Basketball	Richard McDonald, assisted by Justin Adams
Jr. High Girls Basketball	Halle Jacobsen and Ali Hosier
Boys Wrestling	Coy Gideon & Mike Stalder
Girls Wrestling	Pete Brown & Addison Johnson
Jr. High Wrestling	Dexter Becker
Bowling	Georgia Mroczek, assisted by Amy Russell
Sr. High Track	Richard McDonald, assisted by Justin Adams, Gerald Utterback, Haley Reed, Ali Hosier
Jr. High Track	RayAnn Roskop assisted by Dexter Becker & Gerald Utterback
Golf	Jeremy Epp
Trap Shooting	Tina Hutchens
Yearbook	Ashley Blickenstaff
Student Council	Ashley Blickenstaff & Joey Bose
National Honor Society	Kristi Bose
Instrumental & Vocal Music	Hannah Hofaker
Cheerleading	Ashley Billeter & Aubree Warner
FBLA	Joe York
FCCLA	Linda Dannehl
FFA	Allison Railsback
Future Problem Solving	Kristi Bose
Elementary Quiz Bowl	Tricia Weatherwax
Jr. High Quiz Bowl	Kelsie Eman
Sr. High Quiz Bowl	Chad Hamilton
Speech Team	JoHanna Utterback
One Act Play	JoHanna Utterback & Rebecca Jorgenson
Senior Class	Melinda Hunt
Junior Class	Rebecca Jorgenson, JoHanna Utterback & Georgia Mroczek
Concessions	Joe York



**RECEIPT OF 2025-2026 TEACHER HANDBOOK
OF Southern Valley Schools**

This signed receipt acknowledges receipt of the 2025-2026 Teacher Handbook of Southern Valley Schools. This receipt acknowledges that it is understood that I am to read and be familiar with the handbook, that I understand the handbook contains a disclaimer of contract, a drug-free workplace notice, and the District's anti-discrimination and harassment policies, and that specific complaint and grievance procedures exist in the handbook which should be used for responding to harassment or discrimination. Failure to sign and return this acknowledgement that you have read the Teacher Handbook by the required date may result in disciplinary action of the employee.

Employee's Signature: _____

Date: _____

Return by August 15th, 2025:

Bryce Jorgenson
Southern Valley Schools

Southern Valley Activities



Handbook

2025-2026

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Introduction

Student participation in extracurricular activities has been linked to improved attendance, higher academic achievement, and greater student self-confidence and self-esteem. Southern Valley Public Schools provides students with the opportunity to participate in a comprehensive activities program that includes athletics, fine arts, and select clubs or organizations associated with academic areas.

Although the school district believes strongly in the value of student activities, participation in the activities program is a privilege, not a right. Students must obey the rules set out in this handbook and any additional rules created by their coach or activity sponsor. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

Please read this handbook carefully. Students and their parents are responsible for complying with all of the rules and procedures detailed in this booklet.

Parents must sign the acknowledgement and permission to participate form at the end of this handbook before their student will be permitted to participate in the activity programs of the district.

The provisions in this handbook are subject to change at the sole discretion of the Board of Education. From time to time, you may receive updated information concerning changes in the handbook. These updates should be kept within the handbook so that it is up to date. If you have any questions regarding this handbook, please contact the Activities Director or Superintendent for assistance.

NONDISCRIMINATION IN EDUCATION PROGRAMS AND ACTIVITIES

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to all designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Name: Josh Lanik
Title: Activities Director
Address: 43739 HWY 89 Oxford, NE 68967
Telephone: 308-868-2222
E-mail: josh.lanik@sveagles.org

For further information on notice of nondiscrimination, visit <https://www2.ed.gov/about/offices/list/ocr/docs/nondisc.html> for the address and phone number of the office that serves your area or call 1-800-421-3481.

SECTION ONE:

GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM

Academic Eligibility

To be eligible to participate in the school's activity programs, each student must (1) meet Nebraska State Activities Association (NSAA) requirements concerning scholastic eligibility (see Section Three of this Handbook), (2) be registered for 5 credit hours per semester and be in regular attendance, and (3) have not less than a 70% grade in two or more classes for a period of one week to remain eligible to participate in any portion of the activities program. Participants must attend practices and participate in all conditioning during any period of ineligibility.

The school district will notify a participant and his or her parents whenever the participant is declared academically ineligible.

Students may not participate in any activity, performance or practice while serving a short-term suspension, long-term suspension, or expulsion from school.

Attendance at Practices and Contests

Participants in the activities program are expected to attend and be on time at all practices and meetings scheduled by the coach or sponsor. Participants may be excused for absences resulting from a participant's illness, a death in the family, a doctor's appointment, a court appearance, or other absences that are arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. A participant who is unable to attend a scheduled practice, meeting, or game must contact the coach or sponsor in advance. Students who are absent from school due to illness are not required to provide the coach or sponsor with additional notification of the student's absence from practice.

Students who are absent from school beyond the start of the 2nd hour will not be permitted to practice or participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

If a participant misses a scheduled contest or performance, the coach or sponsor may impose discipline up to and including suspension of the participant from the activity for the remainder of the season or length of the activity.

Closings

Unless the administration determines that it is permissible for the activity to continue as scheduled, all activities will be canceled or postponed in the event that school has been called off for inclement weather or any other reason as determined by the administration.

Colors

The Southern Valley School colors are purple, black, and silver and the Southern Valley Alma Saints team is columbia blue, navy, and gold

Concussion Awareness

The Nebraska Unicameral has found that concussions are one of the “most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed.”

The School District will:

1. Require all coaches and trainers to complete one of the following on-line courses on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury:
 - Heads UP Concussions in Youth Sports
 - Concussion in Sports—What You Need to Know
2. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
 - a. The signs and symptoms of a concussion;
 - b. The risks posed by sustaining a concussion; and
 - c. The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

- a. has been evaluated by a licensed healthcare professional;
- b. has received written and signed clearance to resume participation in athletic activities from the licensed healthcare professional; and
- c. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the parent or guardian of the student will be notified by the school of:

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

The school district will not provide for the presence of a licensed health care professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed health care professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed healthcare professional. The school will not take any additional or independent steps to verify the individual's qualifications.

Dances

School dances are part of the district's extracurricular activity program. Students who wish to participate in school dances must comply with the activity code. Students may be prohibited from participating in school dances as a consequence for violating school rules or these activity rules. All guests attending any dance at Southern Valley may be breathalyzed prior to entry and he/she must pass the test to enter.

Junior High Dances

Junior High (7-8) dances are restricted to students currently enrolled in Southern Valley Junior High School and will be sponsored by Southern Valley Junior High teachers and parents. Any organization wishing to sponsor a junior high dance must obtain permission from the principal regarding date and times. Each dance must be sponsored by at least two faculty members and one additional chaperone. Once admitted to the dance, students must remain until the close of the dance. Students who leave the dance will not be readmitted. Students who are academically ineligible or who have violated any code of conduct policy will not be allowed to attend school dances.

High School Dances

All high school dances are restricted to Southern Valley High School students and their guests. The age requirement for attending all High School dances for an outside guest is under age 21. All dates who are not a SV student must be approved by administration. Any organization wishing to sponsor a dance must obtain permission from the principal regarding date and times. Each dance must be sponsored by at least two faculty members and one additional adult. Once admitted to the dance, students must remain until the close of the dance. Students who leave the dance will not be readmitted. Students who are academically ineligible or who have violated any code of conduct policy will not be allowed to attend school dances.

Homecoming and Prom

The Homecoming dance is open to students and guests of Southern Valley High School.

The Junior/Senior Prom is open to students and guests of Southern Valley High School junior and senior classes. Guests must follow all rules that the students must follow. Each student is responsible for his/her guest's conduct. Appropriate attire is required for these dances. No blue jeans, shorts, or T-shirts will be allowed at the banquet or dance for Prom unless authorized by the Prom sponsors and Activities Director/Principal. Black dress jeans will be acceptable.

Electronic Communication

The school board supports the use of technology by coaches, extracurricular sponsors, and other staff members to communicate with students for legitimate educational, extracurricular, and other school-related purposes. However, electronic communication between students and teachers, sponsors, and coaches shall be appropriate at all times and shall not violate any law, district policies, or the Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education (“Rule 27”).

Equipment

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment that has been checked out. Students should secure their athletic lockers with combination locks that are checked out to them by the school.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been checked out to him/her and is lost or stolen.

Fundraising

All school-sponsored fundraising activities must be approved by a member of the school district administration. Fundraising for any activity must comply with the district’s policies. Use of the school mascot shall not be permitted unless approved by the Activities Director or Superintendent by any outside entity.

Individual Training Rules and Rules of Conduct

Head coaches or sponsors may develop additional training rules or rules of conduct for their activity. Students are responsible for knowing these rules and complying with them at all times.

Initiations and Hazing

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non-approved initiations is subject to discipline as permitted by policy and law.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of “hazing” as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

Injuries

Participants who suffer any type of injury while involved in extracurricular activities must notify the coach or sponsor immediately. The coach or sponsor will then evaluate the injury and, if necessary, notify the participant’s parents or seek immediate medical treatment.

If at any time during participation a doctor removes an athlete from participation because of an illness or injury, the athlete must have a written release from a doctor before participating again. The written release must be given to the coach or sponsor of the activity.

Note: The release requirement will be satisfied if the initial doctor’s order specifies the duration of the student's restriction from participation and/or competition. Also see Concussion Awareness above.

Insurance

The school district does not provide medical or other insurance coverage for students who participate in athletic contests or other activities. It is the parents' responsibility to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or other activities.

The school district makes an accident insurance plan available for purchase by participants and their families through an authorized insurance agent. Information about policies which families may purchase will be available prior to each sports season and at fall registration.

Lettering Requirements

Lettering requirements will be communicated in individual sport/activity handbooks to participants and will be on file in the athletic office.

Practices

The individual head coach or sponsor, in cooperation with the Activities Director, will schedule all starting times of practices. All participants are expected to be ready at the time set by the coach or sponsor for practice.

To be eligible to practice, a participant must satisfy the following requirements:

1. Submit to the coach or sponsor a signed physical form from a physician or qualified designee
2. Signed Activities Code of Conduct that verifies the student and parent(s) understands the school's position regarding the school's position regarding the use of possession of alcohol, tobacco, and other related drugs.
3. NSAA Consent to Participate Form
4. \$20 Activities Fee paid to the office

Managers:

Students wishing to serve as student volunteers for extracurricular activities must gain the permission of the activity coach or sponsor. Student volunteers must comply with all of the rules and procedures contained in this handbook. Managers and the number used for each specific sport/activity must be approved by the Activities Director. High school students wishing to be managers take precedence over all other students.

Sunday and Wednesday Night Activities

In order to provide students sufficient time away from school for family-related activities, the school will endeavor not to schedule activities on Wednesday evenings or on Sundays. Practices for Athletics and Activities will be organized so all participants are showered, dressed, and /or

leave the facilities by 6:00 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night. The school does not allow Sunday practice sessions, except when a varsity team, group of students, or individual is scheduled to compete or perform on a Monday or when approved by the Activities Director ahead of time. Practices scheduled for Sunday must have the prior approval of the activities director or building principal. Practices include any activity that is considered prepping for a contest.

Transportation

All participants are required to ride provided school transportation to an event unless prior authorization is obtained from the Activities Director. Students that do not have this authorization are not allowed to compete if they drive themselves. Students who miss the scheduled leave time designated by the coach/sponsor will be left behind and will not be permitted to drive themselves or compete. Students who miss a bus are also subject to suspension from the coach/sponsor. Students are encouraged but not required to ride home from away activities on school provided transportation. A participant may ride home with his or her parent/guardian only if the parent/guardian signs them out with the coach or sponsor of the activity on the required form. A participant may ride home with an adult if the participant's parent/guardian has personally contacted the Activities Director or designee prior to the activity and the person approved and authorized to take them signs them out.

Section Two: Available Activities

Athletic Teams

Football	Coy Gideon, Jason Huerta, Dexter Becker
JH Football	Dexter Becker, Jason Huerta, Coy Gideon
Volleyball	Ali Hosier, Amanda Adams
JH Volleyball	Halle Jacobsen, Amanda Adams
Softball (Coop with Alma)	Paige Houser, Gerald Utterback
Cross Country	Kristi Bose, Pete Brown
JH Cross Country	Kristi Bose
Bowling	Georgia Mroczek, Amy Russell
Boys Basketball	Ashley Huerta, Clayton Berry
JH Boys Basketball	Jason Huerta
Wrestling	Coy Gideon & Mike Stalder, Pete Brown, Addison Johnson
JH Wrestling	Dexter Becker
Girls Basketball	Richard McDonald, Justin Adams
JH Girls Basketball	Halle Jacobsen, Ali Hosier
Golf (Boys Only)	Jeremy Epp
Track (Boys & Girls)	Richard McDonald, Ali Hosier, Justin Adams, Gerald Utterback, Haley Reed
JH Track (Boys & Girls)	RayAnn Roskop, Dexter Becker, Gerald Utterback

Activities

Band	Hannah Hofaker
Cheer	Ashley Billeter, Aubree Warner
Family Career and Community Leadership of America (FCCLA)	Linda Dannehl
Future Business Leaders of America (FBLA)	Joe York
Future Farmers of America (FFA)	Allison Railsback
Future Problem Solvers (FPS)	Kristi Bose
Journalism	Ashley Blickenstaff
National Honor Society	Kristi Bose
One Act Play Production	JoHanna Utterback, Rebecca Jorgenson
Quiz Bowl	Chad Hamilton, Kelsie Eman, Tricia Weatherwax
Speech	JoHanna Utterback
Student Council	Ashley Blickenstaff, Joey Bose
Trap Shooting	Tina Hutchens
Vocal Music	Hannah Hofaker
Unified Bowling	Tina Brown

Section Three: Nebraska State Activity Association

Eligibility

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found online at <https://nsaahome.org/constitution-bylaws/>. A summary of the major rules is given below. Contact the principal, activities director or the activity sponsor or coach for an explanation of the complete rule.

1. Student must be a *bona fide* student of their member school and have not graduated from any high school.
2. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
3. Student is ineligible if nineteen years of age before August 1 of the current school year. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of the current school year.)
4. Student must be enrolled in some high school on or before the eleventh school day of the current semester.
5. Students must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
6. Student must have been enrolled and received twenty hours of credit in school the immediate preceding semester.
7. **Guardianship does not fulfill the definition of a legal parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her legal parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling.
8. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she

participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.

9. **Student eligibility related to domicile can be attained in the following manners:**
 - a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
 - b. If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.
 - c. If a student elects to remain at the same high school initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.
 - d. **If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.**
10. Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall at the transfer high school. Those students whose name does not appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
11. Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2025-2026 school year prior to May 1, 2025; for the student to be eligible, the school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2025. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students who did not have their enrollment forms signed, delivered, and accepted prior to May 1, 2025, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

12. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.
13. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp, or school. (*Refer to NSAA Bylaw 3.5.1.1 for exception in Swimming and Diving.)
14. A student shall not participate on an all-star team while a high school undergraduate.
15. A student must maintain his/her amateur status.

NSAA Sportsmanship Rules

Students must abide by the Nebraska School Activities Association Sportsmanship Rules. A complete copy of these rules can be found at <http://www.nsaahome.org/nsaaforms/pdf/manualsp.pdf>. Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official, or spectator, or any acts that may endanger the personal safety of individuals involved, or acts which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school acts in a manner constituting unsportsmanlike behavior during competition the member school and/or individuals shall be subject to penalties. A student, participant, patron, and/or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

Section Four:

Code of Conduct Athletes and Parents/Fans

Standard Code of Conduct

Participation in school-sponsored or extracurricular activities is a privilege and not a right. Participants must follow board policy, this code, and all the training rules and rules of conduct of the coaches and/or activity sponsors. Students participating in school-sponsored or extracurricular activities are held to a high standard. Students are expected to conduct themselves in a way that is lawful, responsible, promotes the values upon which the school is based, and that brings credit to themselves and the school. Students who fail to live up to the required standard of all conduct are guilty of detrimental conduct and subject to discipline under all school policies, the general student code of conduct, and Activity Participation Rules. The Administration of Southern Valley School District is allowed to hand down consequences they feel fit for any activity that is detrimental to the overall goal and objective of the Southern Valley School District and its Activities Programs.

Southern Valley Activities Policy

By choosing to be a part of the activity program at Southern Valley Jr. Sr. High School, a student agrees to abide by the training rules established by the coaches, sponsors, and administration. These rules and policies have been adopted by the Southern Valley Board of Education. The coaches, sponsors, administration and Board of Education are in agreement that the use or possession of tobacco, alcohol, and controlled substances are not only detrimental to the student but also to the activity they represent. All school-sponsored extracurricular activities will fall under these guidelines.

The following guidelines are in effect from the NSAA first allowable practice date in the fall of the students 7th grade year to the last scheduled NSAA activity which Southern Valley High School offers in the spring of a students senior year. These rules apply to all students, grades 7-12, who have participated in an activity, who are currently participating in an activity, or who plans to participate in an activity in the future. **If a student is in violation of the first offense, he/she will be placed on probation for the remainder of the school year from the time of confession or conviction, and any further violations in the probationary period will constitute a second offense.** In the event an investigation is warranted, and the student in question does not confess to the infraction and is convicted in a court of law, he/she will automatically be subject to the penalty as a second offense from the time of the conviction. A student is required to serve out his/her penalty before he/she will be allowed to participate in any further competition in any activity program at Southern Valley Schools. A student can practice and attend public performances, but may not participate in the public performance while serving his/her suspension. Suspensions can and will be carried over to the next activity season in which the student chooses to participate in. All service work must be done outside of the regular school day within the Southern Valley School District. Public performances include Junior Varsity, 9/10, and Junior High contests.

The Principal and/or the Activities Director will make an independent investigation into any matters which result in a student being charged with a violation. The following are some situations that may warrant an investigation:

1. Students in school-sponsored and/or extracurricular activities may not engage in the following conduct . . . Possession, use, distribution, or being at parties in the presence of alcohol, illicit drugs, tobacco, or controlled substances, or any lookalike or imitations thereof, without parental supervision, or being under the influence of alcohol, illicit drugs, tobacco, or controlled substances, or any lookalike or imitations thereof. "Lookalike or imitations" means substances such as K2 and products like electronic cigarettes, vapor pens, etc. (Note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the use or abuse of any substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis, inebriation, excitement, or irrational behavior, or in any manner changing, distorting, or disturbing the auditory, visual, mental, or nervous processes). This policy will take effect for a student entering the first day of school in 7th grade and last 365 days a year until the last Activity/Athletic event day of the student's senior year.
2. Any information provided by law enforcement officers as to the violation of these policies.
3. Any conviction involving the use, possession, or distribution of controlled substances or alcoholic beverages.
4. Any confession by the student involving the use, possession, or distribution of tobacco, alcohol, or any controlled substances.
5. Any electronic picture or video that depicts a student using, possessing, or distribution of tobacco, alcohol, or any controlled substances will result in the same consequences.
6. If the student is charged or convicted of any criminal charge or determined to be a delinquent child under any other circumstances which is indicative of the behavior not representative of a good citizen.
7. Any person under nineteen years of age who attends Southern Valley who possesses, dispenses, delivers, or administers anabolic steroids as defined in section 28-401 in violation of the Uniform Controlled Substances Act

Any further appeal would have to come through the judicial process.

**MANDATORY DRUG TESTING POLICY FOR STUDENTS
INVOLVED IN EXTRACURRICULAR ACTIVITIES OR THAT HAVE VOLUNTARILY
BEEN PLACED IN THE DRUG TESTING PROGRAM BY THEIR PARENT/GUARDIAN
at SOUTHERN VALLEY SCHOOLS**

Implementation Date: January 4th, 2017 (Revised May 10, 2021)

Extracurricular Drug Testing Program

The school district supports and values student participation in extracurricular activities, but such participation in school district extracurricular activities is a privilege and not a right. Students in all extracurricular activities in grades 7-12 shall be subject to mandatory and random testing for the presence of alcohol or illegal drugs.

DEFINITIONS

DPA: A national certified Drug Program Administrator, which shall use a certified laboratory in testing of samples. The Board will choose a nationally certified DPA for the purpose of determining through random selection the student(s)/participant(s) to be tested.

DPC: The Drug Program Coordinator shall be the building Principal/Activities Director or his/her designee.

MRO: Medical Review Officer

Illicit substance - A drug classified by the Drug Enforcement Administration (DEA) as being available only by prescription from a physician or classified as being controlled and having no therapeutic use.

Banned Substance - A substance defined by School policy as being banned from use by students.

ILLICIT OR BANNED SUBSTANCES

For the purpose of this Policy, the following drug classes, substances or their metabolites that can be tested for are considered illicit or banned for Southern Valley Schools Students:

Alcohol (Ethyol or ETG), Amphetamines, Anabolic Steroids, Barbiturates, Benzodiazepines, Cocaine Metabolites, Marijuana Metabolites, Methadone, MDMA (Ecstasy), Nicotine (Hydroxycotinine), Opiates (Including Synthetics), Phencyclidine, Propoxyphene, Synthetic Drugs (K2, Bath Salts), CBD Oil that contains THC

1. Purpose of Random Drug Testing
 - 1) To provide for the health and safety of all students;
 - 2) To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol;

- 3) To identify students who use illegal drugs, tobacco, and/or alcohol; and
- 4) To encourage students who use illegal drugs, tobacco, and/or alcohol to participate in appropriate treatment programs.

2. Each student who participates or seeks to participate in extracurricular activities shall be given a copy of this policy. This policy may also be included in the student handbook. An orientation for students and parents will be held at the start of the school year to talk about the policy and procedures.

3. Activity Programs: Any activity that meets the guidelines of an extracurricular activity at Southern Valley Public Schools, which shall include the following but not limited to:

All Southern Valley activities including (homecoming and prom).

4. Students Who Are Required to Submit to Drug Testing

a. Grades. All students in grades 7-12 who participate in any extracurricular activity are part of the pool subject to random drug testing.

b. Consent. A student and his or her parent(s)/guardian(s) must sign a consent form before the student shall be eligible to try out for, practice with, or participate in the extracurricular activity. The consent form is attached to this policy.

c. Selection Pool Eligibility. Students shall remain in the selection pool for an entire calendar year (365 days) from the date the consent form is received by the school district except that students who quit during the season or activity (prior to being selected for testing) or students who are cut from an activity will be removed from the testing pool. A participant may be subject to testing at any time during the said 365-day period.

d. Withdrawal. Students who have a consent form on file remain eligible for drug tests from the date the consent form is received by the school district and throughout the remainder of the school year or until the student files a Withdrawal of Student from Activity form signed by the student and his or her parent(s)/guardian(s). Upon withdrawal, the student shall not be eligible to participate in any activity that is subject to drug testing for 365 days from the date of withdrawal. A student who files a Withdrawal of Student from Activity form after selected for a random drug test but before submitting to the test or after testing positive shall be ineligible to participate in any extracurricular activities for one calendar year from the date the Withdrawal of Student from Activity form is received by the Drug Program Coordinator.

5. Drugs. Students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having drugs present in their system. "Drugs" means:

- a. Any substance considered illegal by the Uniform Controlled Substances Act, Neb. Rev. Stat. § 28-401 *et seq.*
- b. Any substance which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances or other prescription drugs;
- c. Alcohol for any student under the age of 21. Alcohol shall have the meaning as provided in Neb. Rev. Stat. § 48-1902(1).

6. Testing Procedures

- a. **Student Selection.** All students who participate in extracurricular activities and submit a consent form will be included in a master list and will be subject to random drug screening. The master list shall be submitted to the company employed by the district to conduct the testing. The DPA will identify students on the master by number.
- b. **Reasonable Suspicion Testing.** In addition to random drug testing, a student is subject to drug testing at any time when the Drug Program Coordinator determines there is individualized reasonable suspicion based upon articulable facts to believe that the student has used a drug. The Drug Program Coordinator will notify the student and take the necessary steps to schedule a test as soon as practicable.
- c. **Parental Request.** Students who do not participate in extracurricular activities may be added to the random drug screening master list upon parental request. Parent(s)/guardians may also request that their student be subject to non-random drug screening. The school will arrange for the test as soon as practicable. The parent(s)/guardian(s) making a request under this subparagraph must submit a signed consent form and indicate which type of test is being requested. Any cost associated with tests administered as a result of parental request must be paid by the parent(s)/guardian(s) in advance of the test.
- d. **Type of Test.** The school district reserves the right to utilize breath, saliva, hair or urinalysis testing procedures. Urine and oral fluid samples, which screen positive, will be confirmed by GC/MS (Gas Chromatography/Mass Spectrometry) or Similar confirmation test. Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester).

The vendor will have all specimens tested for the specified illicit or banned substances by a qualified laboratory certified by the **Substance Abuse and Mental Health Services Administration (SAMHSA)**. The testing laboratory should have greater than 10 years experience in toxicology testing and chain-of-custody procedures. All specimens must be initially tested using a highly accurate immuno-assay technique, with all presumptive positive results then confirmed by a **Liquid Chromatography/Mass Spectroscopy (LC/MS)** or similar confirmatory test.

- e. **Collection Site.** The activities director will designate the collection site at which student will provide specimens. The collection site may be off the premises of the school district.
- f. **Sample Collection.** Samples will be collected as directed by the Drug Program Administrator on the same day the student is selected for testing, or if the student is absent an alternate will be selected, in sequential order, from an alternate list provided by the Drug Program Administrator. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.
- g. **Collection Procedures.** The school board will select a Drug Program Administrator (DPA). The DPA shall randomly select the students subject to drug testing from the master list.

The DPA will maintain and follow generally accepted industry standards for collecting, maintaining, shipping, and accessing all specimens. The DPA will seek to obtain the sample in a manner designed to insure accurate testing protocols while minimizing intrusion into a student's privacy. The DPA and the school district will provide a copy of the collection procedures upon request.

- h. **Drugs.** Students may be randomly tested for any drugs, including but not limited to alcohol, amphetamines, marijuana or cannabinoids, cocaine, methadone, methaqualone, propoxyphene, hallucinogens, opiates, phencyclidine, synthetic opiates and PCP, synthetic drugs (ex: THC, K2), Nicotine (Hydroxycotinine), steroids, barbiturates, benzodiazepines, alcohol, and any prescription drug that was obtained without proper authorization.
- i. **Results.** The DPA shall notify the student and the Drug Program Coordinator of any positive test after the initial screening. The school representative shall notify the student's parents. The DPA will use a secure method to transmit all positive test results to the DPA's Medical Review Officer (MRO). The MRO will be certified by an MRO accreditation body. The MRO will be responsible for reviewing test results and determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. Prior to making a final decision, the MRO or his or her assistant shall contact the student and his or parent(s)/guardian(s) to discuss the result either face-to-face or over the telephone. If the MRO determines the test results are negative, no further action shall be taken against the student. The MRO will report results of verified positives to the DPA. The DPA shall then notify the Drug Program Coordinator of the positive test result. The Drug Program Coordinator shall notify the student and his or her parent(s)/guardian(s) and any staff members responsible for implementing the consequences of this policy.
- j. **Request for a Retest.** A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. A student's parent(s)/guardian(s) may request that the split specimen be tested at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO (with a copy sent to the Drug Program Coordinator) within 72 hours of being notified of the final testing result. The student and his or her parent(s)/guardian(s) must pay the associated costs for an additional test in advance. The costs will be reimbursed if the result of the split sample test is negative. The student will remain subject to the consequences of this policy during the retesting procedure.
- k. **Scope of Tests:** The drug screen tests for one or more illegal drugs, alcohol, and/or tobacco. The Drug Program Coordinator shall determine which illegal drugs shall be screened, but in no event shall that determination be made after the selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug use.
- l. **Non-Punitive Nature of Policy:** No student shall be penalized academically for testing positive for illegal drugs or alcohol. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by

valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified as soon as possible by the district.

7. Refusal to Test.

A student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances and competitions for the **next twelve (12) months.**

8. Tampering.

Tampering is the use of any agent or technique which is designed to avoid detection of a drug and/or compromise the integrity of a drug test and is prohibited. This includes providing false urine samples (for example, urine substitution), contaminating the urine sample with chemicals or chemical products, the use of diuretics to dilute urine samples, and the use of masking. If the MRO or the Drug Testing Coordinator determines that a student tampered with a drug test, the student shall be deemed to have submitted a positive test.

If a student has been selected to test and they enter the restroom while in the testing room and clear their bladder without producing a sample for testing, this will be considered a violation of the protocols and will be treated as a positive test.

The use of any such agent or technique shall be treated as a positive test for drugs prohibited by this Policy and shall be subject to the penalties set forth in Section 9 of this Policy.

9. Maintenance of Records

All results of drug testing shall be confidential. Procedures for maintaining confidentiality will be developed by the school district and the testing organization. The Drug Testing Coordinator shall maintain records of positive tests in a secure location. This information will not be available to anyone other than appropriate school personnel and parents. This information will be destroyed upon the student's graduation or one year after the student's class graduates. Under no circumstances will this information become a part of the student's permanent file, nor will it be sent to another school when the student moves to another district or transfers to another school. The school district will not share drug testing results with any law enforcement agencies.

10. Appeal

The school district will rely solely upon the opinion of the MRO to determine whether the positive test result was the result of the consumption of a drug. There shall be no appeal of the test result to any school administrator or the board of education.

11. Severability

If any portion of this policy is deemed to be contrary to the law of the state of Nebraska or the United States by judicial decision or an act of Congress, then only such portion or provision directly deemed to be unconstitutional shall be stricken, and the remainder of the policy shall remain in full force.

12. Prescription Drug Error Positive

A student that is determined to have used a prescription drug without a legal prescription in their name will be given a positive test result by the MRO. If in meeting with the Parent/Guardian it is determined that this is the result of a parent/guardian error and not an intended abuse of the substance, the following will occur: The parent will submit, in writing to the designated official, an explanation of the error and recognition of the law in regards to prescription drugs. Upon receipt of this document and recognition as a reasonable explanation by the Designated Official, the suspension from driving and activities will be lifted and no assessment or intervention will be required. The student will undergo a follow-up drug screen at the parent's expense to ensure the banned substance(s) are gone or in decay. Upon completion of these requirements, this positive test will be removed from the student's record. This rule may only be applied one time in a student's enrollment within the school district. Further errors ruled positive by the MRO will constitute the actions listed above.

13. Consequences for Testing Positive.

Whenever the MRO Certifies and has reported that a test result indicates the presence of drugs, Drug Program Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Program Coordinator shall explain the drug testing procedures and the policy of the district. The consequences shall be as follows (All offenses are cumulative in grades 7-12):

ALCOHOL, TOBACCO, AND CONTROLLED SUBSTANCE VIOLATIONS: (updated for 2025-26)

1st Offense

- 21 Calendar Day Suspension from all Activities/Athletics (including dances) from the date of discovery.
- Mandatory educational course to be completed outside of the school day under the supervision of a Southern Valley staff member.
- 4 hours of voluntary community service at Southern Valley School District
- Educational course & service hours must be completed prior to regaining eligibility. If both are not completed inside the 21 calendar days, the suspension period does not end until fully completed.
- Student must submit to 3 follow-up drug tests in a 90 day time period. The MRO may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the MRO feels the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.

2nd Offense

- 63 Calendar Day Suspension from all Activities/Athletics (including dances) from the date of Discovery.
- Mandatory educational course to be completed outside of the school day under the supervision of a Southern Valley staff member.
- 12 hours of voluntary community service at Southern Valley School District
- Educational course & service hours must be completed prior to regaining eligibility. If both are not completed inside the 63 calendar days, the suspension period does not end until fully completed.
- Student must submit to 3 follow-up drug tests in a 90 day time period. The MRO may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the MRO feels the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.

3rd Offense

- 90 school day suspension from all Activities/Athletics (including dances) from the date of discovery
- The student must complete a drug/alcohol/tobacco evaluation by a certified counselor and follow the recommendations of the counselor to return to participation.
- 20 Hours of voluntary community service at Southern Valley School District
- Evaluation by a certified counselor and the 20 hours of community service must be completed prior to the student regaining eligibility.
- Student must submit to 3 follow-up drug tests in a 90 day time period. The MRO may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the MRO feels the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.

If the suspension is not completed or the offense occurs in the summer, the suspension will carry over to the next school year and begin on the first day of fall practice if the student participated in a fall activity. If they do not, it starts the first day of school.

A calendar day means any day on a 7 day calendar.

At the start of each school year, each student will get one prior offense from the previous school year(s) wiped off of their record

****Students serving a suspension are still expected to attend and participate in practice and will be allowed to be on the bench with the team. **Students on suspension will not be allowed to leave school early to ride with the team. If a team/activity leaves after school is dismissed, the student may be permitted to ride with the team per coaches discretion.** Any activities during the summer will be considered practice.****.

Fan & Parent Code of Conduct

The intent of the Southern Valley School Districts Activities program is to provide a wide variety of opportunities for our students to explore their gifts and talents through the Arts and Competition. The intent is for students to learn the value of teamwork, dedication, determination, goal setting, and sportsmanship. As a district we want our fans and parents to set the example of sportsmanship through respect for the game, opponents and officials for our students to follow. Behavior that does not follow these guidelines is unacceptable and will not be tolerated. If you as a fan or parent at an activity are not providing a good example for our students to follow you will be asked to meet with the Activities Director and will be given a written warning of the poor behavior and the consequences if this type of behavior occurs again. If you are ejected from a game for poor fan behavior or fan misconduct you will be automatically given up to the following suspension. This suspension will not be shorter but can be made longer by the Administrative Team, if conduct dictates so.

1st Offense: 14-day suspension from all Southern Valley Activities and Athletics.

2nd Offense: 365-day suspension from all Southern Valley Activities and Athletics.

3rd Offense: Lifetime suspension from all Southern Valley Activities and Athletics.

Section Five: Concussions

A Parent's Guide to Concussions

WHAT IS A CONCUSSION?

A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness (“knocked-out”) to suffer a concussion.

CONCUSSION FACTS

- It is estimated that more than 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System).
- Concussions occur most frequently in football, but girl’s lacrosse, girls’ soccer, boy’s lacrosse, wrestling, and girls’ basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months.
- Concussions can cause symptoms that interfere with school, work, and social life.
- Athletes who have symptoms from a concussion should not return to sports because they are still at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

WHAT SHOULD I DO IF I THINK MY CHILD HAS HAD A CONCUSSION?

An athlete who is suspected of having a concussion must be removed from play immediately, whether it is in a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk of further injury, and even death. Parents and coaches are not expected to be able to “diagnose” a concussion, as that is the job of a medical professional. However, they must be aware of the signs and symptoms of a concussion and if they are suspicious, the child must stop playing:

WHEN IN DOUBT – SIT THEM OUT!

Every athlete who sustains a concussion needs to be evaluated by a health care professional who is familiar with sports concussions. Parents should call their child’s physician, explain what has happened, and follow the physician’s instructions. A child who is vomiting, has a severe headache, or has difficulty staying awake or answering simple questions should be taken to the parent’s doctor or emergency room immediately.

WHEN MAY AN ATHLETE RETURN TO PLAY FOLLOWING A CONCUSSION?

No athlete who has suffered a concussion should return to play or practice the same day. Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

Concerns about athletes who return to play too quickly have led state lawmakers in Oregon and Washington to pass laws stating that **no athlete shall return to play on the day he or she suffered a concussion and the athlete must be cleared by an appropriate health care professional before he or she are allowed to return to play in games or practices.** The laws also mandate that coaches receive education on recognizing the signs and symptoms of concussion.

Once an athlete is free of symptoms of a concussion and is cleared to return to play by a healthcare professional knowledgeable in the care of sports concussions, he or she should proceed with activity in a stepwise fashion to allow the brain to readjust to exertion. On average, the athlete will complete a new step each day. The return-to-play schedule should proceed as below following medical clearance:

Step 1: Light exercise, including walking or riding an exercise bike. No weight-lifting.

Step 2: Running in the gym or on the field. No helmet or other equipment.

Step 3: Non-contact training drills in full equipment. Weight training can begin.

Step 4: Full contact practice or training.

Step 5: Game play.

If symptoms occur at any step, the athlete should cease activity and be re-evaluated by a health care provider.

HOW CAN A CONCUSSION AFFECT SCHOOLWORK?

Following a concussion, many athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short and long-term memory, concentration, and organization.

In many cases, it is best to reduce the athlete's class load after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days or perhaps a longer period of time if needed. Decreasing the stress on the brain soon after a concussion may reduce symptoms and shorten the recovery period.

WHAT CAN YOU DO?

- Both you and your child should learn to recognize the “Signs and Symptoms” of a concussion as listed above.
- Emphasize to administrators, coaches, teachers, and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season's sports.

OTHER FREQUENTLY ASKED QUESTIONS:

Why is it so important that an athlete not return to play until they have completely recovered from a concussion?

An athlete who has not fully recovered from an initial concussion is very vulnerable to recurrent, cumulative, and even catastrophic consequences of a second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return-to-play decisions are carefully made. No athlete should return to sport or other at-risk participation when symptoms of a concussion are present and recovery is ongoing.

Is a “CT scan” or MRI needed to diagnose a concussion?

Diagnostic testing which includes CT (“CAT”) and MRI scans are rarely needed following a concussion. While these are helpful in identifying life-threatening brain injuries (e.g., skull fracture, bleeding, swelling), they are not normally used, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete’s story of the injury and the health care provider’s physical examination.

What is the best treatment to help my child recover more quickly from a concussion?

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television, and phones (including text messaging) may exacerbate the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms decrease, you may allow increased use of computers, phone, video games, etc., but the access must be reduced if symptoms worsen.

How long do the symptoms of a concussion usually last?

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases, symptoms may last for several weeks or even months. Symptoms such as headache, memory problems, poor concentration, and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

How many concussions can an athlete have before he or she should stop playing sports?

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances surrounding each individual injury, such as the way the injury happened and length of symptoms following the concussion are very important and must be considered when assessing the athlete’s risk for further and potentially more serious concussions. The decision to “retire” from sports is a decision best reached following a complete

evaluation by your child's primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

I've read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?

The issue of "chronic encephalopathy" in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time, we have very little knowledge of the long-term effects of concussions that happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or sheer force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to carefully manage each concussion.

Adapted from [A Parent's Guide to Concussion in Sports](#), National Federation of High School Associations.

Some of this information has been adapted from the CDC's "Heads Up: Concussion in High School Sports" material by the NFHS's Sports Medicine Advisory Committee. Please go to www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm for more information.

AUTHORIZATION AND ACKNOWLEDGEMENT

WARNING: SERIOUS CATASTROPHIC AND PERHAPS FATAL INJURY MAY RESULT FROM ATHLETIC PARTICIPATION

Many forms of athletic competition result in violent physical contact among players, the use of equipment that may result in accidents, strenuous physical exertion, and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate in spite of those risks. No amount of instruction, precaution, or supervision will eliminate these risks. Students have suffered accidents resulting in death, paraplegia, quadriplegia, and other very serious permanent physical impairment while playing sports. By granting permission for your student to participate in athletic competition, you, the parent or guardian, acknowledge that such risk exists. Students will be instructed in proper techniques to be used in athletic competition and in the proper utilization of all equipment worn or used in practice and competition. Students must adhere to that instruction and utilization and must refrain from improper uses and techniques.

I understand the statement above and I understand that by allowing my student to participate in athletic events, I assume the risk that he/she may be injured, perhaps severely.

Signature of Parent

Printed Name of Parent

Date

Printed Name of Student

Printed Name of Student

Printed Name of Student

Printed Name of Student

SOUTHERN VALLEY SCHOOLS
CONSENT TO PERFORM RANDOM DRUG TESTING
2025 - 2026

Student Name _____ Grade _____

As a student and parent:

- < We understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extracurricular Drug Testing Policy.
- < We have read the Extracurricular Drug Testing Policy and understand the responsibilities and consequences as an activity participant if the student violates the policy.
- < We understand that when students participate in any extracurricular activity, they will be subjected to random drug testing, and if they refuse, will not be allowed to practice or participate in any extracurricular activity. We have read this consent statement and agree to its terms.
- < We understand this is binding while a student is enrolled in the Southern Valley School District.

CONSENT TO PERFORM DRUG TESTING

We hereby consent to allow the student named on this form to undergo drug testing for the presence of drugs, alcohol, and tobacco/nicotine in accordance with the Extracurricular Drug Testing Program adopted by the Board of Education. We understand that any samples will be sent only to a qualified laboratory for actual testing. We hereby give our consent to the medical vendor selected by the school board, their Medical Review Office (MRO), laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform testing for the detection of drugs and to release the results of those tests as provided in the policy. We understand these results will be forwarded to school district officials and will also be made available to us. We agree to sign any necessary releases if requested to do so.

We understand that consent pursuant to this Consent to Perform Random Drug Testing will be effective for the extracurricular activities in which this student might participate during the current school year.

We hereby release the Southern Valley Board of Education and its employees from any legal responsibility or liability for the release of such information and records, pursuant to the policy.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

ACKNOWLEDGEMENT OF CONDUCT CODE

I understand that as a student representing the school district in activities, I am obligated to comply with the athletic handbook, including the code of conduct. I understand that if I violate the code of conduct or other rules in this handbook, I may be suspended from participation in all co-curricular activities and/or school sponsored activities or events.

Signature of Student

Printed Name of Student

Date

Signature of Student

Printed Name of Student

Date

Signature of Student

Printed Name of Student

Date

I understand that my student is obligated by this handbook, including the statements above.

Signature of Parent

Printed Name of Parent

Date

2025 - 2026

***SOUTHERN VALLEY SCHOOL
School District #540***

Student Handbook

***The back cover of this handbook
shall be signed by the student,
parent or guardian
and returned to school by
August 22, 2025***

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SECTION 1

General Information for K-12 students

**SOUTHERN VALLEY
PUBLIC SCHOOLS**

INTRODUCTION

It is with great excitement I welcome all of you to the start of the 2025-26 school year at Southern Valley. I am very honored and blessed to have the opportunity to lead our district into the future. My main focus is to build relationships with everyone in our school district. In order for a school or business to operate at its best, it's very important I create relationships inside our school building with students and staff and outside our building with our communities. I would like to invite anyone who has any questions or concerns to contact me at any time. I would love the opportunity to sit and visit with you about the opportunities Southern Valley provides.

Please familiarize yourself with this handbook. Many times conflicts between students, teachers, and/or administration are the result of one or more parties not knowing or understanding policies and procedures. If you should have any questions about the information in this handbook, please feel free to contact the appropriate principal or myself.

Good Luck!
Bryce Jorgenson, Superintendent

Parents and Students of Southern Valley Schools:

This handbook is a guide for you. Read it carefully. It will aid you in becoming acquainted with your school. The teachers are here not only to teach, but also assist you in making your school career educational and memorable.

You should plan your school career carefully and follow your plan. This may require considerable thought and willpower. However, your high school career is crucial. Now is the time to develop and establish the wholesome attitudes and desirable values you deem necessary for success during your adult life.

Make your family, friends, and more importantly, yourself proud. Today you are an important part of your class and your community; some day you will also become an important part of a business or a profession. Do not fail those who are counting on you.

Southern Valley School is your school. It will only be as good as you the student body wants it to be. Your faculty desires to assist you in achieving the goal that you set for your school.

Josh Lanik
Jr/Sr High Principal

Natalie Thiessen
Elementary Principal

Board of Education

Todd Brown – President
Steve Hunt- Vice President
Stacey Shafer - Secretary
Mike Stalder - Treasurer
Joshua Becker - Member
Emily White - Member

Administration

Bryce Jorgenson – Superintendent
Josh Lanik – 7-12 Principal/Activities Director
Natalie Thiessen – PK-6 Principal

Classified Staff

Dana Gesick – Secretary/Business Manager
Pam Wessels – Jr/Sr High Secretary/AD Secretary
Margaret McInturf – Elementary Secretary
TBA – Lunch Coordinator/Activities Administrative Assistant

Ashley Billeter -- School Nurse
Amy Russell – Elementary Library Aide
Coy Gideon - Full Time Substitute
Amanda Adams -- Para Educator
– Para Educator
Linda Culver -- Para Educator
Samantha Ehrke – Para Educator
Connie Horwart – Para Educator
Tina Hutchens -- Para Educator
-- Para Educator
Megan Kresin - Para Educator
Georgia Mroczek -- Para Educator
Kristen Noyes– Para Educator
McKenzie Ortega – Para Education
– Para Educator
Stephanie Stone– Para Educator
Gerald Utterback – Para Educator

Jr. Sr. High School Staff

Bryce Jorgenson – Superintendent
Josh Lanik - - - Principal 7-12/Athletic Director
Justin Adams - - - Social Studies
Dexter Becker - - - Physical Education/Weight Training
Ashley Blickenstaff - - - English and Journalism
Joey Bose - - - Math
Kristi Bose - - - English & Media
Tina Brown - - - Special Education
Marjorie Damitog - - - Science
Linda Dannehl - - - FCS
Kelsie Eman - - - Math
Jeremy Epp - - - Social Studies
Jared Fausch - - - Computer Coordinator and LAN Manager
Chad Hamilton - - - Math
Hannah Hofaker - - - Instrumental & Vocal
Stephanie Holste - - - Special Education
Jason Huerta - - - Spanish, Woods & Auto Mechanics
Melinda Hunt - - - 7-12 Guidance
Rebecca Jorgenson - - - Art
Emily McDonald - - - School Psychologist
Richard McDonald - - - Science
Allison Railsback - - - Agriculture, Science, & Welding
JoHanna Utterback - - - English and Drama
Joe York - - - Business Education

Elementary Staff

Bryce Jorgenson - - - Superintendent
Natalie Thiessen - - - Principal
Danielle Schultz - - - Pre School
Jennifer Aerni - - - Pre School
Courtney Amundson - - - Pre School
Kyla Maas - - - Kindergarten
Morgan Huxoll - - - Kindergarten
DeAnna Ruskamp - - - First Grade
RayAnn Roskop - - - First Grade
Lacy Rice - - - Second Grade
Haley Reed - - - Second Grade
Kenna Rogers - - - Third Grade
Holly Hunt - - - Third Grade
Chelsey Sutton - - - Fourth Grade
Addison Johnson - - - Fourth Grade
Krista Guthrie - - -Fifth Grade
Paige Houser - - - Fifth Grade
Halle Jacobsen - - - Sixth Grade
Jennifer Marquez - - - Sixth Grade
Renae Brooks - - - Title I
Hennessey Lans - - - Special Education
Kim McQuiston - - - Special Education
Tricia Weatherwax - - - Guidance
Emily McDonald - - - School Psychologist
Amanda Lans - - - Speech Pathologist
Aubree Warner - - - Speech Pathologist
Kristi Bose - - - Librarian
Tabitha Stalder - - - Vocal Music
Hannah Hofaker - - - Instrumental Music
Patty Hansen - - - Art
Ali Hosier - - - P.E.

Staff is provided, by Educational Service Unit #11, for special needs

Classified Staff

Denise Wiedel - Food Service Manager

Brenda Cook – Assistant Cook

Lena Jackson – Assistant Cook

Brandi Clark -- Assistant Cook

Justin Coffman - Maintenance Supervisor

Kevin Harper – Custodian

Joshua Karash -- Custodian

Becky Robinson – Custodian

– Transportation Director

Chloe Bennetts – Bus Driver

Matt Broeker – Bus Driver

Todd Brown – Bus Driver

Tina Hutchens – Bus Driver

Chris Joppa – Bus Driver

Tim Salzer -- Bus Driver

- Sp. Ed. Driver

Mike Schwanz – Bus Driver

Dennis Tegtman – Bus Driver

Kirk Einspahr -- Activity Driver

Mike Taylor – Activity Driver

**SCHOOL CALENDAR
2025-2026**

August 11 & 12	Teacher Workdays
August 13	First day for Students - 12:30 Dismissal
September 1	Labor Day -- No School
September 17	No School - Teacher In-Service Parent Teacher Conferences (1:30-7:30 p.m.)
October 10	End of 1st Quarter
October 13	Start of 2nd Quarter
October 17	Fall Break - No School
November 12	1:30 Dismissal - Teacher In-Service
November 26-28	Thanksgiving Vacation
December 12	Wrestling Invite -- No School for students
December 19	End of First Semester (Friday Dismissal)
December 24 – 28	NSAA Moratorium
January 5	School Resumes
January 21	1:30 Dismissal - Teacher In-Service
February 12	No School – Parent Teacher Conferences (1:30-7:30 PM)
February 13	Spring Break -- No School
March 11	End of 3rd Quarter
March 12 & 13	Spring Break -- No School
March 16	Start of 4th Quarter
April 3	Easter Break -- No School
April 6	Easter Break -- No School
May 9	Senior Graduation – 1:00 PM
May 11	SV JH Track Invite -- 12:30 Dismissal
May 20	End of Second Semester -- Last day of school
May 21	Teacher Workday

INTENT OF STUDENT HANDBOOK

This handbook is intended to be used by students, parents and staff as a guide to the rules, regulations, and general information about Southern Valley Public Schools. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

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

SOUTHERN VALLEY PUBLIC SCHOOL’S MISSION STATEMENT:

The mission of the Southern Valley School District is to create a positive atmosphere in which all students, through a well-rounded curriculum based on high educational standards, are provided an opportunity for continuing success.

PBIS STATEMENT:

Positive Behavior Intervention and Support (PBIS) is an approach to supporting students to be successful in school. PBIS was developed from research in the fields of behavior theory and effective instruction. School-wide PBIS focuses on the development and implementation of pro-active procedures and practices to prevent problem behavior for ALL students and improve school climate.

MTSS STATEMENT:

Multi-Tiered Systems of Support (MTSS) is an educational framework for continuous improvement, problem-solving, and decision-making. It promotes an integrated system, connecting general and special education, along with all teaching and learning components, into a high-quality, standards-based instruction and intervention framework. This framework is used to meet students' academic, social-emotional, and behavioral needs. The district has two teams that operate under this framework, one for K-6 and one for 7-12, with the two communicating and collaborating for transition needs.

FEDERAL REQUIREMENTS

NONDISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339. Additionally, program information may be made available in languages other than English.

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

- (1)Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202)690-7442; or
- (3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Drug-Free Schools

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

Education and Prevention

The District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this School District. Further, the District will have proper in-service orientation and training for all employed staff.

Standards of Conduct; Notice to Students and Parents

Students are to be provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities. It shall be the further policy of the District

to keep a file showing receipt of standards of conduct and a statement of disciplinary sanctions that may be taken for violations of such standards of conduct. The receipt shall be signed by both student and parent and returned to the respective Principal. It shall contain in prominent letters the following language:

"RECEIPT SHALL SERVE TO DEMONSTRATE THAT YOU AS PARENT OR GUARDIAN OF A STUDENT ATTENDING SOUTHERN VALLEY SCHOOLS HAVE RECEIVED NOTICE OF THE STANDARDS OF CONDUCT OF THIS DISTRICT EXPECTED OF STUDENTS CONCERNING THE ABSOLUTE PROHIBITION AGAINST THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF ANY OF THE SCHOOL'S ACTIVITIES AS DESCRIBED IN BOARD POLICY OR ADMINISTRATIVE REGULATION. THIS NOTICE IS BEING PROVIDED TO YOU PURSUANT TO P.L. 101-226 AND 34 C.F.R. PART 86, BOTH FEDERAL LEGAL REQUIREMENTS FOR THE DISTRICT TO OBTAIN ANY FEDERAL FINANCIAL ASSISTANCE. YOUR SIGNATURE ON THIS RECEIPT ACKNOWLEDGES THAT YOU AND YOUR CHILD OR CHILDREN WHO ARE STUDENTS ATTENDING THIS DISTRICT FULLY UNDERSTAND THE DISTRICT'S POSITION ABSOLUTELY PROHIBITING THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF THE SCHOOL'S ACTIVITIES AS HEREIN ABOVE DESCRIBED AND THAT COMPLIANCE WITH THESE STANDARDS IS MANDATORY. ANY NON-COMPLIANCE WITH THESE STANDARDS CAN AND WILL RESULT IN PUNITIVE MEASURES BEING TAKEN AGAINST ANY STUDENT FAILING TO COMPLY WITH THESE STANDARDS."

Drug and Alcohol Education and Prevention Program of the District Pursuant to The Safe and Drug-Free Schools and Communities Laws and Regulations

Students are to be provided an age appropriate, developmentally based drug and alcohol education and prevention program. The program educates on the adverse effects of the use of illicit drugs and alcohol, with the primary objective being the prevention of illicit drug and alcohol use by students.

Drug and Alcohol Counseling, Rehabilitation and Re-entry Programs

Students are to be provided information concerning available drug and alcohol counseling, rehabilitation, and reentry programs within sixty miles of the administrative offices of the District or, where no such services are found, within the State of Nebraska. Information concerning such resources shall be presented to all of the students of the District upon request by the counselor.

In the event of disciplinary proceedings against any student for any District policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel shall confer with any such student and his or her parents or guardian concerning available drug and alcohol counseling, rehabilitation, and reentry programs that appropriate school personnel shall consider to be of benefit to any such student and his or her parent or parents or guardian.

Safe and Drug-Free Schools-- Parental Notice of Right to Withdraw

Pursuant to the provisions of the No Child Left Behind Act, parents will be notified that, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

Standards of Student Conduct Pertaining to the Possession, Use, or Distribution of Illicit Drugs, Alcohol or Tobacco.

These standards are in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation. The District's standards prohibit the possession, use, or distribution of illicit drugs, alcohol or tobacco on school premises, in school vehicles, or as a part of any of the school's activities on or off school premises. Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession, use, distribution or being under the influence of any controlled substance, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession, use, distribution or being under the influence of alcohol.
4. Possession, use, distribution, or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes.
5. Possession, use, or distribution of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes.
6. Possession, use or distribution of any tobacco product to include any vaping device and products or lookalikes.

Disciplinary Sanctions

Violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion, and referral to appropriate authorities for criminal prosecution. In particular, students should be aware that:

1. Violation of these standards may result in suspension or expulsion.
2. Prohibited substances will be confiscated and turned over to law enforcement authorities.
3. The student may be referred for counseling or treatment.
4. Parents or legal guardians will be notified.
5. Law enforcement will be notified.
6. If it appears there is imminent danger to the student, other students, school personnel, or students involved, emergency medical services will be contacted.

Intervention

The Southern Valley School District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational climate or activity, the school then has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff. The school will issue a statement to all students and employed staff that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The school shall make available to students and employed staff information about any drug and alcohol counseling, and rehabilitation and reentry programs, which are available to students.

Administration

The administration is authorized to adopt such administrative rules, regulations or practices necessary to properly implement this policy. Such regulations, rules or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations and practices may include administrative forms, such as checklists to be used by staff to record observed behavior and to determine the proper plan of action.

DATING VIOLENCE - POLICY #5030

Southern Valley Public Schools strives to provide physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Dating violence will not be tolerated.

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

Incidents of dating violence involving students at school will be addressed as the administration determines appropriate, within the scope and subject to the limits of the District's authority.

Staff training on dating violence shall be provided as deemed appropriate by the administration. The dating violence training shall include, but need not be limited to, basic awareness of dating violence, warning signs of dating violence, and the District's dating violence policy.

Dating violence education that is age-appropriate shall be incorporated into the school program. Dating violence education shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

The administration will be responsible for ensuring that this dating violence policy is published in the school district's student-parent handbook or an equivalent such publication. Parents and legal guardians shall be informed of the dating violence policy by such other means as the administration determines appropriate. If requested, parents or legal guardians shall be provided a copy of the dating violence policy and relevant information.

REMINDER

NO WEAPONS ARE ALLOWED AT SOUTHERN VALLEY PUBLIC SCHOOLS—

REGARDLESS OF THE CONCEALED HANDGUN LAW

Southern Valley Public Schools

The Legislature has passed a concealed handgun law. We want to remind and assure staff, students, parents and visitors to our schools that weapons are **not** permitted to be brought to or possessed in our school buildings, school grounds, or school activities.

The concealed weapons law will allow adults to get a permit to carry a concealed handgun. Permit holders will be allowed to carry a concealed handgun in many places, but **NOT** at our school. Anyone who carries a handgun or weapon at our school is in violation of Board policies and is also committing a crime which will be reported to law enforcement.

We have copied below a section of the law:

Laws 2009, LB 63, Section 13 (1)(2)

Sec. 13. Section 28-1204.04

- (1) Any person who possesses a firearm in a school, on school grounds, in a school-owned vehicle, or at a school-sponsored activity or athletic event shall be guilty of the offense of unlawful possession of a firearm on school grounds. Unlawful possession of a firearm on school grounds is a Class IV felony
- (2) Any firearm possessed in violation of subsection (1) of this section in a school, on school grounds, in a school-owned vehicle, or at a school-sponsored activity or athletic event shall be confiscated without warrant by a peace officer or may be confiscated without warrant by school administrative or teaching personnel. Any firearm confiscated by school administrative or teaching personnel shall be delivered to a peace officer as soon as practicable.

STUDENT DISCIPLINE #5035/WEAPON POLICY #5049

- A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning student, parent contacts and parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.
1. *Short-Term Suspension:* Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:
 - a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
 - b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

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

days. A student who is on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.

3. *Expulsion:*

- a. *Meaning of Expulsion.* Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.
- b. *Suspensions Pending Hearing.* When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.
- c. *Summer Review.* Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.
- d. *Alternative Education:* Students who are expelled may be provided an alternative education program that will enable the student to continue academic work for credit toward graduation. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.
- e. *Suspension of Enforcement of an Expulsion:* Enforcement of an expulsion action may be suspended (i.e., “stayed”) for a period of not more than one full semester in addition to the balance of the semester in which the expulsion

takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.

- f. *Students Subject to Juvenile or Court Probation.* Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal's designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal's designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.
 - 4. *Other Forms of Student Discipline:* Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.
- B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well-being or rights of other students, staff or visitors.
- C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned,

leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, including e-cigarettes, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecency or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.

13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for riding school buses or vehicles.
17. A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:
 - a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
 - b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.
18. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing.

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.

- c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such a plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.
 - d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.
- D. Additional Student Conduct Expectations and Grounds for Discipline. The following additional student conduct expectations are established. Failure to comply with such rules is grounds for disciplinary action. When such conduct occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, the conduct is grounds for long-term suspension, expulsion or mandatory reassignment.

Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school.

Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing that shows an inappropriate amount of bare skin or undergarments:
 - 1. No buttocks (crack or cheeks), No cleavage, No midriffs
 - 2. No spaghetti straps, No off the shoulder tops, No sagging pants, No short shorts or skirts.
- b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs or which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar language.

All staff members have the authority to send students in violation of the dress code policy to the office. The administration will have the final authority in determining the appropriateness of any student attire. Continual violations of the dress code will result in disciplinary actions under paragraph A.4a (15) of this policy.

Consideration will be made for students who wear special clothing as required by religious beliefs, or disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal's office.

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

Consequences:

Level One Offense – Change clothes immediately

Level Two Offense (Not complying with a request by the teacher or staff member) – change clothes immediately and notify parents

Level Three Offense (Multiple referrals) – Insubordination with in-school suspension

2. Academic Integrity.

- a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student’s level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

- b. Definitions: The following definitions provide a guide to the standards of academic integrity:

- (1) “Cheating” means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:

- (a) Tests (includes tests, quizzes and other examinations or academic performances):

- (1) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
- (2) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulas in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for “open book” tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
- (3) Use of Other Student Answers: Copying or looking at another student’s answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student’s paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student’s answers on the test paper.
- (4) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for

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

another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.

- (b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
- (3) "Contributing" to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.
- c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:
 - (1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.
 - (2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.
 - (3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

3. Electronic Devices

- a. Philosophy and Purpose. The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.
- b. Definitions. "Electronic devices," include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, laptop computers, and other electronic

or battery powered instruments which transmit voice, text, or data from one person to another.

c. Possession and Use of Electronic Devices.

- (1) Students are not permitted to possess or use any electronic devices during class time or during passing time except as authorized by classroom teachers. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.
- (2) Students are permitted to possess and use electronic devices before school hours, at lunchtime, and after school hours, provided that the student not commit any abusive use of the device (see paragraph (4)(a). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.
- (3) Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a laptop computer for a class presentation).
- (4) Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).

d. Violations

- (1) Students shall not use electronic devices at any time or place for:
 - (a) activities which disrupt the educational environment;
 - (b) illegal activities in violation of state or federal laws or regulations;
 - (c) unethical activities, such as cheating on assignments or tests;
 - (d) immoral or pornographic activities;
 - (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; or
 - (f) activities which invade the privacy of others.Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.
- (2) Electronic devices used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.
- (3) First Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and school

principal. The electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.

- (4) Second Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and his/her parent/guardian and the school principal. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.
- (5) Third Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.
- (6) Subsequent Violations: Students who are repeat offenders of this policy shall be subject to the imposition of any appropriate disciplinary action, which may include suspension and expulsion from school.
 - e. Responsibility for Electronic Devices. Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

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

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

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

- F. Specific Rule Items: The following conduct may result in disciplinary action which, in the repeated violations, may result in discipline up to expulsion:
1. Students are not given locker passes, restroom passes or telephone passes to leave a classroom or study hall unless special circumstances arise.
 2. Students are expected to bring all books and necessary materials to class. This includes study halls.
 3. Assignments for all classes are due as assigned by the teacher.
 4. Students are not to operate the mini-blinds or the windows.
 5. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
 6. Students are to be in their seats and ready for class on the tardy bell.
 7. Special classes such as Industrial Technology, Art, P.E., and computers courses will have other safety or clean-up rules that will be explained to you by that teacher which must be followed.
 8. Students are not to bring “nuisance items” to school. A nuisance item is something that is not required for educational purposes and which would cause a distraction to the student or others.
 9. Students are to stand back from the entry steps and doors in the mornings before school and at noon before the bell so that others may pass in and out of the entry doors.
 10. Snow handling is prohibited.

G. Law Violations

1. Cases of law violations or suspected law violations by students will be reported to the police and to the student's parents or guardian as soon as possible.
2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.
3. In an effort to demonstrate that student behavior is always subject to possible legal sanctions regardless of where the behavior occurs it is the District's policy to notify the proper legal authorities when a student engages in any of the following behaviors on school grounds or at a school sponsored event:
 - (a) Knowingly possessing illegal drugs or alcohol.
 - (b) Aggravated or felonious assault.
 - (c) Vandalism resulting in significant property damage.
 - (d) Theft of school or personal property of a significant nature.
 - (e) Automobile accident.
 - (f) Any other behavior which significantly threatens the health or safety of students or other persons, and such other offenses which are required to be reported by law.

When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made.

Legal Source: Neb. Rev. Stat. Sections 79-254 to 79-296

Part-Time Enrollment

See policy #5003

Medication Administration Policy

See policy #5024

Student Self-Management of Asthma, Anaphylaxis, and/or Diabetes

See policy #5053

District Title I Parent and Family Engagement Policy - #5057

The school district will jointly develop with parents a School-Parent-Student Compact that outlines how the parents, school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

The written District Parent and Family Engagement Policy will be jointly developed and distributed to parents and family members of participating children and the local community in an understandable format and to the extent practicable, in a language the parents can understand. An annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy will be used to design evidence-based strategies for more effective parental involvement, to revise the Parent and Family Engagement Policy, and to remove barriers to participation.

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parent and family engagement in the Title I program. Parent and family engagement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved-. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards, type and extent of participation, parental input in educational decisions, coordination and integration with other Federal, State, and district programs, and evaluations of progress.

3. Opportunities for participation in parent involvement activities such as training to help parents work with their children to improve achievement.—A goal of the parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, parents with limited literacy, are economically disadvantaged, are of a racial or minority background or—parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district’s other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.
5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.
7. Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

HOMELESS STUDENTS POLICY #5014

A. General Policy

The school district will provide tuition free education for homeless children and youth who are in the district and accord them the educational rights and legal protections provided by state and federal law. Homeless children and youth shall not be stigmatized or segregated on the basis of their status as homeless and shall have access to the same services offered to other students. It is the intent of this policy to remove barriers to the enrollment and retention of homeless children and youth in the school district.

B. Homeless Liaison

The district’s homeless liaison is the Superintendent. Students in homeless situations who require assistance should contact the liaison at 308-868-2222 or in person at 43739 Highway 89, Oxford, NE 68967.

C. Definitions

- a. “Homeless children and youth” means individuals who lack a fixed, regular, and adequate nighttime residence and include

1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals or are awaiting foster care placement; and
 2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
 3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
 4. Migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).
- b. The term "homeless" or "homeless individual" does not include any individual imprisoned or otherwise detained by the act of Congress or by state law.
 - c. "Child" and "youth" refers to persons who, if they were children of residents of the District, would be entitled to a free education.
 - d. The term "unaccompanied youth" includes a youth not in the physical custody of a parent or guardian.
 - e. "School of origin" means the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.

4. Strategies to Address Enrollment Delays. In order to address enrollment delays resulting from homelessness, the school district shall immediately enroll homeless students even if they are unable to produce records normally required for enrollment such as immunization and medical records, residency documents, birth certificates, school records, or other documentation, or guardianship documents. The school district shall immediately contact the school last attended by the student to obtain academic and other records. The school district's homeless liaison shall assist in obtaining necessary immunizations, or immunization or medical records.

5. Transportation. Transportation shall be provided to homeless students to the extent required by law and comparable to that provided to students who are not homeless. At the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison), transportation shall be provided to and from the school of origin as follows:

- a. If the homeless child or youth continues to live in the area served by the school district, the child's or youth's transportation to and from the school of origin shall be provided or arranged by the school district.
- b. If the homeless child's or youth's living arrangements in the area served by the school district terminate and the child or youth, though continuing his or her education in the school district, begins living in an area served by another school district, the school district and the new school district in which the homeless child or youth is living shall negotiate to agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school district. If the districts are unable to agree, the responsibility and cost for transportation shall be shared equally.

- 6. Dispute Process.** If a dispute arises over school selection or enrollment in a school:
- a. The child or youth shall be admitted immediately to the school in which enrollment is sought, pending resolution of the dispute;
 - b. The child, youth, parent, or guardian shall be referred to the district's homeless liaison who shall carry out the dispute resolution process within (30) thirty calendar days after receiving notice of the dispute;
 - c. The parent or guardian of the child or youth shall be provided with a written explanation of the school's decision regarding school selection or enrollment, including the rights of the parent, guardian, or youth to appeal the decision within (30) thirty calendar days of the time such complaint or dispute is brought.
 - d. In the case of an unaccompanied youth, the homeless liaison shall ensure that the youth is immediately enrolled in the school in which enrollment is sought pending resolution of the dispute.

7. Appeal Process

- a. **Nebraska Department of Education.** If the Complainant is not satisfied with the written decision of the District after the dispute resolution process, the Complainant may appeal the decision of the District to the Commissioner of the Nebraska Department of Education within (30) thirty calendar days of receipt of the decision from the District, pursuant to Nebraska Department of Education Rule 19.
- b. **State Board of Education.** If the Complainant is not satisfied with the decision of the Commissioner, the Complainant may file a Petition with the State Board of Education within (30) thirty calendar days of the receipt of the decision of the Commissioner pursuant to Nebraska Department of Education Rule 19.

STUDENT PRIVACY PROTECTION POLICY #5015

The Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA) and The No Child Left Behind Act (NCLB).

A. Surveys

Surveys Created by a Third Party

This section applies to every survey that is created by a person or entity other than a district staff member or student; regardless of whether the student answering the questions can be identified; and regardless of the subject matter of the questions.

Parents have the right to inspect any survey created by a third party before that survey is distributed to their student.

Surveys Requesting Particular Sensitive Information

Sensitive information shall include:

- Political affiliations or beliefs of the student or the student's parent(s);
- Mental or psychological problems of the student or the student's family;
- Sexual behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;

- Critical appraisals of other individuals with whom respondents have close family relationships;
- Legally recognized privileged or analogous relationships, such as those of lawyers; physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or student’s parent(s); or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.

No student shall be required to submit to a survey, analysis, or evaluation that requests sensitive information.

If a survey requesting sensitive information is funded, in whole or in part, by a program administered by the U.S. Department of Education, the school district must obtain the written consent of a student’s parent(s) before the student participates in the survey.

School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey (created by any person or entity, including the district) containing any sensitive information.

Parents have the right to inspect any survey which requests sensitive information before that survey is distributed to their student.

Survey Inspection Requests

School officials shall inform parents of their right to inspect surveys requesting sensitive information before the surveys are distributed to any student.

All survey inspection requests must be in writing to the building principal and delivered to the building principal prior to the date on which the survey is scheduled to be administered to the students.

The principal shall respond to survey inspection requests without delay.

B. Invasive Physical Examinations

The term “invasive physical examination” means:

- any medical examination that involves the exposure of private body parts; or
- any act during such examination that includes incision, insertion, or injection into the body; and
- does not include a hearing, vision, or scoliosis screening.

Parents may refuse to allow their student to participate in any non-emergency, invasive physical examination or screening that is:

- required as a condition of attendance;
- administered by the school and scheduled by the school in advance; and
- not necessary to protect the immediate health and safety of the student, or of other students.

This policy does not apply to any physical examination or screening that:

- is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification;
- is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*)
- is otherwise authorized by Board policy.

C. Collection of Personal Information from Students for Marketing

The term “personal information” means individually identifiable information including:

- student’s and parent(s)’ first and last name;
- home or other physical address;
- telephone number; and/or
- social security number.

No school official or staff member shall administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information.

This policy does not apply to the collection, disclosure or use of personal information for the exclusive purpose of providing educational services to students, such as the following:

- post-secondary education recruitment;
- military recruitment;
- tests and assessments to provide cognitive, evaluative, diagnostic or achievement information about students; and/or
- student recognition programs.

D. Inspection of Instructional Material

Definition

The term “instructional materials” means instructional content that is provided to a student regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet).

The term does not include academic tests or academic assessments.

Parents may inspect, upon their request, any instructional material used as part of their child’s education curriculum.

Curriculum inspection requests must be made to the building principal in writing.

Building principals shall respond to inspection requests within a reasonable amount of time.

E. Notification of Rights and Procedures

The superintendent shall notify parents of:

- this policy and its availability upon request from the office of the district;
- how to opt their child out of participation in activities as provided for in this policy;
- the approximate dates during the school year when a survey requesting personal information is scheduled or expected to be scheduled; and
- how to request access to any survey or other material described in this policy.

This notification shall be given to parents as least annually, at the beginning of the school year and within a reasonable period after any substantive change in this policy.

ANTI-BULLYING POLICY #5054

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 anti discrimination 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.

NOTICE CONCERNING STAFF QUALIFICATIONS #4022

All educators must be duly certified by the Nebraska Department of Education in accordance with the Department's rules and the laws of Nebraska. They must file copies of their teaching certificates, including endorsements, with the superintendent of schools, and must promptly file any changes in certification or endorsements. Certified employees are required to maintain all their endorsements, and may not permit any endorsement to lapse or remove it from their certificates. The board or superintendent may require a certified employee to obtain a new endorsement when it is deemed necessary for the benefit of the school district and/or to comply with federal or state requirements.

NOTICE OF PARENTAL RIGHTS

The Family Education Rights and Privacy Act (FERPA) provides parents and guardians certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the day the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If you believe one of your student's records is inaccurate, you should write the school principal, clearly identify the part of the record you want changed, and specify why it is inaccurate. If the school decides not to amend the record as requested, it will notify you of the decision and advise you of your right to a hearing regarding the request for amendment.

FERPA and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of nonschool individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children.

Directory information is information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if it were disclosed. For example, an athletic program that lists the names of team members and their heights and/or weights and an academic program that lists the names of students receiving academic awards both contain directory information. So do other school district publications and the district's website. Directory information includes the following information about a student:

- Name and grade
- Address
- Telephone number, including the student's cell phone number
- Email address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information about your student(s) can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that market or manufacture class rings, sell student photographs or publish student yearbooks.

Federal law requires school districts to provide military recruiters and institutions of higher education with the names, addresses and telephone listings of high school students unless parents have notified the school district that they do not want this information disclosed without prior written parental consent.

You have two options:

If you DO NOT OBJECT to the disclosure of directory information about your student, you do not need to do anything.

If you OBJECT to the disclosure of any directory information about your student, you should write a letter to the principal at the building where your student(s) attend(s) school. This letter should specify the particular categories of directory information that you do not wish to have released about your child or the particular types of outside organizations to which you do not wish directory information to be released. This letter must be received by the school district no later than **AUGUST 20TH, 2024**.

Non-directory Information. Please be aware that all of the other personally identifiable information about your student(s) that is contained in this school district's education records will generally not be disclosed to anyone outside the school system except: (1) in accordance with the provisions of FERPA and regulations, (2) in accordance with state statutes and regulations, or (3) in accordance with your written instructions. Internal Use of Information. Whatever choice you make, the school district will be able to use this directory information for internal school purposes and to share it with other education institutions in accordance with law. Transfer of Records Upon Student Enrollment. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform you when it makes a disclosure under this provision. Complaints. You have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-4605

STUDENT INTERNET AND COMPUTER ACCESS #5037

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

I. Student Expectations in the Use of the Internet

A. Acceptable Use

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.
3. Students may use the Internet to gain access to information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for appropriate educational purposes.

B. Unacceptable Use

1. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
3. Students shall not use email, chat rooms, instant messaging, or other forms of direct electronic communications on school computers for any unauthorized or unlawful purpose or in violation of any school policy or directive.
4. Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3/mp4 sharing systems.
5. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
6. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
7. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
8. Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.
9. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
10. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
11. Students shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
12. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
13. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
14. Students shall not forge electronic mail messages or web pages.

II. Enforcement

A. Methods of Enforcement

1. The district monitors all Internet communications, Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.
2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

B. Consequences for Violation of this Policy

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
 - a. Loss of computer privileges;
 - b. Short-term suspension;
 - c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
 - d. Other discipline as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

III. Children's Online Privacy Protection Act (COPPA)

- A. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
- B. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

VISITORS

The Board of Education has had and continues the policy that no adult visitors are allowed in the classroom the last full week of school. The policy further restricts having pre-school age children with you during classroom visitation. We request that other visits are not made during the last 3 weeks, or the first 2 weeks of the school term. These are extremely busy times and will not provide you with a true representation of classroom participation. Organized student programs are not part of this restriction. Students from other schools, friends, cousins, etc. are not allowed to visit during the school day unless approved by the administration.

It is required that all visitors report to the front office upon arrival. If you should plan to eat lunch while visiting school, the cost will be set per meal cost, regardless of age, and the count must be turned in to the office by 9:00 a.m.

Students from other schools are not allowed to visit school during regular hours without permission in advance from the school principal. Visits are not to exceed one day during the school year.

ASSIGNMENT OF STUDENTS AND CLASSES

The district reserves the right to appropriately place the grade in which a student shall be classified.

Transcripts from accredited schools are required for transfer students.

RECORDING OF GRADES ON PERMANENT FILES

Grades are not recorded on permanent files or given to students until obligations that the child may have acquired are met. These obligations can range from checking in school property or paying for the item's replacement, to paying organizations or school bills. Such action is handled in the principal's or superintendent's office.

GRADES

A = 100 – 93

B = 92 - 85

C = 84 - 77

D = 76 - 70

F = Below 70 (Failing)

I = Incomplete

REPORT CARDS AND INTERIM REPORTS

Student classroom performances are evaluated and reported on a nine-week basis. The report cards will be distributed following the completion of each nine-week grading period.

An interim report is used by teachers to identify, in writing, radical changes in student progress. Such a report should be viewed by parents as a clear signal of concern.

ACADEMIC RESPONSIBILITY

An important aspect of your school life is academics. Parents and teachers want each student to be successful and derive a satisfying total experience from school. We have designed a curriculum which provides for many individual wants and needs. While parents and faculty members may be concerned about the grades earned by a student, the responsibility for all grades earned rests with the individual student. Each student should keep himself/herself informed and knowledgeable about his/her academic standing.

SPECIAL EDUCATION

Southern Valley School District utilizes a Multi-Tiered Systems of Support process to implement evidence-based practices to address academic and functional concerns identified by either school personnel or parents. Through this process, the district complies with state and federal regulations of Child Find. Child Find ensures that all children (birth to 21) who reside within the Southern Valley School District and are suspected of having a disability are identified, located, and evaluated. Other Child Find activities are used to support the district in identifying, locating, and evaluating children birth to Pre-K.

Upon reviewing data collected from instructional practices implemented, the district may determine to seek parental consent for an evaluation for special education and related services. The Southern Valley School District and the student's parents will analyze the results from the evaluation to determine eligibility for special education and related services. If eligibility is determined, the district will develop an individualized educational plan to meet and monitor the student's needs.

HIGH ABILITY PROGRAM

The Southern Valley School District also utilizes the Multi-Tiered Systems of Support process to identify and support students who are considered high-ability.

SCHOOL MEAL PROGRAM AND MEAL CHARGES

Meal Program. The school district will make a school meal program available to students. The cost of the program will be determined by the board of education so as to make the program as nearly self-supporting as possible. With board approval, the district may contract with a private company or corporation for the management and/or provision of the program.

The district will notify the families with children attending school of the current guidelines for free or reduced-price school meals. A copy of the complete regulations and procedures regarding reduced-price and free meals shall be available in the office of the superintendent.

A complete breakfast program is available for students. Breakfast will be served at the elementary and Jr. Sr. High School. The cost is:

Grades Pre K - 6 = \$2.25 per individual meal or \$45.00 for a 20 meal ticket

Grades 7 - 12 = \$2.35 per individual meal or \$47.00 for a 20 meal ticket

Adults = \$2.50 per individual meal

Visitor = \$2.50 per individual (regardless of age)

A complete hot lunch program is also available for students. The cost is:

Grades Pre K - 6 = \$2.90 per individual meal or \$58.00 for a 20 meal ticket

Grades 7 - 12 = \$3.15 per individual meal or \$63.00 for a 20 meal ticket

Adults = \$3.85 per individual

Visitor = \$3.85 per individual (visitor)

Milk tickets can be purchased at a price of \$25.00 for 50 cartons of milk, \$86.50 for the year, or 50 cents each for students.

Meal Charge Policy. The district will notify students and their families of the policy for **Charged Meals**, meaning meals received by a student when the student does not have money in hand or in his or her food account. The policy applies to students who receive meals at the free, reduced, or full rates.

Notice of this policy must be provided in writing to all households at the start of each school year and to households that transfer to the school during the school year. Notice may be provided through the student handbook, student registration materials, online portal used to access student accounts, direct mailing or e-mail, newsletter, the district website, and/or any other appropriate means. Notice of this policy will also be provided to all school staff responsible for the enforcement of it, including food service professionals responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and other staff involved in enforcing any aspect of this policy.

The district's policy on charged meals is: If a student has no funds available to pay for a meal, the student will be provided and charged for a limited "courtesy meal" option, such as a plain sandwich, milk, and a piece of fruit.

Collection of Delinquent Meal Charge Debt

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due

dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law.

Collection efforts may continue into a new school year.

In the event that the Nebraska Department of Education develops a state level meal charge policy, it shall supersede that portion of this policy.

EMERGENCY INFORMATION SHEETS

Each child is provided a sheet that we request the parents/guardian fill out. The information is needed to provide student assistance should an emergency occur. This sheet also requests phone numbers, including unlisted numbers, so that we can reach you as quickly as possible. In rare cases, when we cannot reach a parent or guardian and an emergency exists, the child will be taken or sent to emergency health service. Costs in such cases shall be the responsibility of the family.

These sheets are kept in a file in the school office and should any changes occur, contact the office so that we may get a new sheet to you or we may pencil in the changes for you.

ILLNESS

Students who become ill at school are to report to the nurse's office to obtain a pass and transportation home. Under no circumstances should a student leave school without first reporting to the nurse's office. Parents/guardians will be notified of the illness and the student will be sent home when a safe conveyance can be found. If a parent/guardian can not be reached, the emergency contact will be notified of the illness. Office personnel will make every effort to determine the degree of illness prior to contacting the student's parent/guardian. Any illness of over three days duration may require verification from a physician for re-admittance of the student to classes.

HEALTH REGULATIONS NEBRASKA LAW REQUIRES

Nebraska law requires that the parents or legal guardian furnish the following documents to the school:

(1) A certified copy of the student's birth certificate issued by the state in which the child was born, prior to admission of a child for the first time. Other reliable proof of the child's identity and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate. An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced.

(2) Evidence of a physical examination by a physician, physician assistant, or an advanced practice registered nurse, within six months prior to the entrance of the child into the beginner grade and the seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a physical examination.

(3) Evidence of a visual evaluation by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, within six months prior to the entrance of the child into the beginner grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a visual evaluation. The visual evaluation is to consist of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity.

(4) Evidence of protection against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella, Hepatitis B, Varicella (chicken pox) and Haemophilus Influenzae type b (Hib) and other diseases as required by applicable law, by immunization, prior to enrollment. Exceptions are allowed based on: (1) written statement by health care provider that immunization would be injurious to the student or a family member or (2) affidavit of a religious reason for non-immunization. Provisional enrollment is allowed based on: (1) written statement of health care provider that immunizations have begun, and immunization is continued as rapidly as medically feasible and (2) written statement of parent or guardian that immunizations have been completed, where the child's parent is in the military, the child is enrolling following residence outside the state, and proof of immunization is given within 60 days. Refer to HHS regulations, 173 NAC 3.

Forms to submit objections are available from the school.

The following information is provided to assist a parent or guardian in receiving information regarding free or reduced-cost visual evaluations for low-income families who qualify: Information about free or reduced-cost visual evaluations may be obtained from the Nebraska Optometric Association (NOA), <http://www.noaonline.org/>, 201 North 8th Street, Suite 400 P.O. Box 81706, Lincoln, NE 68501--Fax 402-476-6547--Phone 402-474-7716. To identify a participating SEE TO LEARN doctor nearest you, call 1-800-960-3937. For assistance from VISION USA call 1-800-766-4466. In addition, Lions Clubs throughout Nebraska are committed to assisting disadvantaged families by sponsoring eye exams and eyewear. NOA member doctors will provide eye exams at no cost if no other resources are available.

Students from Kindergarten through 12th grade, including all transfer students from outside the state of Nebraska and any foreign student are considered immunized if they have received:

- 3 doses of DTaP, DTP, DT, or Td vaccine, one dose given at or after 4th birthday All 7th graders are required to have 1 dose of Tdap (must contain Pertussis booster) – this dose can be received any time after 10 or 11 years of age depending on which brand of vaccine is received.
- 3 doses of Polio vaccine
- 2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month
- 3 doses of pediatric hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age
- 2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.

ASTHMA PROTOCOL #5053

This is a required policy under NDE Rule 59.

The District will adopt and implement the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis Protocol as required by the Nebraska Department of Education.

The Superintendent, in conjunction with licensed health personnel, shall establish administrative regulations for the implementation of this policy. The regulations established shall comply with NDE rules regarding the protocol to follow in case of a life-threatening asthma or systemic allergic reaction and use of an EpiPen and albuterol. Also, these shall ensure that each school building will procure and maintain the equipment and medication necessary under the protocol in the case of any student or school staff emergency. Staff training in using the protocol shall occur periodically. Records of such training and occurrences of administering medication under the protocol shall be maintained.

The Emergency Protocol shall be implemented, and the equipment and medication necessary to implement the Emergency Protocol shall be maintained, at each school building while school is in session. For purposes of the Emergency Protocol, the phrase "while school is in session" is defined as the core instructional school day. The "core instructional school day" is defined as that portion of each day school is in session during which teachers are on duty to provide and students are scheduled to receive instruction in the School District's curriculum, generally beginning at 8:00 a.m. and ending at 3:30 p.m. The Emergency Protocol shall not be required to be implemented other than in the school buildings while school is in session, and as such is not required to be implemented at extracurricular activities, on school buses, or during school field trips. Implementation of the Emergency Protocol at such non-mandatory times or places shall be made in the discretion of the administration and shall be subject to the availability of the employees designated or trained in implementation of the Emergency Protocol and the availability of the necessary equipment and medication at such times or places.

The parent or guardian of a student of minority age may sign a waiver requesting that their student not receive emergency treatment under this protocol. Information about the waiver shall be provided to parents in the student handbook.

Legal Reference: NDE Rule 59.006

Cross Reference: Policies on Administration of Medication to Students

COMMUNICABLE DISEASE #3048

The school district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases.

Communicable Diseases. Communicable diseases are defined by the Nebraska Department of Health and Human Services in Title 173 Nebraska Administrative Code Chapter 1 and include HIV/AIDS, Hepatitis (A, B, and E), Measles, Mumps, and Tuberculosis.

School Attendance and Participation in School Sponsored Activities. A student who has been diagnosed with a communicable disease shall be provided with educational services in accordance with state law and board policy. Generally, individuals with a communicable disease will be restricted only to the extent necessary to prevent the transmission of the disease, to protect their health and rights of privacy, and to protect the health and safety of others. The decision regarding a student's education program and placement shall be made on an individual basis in light of current medical and educational information and recommendations. These will be determined by the superintendent, the student's Section 504 or Individualized Education Program (IEP) team, or the district's Crisis Team. In addition, participation in Nebraska School Athletic Association (NSAA) events will be subject to its rules and procedures, if any.

Infection and Exposure Control Procedures/Universal Precautions. The district will monitor the information available through the Federal Centers for Disease Control, the Nebraska Department of Health and Human Services, and the Occupational Safety and Health Administration. This policy and any procedures, universal precautions, or exposure control plan will be modified, if appropriate, based upon the best new medical information provided by the above sources.

The superintendent will take appropriate measures if there is an epidemic or outbreak of a communicable disease which may include, but it's not limited to, the emergency exclusion or alternative placement of students or the closure of a school building or the entire school district.

Confidentiality. The existence of an individual's communicable disease shall be treated as confidential and will be limited to school staff on a "need-to-know" basis. If it is necessary to inform a person of another's condition (due to exposure, for instance), the person will be notified of the confidentiality of that disclosure. In addition, any communication about a student's communicable disease shall be consistent with that student's IEP or Section 504 Plan, if any.

Staff Training. Staff will receive training regarding communicable diseases and the requirements of this policy and any adopted procedures as part of the training received under the Workplace Injury Prevention and Safety Committee policy.

Reporting. School staff who learn that an individual has a communicable disease will report it to the proper authority as required by Title 173 Nebraska Administrative Code Chapter 1

Southern Valley Schools shall cooperate with county and state health department officials in developing procedures for the control of communicable diseases in the schools. All procedures shall conform to the regulations for communicable disease control set up by the state health department.

In general, a student with a communicable condition will be allowed to attend school in the student's usual class setting only after written approval has been secured from the student's physician stating that the disease is not in a communicable stage. Without such a written statement, a student with a communicable condition is subject to an emergency exclusion. The school reserves the right to consult with a second physician to secure another opinion if a second opinion is deemed necessary by school personnel.

In general, a district employee with a communicable condition will be allowed to work only after securing a physician's written statement indicating that the disease is not in a communicable stage. The school reserves the right to secure an independent second opinion if such is deemed necessary.

Students' Communicable Conditions

- A) The school principal and the Student Assistance Team will function as liaisons with the student's physician as necessary, and will coordinate the health management procedures within the school building.
- B) The decision to exclude a student from school shall be made by the Superintendent, after consultation with the appropriate building principal. Decisions regarding the type of educational setting for students who are not excluded from classes will be based on the behavior, neurological development and physical condition of the student and the expected type of interaction within others in that setting. Educational plans for these students will be developed by the Student Assistance Team, with the help of parents or guardians and the appropriate medical personnel.
- C) The privacy of the student and family must be protected, and knowledge that a student has a communicable condition should be confined to persons with a direct need to know. If it becomes necessary to inform others, these persons will be provided with information concerning necessary precautions, and they will be made aware of confidentiality requirements.
- D) Students who present a high risk of disease transmission may be temporarily excluded from school by the administration after consultation with the Student Assistance Team, the student's physician, parents, and/or their representative, school nurse, or the school's physician.
- E) A student might be considered at high risk if the student: exhibits behaviors that may spread the disease (e.g., biting, lacks toilet training or is incontinent) or has an open sore that cannot be concealed or hygienically covered, any of which could result in direct spreading of the condition or disease.
- F) During the time a student is excluded from the classroom, an appropriate alternative or adjustment to the student's education will be provided. The Student Assistance Team will review long-term cases at least monthly, or more often if necessary.

Employees' Communicable Conditions

- A) Any employee who contracts a communicable condition should report the same to the building principal who should, in turn, report to the Superintendent in a confidential manner. The Superintendent shall then consult with the employee and appropriate medical personnel to evaluate the medical and psychological condition of the employee. The Superintendent shall recommend reasonable accommodations so that the employee may continue in employment as long as the student is physically able to do so.
- B) The privacy of the employee must be protected, and knowledge that an employee has a communicable condition should be confined to persons with a direct need to know. If it becomes necessary to inform others, these persons will be provided with information concerning necessary precautions and will be made aware of confidentiality requirements.
- C) Employees who present a high risk of disease transmission will be temporarily excluded from work after consultation with appropriate medical authorities.

MEDICATION OF STUDENTS #5024

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

Medication must be labeled with the current prescription. Over-the-counter medication can only be given with a signed medication authorization form from the parent or guardian. Medication must be in the original container and clearly marked with the student's name. Medication administration must follow label instructions unless a physician's order is received. All medication is to be kept in the nurse's office.

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

Legal Reference: Neb. Rev. Stat. §§ 71-6718 to 71-6742; NDE Rule 59

STUDENT CELL PHONE AND OTHER ELECTRONIC DEVICES #6025

Students may use cellular phones or other electronic devices while at school, so long as they do so safely, responsibly and respectfully and comply with all other school rules while using these devices.

By bringing their cell phones and other electronic communication devices to school, students consent to the search of said devices by school staff when permitted by law.

Students may not have cell phones or electronic devices on while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (including things like texting, sexting, e-mailing, etc.) may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct.

While on school property, at a school activity, or in a school vehicle, students may not use their cell phones or electronic devices to bully, harass, or intimidate any other person as governed by the student code of conduct.

Students shall be personally and solely responsible for the security of their electronic devices. The district is not responsible for theft, loss or damage of any electronic device, including or any calls or downloads.

Students who violate this policy may have their cell phones or electronic devices confiscated immediately. The administration will return confiscated devices to the parent or guardian of the offending student, after meeting with the parent or guardian to discuss the rule violation. Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

TEXTBOOKS

Textbooks are valuable learning aids for a student. Textbooks are provided for each student by the School District. In return, the School District expects the student to care for the textbooks in a careful manner. The students will be responsible for the condition of all textbooks, and may be fined for any excess damage to them. It is suggested that the students make book covers to help in preserving the condition of the books.

STUDENT LOCKERS

Each student will be assigned a locker. Students are also responsible for the cleanliness inside their locker and the door of their locker. Students may be assessed a fine for damage to lockers.

SEARCHES OF LOCKERS AND OTHER TYPES OF SEARCHES

Student lockers, desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers and other such property may be conducted at the discretion of the administration.

The following rules shall apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search must be conducted in a reasonable manner under the circumstances.
2. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon shall be confiscated and delivered to law enforcement officials as soon as practicable.
3. Items which have been or are reasonably expected to be used to disrupt or interfere with the educational process (that is, "nuisance items") may be removed from student possession.

STUDENT VALUABLES

Students, not the school, are responsible for their personal property. Students are cautioned not to bring large amounts of money or items of value to school. If it is necessary to bring valuable items or more money than is needed to pay for lunch, leave the money or valuables with a staff member in the school office for temporary and safe-keeping. Even then, the school is not in a position to guarantee that the student's property will not be subject to loss, theft, or damage.

BUS OPERATION RULES AND REGULATIONS

Regular bus transportation shall be provided to designated stops on bus routes, outside city limits, within the school district. Occasional exceptions to regular bus schedules shall require prior administrative approval.

Those desiring a new regular stop designation shall complete a “Request for Bus Stop Designation” form, available from either school office.

For the purpose of this policy, a “new bus stop designation” shall be defined as a new physical stop location or a change in a student’s regular bus stop location (i.e. a stop other than the student’s residence, whether new or existing).

Criteria for the addition of a bus stop designation shall be as follows:

- 1) The stop location must be along a current bus route. *Note:* A person may submit a “Request for Bus Stop Designation” form, even if the requested stop is not currently on an existing bus route. These requests will be taken into consideration prior to the start of each school year, when new bus routes are being developed.
- 2) The new stop must not cause the bus route time to exceed sixty (60) minutes. Any bus route that exceeds sixty (60) minutes in length will not be allowed additional stop designations.
- 3) The addition must not cause the bus to exceed its maximum desirable capacity. The maximum desirable capacity for all buses shall be 80% of the maximum capacity stated on the bus. Any bus that exceeds 80% of the maximum capacity stated on the bus will not be allowed additional stop designations.

RULES WHILE RIDING THE BUS

1. The school bus driver is in complete charge of the school bus. As soon as a student enters the bus, they fall under the direction of the driver. Students shall cheerfully and promptly comply with driver's requests.
2. The driver may assign seats to the students.
3. Students shall not converse with the driver when the bus is in motion unless it is absolutely necessary.
4. Outside of ordinary conversation, classroom conduct shall be observed by all students. Smoking, excessive noise, obscene literature, language or gestures, scuffling, fighting, slapping, or littering are prohibited on school buses. Remember that loud talk, laughing, and other forms of misconduct may distract the driver's attention and an accident could result.
5. Students shall not throw waste on the floor and shall assist in keeping the bus safe and sanitary at all times.
6. Nothing shall be thrown out of the bus windows.
7. Students shall keep head and hands inside the bus at all times. No part of their body shall extend through the bus window at any time.
8. Students shall remain in their seats while the bus is in motion.
9. Students shall never tamper with the bus or any of its equipment. Any student who damages any part of the school bus will be removed from bus service. For minor violations of rules a student will be given a pink slip containing information about the violation. This slip must be signed by a parent/guardian before the student will be allowed back on the bus.
10. Students should report damage to the bus driver.
11. Students must be absolutely quiet while the bus is stopped for a railroad crossing.
12. Students shall not use the emergency door unless an emergency exists.
13. Students shall remain in the bus in cases of road emergency unless directed to do otherwise by the driver.
14. Students riding the morning shuttle bus from Beaver City, Orleans or Oxford are to be at the pick-up site by 7:45 and no earlier than 7:35, **as the bus leaves for Southern Valley at 7:50 a.m.**

TRAFFIC VIOLATIONS

Anyone who passes a school bus from either direction while it is stopped and has lights flashing and the stop arm extended will be reported to the sheriff of that county.

Anyone that passes a school transportation vehicle in a marked "no passing" zone will be reported to the sheriff of that county.

EXTERNAL SCHOOL FUND DRIVES

Due to the proliferation of using school age children to raise funds for other than school related projects, the school will no longer sponsor or assist in these fund drives. We will post a poster listing who to contact for local sponsored fund drives.

ACTIVITY TICKETS

Student activity tickets for admission to all school sponsored activities (not to include any tournament) may be purchased for \$20.00 for students grades 1 - 6. Adult activity tickets - \$55.00. Family activity tickets - \$105.00.

Golden age passes are available free to anyone 62 and older - just visit us at school.

Gate prices will be \$5.00 for adults and \$4.00 for students

PARENT TEACHER CONFERENCES

The dates for the Parent/Teacher Conferences will be listed in the school calendar.

FIRE DRILL

Fire drills will be conducted regularly as required by the State Fire Marshal. Students are to walk quietly and orderly, evacuating the building via the nearest designated route.

Anyone caught setting off a false alarm may be suspended from school pending a hearing with the school board. Possible legal action may also be taken if deemed necessary.

BUS EVACUATION DRILL

The governing authority of this school will provide, at least twice during each school year to each pupil who is transported in a school bus, instruction in safe riding practice and participation in emergency evacuation drills.

TITLE IX

The Southern Valley School, pursuant to P.L. 92-318, as amended, and all applicable requirements imposed by or pursuant to Part 86, has agreed that it will: *Insure that no person shall, on the basis of gender, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.*

COPY MACHINE

Copy machines are available for teacher use only.

SECTION 2

**Jr. Sr. High School Information
for 7 - 12 students**

**SOUTHERN VALLEY
PUBLIC SCHOOLS**

ACADEMICS

GRADUATION REQUIREMENTS

All students in Grades 9-12 must be registered for eight classes each semester (40 credit hours). Any deviation from the above must be recommended by the administration. For a student to be able to participate in or receive a Southern Valley High School diploma at commencement exercises, all requirements for graduation need to be finished prior to the official commencement exercise.

Each High School student must complete a total of 280 semester hours of credit for graduation. The 280 hours of credit necessary for graduation must be broken down as follows:

The following coursework is required of each high school (9-12) student:

English - 40 credits or 8 semesters

Social Science - 30 credits (American History and American Government are required) or 6 semesters

Mathematics - 30 credits or 6 semesters (all juniors will be enrolled in a Math class)

Science - 30 credits (Physical Science and Biology are required) or 6 semesters. Other

Science classes may be substituted on administrative approval when students transfer to

Southern Valley Schools from another school. (all juniors will be enrolled in a Science class)

Personal Finance - 5 credits (Consumer Math, Personal Finance, or Life and Career)

Computer Science - 5 credits (beginning with the class of 2027)

Physical Education - 10 credits

Electives - 130 credits

Special Education students must meet the requirements of their I.E.P. (Individualized Educational Plan).

Any student wishing to transfer in credit must provide credits from an accredited institution in order for those credits to be transferred to Southern Valley to meet graduation requirements.

COMMUNITY SERVICE GRADUATION REQUIREMENT

Community involvement is important at Southern Valley. All graduating students will be required to complete 40 service hours from Freshman to Senior year (10 hours a year). All service hours must be documented and signed by the supervisor of the service project and turned into the Secondary Principal for validation of service.

The stated graduation requirements are the minimum acceptable; most of our students surpass them. Each student shall be required to attend school for eight semesters and complete the prescribed coursework to receive a diploma.

COURSE LOAD-GRADES 9-12

The required course load is 35 semester hours a semester. Each subject carries 5 semester hours unless otherwise stated.

GRADUATING WITH HONORS

To graduate with honors from Southern Valley High School, students must take and pass at least 5 of the courses listed below and maintain a cumulative GPA of a 3.5 or higher.

- Pre-Calculus
- College Algebra
- College Calculus
- CB English 11
- CB English 12
- English 101/102
- Anatomy
- Chemistry
- Art 101

Summa Cum Laude

Students with a 3.90-4.00 GPA based on the 4.0 scale.

Magna Cum Laude

Students with a 3.80-3.89 GPA based on the 4.0 scale.

Cum Laude

Students with a 3.50-3.79 GPA based on the 4.0 scale.

HONORS COURSE/DUAL CREDIT PREREQUISITES

- Pre-Calculus- must have earned a C or higher in Algebra 2
- College Algebra- Must have earned a B or higher in Algebra 2, or a C or higher in Pre-Calculus, or meet College Readiness Standards and teacher recommendation.
- College Calculus- must have earned a C or higher in Pre-Calculus
- CB English 11- must have earned a C or higher in English 10
- CB English 12- must have earned a C or higher in CB English 11
- English 101/102- must have earned a C or higher in CB English 11

- Anatomy- must have earned a C or higher in Biology
- Chemistry- must have earned a C or higher in Biology
- Physics - must have earned a C or higher in Biology
- Art 101- must be approved by the Art Department and Secondary Principal

Graduation Ceremony Speakers

Those who qualify for Summa Cum Laude will be given the honor of preparing and delivering a speech during the ceremony. There will not be a limit to the number of speakers. If no one qualifies for Summa Cum Laude, then the two graduates with the highest GPA will be given the honor of speaking. Students will be given the option of giving a speech, the welcome, or the farewell.

If there are not enough students who qualify, the 3rd and 4th highest GPA will be given the honor to fulfill these roles.

****GPA will be rounded to the nearest hundredth in all situations. An example: 3.795 will be rounded to a 3.80. But a 3.794 will be rounded to a 3.79.

HIGH SCHOOL EQUIVALENCY DIPLOMA

Any student withdrawing from school and entering the Armed Forces or dropping out of school shall not be granted a Certificate of High School Equivalency by the school system. These requests will be referred to the State Department of Education, and if the student is able to meet all the qualifications, the Certificate of Equivalency will be granted by the State Board of Education.

The Board of Education will accept a student's make up credits for any school year if they are received from a state accredited high school, University of Nebraska Continuing Education, Odysseyware, or any other approved institution.

CERTIFICATE OF ATTENDANCE

Those students who are unable to pass the academic requirements of the school may receive a Certificate of Attendance at the end of their fourth or fifth year as recommended by the Administration and approved by the Board of Education.

JUNIOR HIGH REQUIREMENTS

Requirements for promotion of Junior High Students are listed as follows:

3 semesters each of Math, English, Social Studies and Science

All students in Junior High are required to be in at least one music course. It can be either vocal music, instrumental music or both.

The administration has the authority to make exceptions to the requirements for promotion.

ACADEMIC BANQUET

Southern Valley Public Schools will hold an Academic Banquet at the conclusion of the school year. The banquet will be a catered dinner that is open to all public with the purchase of a ticket. All students being recognized at the banquet will be admitted free along with two guests of their choice. At the banquet, there will be a guest speaker. The criteria for being honored at the banquet is that a 7-12 grade student must be on the Honor Roll of Distinction for the first semester and third quarter. Honorees will receive a medal and have their picture taken with the guest speaker, pictures will be framed and given to the honoree.

HONOR ROLL

The honor roll, which is divided into two categories, is designed for those students who distinguish themselves scholastically. Honor roll with distinction - Grade point average of 95.0 or better. Honor roll - Grade point average of 90.0 to 94.9. **A student receiving a grade below an 82% in any class is not eligible for the Honor Roll.**

DROP AND ADDS

A student in Grades 9-12 may drop and add a course during the first week of each semester. Contact the guidance counselor for a drop and add form which requires the permission of your parents, the principal, and teacher(s) involved in the change of schedule. If a student requests to drop a class after the first week of school, the request will be accepted or not accepted at the discretion of the Administration. No credit will be given when a semester's work is not completed.

WEEKLY ELIGIBILITY REQUIREMENTS

All students in grades 7-12 will have a weekly eligibility requirement. A student will become ineligible if he/she is failing in **two** or more classes. Teachers will turn in a list of students who are failing to the office by 9:00 a.m. on the last school day of the week and inform the student that they were placed on the ineligible list. The list will be finalized no later than 2:00 p.m. When a student becomes ineligible, they will not be permitted to participate in any school-sponsored events or activities for the upcoming week, which runs from Monday to the following Saturday. The eligibility list will not start until the week following the first ten days of each quarter. The activity sponsor will also inform the student that they are ineligible for competition that week. The student is allowed to practice that week and attend the activities.

PROGRESS REPORTS TO PARENTS

Progress reports will be sent to parents at midterm (4 1/2 weeks) of each quarter.

INCOMPLETE WORK

If a student receives an INCOMPLETE for a class for either a nine-week period or semester, the students will be given two weeks in which to make up the work. In case of illness which is of serious nature and which has caused the student to fall behind, the student may request an extension of time above the three weeks to make up the work. The Principal may waive the two-week period in case of illness. If the homework is not made up within the two weeks, a zero will be given as the grade.

HOMEWORK

In Jr.-Sr. High, homework is a necessity due to class load and the various activities that students participate in. More work may be required to be done at home for students who have been absent for illness. When an absence is anticipated, the school work should be requested prior to the absence.

WORK BASED LEARNING FOR SENIORS

Work based learning opportunities are for Senior students who work or intern for a business in an area of interest. Seniors may request a work based learning opportunity to the high school counselor or high school principal. If the student has been granted the work based learning opportunity, the student must fill out a work based learning contract that will be available in the counselor's office. The work based learning opportunity will release Seniors in the program from school daily based upon the contract they have agreed upon with the high school principal. **Starting with the class of 2027, a student must have completed at least 75% of the required community service hours prior to the last day of their Junior year to qualify for work release the fall semester of their senior year.**

COLLEGE VISITS

College visits are an important step towards successfully choosing a college that appropriately fits the student. Any pre-approved college visit will be counted as an excused absence.

CHEATING

All cases of cheating in the classroom will be treated as follows: A report will be filed with the principal and the student will receive a "0". Any repetition of the act may result in loss of credit for the course

LIBRARY GUIDELINES

Students are encouraged to use the media center often to assist in classroom assignments and the individual pursuit of learning. Media center personnel will be happy to assist students in use of materials and equipment to do research. Students using the media center will respect the rights of other students by working quietly.

All media center materials and equipment must be checked out at the circulation desk before they are taken from the room.

The check out time length will be as follows:

Reference materials, including encyclopedias, may be checked out overnight or for the weekend. Students will need to check out reference materials at the close of the school day and return them before school starts the following morning.

Current magazines may be checked out overnight or used in the media center.

Back issues of magazines and vertical file materials may be checked out for one week.

Books may be checked out for two weeks.

Records, videos, cassettes, and other audio visual items may be checked out for one week.

A fine of \$.05 per day will be charged for overdue media center materials. Students must pay all fines and return all overdue materials at the end of each nine week period before they will be allowed to check out additional materials. This does not exclude students from using materials in the media center.

The cost of lost library materials will be the replacement cost for books and \$5.00 for magazines. Students may lose their media center privileges for the destruction of magazines, books, or other media center materials.

If students cannot locate the information which they need in the Southern Valley Media Center, they are encouraged to ask media center personnel to try to locate the materials through Interlibrary Loan, First Search, or other services which may be available. Security materials through Interlibrary Loan usually require from ten days to two weeks, so students need to ask for these services with this time requirement in mind.

ATTENDANCE

Regardless of the reason for any absence, a written note by the parent or a parent phone call must be presented to the office to ensure the safety of the student(s).

Section 79-201 of the Nebraska School Laws requires that every child between the ages of six and eighteen be enrolled in and regularly attending school each day that such school is in session except when excused by school authorities. The Statutes of Nebraska states that it is the responsibility of the parent to see that their children attend school.

ATTENDANCE POLICY FOR CURRENT SCHOOL YEAR

Students may have 10 absences per class per semester without a credit penalty. After 10 absences per class per semester, they will lose credit for the semester.

5 absences – A letter will be sent notifying the student and parents.

8 absences – Parents will be called and the county attorney will be contacted.

11 absences – Students will lose credit for the semester and the county attorney will be contacted.

A student or their parents may ask for a meeting in writing and an academic committee will hear their case. The academic committee will consist of the principal, counselor, superintendent, and board member.

****Once a student has 75 combined periods missed for the school year, the parents/guardians will be required to attend a meeting with the student and principal to discuss and create a plan to improve attendance.**

****If a student reaches 150 total periods missed (140 for seniors), the student will be required to make up those absences at a rate of 1 period of absences = 45 minutes of time. If the time is not made up, the student will be referred to the county attorney for truancy.**

****When a student receives 10 absences or the hourly equivalent in any semester for any period, the student shall be required to make up those absences. Absences shall be made up at a rate of 1 period of absences = 45 minutes of time.**

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.

TRUANCY

A student who engages in excessive or unexplained absences may be considered truant as per state law, Neb.Rev.Stat. § 79-201- § 79-210. Truancy is a violation of school rules.

Students will be considered absent and truant if they are absent without the consent or knowledge of a parent (guardian) or if they are absent for a reason that is not excused by the administration (Ex. court appearance is excused).

If the child continues to be or becomes habitually truant, the attendance officer (Principal) shall serve a written notice to the student violating the compulsory attendance statutes, warning him or her to comply with its provisions. The Principal and/or Superintendent shall file a report with the county attorney of the county in which the person resides.

MAKE-UP SLIP PROCEDURES FOR STUDENT ABSENCES

If an absence is excusable, work must be made up to receive credit. Students are given two days of makeup time for each day missed (twice the time). Regardless of the reason for any absence, a written note by the parent or a parent phone call must be presented to the office. If the parents know that a son/daughter will be absent from a school specific day, they should notify the school so the student can be given an “advanced make-up slip” and assignments can be given to the student before his/her absence.

TARDY TO SCHOOL OR CLASS

Students will be considered tardy to class if they are not seated in their assigned classroom when the tardy bell rings. Students that are tardy to any period will be subjected to the six-step tardy process.

-The Six-Step Tardy Process for a student’s tardiness per period per semester.

- 1) **1st tardy** - The student will be conferenced by the teacher and the teacher will log the entry on PowerSchool under the student’s “Log Entry” section.
- 2) **2nd tardy** - The student will be conferenced by the teacher and will have 48 hours to serve 10-minute detention with the teacher they are tardy for. The teacher will log the entry on PowerSchool under the student’s “Log Entry” section.
- 3) **3rd tardy** - The student will be conferenced by the Principal and will have 48 hours to serve 20-minute detention before or after school in the box. The Principal will log the entry on PowerSchool under the student’s “Log Entry” section.
- 4) **4th tardy** - The student will be conferenced by the Principal and will have 48 hours to serve 30-minute detention before or after school in the box. The Principal will log the entry on PowerSchool under the student’s “Log Entry” section.
- 5) **5th tardy** - The student will be conferenced by the Principal and will serve a one-day In-School Suspension the next school day, will not participate in any school activities for the day of the in-school suspension, and the 5th tardy will turn into a 1-period absence for the student for that period they are tardy for. The Principal will log the entry on PowerSchool under the student’s “Log Entry” section.
- 6) **5th+ tardy** - The student will be subjected to suspension for violating school rules/policy and will have that tardy turned into a 1-period absence for the student for that period they are tardy.

Students not making up the detention times throughout the six-step tardy process will be considered insubordinate and may face suspensions immediately.

Students riding the bus to school may be tardy 1st period due to late arriving buses and will not be considered tardy.

Students who are absent/tardy from school beyond the start of the 2nd period class, will not be permitted to practice or participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

PREGNANT and PARENTING STUDENTS

For more information refer to School Policy #5008 on sveagles.org website

Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming. The building principal will work with the student to develop a plan to assist the student in participating in district curriculum and extra-curricular activities.

DETENTIONS

Detention shall be used for the following purposes: 1) tardies, 2) too many absences, 3) violation of school rules.

A teacher or an administrator may assign detention. Detentions will be served with the person who assigned the detention or in the school office.

Parents are responsible to transport students from the school after the detention is served if the student misses a bus, etc. Bus riders who need to make arrangements for transportation may do so in the office with permission.

Detentions must be served the week they are assigned.

IN-SCHOOL SUSPENSION (ISS)/DETENTION RULES

1. No Sleeping
2. No laying or sitting on the floor.
3. No electronic devices without administrative approval.
4. You are on camera.
5. Ask for permission to take a restroom break.
6. No magazines that are not school assignments.
7. Lunch will be brought to you and your tray will be picked up. No other food is allowed.
8. No putting "hoodies" over your head.
9. Unless it is an emergency you are not to leave this room unless given permission.
10. All normal school rules apply.
11. Breaking any rules stated above will result in another day of ISS.

LAW VIOLATIONS

Cases of law violations or suspected law violations by students will be reported to the police and to the student's parents or guardians as soon as possible, **this includes possession of substances on-campus to include but not limited to: vapes, tobacco, alcohol, etc.**

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

DAILY CONDUCT

DRESS CODE FOR SCHOOL

Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing that shows an inappropriate amount of bare skin or undergarments:
 1. No buttocks (crack or cheeks), No cleavage, No midriffs
 2. No spaghetti straps, No off the shoulder tops, No sagging pants, No short shorts or skirts.
- b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs or which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar language.
- c. No Hats or head coverings of any kind including hoods

All staff members have the authority to send students in violation of the dress code policy to the office. The administration will have the final authority in determining the appropriateness of any student attire. Continual violations of the dress code will result in disciplinary actions under paragraph A.4a (14) of this policy.

Consideration will be made for students who wear special clothing as required by religious beliefs, or disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal's office.

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

Consequences:

Level One Offense – Change clothes immediately

Level Two Offense (Not complying with a request by the teacher or staff member) – change clothes immediately and notify parents

Level Three Offense (Multiple referrals) – Insubordination with in-school suspension

PDA – PUBLIC DISPLAY OF AFFECTION

PDA will not be permitted. Such conduct includes: holding hands, kissing, or any other types of affection that would be considered inappropriate or an undue distraction to others. If students are caught doing such actions or similar actions that are not appropriate, they will be reported to the administration and discipline may/will occur.

ANNOUNCEMENTS

Announcements are to be given to the secretary exactly as you wish to have them worded. All student announcements are to be approved by a sponsor/teacher and principal before they will be added to the daily announcements.

LEAVING THE SCHOOL GROUNDS

Students are not to leave the school grounds during the regular class schedule. This includes leaving the building to go to the parking lot. If an emergency arises and it becomes necessary for you to leave the grounds, you must obtain a pass from the principal's office and the student's parents will be notified. Any violation of this rule will result in a conference with the student and his/her parents. Subsequent action following the conference will be at the discretion of the Principal.

SIGN IN/SIGN OUT

Any time a student leaves the school building or grounds, they are to sign out in the front office stating what time they left and where they were headed. If they return that same day they are to sign back stating what time they checked back in. This will allow the office to know where the student is if somebody would be looking for that student. This also applies when students receive permission to go to their vehicle in the parking lot.

LUNCH PERIOD

Southern Valley School will be a closed campus and students will not be allowed to leave the campus area during the lunch period.

HALLS

Students are asked to remain quiet in the halls during passing to and from classes and are not to run or act in a manner which might endanger the welfare of other students.

FIELD TRIPS

Field trips and similar activities are considered part of the instructional program of the school. Students are expected to be in attendance and participate as a regular school day. Parent permission forms are required as a means of notification when we take students beyond the district boundaries.

ACTIVITY TRIPS "PARENT PERMISSION"

Students who ride school buses to school sponsored activities MUST return to the school on the bus. The only exception will be when a student rides home with his parents. The parent must sign the student out on the designated sign-out sheet for the student to ride home with the parent. In special circumstances where the student will have to ride home with someone besides the parent permission must be obtained prior to the event by the parent with the Activities Director. In emergency situations it can be done at the event with the approval of the Administrator on duty.

SOUTHERN VALLEY HS STUDENT COUNCIL/LEADERSHIP TEAM

Southern Valley will have a Student Council leadership team. Being a member of this team will count as required yearly community service for all members that participate in all Southern Valley Student Council/Leadership Team activities.

Student Council/Leadership Team will have the following role:

- Determine and drive school initiative in our school and community
- Meet once monthly
- Plan and execute a school wide event monthly
- Each member of the High School must attend one school board meeting
- Each member must attend all Student Council Leadership Workshops
- Plan and execute all Homecoming events

- Plan and lead Southern Valley Community Service Day
- Plan and schedule Assemblies and Pep Rallies
- Determine all dress up days for students and fans during events

SCHOOL DANCE AND SOCIAL FUNCTIONS

The school sponsors activities for the benefit of the students. Students are to adhere to the following guidelines:

1. Students are to treat chaperons with respect.
2. Once you enter a dance you may not leave and come back.
3. When the dance is school sponsored, all policies, rules and regulations of the school district will be applicable.
4. Junior High students are not permitted to attend Senior High dances unless otherwise noted.
5. Hours: All dances will end at 12:00 midnight (Possible exception -- Homecoming and Prom)
6. All dances are restricted to Southern Valley High School students and their dates.
7. All rules applying to school activities are applicable to school dances.
8. Each dance or social function sponsored by the school must have an adult sponsor.
9. Out of town and out of school guests must be approved by the Principal. Guests must be 20 years old or younger to be considered.
10. Breathalyzers will be used at the discretion of Administration for admittance to all school dances and social functions.

FUNDRAISING ACTIVITIES

Each class will have the opportunity to participate in fundraising activities. All fund raising activities must receive a prior approval of the sponsor and the principal before they are undertaken.

ACTIVITIES PROGRAM

The activities program of the Southern Valley Schools is an intricate part of the curriculum, open to any student who is eligible and willing to sacrifice the time and give the extra effort required. The Southern Valley philosophy is to perform up to our capability with no excuses should our best fall short on a particular occasion. Please take the time to carefully choose those activities that you will be totally committed to and then join in, work hard, learn, and have fun.

STUDENT FEE

Students in grades 7-12 involved in any extracurricular school activity will be assessed an activity fee of \$20.00. This fee will allow the student admission to all home activities except RPAC tournaments, tournaments sponsored by local clubs, and NSAA sub-district events. The activity fee will be used to support the activity programs at Southern Valley High School.

STUDENT FEES POLICY

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

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

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

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

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

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

(2) Personal or consumable items and miscellaneous

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

(b) Courses

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

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

(iii) Materials Required for Course Projects. Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.

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

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

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

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

(5) Postsecondary education costs. Students are responsible for postsecondary education costs. The phrase "postsecondary education costs" means tuition and other fees only associated with

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

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

(7) Copies of student files or records. The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and review the student's files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

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

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

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

(11) Waiver Policy. The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (1) participation in extracurricular activities and (2) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Students or their parents must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

(12) Distribution of Policy. The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the student handbook). The Student Handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

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

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

CERTIFICATION

Annually the school board shall hold a public hearing at a meeting of the school board on a proposed student fee policy. Such public hearing will follow a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the current school year.

Legal References:

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

Neb. Constitution, Article VII, section 1.

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

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

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

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

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

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

SOUTHERN VALLEY SCHOOLS

Monday - Thursday

Bell Schedule

1st Period:	8:20 - 9:08 am
2nd Period:	9:08 - 9:56 am
Snack Cart:	9:56 - 10:01 am
3rd Period:	10:01 am - 10:49 am
4th Period:	10:49 - 11:37 am
5th Period:	11:37 am - 12:25 pm
Lunch/Study Hall:	12:25 - 1:21 pm
6th Period:	1:21 - 2:09 pm
7th Period:	2:09 - 2:57 pm
8th Period:	2:57 - 3:45 pm

LUNCH SCHEDULE

Lunch Group A: 7th/8th/9th Grades

Eat: 12:25 - 12:53 pm

Study Hall: 12:53 - 1:21 pm

Lunch Group B: 10th/11th/12th Grades

Study Hall: 12:25 - 12:53 pm

Eat: 12:53 - 1:21 pm

SOUTHERN VALLEY SCHOOLS

Friday Schedule

1st Period:	8:20 a.m. - 9:05 a.m.
2nd Period:	9:05 a.m. - 9:50 a.m.
Snack Cart	9:50 a.m. - 9:56 a.m.
3rd Period:	9:56 a.m. - 10:41 a.m.
4th Period:	10:41 a.m. - 11:26 a.m.
5th Period:	11:26 a.m. - 12:11 p.m.
6th Period/Lunch:	12:11 p.m. - 1:15 p.m.
7th Period:	1:15 p.m. – 2:00 p.m.
8th Period:	2:00 p.m. - 2:45 p.m.

LUNCH SCHEDULE

6th PERIOD

Group 1

Eat:	12:11 - 12:36 pm
Class:	12:36 - 1:15 pm

Group 2

Class:	12:11 - 12:49 pm
Eat:	12:49 - 1:15 pm

SOUTHERN VALLEY SCHOOLS

1:30 pm Dismissal

Bell Schedule

1st Period:	8:20 a.m. – 8:56 a.m
2nd Period:	8:56 a.m – 9:32 a.m
3rd Period:	9:32 a.m – 10:08 a.m
4th Period:	10:08 a.m – 10:44 a.m
5th Period:	10:44 a.m – 11:20 a.m
6th Period:	11:20 am - 11:56 am
7th Period/Lunch:	11:56 a.m – 12:56 p.m
8th Period:	12:56 p.m – 1:30 p.m

LUNCH SCHEDULE

7th PERIOD

Group 1

Eat:	11:56 - 12:21 pm
Class:	12:21 - 12:55 pm

Group 2

Class:	11:56 - 12:30 pm
Eat:	12:30 - 12:55 pm

SECTION 3

Elementary School Information for K - 6 students

**SOUTHERN VALLEY
PUBLIC SCHOOL**

THE SCHOOL DAY

The school day for elementary students will be from 8:25 a.m. to 3:41 p.m.

Upon arrival at school, students are to enter the building and report to the gymnasium or to the commons, for those students that are planning on eating breakfast. Unless prior arrangements have been made, all students will be directed to their bus for transportation back home or their community stops at the end of the school day.

NOTE: Students are under the supervision of the teacher, assigned teacher, or playground supervisor, and are responsible to each of them.

TARDY POLICY

The school strives to teach promptness. Students are required to be at school by 8:22 a.m. A student entering school after **8:30 a.m. or 12:15 p.m.** will be counted tardy.

Tardiness to school may result in detention time after school. Attendance, tardiness and absence records are kept by the individual classroom teachers and recorded into Powerschool. Repeated problems with these areas are referred to the building principal. If problems occur parents will be contacted by telephone.

ABSENCES

If a child is going to be absent from school, parents are expected to call the office between 8:00 and 9:00 a.m., explaining the reason the child will be absent. The reason for the absence must be verified by a phone call or a written excuse, brought back with the child upon return with the date(s) and reason(s). Students who do not have a written excuse will be sent to the office to explain to the principal.

Students needing to leave the building during school hours must be picked up by a family member. Students who leave prior to 10:00 a.m. in the morning session and 2:00 p.m. in the afternoon session due to illness, doctor's appointments, etc. will be counted absent for 1/2 day during that session. Similarly, students who leave after 10:00 a.m. in the morning session or 2:00 p.m. in the afternoon session due to illness, doctor's appointments, etc. will be counted as leaving early during that session. On shortened day schedules, if a student is gone for more than 1/2 of the session, they are counted as absent for that session..

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.

TRUANCY AND TARDINESS

The Student Discipline Policy regarding truancy and tardiness will be followed. In accordance with Nebraska Law (Chapter 79), the administration of the Southern Valley Elementary Attendance Centers will report to the appropriate County Offices any student who is found to be truant from school.

PERFECT ATTENDANCE

While we give an award for this achievement, we do not want students to attend school when they are ill. The attendance award includes no tardies or early dismissals from school.

SCHOOL ENTRANCE AND REGISTRATION - KINDERGARTEN

Preschool registration for children entering kindergarten is held each spring. Letters stating the specific day and time are sent to parents of pre-kindergartners and notices are placed in the local newspaper. All students entering kindergarten in the Nebraska schools must have reached their fifth birthday before the 31th of July.

During pre-registration, the dates and time for kindergarten roundup will be announced. Specific screening of students must be requested at this time by the parent

REGISTRATION FOR NEW PUPILS OTHER THAN KINDERGARTEN

Parents of new pupils must complete the enrollment forms which are available in the building office. Parents of incoming pupils will be asked to sign a form to permit the school to obtain records from the previous school.

STUDENTS MOVING FROM THE DISTRICT

If you anticipate moving out of the district, please notify your child's teacher as soon as possible. Early notice of an impending move will enable the classroom teacher to assist in making the change smooth, academically and emotionally.

COMMUNICABLE DISEASES

Students showing any symptoms of a contagious disease at school must, by State Statute 79-4,177, be sent home pending a report from the student's personal physician. Fevers, sore throats, coughs, and skin rashes are signals for parents to consider keeping their children home (see section 1, page 48).

HOMEWORK

As a general rule, the amount of homework ranges from basically none at kindergarten to some each evening at the sixth grade level. Most homework is limited to that work that a student does not complete during the school day. It grows to prepare the students for Southern Valley Jr. Sr. High, where homework is a necessity due to class load and the various activities students participate in. More work may be required to be done at home for students who have been absent for illness. When an absence is anticipated, the school work should be completed prior to the absence.

DRESS CODE FOR SCHOOL

Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing that shows an inappropriate amount of bare skin or undergarments:
 1. No buttocks (crack or cheeks), No cleavage, No midriffs
 2. No spaghetti straps, No off the shoulder tops, No sagging pants, No short shorts or skirts.
- b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs or which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar language.
- c. Hats and headwear can be worn on Fridays with expectation they will be removed when requested. (Ex: During the Pledge of Allegiance, when attending a special assembly, or when asked by a teacher or administrator).

All staff members have the authority to send students in violation of the dress code policy to the office. The administration will have the final authority in determining the appropriateness of any student attire. Continual violations of the dress code will result in disciplinary actions under paragraph A.4a (14) of this policy.

Consideration will be made for students who wear special clothing as required by religious beliefs, or disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal's office.

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

Consequences:

Level One Offense – Change clothes immediately

Level Two Offense (Not complying with a request by the teacher or staff member) – change clothes immediately and notify parents

Level Three Offense (Multiple referrals) – Insubordination with in-school suspension

LOST AND FOUND

Each student should check at the office to recover lost articles or to turn in articles that are found.

ACTIVITIES AND SCHOOL GROUND RULES

Unacceptable behavior, such as running, throwing items, etc., will not be tolerated at any school functions on the school campuses. Students are reminded that there will be no playing on the football field or in the end zones at games. Students are also reminded that there will be no running across the gym floor during the volleyball and basketball seasons. Students must be on their best behavior when attending any school sponsored event. Let's represent our school with pride!

The primary purpose of developing rules regarding the playground is to eliminate or reduce playground accidents. Remember, students are under the supervision of the teacher, assigned teacher, or playground supervisor and are responsible to each of them.

Snowballing on school property is prohibited.

FIELD TRIPS AND FIELD DAY

Field trips and similar activities are considered part of the instructional program of the school. Students are expected to be in attendance and participate as a regular school day. Parent permission forms are required as a means of notification when we take students beyond the district boundaries.

The district provides transportation only for students on a school sponsored activity. Students who ride school buses to school sponsored activities **MUST** return to the school on the bus. The only exception will be when a student rides home with parents. The sponsor must be contacted by the parent before this exception to the rule can be allowed.

SUPPORT PROGRAMS

The following programs are available through the Southern Valley School District to assist an eligible student with developing identified skills.

Title 1 - This is a federally funded program which is offered to students in grades K-6 who have specific academic needs in the areas of Reading and/or Math. The program is designed to help each student gain and retain basic skills in either or both of these areas.

Special Education and Related Services – These services are offered to students Pre-K through 21 who have been found eligible for specially designed instruction to meet their academic and functional needs.

Counseling – Counseling service is provided to individuals and groups. Individual counseling may be requested by the teacher, parent or student themselves.

**PARENTAL AUTHORIZATION AND RELEASE FORM
TO DISPLAY STUDENT WORK**

The undersigned(s) is/are the parent(s), guardian(s), or person(s) (“parent”) in charge of _____ (“the student (s)”).

The School District has requested authorization from the parent of the student to display the product of the student’s school related academic, athletic, musical and/or art work product in public places, including, but not limited to, school buildings and functions, public places in the community, school, local, state and national publications, and on the web page produced and operated by the School District. Upon consideration of the request of the School District:

I/We hereby authorize the School District to display the product of the student’s school related academic, athletic, musical and/or art work product in public places, including, but not limited to, school buildings and functions, public places in the community, school, local, state and national publications, and on the web page produced and operated by the School District; and further I/We hereby waive any claims regarding copyright to the student’s school related academic, athletic, musical and/or art work product, and hereby release the School District and the Board of Education of the School District and all employees, agents, and representatives of the School District from any liability concerning the posting of the student’s work on the School District’s web page.

I/We DO NOT authorize the School District to display the product of the student’s school related academic, athletic, musical and/or art work product in public places, including, but not limited to, school buildings and functions, public places in the community, school, local, state and national publications, and on the web page produced and operated by the School District.

**NOTICE CONCERNING DISCLOSURE OF STUDENT
RECRUITING INFORMATION**

The No Child Left Behind Act of 2001 requires Southern Valley Schools to provide military recruiters and institutions of higher education access to secondary school students’ names, addresses, and telephone listings. Parents and secondary students have the right to request that Southern Valley Schools not provide this information (i.e., not provide the student’s name, address, and telephone listings) to military recruiters or institutions of higher education, without their prior written parental consent. Southern Valley Schools will comply with any such request.

I/We DO DO NOT authorize Southern Valley Schools to provide secondary school student’s names, addresses, and telephone listings to military recruiters or institutions of higher education.

**SOUTHERN VALLEY SCHOOL
STUDENT HANDBOOK AGREEMENT
2025 - 2026**

This signed form verifies that the students and parents or guardians authorize or do not authorize the display of student work and authorize or do not authorize providing secondary student's names, addresses, and telephone listings to military recruiters or institutions of higher education.

I/We have read the Southern Valley Schools, "Acceptable Use Policy" regarding the school's technology systems (page 38-40) and will abide by their particulars and intent. I understand any violation of the policies will lead to the loss of my privilege to use any or all technology systems including use of the Internet.

I/We have received and read a copy of the 2025-2026 school year student handbook which includes policies of No Child Left Behind, Title VI and VII, and Title IX, Section 504, Americans with Disabilities Act of 1990, and the Nebraska Equal Opportunity in Education Act, Compliance with LB 503, rules for which students are subject to disciplinary action, the new drug and alcohol policies mandated by the Federal Government to be in compliance with P.L. 101226 (Drug Free Schools and Communities Act), and other rules and regulations of the schools. By signing this agreement you agree to our drug testing policy should you participate in any school related activities. This handbook is to assist parents and students in understanding of the school policies including the Fee Waiver Policy, Activities Policy and NSAA regulations.

Dated this _____ day of _____, 2025.

Parent/Guardian Signature

Names of students in family	Grade Level	Student Signature (required)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____