

Board of Education Regular Meeting
Monday, June 12, 2023 7:30 PM
MS Math Room #120, Superior High School,
Superior, NE
PO Box 288
Superior, NE 68978

1. Routine Business
 - 1.1. Call Meeting to Order
 - 1.2. Pledge of Allegiance
 - 1.3. Roll Call
 - 1.4. Excuse Absent Board Member(s)
2. Regular Meeting Agenda
 - 2.1. Public Participation
 - 2.2. Presentations - Staff/Students
 - McKenzie Trumble teacher of the quarter.
 - 2.3. Student Ambassador Report
 - 2.4. Consent Agenda
 - 2.4.1. Approval of Previous Minutes
 - 2.4.2. Approval of Treasurer's Report
 - 2.4.3. Approval of School Activity Fund Report
 - 2.4.4. Approval of Revenue Budget Report
 - 2.4.5. Approval of Expense Budget Report
 - 2.5. Approval of Previous Months Claims
 - 2.6. Construction invoices/expenses

- 2.7. Revise District Calendar
- 2.8. Addendum to Superintendent's Contract
- 2.9. Return to Learn/ESSER review
- 2.10. Review Policy #5054, Student Bullying
- 2.11. Review Policy #4043, Professional Boundaries between Employees and Students
- 2.12. Authorization of Signature of checks
- 2.13. Title I Authorized Rep/Cooperative
- 2.14. Course Offering Handbook
- 2.15. Policy Changes
- 3. Correspondence
 - Board Quicks
 - 3.1. Social Media Report
- 4. Discussion Items
 - 4.1. Principals' Reports
 - 4.2. Superintendent's Report
 - BCBS Quarterly Report
 -
 - New Finance
 - New Budget authority 6.5 million. Up 400,000
 - State aid with new formula 895,000 down from 1, 006,000

 - Decisions about Property taxes and how much you want to raise. Equalized district like Superior will no see property tax relief until year 3 of this plan. Will be quite the opposite.
 - 4.3. Report from Board Committees
- 5. Items for Next Board Meeting
- 6. Executive Session
- 7. Reconvene to regular session

8. Adjournment

NUCKOLLS COUNTY SCHOOL DISTRICT 65-0011
SUPERIOR PUBLIC SCHOOLS
SUPERIOR, NEBRASKA
May 8, 2023

Matt Bargaen: Absent, Brad Biltoft: Present, Peggy Meyer: Present, Luke Meyers: Absent, Matt Sullivan: Present, Krista Tatro: Present. Present: 4, Absent: 2.

Posted Locations:

- The Superior Express
- Superior Public Schools
- <https://www.superiorwildcats.org/>

Posted Dates: 05/01/2023 Superior Public Schools and <https://www.superiorwildcats.org/>
05/04/2023 The Superior Express

1. Routine Business

1.1. Call Meeting to Order

Meeting was called to order at 6:00 p.m. by Matt Sullivan

1.2. Pledge of Allegiance

1.3. Roll Call

1.4. Excuse Absent Board Member(s)

Motion to excuse absent board member Matt Bargaen and Luke Meyers carried with a motion by Peggy Meyer and a second by Krista Tatro.

Brad Biltoft: Aye, Peggy Meyer: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 4, Nay: 0

1.5. Approval of Agenda

Motion to approve the agenda as presented carried with a motion by Krista Tatro and a second by Matt Sullivan.

Brad Biltoft: Aye, Peggy Meyer: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 4, Nay: 0

1.6. Executive Session

Motion to enter into executive session at 6:26 p.m. to prevent possible needless injury to the reputation of the applicants, and other reasons allowed by law carried with a motion by Peggy Meyer and a second by Matt Sullivan.

Brad Biltoft: Aye, Peggy Meyer: Aye, Matt Sullivan: Aye, Krista Tatro: Aye

Aye: 4, Nay: 0

1.7. Return to Open Session

Motion to return to open session at 6:42 p.m carried with a motion by Matt Sullivan and a second by Peggy Meyer.

Brad Biltoft: Aye, Peggy Meyer: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 4, Nay: 0

2. Special Meeting Agenda

2.1. Review candidates' application materials, Consultant recommendations, Selection of finalist for interviews, Consultant contacts finalist (Board review interview questions)

Motion to interview Kelly Arnberger, Ken Heinz, Nancy Meyer and John Whetzal for interim superintendent carried with a motion by Peggy Meyer and a second by Krista Tatro.

Brad Biltoft: Aye, Peggy Meyer: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 4, Nay: 0

Cynthia Huff reviewed candidates and background checks. Board members selected four candidates.

2.2. Interview Questions

Cynthia discussed interview questions.

2.3. Selection Rubric

2.4. Materials of finalists for public/staff information

2.5. Interim Contract and Salary/Benefits discussion

Moving expenses

Length of contract

Pay mileage to interview finalists

Cynthia reviewed possible items to think of when interviewing.

2.6. Dates:

Interview schedules Wednesday, May 10, 2023 and/or Friday, May 12, 2023

Contract Board Acceptance on Monday, May 15, 2023

Review of May 10 and 12 Board Agenda

3. Adjournment

Meeting adjourned at 7:01 p.m. by M Sullivan.

NUCKOLLS COUNTY SCHOOL DISTRICT 65-0011
SUPERIOR PUBLIC SCHOOLS
SUPERIOR, NEBRASKA
May 8, 2023

Matt Bargaen: Absent, Brad Biltoft: Present, Peggy Meyer: Present, Luke Meyers: Present, Matt Sullivan: Present, Krista Tatro: Present. Present: 5, Absent: 1.

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Posted Dates: 05/01/2023 Superior Public Schools and <https://www.superiorwildcats.org/>
05/04/2023 The Superior Express

1. Routine Business

1.1. Call Meeting to Order

Meeting was called to order at 7:30 p.m. by Matt Sullivan

1.2. Pledge of Allegiance

1.3. Roll Call

1.4. Excuse Absent Board Member(s)

Motion to excuse absent board member Matt Bargaen carried with a motion by Peggy Meyer and a second by Krista Tatro.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2. Regular Meeting Agenda

2.1. Public Participation

2.2. Presentations - Staff/Students

2.3. Student Ambassador Report

2.4. Consent Agenda

Motion to approve consent agenda as presented carried with a motion by Brad Biltoft and a second by Luke Meyers.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.4.1. Approval of Previous Minutes

2.4.2. Approval of Treasurer's Report

2.4.3. Approval of School Activity Fund Report

2.4.4. Approval of Revenue Budget Report

2.4.5. Approval of Expense Budget Report

2.5. Approval of Previous Months Claims

Motion to approve General Fund claims for April 2023 in the amount of \$607,059.68 carried with a motion by Peggy Meyer and a second by Brad Biltoft.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.6. Construction invoices/expenses

Motion to approve all of the bills as presented for the addition/renovation project in the amount of \$334,040.27 carried with a motion by Peggy Meyer and a second by Luke Meyers.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.7. 2023-2024 Occupational Therapist Interlocal Agreement

Motion to approve 2023-2024 Occupational Therapist Interlocal Agreement with Blue Hill and South Central Unified School District #5 carried with a motion by Luke Meyers and a second by Peggy Meyer.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.8. Cooperative Agreement with Deshler for boys and girls wrestling

Motion to enter into a NHSAA cooperative agreement with Deshler for High School Boys and Girls Wrestling for the 2023-24 and 2024-25 school years. The costs of the program will be divided in proportion to the number of participants in the program. All practices, competitions, and activities involving the program will be held at Superior High School carried with a motion by Peggy Meyer and a second by Luke Meyers.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.9. Technology Director

Motion to approve contract with Logan Christiancy as Technology Director for the 2023-2024 school year carried with a motion by Luke Meyers and a second by Brad Biltoft.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.10. Transportation Supervisor

Motion to approve contract with Jeffery Kimberly as Transportation Supervisor and Regular Route Driver for the 2023-2024 school year carried with a motion by Peggy Meyer and a second by Krista Tatro.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.11. Certified Resignation

Motion to accept the resignation of Jacob Nannen effective at the end of the 2022-2023 school year carried with a motion by Peggy Meyer and a second by Krista Tatro.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.12. Certified Hire

Motion to hire Judi Roach as an Elementary Teacher for the 2023-2024 school year carried with a motion by Krista Tatro and a second by Luke Meyers.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

2.13. Certified Hire

Motion to hire Cheneal Benne as a Secondary Art Teacher for the 2023-2024 school year carried with a motion by Peggy Meyer and a second by Matt Sullivan.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

3. Correspondence Board Quicks

4. Discussion Items

4.1. Principals' Reports

Mr. Cook gave the secondary principal report and Mrs. Fierstein gave the elementary principal report.

4.2. Superintendent's Report

Mr. Kobza gave updates on legislative progress and on construction. On May 18 and 19 the offices will be cleaned out. Free and reduced lunch numbers might be high enough so that all students could eat free next year. If it's approved, it is good for four years. Fifteen students showed interest in playing football.

4.3. Report from Board Committees

The safety committee will need to have a meeting.

5. Items for Next Board Meeting

Preliminary budget

6. Executive Session

Motion to enter into executive session for discussion of personnel for the protection of public interest at 8:01 p.m. carried with a motion by Peggy Meyer and a second by Matt Sullivan.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

7. Reconvene to regular session

Motion to reconvene to regular session at 8:35 p.m. carried with a motion by Matt Sullivan and a second by Peggy Meyer.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

8. Adjournment

Meeting adjourned at 8:35 p.m. by M Sullivan.

NUCKOLLS COUNTY SCHOOL DISTRICT 65-0011
SUPERIOR PUBLIC SCHOOLS
SUPERIOR, NEBRASKA
May 10, 2023

Matt Bargaen: Absent, Brad Biltoft: Present, Peggy Meyer: Present, Luke Meyers: Present, Matt Sullivan: Present, Krista Tatro: Present. Present: 5, Absent: 1.

Posted Locations:

- The Superior Express
- Superior Public Schools
- <https://www.superiorwildcats.org/>

Posted Dates: 05/01/2023 Superior Public Schools and <https://www.superiorwildcats.org/>
05/04/2023 The Superior Express

1. Call Meeting to Order

Meeting was called to order at 6:00 p.m. by Matt Sullivan

2. Pledge of Allegiance

3. Roll Call

4. Excuse Absent Board Member(s)

Motion to excuse absent board member Matt Bargaen carried with a motion by Luke Meyers and a second by Peggy Meyer.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

5. Approve Agenda

Motion to approve agenda as presented carried with a motion by Peggy Meyer and a second by Krista Tatro.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

6. Conduct interviews

John Whetzal
Ken Heinz

Matt Sullivan welcomed John Whetzal. Board began interview process using bank of interview questions. Board thanked him for his time.

Matt welcomed Kenneth Heinz. Board began interview process using bank of interview questions.

7. Board deliberation

Board reviewed candidates answers.

8. Executive Session

Motion to enter into executive session at 8:22 p.m. for discussion of one or more applicants in order to prevent needless injury to the reputation of the candidate, for contract bargaining strategies, and other reasons allowed by law carried with a motion by Luke Meyers and a second by Matt Sullivan.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

9. Return to Open Session

Motion to return to open session at 8:33 p.m carried with a motion by Matt Sullivan and a second by Brad Biltoft.

Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

10. Adjournment

Meeting adjourned at 8:33 p.m. by Matt Sullivan.

NUCKOLLS COUNTY SCHOOL DISTRICT 65-0011
SUPERIOR PUBLIC SCHOOLS
SUPERIOR, NEBRASKA
May 12, 2023

Matt Bargaen: Present, Brad Biltoft: Absent, Peggy Meyer: Present, Luke Meyers: Present, Matt Sullivan: Present, Krista Tatro: Present. Present: 5, Absent: 1. Brad Biltoft arrived at 6:16 p.m.: Present: 6.

Posted Locations:

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- Superior Public Schools
- <https://www.superiorwildcats.org/>

Posted Dates: 05/01/2023 Superior Public Schools and <https://www.superiorwildcats.org/>
05/04/2023 The Superior Express

1. Call Meeting to Order

Meeting was called to order at 6:01 p.m. by Matt Sullivan

2. Pledge of Allegiance

3. Roll Call

4. Excuse Absent Board Member(s)

Motion to excuse Brad Biltoft carried with a motion by Peggy Meyer and a second by Matt Sullivan.

Matt Bargaen: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

5. Approve Agenda

Motion to approve agenda as presented carried with a motion by Luke Meyers and a second by Matt Bargaen.

Matt Bargaen: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 5, Nay: 0

6. Conduct interviews

Kelly Arnberger

Nancy Meyer

Matt Sullivan welcomed Kelly Arnberger. Board began the interview process. Board thanked him for his time. Matt Sullivan welcomed Nancy Meyer. Board began the interview process. Board thanked her for her time.

7. Board deliberation

Board reviewed candidates.

8. Executive Session

Motion to enter into executive session at 8:29 p.m. for discussion of one or more applicants in order to prevent needless injury to the reputation of the candidate, for contract bargaining strategies, and other reasons allowed by law carried with a motion by Peggy Meyer and a second by Brad Bilotft.

Matt Bargaen: Aye, Brad Bilotft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 6, Nay: 0

9. Return to Open Session

Motion to return to open session at 8:59 p.m carried with a motion by Brad Bilotft and a second by Matt Bargaen.

Matt Bargaen: Aye, Brad Bilotft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 6, Nay: 0

10. Interim Superintendent Contract Offer

Motion to offer a contract for Superintendent of Schools for Superior Public Schools for the 2023-2024 school year to John Whetzal and to select Kelly Arnberger as an alternate. And authorize Board President Sullivan to negotiate salary and benefits as directed by the Board carried with a motion by Peggy Meyer and a second by Luke Meyers.

Matt Bargaen: Aye, Brad Bilotft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 6, Nay: 0

11. Next Meeting: May 15, 2023 at 7:30 p.m.

12. Adjournment

Meeting adjourned at 9:30 p.m. by Matt Sullivan.

NUCKOLLS COUNTY SCHOOL DISTRICT 65-0011
SUPERIOR PUBLIC SCHOOLS
SUPERIOR, NEBRASKA
May 15, 2023

Matt Bargaen: Present, Brad Biltoft: Present, Peggy Meyer: Present, Luke Meyers: Present, Matt Sullivan: Present, Krista Tatro: Present. Present: 6.

Posted Locations:

- The Superior Express
- Superior Public Schools
- <https://www.superiorwildcats.org/>

Posted Dates: 05/09/2023 Superior Public Schools and <https://www.superiorwildcats.org/>
05/11/2023 The Superior Express

1. Routine Business

1.1. Call Meeting to Order

Meeting was called to order at 7:28 p.m. by Matt Sullivan

1.2. Pledge of Allegiance

1.3. Roll Call

1.4. Excuse Absent Board Member(s)

2. Approval of Agenda

Motion to approve agenda as presented carried with a motion by Peggy Meyer and a second by Matt Bargaen.

Matt Bargaen: Aye, Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 6, Nay: 0

3. Interim Superintendent Contract

Motion to accept an Interim Superintendent Contract with John E. Whetzal to serve as interim superintendent for the 2023-2024, 2024-2025 school year carried with a motion by Luke Meyers and a second by Brad Biltoft.

Matt Bargaen: Aye, Brad Biltoft: Aye, Peggy Meyer: Aye, Luke Meyers: Aye, Matt Sullivan: Aye, Krista Tatro: Aye
Aye: 6, Nay: 0

4. Adjournment

Meeting adjourned at 7:35 p.m. by M Sullivan.

Superior Public Schools

May 2023 Cash Summary Report

Fund	Description	Beginning Balance	Revenue	Expenditure	Ending Balance
01	General Fund	\$893,607.03	\$1,312,000.73	(\$605,528.36)	\$1,600,079.40
02	Depreciation Fund	\$544,441.43	\$243.66	(\$10,875.00)	\$533,810.09
03	Employee Benefit Fund	\$6,533.68	\$0.83	\$0.00	\$6,534.51
05	Activity Fund	\$181,716.90	\$21,312.80	(\$29,154.32)	\$173,875.38
06	School Nutrition Fund	\$33,677.39	\$22,681.18	(\$32,810.70)	\$23,547.87
07	Bond Fund	\$401,398.45	\$122,459.27	\$0.00	\$523,857.72
08	Special Building Fund	\$1,368,704.46	\$115,491.32	\$0.00	\$1,484,195.78
09	QCPUF Fund	\$50,338.53	\$34,091.66	\$0.00	\$84,430.19
Sub Total		\$3,480,417.87	\$1,628,281.45	(\$678,368.38)	\$4,430,330.94

General Fund
May 2023

Bills

Original List	\$	132,492.22
Voided Expenditure Checks	\$	-
Receipts Posted to Expenditure Account: (SCNUSD BCBS, stu tuition repay)	\$	(1,531.32)
Total	\$	130,960.90

Additions

NONE	\$	-
	\$	-
	\$	-
Total Additions	\$	-

Total Bills \$ 130,960.90

Payroll & Benefits

Original Total	\$	474,567.46
Additions/Corrections	\$	-
Total	\$	474,567.46

Total Payroll & Benefits \$ 474,567.46

May Expenditure Adjusted Grand Total \$ 605,528.36

GENERAL FUND RECAP - May 2023

Beginning Balance 04-30-2023	\$	893,607.03
Receipts	\$	1,312,000.73
Expenditures	\$	605,528.36
Ending Balance 05-31-2023	\$	1,600,079.40

DEPRECIATION FUND**F&M Bank**

Beg Balance 04/30/2023	\$544,441.43
Receipts	\$243.66 interest
Disbursements	\$3,025.00 Kenny's Lumber (BR stall dividers) \$7,850.00 81 Trailer Sales (Utility Dump trailer)
Ending Balance 05/31/2023	\$533,810.09

QUALIFIED CAPITAL PURPOSE FUND**Home Federal**

Beg Balance 04/30/2023	\$50,338.53
Receipts	\$34,032.16 County proceeds \$59.50 interest
Disbursements	\$0.00
Ending Balance 05/31/2023	\$84,430.19

BOND FUND**Horizon Bank**

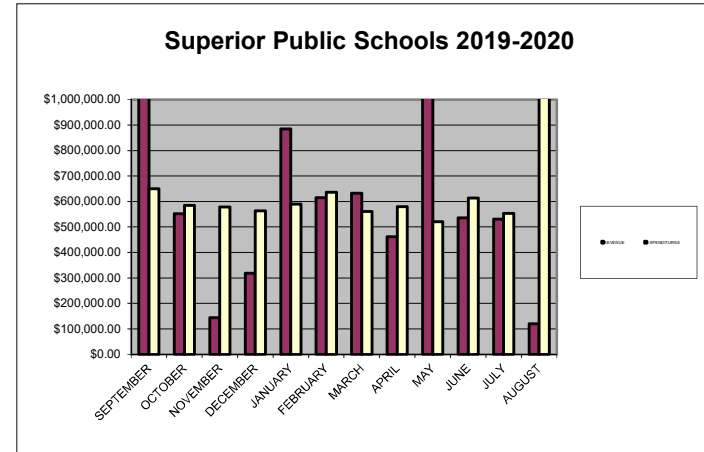
Beg Balance 04/30/2023	\$401,398.45
Receipts	\$121,387.65 County Proceeds \$1,071.62 interest
Disbursements	\$0.00
Ending Balance 05/31/2023	\$523,857.72

SPECIAL BUILDING FUND**Home Federal**

Beg Balance 04/30/2023	\$1,368,704.46
Receipts	\$102,102.33 County Proceeds \$13,388.99 interest
Disbursements	\$0.00
Ending Balance 05/31/2023	\$1,484,195.78

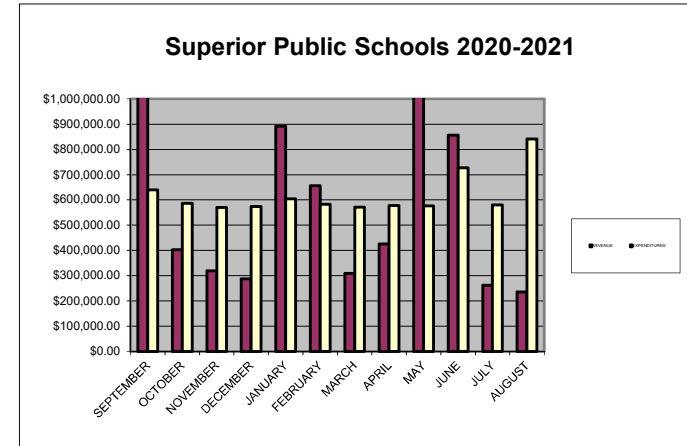
**SUPERIOR PUBLIC SCHOOL DISTRICT 65-0011
GENERAL FUND
2019-2020 FISCAL YEAR**

	BEG. BAL.	REVENUE	EXPENDITURES	END BALANCE
SEPTEMBER	\$2,081,605.89	\$1,140,743.32	\$649,859.92	\$2,572,489.29
OCTOBER	\$2,572,489.29	\$551,559.00	\$584,510.28	\$2,539,538.01
NOVEMBER	\$2,539,538.01	\$143,851.40	\$577,781.45	\$2,105,607.96
DECEMBER	\$2,105,607.96	\$318,249.77	\$563,042.07	\$1,860,815.66
JANUARY	\$1,860,815.66	\$885,052.02	\$589,545.70	\$2,156,321.98
FEBRUARY	\$2,156,321.98	\$614,680.36	\$636,514.66	\$2,134,487.68
MARCH	\$2,134,487.68	\$632,297.03	\$560,310.40	\$2,206,474.31
APRIL	\$2,206,474.31	\$462,013.82	\$579,090.64	\$2,089,397.49
MAY	\$2,089,397.49	\$1,271,335.81	\$520,376.23	\$2,840,357.07
JUNE	\$2,840,357.07	\$535,382.77	\$614,054.80	\$2,761,685.04
JULY	\$2,761,685.04	\$529,969.38	\$552,830.43	\$2,738,823.99
AUGUST	\$2,738,823.99	\$119,254.29	\$1,107,848.56	\$1,750,229.72



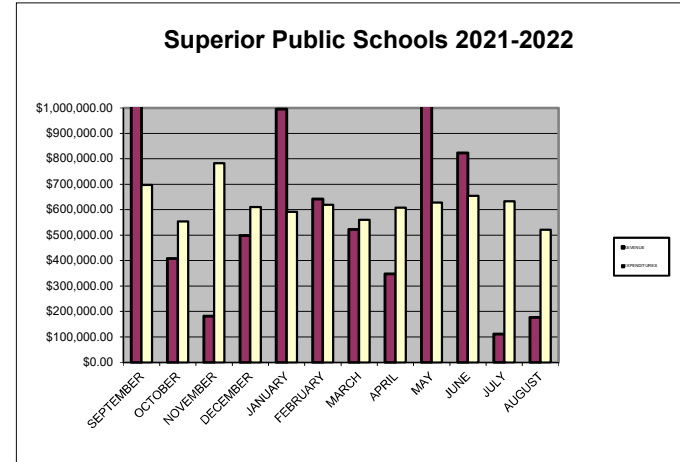
**SUPERIOR PUBLIC SCHOOL DISTRICT 65-0011
GENERAL FUND
2020-2021 FISCAL YEAR**

	BEG. BAL.	REVENUE	EXPENDITURES	END BALANCE
SEPTEMBER	\$1,750,229.72	\$1,270,816.74	\$640,026.23	\$2,381,020.23
OCTOBER	\$2,381,020.23	\$402,654.95	\$586,564.61	\$2,197,110.57
NOVEMBER	\$2,197,110.57	\$318,877.70	\$570,306.88	\$1,945,681.39
DECEMBER	\$1,945,681.39	\$288,275.08	\$574,210.33	\$1,659,746.14
JANUARY	\$1,659,746.14	\$891,465.75	\$605,021.17	\$1,946,190.72
FEBRUARY	\$1,946,190.72	\$656,809.29	\$582,762.55	\$2,020,237.46
MARCH	\$2,020,237.46	\$309,509.02	\$571,916.06	\$1,757,830.42
APRIL	\$1,757,830.42	\$425,963.71	\$577,657.26	\$1,606,136.87
MAY	\$1,606,136.87	\$1,207,261.61	\$576,493.44	\$2,236,905.04
JUNE	\$2,236,905.04	\$856,149.48	\$727,280.15	\$2,365,774.37
JULY	\$2,365,774.37	\$261,985.24	\$580,055.64	\$2,047,703.97
AUGUST	\$2,047,703.97	\$236,181.91	\$841,394.51	\$1,442,491.37



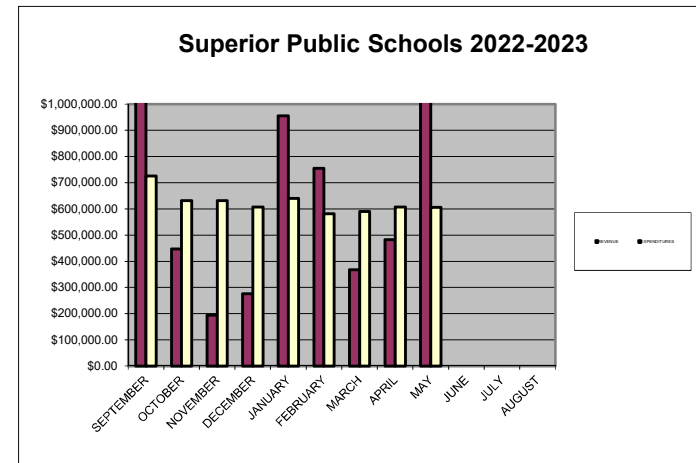
**SUPERIOR PUBLIC SCHOOL DISTRICT 65-0011
GENERAL FUND
2021-2022 FISCAL YEAR**

	BEG. BAL.	REVENUE	EXPENDITURES	END BALANCE
SEPTEMBER	\$1,442,491.37	\$1,192,592.22	\$697,447.45	\$1,937,636.14
OCTOBER	\$1,937,636.14	\$407,760.19	\$554,015.29	\$1,791,381.04
NOVEMBER	\$1,791,381.04	\$181,757.45	\$783,156.37	\$1,189,982.12
DECEMBER	\$1,189,982.12	\$498,733.66	\$610,650.15	\$1,078,065.63
JANUARY	\$1,078,065.63	\$994,756.13	\$591,110.10	\$1,481,711.66
FEBRUARY	\$1,481,711.66	\$642,442.97	\$618,591.36	\$1,505,563.27
MARCH	\$1,505,563.27	\$522,516.39	\$559,480.92	\$1,468,598.74
APRIL	\$1,468,598.74	\$347,307.72	\$608,160.41	\$1,207,746.05
MAY	\$1,207,746.05	\$1,454,501.61	\$627,812.21	\$2,034,435.45
JUNE	\$2,034,435.45	\$823,280.65	\$654,845.57	\$2,202,870.53
JULY	\$2,202,870.53	\$111,119.93	\$633,528.93	\$1,680,461.53
AUGUST	\$1,680,461.53	\$176,329.90	\$520,605.33	\$1,336,186.10



**SUPERIOR PUBLIC SCHOOL DISTRICT 65-0011
GENERAL FUND
2022-2023 FISCAL YEAR**

	BEG. BAL.	REVENUE	EXPENDITURES	END BALANCE
SEPTEMBER	\$1,336,186.10	\$1,094,427.33	\$726,305.18	\$1,704,308.25
OCTOBER	\$1,704,308.25	\$447,124.34	\$632,040.93	\$1,519,391.66
NOVEMBER	\$1,519,391.66	\$194,010.88	\$631,837.48	\$1,081,565.06
DECEMBER	\$1,081,565.06	\$276,080.92	\$607,629.18	\$750,016.80
JANUARY	\$750,016.80	\$955,678.74	\$640,268.86	\$1,065,426.68
FEBRUARY	\$1,065,426.68	\$755,383.16	\$581,093.45	\$1,239,716.39
MARCH	\$1,239,716.39	\$368,231.17	\$589,495.84	\$1,018,451.72
APRIL	\$1,018,451.72	\$482,600.35	\$607,445.04	\$893,607.03
MAY	\$893,607.03	\$1,312,000.73	\$605,528.36	\$1,600,079.40
JUNE				
JULY				
AUGUST				



Current Cash Balance

Sorted by Site ID, Reporting ID, Activity ID.
From 05/01/2023 to 05/31/2023.

Site ID	Site Name	Rep ID	Reporting ID Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Activity ID	Activity Name							
SPS	Superior Public Schools							
100	Athletics			10,117.53	850.00	4,196.09	-373.40	6,398.04
105	Bowling			886.16	0.00	0.00	0.00	886.16
110	Boys' Basketball			710.54	100.00	0.00	0.00	810.54
115	Cross Country			150.92	0.00	0.00	0.00	150.92
120	Girls' Basketball			5,125.76	0.00	315.00	0.00	4,810.76
125	Boys' Golf			251.40	0.00	145.00	0.00	106.40
130	Football			1,162.05	2,402.00	1,500.00	0.00	2,064.05
135	JH Football			8.50	0.00	0.00	0.00	8.50
140	JH Volleyball			460.11	0.00	0.00	0.00	460.11
145	JH Girls Basketball			31.72	0.00	0.00	0.00	31.72
150	Girls' Golf			847.16	0.00	44.55	0.00	802.61
170	Volleyball			1,870.92	2,156.00	0.00	0.00	4,026.92
180	Wrestling			2,800.59	0.00	626.97	0.00	2,173.62
190	Track			5,258.00	0.00	373.40	373.40	5,258.00
300	Archery			483.13	0.00	0.00	0.00	483.13
305	Art Club			166.18	0.00	0.00	0.00	166.18
320	Community Service Club			3,383.21	256.40	233.52	0.00	3,406.09
325	Drama			1,641.05	0.00	0.00	0.00	1,641.05
335	FBLA			7,603.55	0.00	1,443.90	0.00	6,159.65
345	FFA			22,319.49	2,684.00	6,274.15	0.00	18,729.34
350	Foreign Language			5,046.64	0.00	3,861.00	0.00	1,185.64
355	S Club			63.63	0.00	0.00	0.00	63.63
360	Speech			185.54	0.00	0.00	0.00	185.54
365	Student Council			7,264.05	74.00	328.84	0.00	7,009.21
370	Drill Team			197.36	6,996.19	2,146.96	0.00	5,046.59
500	Elementary K-5			11,253.04	12.10	2,352.88	0.00	8,912.26
501	Elementary PBiS			535.36	0.00	0.00	0.00	535.36
503	Kids' Club			494.79	0.00	75.00	0.00	419.79
505	Middle School			473.32	330.00	210.20	0.00	593.12
510	Secondary			1,011.85	145.00	174.00	0.00	982.85
511	Secondary PBiS			1,837.51	344.00	731.67	0.00	1,449.84
519	Class of 2019			0.00	0.00	0.00	0.00	0.00
520	Class of 2020			0.00	0.00	0.00	0.00	0.00
521	Class of 2021			0.00	0.00	0.00	0.00	0.00
522	Class of 2022			10.00	0.00	0.00	0.00	10.00
523	Class of 2023			3,735.31	350.00	1,303.00	0.00	2,782.31
524	Class of 2024			4,450.64	275.00	144.73	0.00	4,580.91
525	Class of 2025			6,524.86	530.00	236.32	0.00	6,818.54
526	Class of 2026			2,044.41	700.00	0.00	0.00	2,744.41
610	Ag Ed			328.91	0.00	0.00	0.00	328.91
615	Ag Trip			4,225.81	500.00	0.00	0.00	4,725.81
620	Art Fund			2,709.29	0.00	0.00	0.00	2,709.29
630	Music			13,854.65	86.34	1,229.00	0.00	12,711.99

Current Cash Balance

Sorted by Site ID, Reporting ID, Activity ID.
From 05/01/2023 to 05/31/2023.

Site ID	Site Name					
Rep ID	Reporting ID Name					
Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
640	Flashlight	10,599.09	0.00	154.49	0.00	10,444.60
650	Greenhouse	19.65	0.00	19.65	0.00	0.00
660	Industrial Arts	3,913.74	0.00	0.00	0.00	3,913.74
670	Student Purchases	18.00	0.00	0.00	0.00	18.00
690	Yearbook	3,218.45	0.00	0.00	0.00	3,218.45
800	Backpack Program	16,225.69	283.60	0.00	0.00	16,509.29
805	EPOCH	469.10	0.00	20.00	0.00	449.10
810	Flower Fund	172.45	0.00	0.00	0.00	172.45
820	Alumni Board	361.49	0.00	0.00	0.00	361.49
830	Library Fund	949.90	231.65	0.00	0.00	1,181.55
840	Cats Cafe	192.31	0.00	0.00	0.00	192.31
845	Striv	1,077.28	500.00	23.48	0.00	1,553.80
850	Weight Room	0.00	0.00	0.00	0.00	0.00
860	Teachers' Workroom	1,223.76	0.00	185.00	0.00	1,038.76
861	Elementary Workroom	268.35	0.00	45.00	0.00	223.35
870	Therapy Dog	516.45	0.00	0.00	0.00	516.45
880	Wildcat Food	4,594.95	850.92	405.92	0.00	5,039.95
890	Wellness Grant	629.46	0.00	354.60	0.00	274.86
990	Interest	5,741.84	655.60	0.00	0.00	6,397.44
Totals:		<u>181,716.90</u>	<u>21,312.80</u>	<u>29,154.32</u>	<u>0.00</u>	<u>173,875.38</u>
SPS Totals:		<u>181,716.90</u>	<u>21,312.80</u>	<u>29,154.32</u>	<u>0.00</u>	<u>173,875.38</u>
Report Totals:		<u>181,716.90</u>	<u>21,312.80</u>	<u>29,154.32</u>	<u>0.00</u>	<u>173,875.38</u>

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
100	Athletics					
SPS	Superior Public Schools					
035124 Cleared	05/02/2023 05/31/2023	ASPi Solutions, Inc	No	16489	Sharon Bilstoft JH meet online entries 05012023	72.00
035125 Cleared	05/02/2023 05/31/2023	SOS Portable Toilets, Inc	No	50132	Sharon Bilstoft Clean portable toilets 05012023	100.00
035126 Cleared	05/02/2023 05/31/2023	Lou's Sporting Goods	No	AAE745375- AE00	Sharon Bilstoft Shot put 05012023	185.00
035127 Cleared	05/02/2023 05/31/2023	Deshler Public Schools	No	04202023DPS	Sharon Bilstoft JH track entry fees 04202023	150.00
035129 Cleared	05/05/2023 05/31/2023	Thayer Central Community Schools	No	05052023TC	Sharon Bilstoft Boys golf entry fee 05102023	75.00
035129 Cleared	05/05/2023 05/31/2023	Thayer Central Community Schools	No	05052023TC	Sharon Bilstoft Boys golf meals at TC 05102023	50.00
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 1493	Kim Williams Hospitality room supplies	21.36
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 2023 1493	Kim Williams Hospitality room supplies	27.96
035135 Cleared	05/08/2023 05/31/2023	Kenny's Lumber & Farm Supply Inc	No	2304-054747	Kim Williams plywood for windbreak	25.78
035138 Cleared	05/08/2023 05/31/2023	Superior Ace Hardware	No	2127050	Kim Williams Track canopy and stakes	188.98
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	656	Kim Williams Runza-Coaches' food	39.58
035143 Cleared	05/10/2023 05/31/2023	Fillmore Central High School	No	0502023FC	Sharon Bilstoft Timing system fee JH track 04012023	1,000.00
035148 Cleared	05/12/2023 05/31/2023	Lawrence Nelson Public Schools	No	05112023LN	Sharon Bilstoft LN JH track entry fee 05112023	100.00
035150 Cleared	05/15/2023 05/31/2023	Grand Island Central Catholic	No	05152023GICC	Sharon Bilstoft Boys golf district entry fee	150.00
035153 Printed	05/17/2023 05/17/2023	NSIAAA	No	23-24 NSIAAA corman	Sharon Bilstoft NSIAAA membership	250.00
035154 Cleared	05/17/2023 05/31/2023	Brittany Carpenter	No	118449	Sharon Bilstoft Coach's membership 05162023	52.00

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
<hr/> 100 Athletics <hr/>						
SPS Superior Public Schools						
035202 Printed	05/25/2023 05/25/2023	Nebraska Coaches Association	No	051523NCA	Sharon Bilstoft NCA Membership dues	1,145.00
035204 Printed	05/25/2023 05/25/2023	Sarah Kirchhoff	No	0079448527	Sharon Bilstoft Coach apparel reimbursement 052423	100.00
035206 Printed	05/26/2023 05/26/2023	Thayer Central Community Schools	No	052423TC	Sharon Bilstoft HS District track entry fee	100.00
035212 Printed	05/31/2023 05/31/2023	School Health Corporation	No	4196904-01 & 4196904-00	Sharon Bilstoft Ice bags, ath tape, more skin, k-tape	347.83
035213 Printed	05/31/2023 05/31/2023	S&S Worldwide, Inc	No	1N101198679	Sharon Bilstoft Double roll tickets	15.60
Total for SPS - Superior Public Schools:						4,196.09
Total for 100 - Athletics:						4,196.09
<hr/> 120 Girls' Basketball <hr/>						
SPS Superior Public Schools						
035209 Printed	05/30/2023 05/30/2023	Centennial Girls Basketball	No	05262023CGB	Sharon Bilstoft JV & Varsity girls bball camp 05262023	315.00
<hr/> 125 Boys' Golf <hr/>						
SPS Superior Public Schools						
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	3532	Kim Williams Do Drop Inn-team meal	145.00
<hr/> 130 Football <hr/>						
SPS Superior Public Schools						
035211 Printed	05/30/2023 05/30/2023	Jay Long	Yes	05302023JL	Sharon Bilstoft Chadron State Coach Payment 05302023	1,500.00
<hr/> 150 Girls' Golf <hr/>						
SPS Superior Public Schools						
035122 Cleared	05/02/2023 05/31/2023	Awards Unlimited, Inc.	No	78809	Sharon Bilstoft Conference trophy golf 05012023	44.55

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID	Activity Name	Site ID	Site Name	Check #	Issue Date	Vendor Name	Approved by	Status	Status Date	PO Number	1099?	Invoice Number	Description	Amount
180 Wrestling														
SPS	Superior Public Schools													
035142	05/08/2023	U.S. Bank					Kim Williams					10479	Xtreme Pro-Apparel-girls singlets, warm-ups	626.97
Cleared	05/31/2023					No								
190 Track														
SPS	Superior Public Schools													
035128	05/04/2023	Lou's Sporting Goods					Sharon Biltoft					AAV753401-AX03	Uniforms track 05012023	373.40
Cleared	05/31/2023					No								
320 Community Service Club														
SPS	Superior Public Schools													
035137	05/08/2023	Linpecco-Hastings					Kim Williams					Apr 2023 69494	machine drinks	233.52
Cleared	05/31/2023					No								

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
<hr/>						
335	FBLA					
<hr/>						
SPS	Superior Public Schools					
035131 Cleared	05/08/2023 05/31/2023	Amazon Capital Services	No	13MN-7G1C-66MM	Kim Williams Teacher appreciation supplies	114.95
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 1226	Kim Williams Banquet supplies	62.67
035140 Cleared	05/08/2023 05/31/2023	Superior Pharmacy	No	04272023 FBLA	Kim Williams Banquet supplies	79.80
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	90230	Kim Williams Fairfiled Kearney-FBLA State hotel rooms	719.70
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	063947	Kim Williams DQ-Food at State convention	41.05
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	18725773	Kim Williams MPix-HS track pictures	158.32
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	18738176	Kim Williams Mpix-JH Track pictures	149.63
035146 Cleared	05/12/2023 05/31/2023	Lunch Fund	No	100	Sharon Biltoft Banquet food FBLA 05042023	117.78
Total for SPS - Superior Public Schools:						1,443.90
Total for 335 - FBLA:						1,443.90

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
<hr/>						
345	FFA					
<hr/>						
SPS	Superior Public Schools					
035132 Cleared	05/08/2023 05/31/2023	Bomgaars Supply	No	95187896	Kim Williams fertilizer	43.02
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 1232	Kim Williams Banquet supplies	122.62
035135 Cleared	05/08/2023 05/31/2023	Kenny's Lumber & Farm Supply Inc	No	2304-054742	Kim Williams JB Weld	21.99
035138 Cleared	05/08/2023 05/31/2023	Superior Ace Hardware	No	227264/1	Kim Williams Greenhouse locks	129.99
035138 Cleared	05/08/2023 05/31/2023	Superior Ace Hardware	No	227293/1	Kim Williams Greenhouse-caulk, doorknob	138.58
035139 Cleared	05/08/2023 05/31/2023	Superior Motor Parts	No	417144	Kim Williams Greenhouse-FHP Belt	27.89
035141 Cleared	05/08/2023 05/31/2023	Superior Publishing Co., Inc	No	04222023	Kim Williams Plant sales ads	9.00
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	3046784	Kim Williams VRBO-Officer retreat lodging	1,091.06
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	2486281	Kim Williams Graduate Lincoln-State FFA lodging	3,564.00
035145 Cleared	05/10/2023 05/31/2023	Superior Country Club	No	1737	Sharon Biltoft Pizzas for dance FFA	100.00
035151 Cleared	05/17/2023 05/31/2023	Nebraska FFA Association	No	2093	Sharon Biltoft State convention registration	818.00
035152 Printed	05/17/2023 05/17/2023	NAEA District 6	No	051523D6	Sharon Biltoft Spring CDE's	70.00
035208 Printed	05/30/2023 05/30/2023	National FFA Organization	No	MDS300455	Sharon Biltoft Gold and blue awards	138.00
Total for SPS - Superior Public Schools:						6,274.15
Total for 345 - FFA:						6,274.15

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
350 Foreign Language						
SPS Superior Public Schools						
035158 Printed	05/18/2023 05/18/2023	Lisa Butler	No	051823LB	Sharon Biltoft Fundraising eggs Spanish trip 051823	50.00
035159 Cleared	05/18/2023 05/31/2023	Megan McMeen	No	051823MM	Sharon Biltoft Fundraising Spanish trip 051823	1,237.00
035160 Printed	05/18/2023 05/18/2023	Mary Tietjen	No	051823MT	Sharon Biltoft Fundraising Spanish trip 051823	734.00
035161 Cleared	05/18/2023 05/31/2023	Kelsea Blevins	No	051823KB	Sharon Biltoft Fundraising Spanish trip 051823	531.00
035162 Printed	05/18/2023 05/18/2023	Casey Bargaen	No	051823CB	Sharon Biltoft Fundraising Spanish trip 051823	1,243.00
035163 Cleared	05/18/2023 05/31/2023	Mia Gardner	No	051823MG	Sharon Biltoft Fundraising Spanish trip 051823	66.00
Total for SPS - Superior Public Schools:						3,861.00
Total for 350 - Foreign Language:						3,861.00

365 Student Council						
SPS Superior Public Schools						
035121 Cleared	05/02/2023 05/31/2023	Crest Theatre	No	828220	Sharon Biltoft Popcorn for movie incentive 04282023	40.00
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 1474	Kim Williams Movie incentive supplies	70.55
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 2023 1474	Kim Williams Staff retirement supplies	14.24
035140 Cleared	05/08/2023 05/31/2023	Superior Pharmacy	No	469070	Kim Williams Retiree gifts	37.90
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	1023890281	Kim Williams CostCo-Movie incentive supplies	91.45
035205 Printed	05/25/2023 05/25/2023	Melissa Schuster	No	051923MS	Sharon Biltoft Postage to send care packages 052423	74.70
Total for SPS - Superior Public Schools:						328.84
Total for 365 - Student Council:						328.84

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
370 Drill Team						
SPS Superior Public Schools						
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 1234	Kim Williams Concessions supplies	60.96
035165 Cleared	05/22/2023 05/31/2023	Wyhe's Choice Fundraising	No	123050075R2	Sharon Biltoft Puff pastries fundraisers	2,086.00
Total for SPS - Superior Public Schools:						2,146.96
Total for 370 - Drill Team:						2,146.96
500 Elementary K-5						
SPS Superior Public Schools						
035123 Cleared	05/02/2023 05/31/2023	Tower Garden	No	US198189365	Sharon Biltoft tower garden 04252023	1,748.00
035131 Cleared	05/08/2023 05/31/2023	Amazon Capital Services	No	1R6J-WVX1-1QKD	Kim Williams Henry gloves	9.98
035131 Cleared	05/08/2023 05/31/2023	Amazon Capital Services	No	11FR-ND4N-16J7	Kim Williams Elting-dye, gloves, baggies	121.67
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 1227	Kim Williams WOTYC supplies	23.14
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 2023 1227	Kim Williams WOTYC supplies	9.59
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	April 23 1227	Kim Williams WOTYC supplies	90.38
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	April 2023 1227	Kim Williams WOTYC supplies	56.88
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 23 #1227	Kim Williams Grade 1 supplies	27.13
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 2023 #1227	Kim Williams Family Fun Night supplies	191.11
035207 Printed	05/30/2023 05/30/2023	Crest Theatre	No	828224	Sharon Biltoft Theater Rental 051723	75.00
Total for SPS - Superior Public Schools:						2,352.88
Total for 500 - Elementary K-5:						2,352.88

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
503 Kids' Club						
SPS Superior Public Schools						
035136 Cleared	05/08/2023 05/31/2023	KRFS AM/FM	No	2023-307	Kim Williams Help wanted ads	75.00
505 Middle School						
SPS Superior Public Schools						
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	April 2023 1226	Kim Williams MS Dance supplies	210.20
510 Secondary						
SPS Superior Public Schools						
035149 Cleared	05/12/2023 05/31/2023	The Dirty Porker	No	899	Sharon Biltoft Senior internship meal 05042023	75.00
035203 Printed	05/25/2023 05/25/2023	Computer Hardware	No	G21197	Sharon Biltoft Chromebook repair 052123	99.00
Total for SPS - Superior Public Schools:						174.00
Total for 510 - Secondary:						174.00
511 Secondary PBiS						
SPS Superior Public Schools						
035121 Cleared	05/02/2023 05/31/2023	Crest Theatre	No	828220	Sharon Biltoft Rental 04282023	75.00
035130 Cleared	05/05/2023 05/31/2023	Dan Sheehy	No	05042023DS	Sharon Biltoft Sno cone incentive 05032023	639.00
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	Apr 2023 1226	Kim Williams PBiS incentives	14.97
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No	3766180	Kim Williams TPT-6th Grade Welcome	2.70
Total for SPS - Superior Public Schools:						731.67
Total for 511 - Secondary PBiS:						731.67

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099? Invoice Number	Approved by Description	Amount
<hr/> 523 Class of 2023 <hr/>					
SPS Superior Public Schools					
035144 Cleared	05/10/2023 05/31/2023	Brooke Bauer Photography	No 1873	Sharon Biltoft Graduation pictures and DVD's	554.00
035156 Cleared	05/17/2023 05/31/2023	Main Street Floral	No 097124/1	Sharon Biltoft Flowers for graduation 05162023	749.00
Total for SPS - Superior Public Schools:					1,303.00
Total for 523 - Class of 2023:					1,303.00
<hr/> 524 Class of 2024 <hr/>					
SPS Superior Public Schools					
034770 Void	12/01/2022 05/31/2023	Superior Auditorium Community Center	No 041423	Sharon Biltoft Damage Prom Damage Deposit	-250.00
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No Apr 23 1233	Kim Williams Prom snacks, drinks	104.62
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No Apr 23 1237	Kim Williams Prom supplies	47.12
035138 Cleared	05/08/2023 05/31/2023	Superior Ace Hardware	No 226841	Kim Williams Prom-paint	30.99
035142 Cleared	05/08/2023 05/31/2023	U.S. Bank	No zLnh	Kim Williams Eileen's - cookies for prom	82.00
035164 Printed	05/22/2023 05/22/2023	Superior Auditorium Community Center	No 051923SA	Sharon Biltoft Prom table rental	130.00
Total for SPS - Superior Public Schools:					144.73
Total for 524 - Class of 2024:					144.73
<hr/> 525 Class of 2025 <hr/>					
SPS Superior Public Schools					
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No Apr 23 1236	Kim Williams Concessions supplies	236.32

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
630	Music					
SPS	Superior Public Schools					
035155 Cleared	05/17/2023 05/31/2023	Yandas Music & Pro Audio	No	647518	Sharon Biltoft School inst repair 051623	80.00
035166 Cleared	05/22/2023 05/31/2023	Michael Sander	No	05222023MS	Sharon Biltoft Instrument/Uniform refund 05222023	32.00
035167 Printed	05/22/2023 05/22/2023	Krystal Wulf	No	05222023KW	Sharon Biltoft Instrument/Uniform refund 05222023	30.00
035168 Printed	05/22/2023 05/22/2023	Cassie Wagoner	No	05222023CW	Sharon Biltoft Instrument/Uniform refund 05222023	52.00
035169 Cleared	05/22/2023 05/31/2023	Mindy Clyde	No	05222023MC	Sharon Biltoft Instrument/Uniform refund 05222023	30.00
035170 Cleared	05/22/2023 05/31/2023	Sara Fuller	No	05222023SF	Sharon Biltoft Instrument/Uniform refund 05222023	30.00
035171 Cleared	05/22/2023 05/31/2023	Suzanne Duncan	No	05222023SD	Sharon Biltoft Instrument/Uniform refund 05222023	50.00
035172 Printed	05/22/2023 05/22/2023	Jennifer Eitzmann	No	05222023JE	Sharon Biltoft Instrument/Uniform refund 05222023	62.00
035173 Printed	05/22/2023 05/22/2023	Diane Littrell-Tate	No	05222023DLT	Sharon Biltoft Instrument/Uniform refund 05222023	82.00
035174 Cleared	05/22/2023 05/31/2023	Janet Alley	No	05222023JA	Sharon Biltoft Instrument/Uniform refund 05222023	30.00
035175 Cleared	05/22/2023 05/31/2023	Hillary Grijalva	No	05222023HG	Sharon Biltoft Instrument/Uniform refund 05222023	32.00
035176 Printed	05/22/2023 05/22/2023	Todd Kramp	No	05222023TK	Sharon Biltoft Instrument/Uniform refund 05222023	30.00
035177 Printed	05/22/2023 05/22/2023	Shannon McCord	No	05222023SM	Sharon Biltoft Instrument/Uniform refund 05222023	32.00
035178 Printed	05/22/2023 05/22/2023	Trent Siebecker	No	05222023TS	Sharon Biltoft Instrument/Uniform refund 05222023	10.00
035179 Printed	05/22/2023 05/22/2023	Michelle Streit	No	05222023MS	Sharon Biltoft Instrument/Uniform refund 05222023	30.00
035180 Printed	05/22/2023 05/22/2023	Sarah Kirchhoff	No	05222023SK	Sharon Biltoft Instrument/Uniform refund 05222023	20.00
035181 Cleared	05/22/2023 05/31/2023	Rebecca Fullerton	No	05222023RF	Sharon Biltoft Instrument/Uniform refund 05222023	35.00

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID Check # Status	Activity Name Site Name Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
630	Music					
035182 Printed	05/22/2023 05/22/2023	Angie Gardner	No	05222023AG	Sharon Bilstoft Instrument/Uniform refund 05222023	70.00
035183 Printed	05/22/2023 05/22/2023	Emily Kirchhoff	No	05222023EK	Sharon Bilstoft Instrument/Uniform refund 05222023	60.00
035184 Printed	05/22/2023 05/22/2023	Amanda Schnakenberg	No	05222023AS	Sharon Bilstoft Instrument/Uniform refund 05222023	50.00
035185 Cleared	05/22/2023 05/31/2023	John Ekstein	No	05222023JE	Sharon Bilstoft Instrument/Uniform refund 05222023	50.00
035186 Printed	05/22/2023 05/22/2023	Lisa Streit	No	05222023LS	Sharon Bilstoft Instrument/Uniform refund 05222023	45.00
035187 Cleared	05/22/2023 05/31/2023	Sharon Bilstoft	No	05222023SB	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00
035188 Printed	05/22/2023 05/22/2023	Alicea Gentry	No	05222023AG	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00
035189 Printed	05/22/2023 05/22/2023	Brandon Blecha	No	05222023BB	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00
035190 Cleared	05/22/2023 05/31/2023	Ryan Butler	Yes	05222023RB	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00
035191 Printed	05/22/2023 05/22/2023	Kami Eitzmann	No	05222023KE	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00
035192 Printed	05/22/2023 05/22/2023	Cortney Felmlee	No	05222023CF	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00
035193 Cleared	05/22/2023 05/31/2023	Austin Karnatz	No	05222023AK	Sharon Bilstoft Instrument/Uniform refund 05222023	32.00
035194 Printed	05/22/2023 05/22/2023	Landon Woerner	No	05222023LW	Sharon Bilstoft Instrument/Uniform refund 05222023	30.00
035195 Printed	05/22/2023 05/22/2023	Eric Edwards	No	05222023EE	Sharon Bilstoft Instrument/Uniform refund 05222023	10.00
035196 Cleared	05/22/2023 05/31/2023	Carmen Wentworth	No	05222023CW	Sharon Bilstoft Instrument/Uniform refund 05222023	20.00

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID	Activity Name Site Name	Check # Status	Issue Date Status Date	Vendor Name PO Number	1099?	Invoice Number	Approved by Description	Amount
630		Music						
SPS		Superior Public Schools						
035197 Printed	05/22/2023 05/22/2023	Debra Alvarado	No	05222023DA		Sharon Biltoft Instrument/Uniform refund 05222023	20.00	
035198 Printed	05/22/2023 05/22/2023	Matthew Meyer	No	05222023MM		Sharon Biltoft Instrument/Uniform refund 05222023	15.00	
035199 Printed	05/22/2023 05/22/2023	Mark Benson	No	05222023MB		Sharon Biltoft Instrument/Uniform refund 05222023	20.00	
035200 Printed	05/22/2023 05/22/2023	Tiffany Mundorf	No	05222023TM		Sharon Biltoft Instrument/Uniform refund 05222023	20.00	
Total for SPS - Superior Public Schools:							1,229.00	
Total for 630 - Music:							1,229.00	

640		Flashlight						
SPS		Superior Public Schools						
035141 Cleared	05/08/2023 05/31/2023	Superior Publishing Co., Inc	No	04272023		Kim Williams Flashlight printing	140.00	
035205 Printed	05/25/2023 05/25/2023	Melissa Schuster	No			Sharon Biltoft Postage to send paper 052423	4.44	
035210 Printed	05/30/2023 05/30/2023	Melissa Schuster	No	05302023MS		Sharon Biltoft Postage for Flashlight 05302023	10.05	
Total for SPS - Superior Public Schools:							154.49	
Total for 640 - Flashlight:							154.49	

650		Greenhouse						
SPS		Superior Public Schools						
035139 Cleared	05/08/2023 05/31/2023	Superior Motor Parts	No	417144		Kim Williams Greenhouse-FHP Belt	19.65	

805		EPOCH						
SPS		Superior Public Schools						
035147 Cleared	05/12/2023 05/31/2023	Sandy Creek Schools	No	05012023QB		Sharon Biltoft Registration 1 team Quiz Bowl 05012023	20.00	

Check Detail

Sorted by Activity ID, Site ID.
From 05/01/2023 to 05/31/2023.

Activity ID Site ID	Activity Name Site Name	Check # Status	Issue Date Status Date	Vendor Name PO Number	1099? Invoice Number	Approved by Description	Amount
<hr/>							
845	Striv						
<hr/>							
SPS	Superior Public Schools						
035133 Cleared	05/08/2023 05/31/2023	Ideal Market	No	April 23 1226	Kim Williams Striv Thank you party supplies	23.48	
<hr/>							
860	Teachers' Workroom						
<hr/>							
SPS	Superior Public Schools						
035137 Cleared	05/08/2023 05/31/2023	Linpepco-Hastings	No	Apr 2023 61105	Kim Williams machine drinks	75.00	
035201 Cleared	05/23/2023 05/31/2023	April Perrie	No	900	Sharon Biltoft Cakes for retirement party	110.00	
						Total for SPS - Superior Public Schools:	185.00
						Total for 860 - Teachers' Workroom:	185.00
<hr/>							
861	Elementary Workroom						
<hr/>							
SPS	Superior Public Schools						
035137 Cleared	05/08/2023 05/31/2023	Linpepco-Hastings	No	Apr 2023 60871	Kim Williams machine drinks	45.00	
<hr/>							
880	Wildcat Food						
<hr/>							
SPS	Superior Public Schools						
035137 Cleared	05/08/2023 05/31/2023	Linpepco-Hastings	No	Apr 2023 60832	Kim Williams Concessions drinks	405.92	
<hr/>							
890	Wellness Grant						
<hr/>							
SPS	Superior Public Schools						
035157 Cleared	05/17/2023 05/31/2023	Sam's Club/Synchrony Bank	No	10059094341	Kim Williams Wellness snacks	354.60	
						Grand Total :	29,154.32

Superior Public Schools

May 2023 Revenue Budget Summary Report

Account Code	Description	May 2023 Receipts	2022-2023 Budget	Actual (YTD)	Available (YTD)	% of Budget Received
01-1-01100-000-000	Local Property Taxes	(\$990,388.87)	(\$4,388,900.00)	(\$3,491,889.63)	(\$897,010.37)	79.56
01-1-01115-000-000	Carline Tax	(\$2,573.98)	(\$4,300.00)	(\$3,117.80)	(\$1,182.20)	72.50
01-1-01120-000-000	Pub Power 5% Gross	\$0.00	(\$7,000.00)	(\$7,328.88)	\$328.88	104.69
01-1-01125-000-000	Motor Vehicle Taxes	(\$14,651.42)	(\$225,000.00)	(\$198,099.04)	(\$26,900.96)	88.04
01-1-01140-000-000	Pen/Int on Delinquent Taxes	(\$3.36)	\$0.00	(\$8,685.85)	\$8,685.85	0.00
01-1-01311-000-000	Tuition - Indiv Reg Ed	\$0.00	\$0.00	(\$2,000.00)	\$2,000.00	0.00
01-1-01331-000-000	Tuition Otr Dist Reg Ed	(\$25,000.00)	(\$50,000.00)	(\$49,000.00)	(\$1,000.00)	98.00
01-1-01510-000-000	Interest	(\$2,526.58)	(\$15,000.00)	(\$13,520.09)	(\$1,479.91)	90.13
01-1-01911-000-000	Local License Fees	\$0.00	(\$1,500.00)	(\$900.00)	(\$600.00)	60.00
01-1-01920-000-000	Donations	\$0.00	\$0.00	(\$2,000.00)	\$2,000.00	0.00
01-1-01921-000-000	City Police Court Fines	(\$50.00)	\$0.00	(\$475.00)	\$475.00	0.00
01-1-01925-000-000	United Way PLEC grant	(\$1,641.66)	\$0.00	(\$1,641.66)	\$1,641.66	0.00
01-1-01955-000-000	Postsecondary Receipts	\$0.00	\$0.00	(\$840.00)	\$840.00	0.00
01-1-01990-000-000	Other Local Receipts	(\$703.00)	(\$15,000.00)	(\$13,579.90)	(\$1,420.10)	90.53
01-1-02110-000-000	Co Fines & License Fees	(\$2,106.76)	(\$17,000.00)	(\$13,826.42)	(\$3,173.58)	81.33
01-1-02210-000-000	ESU Receipts	\$0.00	(\$2,500.00)	(\$120.00)	(\$2,380.00)	4.80
01-1-03110-000-000	State Aid	(\$100,338.00)	(\$1,127,531.00)	(\$903,042.00)	(\$224,489.00)	80.09
01-1-03120-000-000	Sped - School Age	(\$66,680.00)	(\$400,000.00)	(\$352,545.00)	(\$47,455.00)	88.13
01-1-03125-000-000	Sped Transport - SA	(\$19,549.00)	(\$32,000.00)	(\$19,549.00)	(\$12,451.00)	61.09
01-1-03130-000-000	Homestead Exemption	(\$9,658.27)	\$0.00	(\$28,974.81)	\$28,974.81	0.00
01-1-03131-000-000	Property Tax Credit	(\$50,153.04)	\$0.00	(\$327,422.54)	\$327,422.54	0.00
01-1-03133-000-000	Nameplate Capacity	\$0.00	(\$2,000.00)	\$0.00	(\$2,000.00)	0.00
01-1-03180-000-000	Pro-Rate Motor Vehicle	\$0.00	(\$9,000.00)	(\$8,412.76)	(\$587.24)	93.47
01-1-03400-000-000	State Apportionment	\$0.00	(\$50,000.00)	(\$77,236.17)	\$27,236.17	154.47
01-1-03535-000-000	High Ability Learners	\$0.00	(\$4,946.00)	(\$4,880.00)	(\$66.00)	98.66
01-1-04105-000-000	eRate Funding	(\$3,944.32)	\$0.00	(\$5,777.56)	\$5,777.56	0.00
01-1-04310-000-000	REAP	(\$16,253.10)	\$0.00	(\$16,253.10)	\$16,253.10	0.00
01-1-04505-000-000	Title I	\$0.00	(\$80,000.00)	(\$50,264.00)	(\$29,736.00)	62.83
01-1-04509-000-000	Title II A	\$0.00	(\$20,000.00)	(\$26,438.00)	\$6,438.00	132.19
01-1-04516-000-000	IDEA Presc (619) Base, E/P	\$0.00	(\$4,000.00)	\$0.00	(\$4,000.00)	0.00
01-1-04518-000-000	IDEA Part B (611) Base, E/P	\$0.00	(\$96,000.00)	(\$12,504.00)	(\$83,496.00)	13.02
01-1-04525-000-000	Fed Voc (Carl Perkins)	\$0.00	(\$9,000.00)	(\$79.91)	(\$8,920.09)	0.88
01-1-04527-000-000	Title III ELL Consortium	\$0.00	\$0.00	(\$120.00)	\$120.00	0.00
01-1-04530-000-000	Oth Fed (ECF)	\$0.00	\$0.00	(\$42,610.82)	\$42,610.82	0.00
01-1-04531-000-000	Title IV, Part B, 21st Century	\$0.00	(\$10,000.00)	(\$27,713.00)	\$17,713.00	277.13
01-1-04708-000-000	MIPS	\$0.00	(\$15,000.00)	(\$17,686.06)	\$2,686.06	117.90
01-1-04709-000-000	MAAPS	(\$5,779.37)	(\$10,000.00)	(\$13,710.01)	\$3,710.01	137.10
01-1-04997-000-000	ESSER II	\$0.00	(\$165,000.00)	(\$7,747.00)	(\$157,253.00)	4.69
01-1-04998-000-000	ESSER III	\$0.00	(\$558,500.00)	(\$132,918.00)	(\$425,582.00)	23.79
01-1-05300-000-000	Sale Of Property	\$0.00	(\$100.00)	\$0.00	(\$100.00)	0.00

01-1-05301-000-000	Insurance Adjustments	\$0.00	\$0.00	(\$2,312.84)	\$2,312.84	0.00
Subtotal 01 - General Fund		(\$1,312,000.73)	(\$7,319,277.00)	(\$5,885,220.85)	(\$1,434,056.15)	80.41
02-1-01510-000-000	Interest	(\$243.66)	\$0.00	(\$1,551.88)	\$1,551.88	0.00
Subtotal 02 - Depreciation Fund		(\$243.66)	\$0.00	(\$1,551.88)	\$1,551.88	0.00
03-1-01510-000-000	Interest On Account	(\$0.83)	\$0.00	(\$10.45)	\$10.45	0.00
03-1-05200-000-000	General Fund Transfers	\$0.00	(\$50,000.00)	\$0.00	(\$50,000.00)	0.00
Subtotal 03 - Employee Benefit Fund		(\$0.83)	(\$50,000.00)	(\$10.45)	(\$49,989.55)	0.02
06-1-01510-000-000	Interest On Account	(\$4.28)	(\$25.00)	(\$32.15)	\$7.15	128.60
06-1-01611-000-000	Student Lunch	(\$5,747.15)	(\$135,000.00)	(\$57,540.64)	(\$77,459.36)	42.62
06-1-01612-000-000	Student Breakfast	\$0.00	(\$9,175.00)	\$0.00	(\$9,175.00)	0.00
06-1-01620-000-000	Extra Items (A La Carte)	(\$60.69)	(\$44,500.00)	(\$7,047.74)	(\$37,452.26)	15.83
06-1-01630-000-000	Special Function Sales	(\$117.78)	\$0.00	(\$117.78)	\$117.78	0.00
06-1-01990-000-000	Other Local (Misc)	(\$96.06)	(\$1,300.00)	(\$594.03)	(\$705.97)	45.69
06-1-03150-000-000	State Lunch Reimb	\$0.00	(\$1,500.00)	(\$937.01)	(\$562.99)	62.46
06-1-04210-000-000	Federal Reimbursement	(\$16,655.22)	(\$160,000.00)	(\$170,511.43)	\$10,511.43	106.56
06-1-05200-000-000	General Fund Transfer	\$0.00	(\$10,000.00)	\$0.00	(\$10,000.00)	0.00
Subtotal 06 - School Nutrition Fund		(\$22,681.18)	(\$361,500.00)	(\$236,780.78)	(\$124,719.22)	65.50
07-1-01100-000-000	Property Tax	(\$114,194.03)	(\$532,000.00)	(\$410,007.11)	(\$121,992.89)	77.06
07-1-01115-000-000	Carline Tax	(\$296.79)	(\$300.00)	(\$362.46)	\$62.46	120.82
07-1-01120-000-000	Pub Power 5% Gross	\$0.00	\$0.00	(\$845.04)	\$845.04	0.00
07-1-01140-000-000	Pen/Int on Delinquent Taxes	(\$0.41)	(\$900.00)	(\$1,043.83)	\$143.83	115.98
07-1-01510-000-000	Interest	(\$1,071.62)	(\$1,000.00)	(\$5,698.92)	\$4,698.92	569.89
07-1-03130-000-000	Homestead Exemption	(\$1,113.63)	\$0.00	(\$3,340.89)	\$3,340.89	0.00
07-1-03131-000-000	Prop Tax Credit	(\$5,782.79)	\$0.00	(\$37,752.60)	\$37,752.60	0.00
07-1-03180-000-000	Pro Rate MV	\$0.00	(\$800.00)	(\$977.78)	\$177.78	122.22
Subtotal 07 - Bond Fund		(\$122,459.27)	(\$535,000.00)	(\$460,028.63)	(\$74,971.37)	85.99
08-1-01100-000-000	Property Tax	(\$96,051.57)	(\$450,000.00)	(\$393,063.46)	(\$56,936.54)	87.34
08-1-01115-000-000	Carline Tax	(\$249.64)	(\$500.00)	(\$323.99)	(\$176.01)	64.79
08-1-01120-000-000	Pub Power 5% Gross	\$0.00	\$0.00	(\$710.78)	\$710.78	0.00
08-1-01140-000-000	Pen/Int on Delinquent Taxes	(\$0.46)	\$0.00	(\$1,118.22)	\$1,118.22	0.00
08-1-01510-000-000	Interest	(\$13,388.99)	(\$2,500.00)	(\$17,147.30)	\$14,647.30	685.89
08-1-03130-000-000	Homestead Exempt	(\$936.70)	\$0.00	(\$2,810.10)	\$2,810.10	0.00
08-1-03131-000-000	Prop Tax Credit	(\$4,863.96)	\$0.00	(\$31,754.24)	\$31,754.24	0.00
08-1-03180-000-000	Pro Rate MV	\$0.00	(\$1,000.00)	(\$872.37)	(\$127.63)	87.23
Subtotal 08 - Special Building Fund		(\$115,491.32)	(\$454,000.00)	(\$447,800.46)	(\$6,199.54)	98.63

09-1-01100-000-000	Property Tax	(\$32,015.43)	(\$149,500.00)	(\$68,413.26)	(\$81,086.74)	45.76
09-1-01115-000-000	Carline Tax	(\$83.21)	\$0.00	(\$83.21)	\$83.21	0.00
09-1-01140-000-000	Pen/Int on Delinquent Taxes	\$0.00	\$0.00	(\$7.43)	\$7.43	0.00
09-1-01510-000-000	Interest	(\$59.50)	(\$500.00)	(\$272.71)	(\$227.29)	54.54
09-1-03130-000-000	Homestead	(\$312.22)	\$0.00	(\$936.66)	\$936.66	0.00
09-1-03131-000-000	Prop Tax Credit	(\$1,621.30)	\$0.00	(\$10,584.60)	\$10,584.60	0.00
09-1-03180-000-000	Pro Rate MV	\$0.00	\$0.00	(\$226.00)	\$226.00	0.00
09-1-09003-000-000	Interfund Loan from Building Fund	\$0.00	\$0.00	(\$51,768.75)	\$51,768.75	0.00
Subtotal 09 - QCPUF Fund		(\$34,091.66)	(\$150,000.00)	(\$132,292.62)	(\$17,707.38)	88.20
Grand Total		(\$1,606,968.65)	(\$8,869,777.00)	(\$7,163,685.67)	(\$1,706,091.33)	80.77

Superior Public Schools

May 2023 Expense Budget Report

FUND	FUNCTION	May 2023 Expenditures	2022-2023 Budget	Actuals (YTD)	Available	% of Budget Spent
01 - General Fund	01100 - Regular Instruction	\$220,641.54	\$3,343,000.00	\$2,020,504.21	\$1,322,495.79	60.44
01 - General Fund	01125 - Academic Intervention (Flex-Spending)	\$704.12	\$5,300.00	\$6,337.04	(\$1,037.04)	119.57
01 - General Fund	01150 - Limited English Proficiency	\$454.79	\$5,700.00	\$4,100.14	\$1,599.86	71.93
01 - General Fund	01160 - Poverty Programs	\$20,357.23	\$220,000.00	\$183,041.68	\$36,958.32	83.20
01 - General Fund	01200 - Special Education - School Age	\$59,530.48	\$1,031,000.00	\$637,885.24	\$393,114.76	61.87
01 - General Fund	01291 - Special Education - Ages 3-5	\$13,636.58	\$179,000.00	\$123,969.02	\$55,030.98	69.26
01 - General Fund	01292 - Special Education - Ages 0-2	\$4,484.00	\$40,000.00	\$24,042.24	\$15,957.76	60.11
01 - General Fund	01300 - Summer School	\$0.00	\$26,000.00	\$0.00	\$26,000.00	0.00
01 - General Fund	02110 - Attendance/Social Work Services	\$0.00	\$10,000.00	\$5,858.66	\$4,141.34	58.59
01 - General Fund	02120 - Guidance Services	\$7,848.86	\$103,800.00	\$70,696.57	\$33,103.43	68.11
01 - General Fund	02130 - Health Services	\$870.94	\$16,700.00	\$7,267.05	\$9,432.95	43.52
01 - General Fund	02131 - Health Services-SPED SA	\$296.53		\$5,742.89	(\$5,742.89)	
01 - General Fund	02140 - Psychological Services	\$3,569.51	\$19,500.00	\$22,534.95	(\$3,034.95)	115.56
01 - General Fund	02141 - Psychological Services - School Age	\$7,383.00	\$67,000.00	\$53,677.96	\$13,322.04	80.12
01 - General Fund	02142 - Psychological Services - Ages 3-5	\$850.00	\$4,000.00	\$2,848.59	\$1,151.41	71.21
01 - General Fund	02143 - Psychological Services - Ages 0-2	\$200.00	\$2,000.00	\$985.20	\$1,014.80	49.26
01 - General Fund	02151 - Speech Path and Deaf Ed - School Age	\$27,523.98	\$223,000.00	\$180,435.24	\$42,564.76	80.91
01 - General Fund	02152 - Speech Path and Deaf Ed - Ages 3-5	\$2,515.91	\$30,200.00	\$22,641.87	\$7,558.13	74.97
01 - General Fund	02153 - Speech Path and Deaf Ed - Ages 0-2	\$2,624.00	\$18,000.00	\$19,085.48	(\$1,085.48)	106.03
01 - General Fund	02161 - Occupational Therapy- School Age	\$8,017.44	\$22,000.00	\$8,017.44	\$13,982.56	36.44
01 - General Fund	02162 - Occupational Therapy - Ages 3-5	\$6,733.02	\$8,000.00	\$6,733.02	\$1,266.98	84.16
01 - General Fund	02163 - Occupational Therapy-Ages 0-2	\$137.41	\$4,000.00	\$137.41	\$3,862.59	3.44
01 - General Fund	02171 - Physical Therapy - School Age	\$1,481.25	\$13,000.00	\$13,173.25	(\$173.25)	101.33
01 - General Fund	02172 - Physical Therapy-Ages 3-5	\$592.50	\$4,000.00	\$4,167.25	(\$167.25)	104.18
01 - General Fund	02173 - Physical Therapy-Ages 0-2	\$276.50	\$2,000.00	\$3,120.50	(\$1,120.50)	156.03
01 - General Fund	02181 - Vision Services - School Age	\$390.00	\$2,800.00	\$3,800.08	(\$1,000.08)	135.72
01 - General Fund	02190 - Student Activities	\$3,377.61	\$24,000.00	\$18,466.00	\$5,534.00	76.94
01 - General Fund	02212 - Instruction/Curriculum Development	\$0.00	\$46,500.00	\$0.00	\$46,500.00	0.00
01 - General Fund	02213 - Instructional Staff Training	\$0.00	\$14,000.00	\$6,196.62	\$7,803.38	44.26
01 - General Fund	02220 - Library/Media Services	\$10,952.20	\$128,700.00	\$92,628.78	\$36,071.22	71.97
01 - General Fund	02224 - Educational Television Services	\$394.19	\$5,000.00	\$3,521.31	\$1,478.69	70.43
01 - General Fund	02230 - Instruction-Related Technology	\$13,628.85	\$134,300.00	\$107,473.55	\$26,826.45	80.02
01 - General Fund	02240 - Academic Student Assessment	\$0.00	\$1,500.00	\$381.04	\$1,118.96	25.40
01 - General Fund	02310 - Board of Education	\$1,259.19	\$35,000.00	\$31,201.47	\$3,798.53	89.15
01 - General Fund	02320 - Superintendent	\$20,972.44	\$250,000.00	\$183,991.80	\$66,008.20	73.60
01 - General Fund	02330 - District Legal Services	\$332.50	\$15,000.00	\$3,493.00	\$11,507.00	23.29
01 - General Fund	02410 - Principal	\$32,918.41	\$425,000.00	\$295,752.72	\$129,247.28	69.59
01 - General Fund	02490 - School Administration Other	\$26.74		\$268.71	(\$268.71)	
01 - General Fund	02510 - Business Office	\$9,846.01	\$194,000.00	\$134,881.28	\$59,118.72	69.53

01 - General Fund	02570 - Personnel Services	\$0.00	\$6,000.00	\$5,590.16	\$409.84	93.17
01 - General Fund	02610 - Custodial	\$24,089.50	\$384,000.00	\$270,510.49	\$113,489.51	70.45
01 - General Fund	02620 - Building Maintenance	\$13,798.86	\$409,000.00	\$211,669.79	\$197,330.21	51.75
01 - General Fund	02630 - Grounds Maintenance	\$301.65	\$63,000.00	\$9,106.00	\$53,894.00	14.45
01 - General Fund	02650 - Non-Pupil Vehicle	\$104.23	\$12,000.00	\$6,814.86	\$5,185.14	56.79
01 - General Fund	02660 - Security	\$1,082.70	\$9,000.00	\$11,899.91	(\$2,899.91)	132.22
01 - General Fund	02670 - Safety	\$324.45	\$8,000.00	\$5,144.47	\$2,855.53	64.31
01 - General Fund	02710 - Regular Transportation	\$14,185.48	\$287,000.00	\$163,087.88	\$123,912.12	56.83
01 - General Fund	02712 - School Age SPED Transportation	\$3,892.50	\$40,300.00	\$33,256.10	\$7,043.90	82.52
01 - General Fund	02713 - Preschool Transportation	\$2,692.03	\$38,700.00	\$25,848.01	\$12,851.99	66.79
01 - General Fund	02730 - Regular Vehicle Maintenance	\$5,472.03	\$29,000.00	\$29,165.94	(\$165.94)	100.57
01 - General Fund	02732 - School Age SPED Vehicle Maintenance	\$127.65	\$11,000.00	\$922.03	\$10,077.97	8.38
01 - General Fund	02733 - Preschool Vehicle Maintenance	\$0.00	\$5,000.00	\$1,275.10	\$3,724.90	25.50
01 - General Fund	03400 - Categorical Grants from Corporations and Other Private Interests	\$1,383.10		\$1,641.66	(\$1,641.66)	
01 - General Fund	03535 - High Ability Learners	(\$147.85)	\$40,000.00	\$14,380.49	\$25,619.51	35.95
01 - General Fund	06200 - Title IA	\$7,980.01	\$81,906.00	\$81,906.00	\$0.00	100.00
01 - General Fund	06310 - Title IIA	\$0.00	\$26,500.00	\$26,438.00	\$62.00	99.77
01 - General Fund	06406 - IDEA Preschool (619) Base Allocation	\$0.00	\$4,079.00	\$4,079.00	\$0.00	100.00
01 - General Fund	06408 - IDEA Part B (611)	\$8,869.08	\$107,700.00	\$79,819.75	\$27,880.25	74.11
01 - General Fund	06968 - 21st Century Learning	\$4,334.37	\$55,250.00	\$43,730.81	\$11,519.19	79.15
01 - General Fund	06990 - Federal Services - Other Federal	\$0.00		\$42,610.82	(\$42,610.82)	
01 - General Fund	06992 - REAP	\$4,392.00	\$20,000.00	\$16,253.10	\$3,746.90	81.27
01 - General Fund	06998 - ESSER III	\$27,818.84	\$294,565.00	\$209,434.69	\$85,130.31	71.10
01 - General Fund	08000 - Transfers (Outgoing)	\$0.00	\$60,000.00	\$18,000.00	\$42,000.00	30.00
Subtotal 01 - General Fund		\$605,528.36	\$8,665,000.00	\$5,621,644.32	\$3,043,355.68	64.88%
02 - Depreciation Fund	02900 - Other Support Services	\$10,875.00	\$567,100.00	\$35,159.04	\$531,940.96	6.20
Subtotal 02 - Depreciation Fund		\$10,875.00	\$567,100.00	\$35,159.04	\$531,940.96	6.20%
03 - Employee Benefit Fund	02900 - Other Support Services	\$0.00	\$127,212.00	\$70,720.00	\$56,492.00	55.59
Subtotal 03 - Employee Benefit Fund		\$0.00	\$127,212.00	\$70,720.00	\$56,492.00	55.59%
06 - School Nutrition Fund	03100 - Food Services Operations	\$32,810.70	\$411,500.00	\$266,706.35	\$144,793.65	64.81
Subtotal 06 - School Nutrition Fund		\$32,810.70	\$411,500.00	\$266,706.35	\$144,793.65	64.81%
07 - Bond Fund	05000 - Debt Service	\$0.00	\$530,848.00	\$486,621.25	\$44,226.75	91.67
Subtotal 07 - Bond Fund		\$0.00	\$530,848.00	\$486,621.25	\$44,226.75	91.67%

08 - Special Building Fund	02620 - Building Maintenance	\$0.00	\$200,000.00	\$24,224.89	\$175,775.11	12.11
08 - Special Building Fund	02660 - Security	\$0.00		\$42,353.00	(\$42,353.00)	
08 - Special Building Fund	04200 - Land Improvement	\$0.00		\$495.00	(\$495.00)	
08 - Special Building Fund	04300 - Architecture and Engineering	\$0.00		\$29,538.90	(\$29,538.90)	
08 - Special Building Fund	04500 - Building Acquisition and Construction	\$0.00	\$634,487.00	\$111,000.00	\$523,487.00	17.49
08 - Special Building Fund	04700 - Building Improvements	\$0.00	\$1,204,000.00	\$196,891.28	\$1,007,108.72	16.35
08 - Special Building Fund	05000 - Debt Service	\$0.00	\$200,000.00	\$120,525.00	\$79,475.00	60.26
08 - Special Building Fund	09003 - Interfund Loan	\$0.00		\$51,768.75	(\$51,768.75)	
Subtotal 08 - Special Building Fund		\$0.00	\$2,238,487.00	\$576,796.82	\$1,661,690.18	25.77%
09 - QCPUF Fund	04500 - Building Acquisition and Construction	\$0.00	\$878,634.00	\$877,280.00	\$1,354.00	99.85
09 - QCPUF Fund	05000 - Debt Service	\$0.00	\$125,000.00	\$51,768.75	\$73,231.25	41.42
Subtotal 09 - QCPUF Fund		\$0.00	\$1,003,634.00	\$929,048.75	\$74,585.25	92.57%
Grand Total		\$649,214.06	\$13,543,781.00	\$7,986,696.53	\$5,557,084.47	58.97%

Superior Public Schools

June 2023 General Fund Checks for Payment Listing

Payee	Description	Amount
A-1 Inc	Activities Bus windshield replacement	\$150.00
Acco Brands USA LLC	laminating film	\$361.20
Alexander Motors, Inc	Bus 15 service	\$322.43
Alexander Motors, Inc	SPED Bus 17 inspection	\$37.20
Alexander Motors, Inc	PALLS Van 8 inspection	\$37.20
Alexander Motors, Inc	PALLS Van 7 inspection	\$37.20
Alexander Motors, Inc	Bus/van/car inspections	\$669.60
Amazon Capital Services	Baker supplies	\$278.95
Amazon Capital Services	Rothchild supplies	\$20.89
Amazon Capital Services	Fynbu supplies	\$356.93
Amazon Capital Services	Trumble supplies	\$41.79
Amazon Capital Services	ledgers	\$33.63
Amazon Capital Services	Casper supplies	\$76.07
Amazon Capital Services	library books	\$80.41
Amazon Capital Services	Kuhlmann supplies	\$196.94
Amazon Capital Services	Kids Club supplies	\$203.01
Amazon Capital Services	first aid supplies	\$18.47
Amazon Capital Services	Exit light batteries	\$75.44
Amazon Capital Services	Kuhlmann supplies	\$24.99
Amazon Capital Services	J Utecht supplies	\$145.54
Amazon Capital Services	PK supplies	\$299.98
Amazon Capital Services	Casper supplies	\$21.88
Amazon Capital Services	Casper supplies	\$7.99
Amazon Capital Services	Fiegener supplies	\$114.49
Amazon Capital Services	Ellwanger, Baird charging cords	\$10.99
Amazon Capital Services	J Fierstein supplies	\$48.93
Amazon Capital Services	document camera	\$198.00
Amazon Capital Services	water filter	\$53.32
Amazon Capital Services	Rothchild supplies	\$374.10
Amazon Capital Services	PK supplies	\$65.95
Amazon Capital Services	Kuhlmann supplies	\$35.15
Amazon Capital Services	Henry supplies	\$743.86
Apple Inc.	Benne, Roach computers	\$2,498.00
B-Green Lawn Care	Application 1-Elem	\$875.00
B.E. Publishing	2023-2024 online access	\$1,795.00
BG&S Transmissions	Van 1 transmission	\$4,218.68
Blick Art Materials	Elem supplies	\$436.20
Bomgaars Supply	maint supplies	\$29.99
Bomgaars Supply	maint supplies	\$65.97
Bomgaars Supply	maint supplies	\$69.90
Bomgaars Supply	maint supplies	\$16.99
Brightly Software, Inc	2023-24 Maintenance, Capital Forecast software	\$2,974.38
Brodstone Healthcare	Imler bus physical	\$202.00
Brodstone Healthcare	Kimberly bus physical	\$202.00
Brodstone Healthcare	May 2023 LMHP services	\$3,274.69
Brodstone Healthcare	May 2023 nursing services	\$245.33
Brodstone Healthcare	May 2023 PT services	\$1,856.50
Cengage Learning	Online Accounting curriculum	\$270.90
Cody Fierstein	cell phone stipend	\$50.00
Computer Hardware Inc	Macbook case	\$55.00
Computer Hardware Inc	Whetzal computer	\$1,475.00
Curriculum Associates LLC	Trauernicht supplies	\$403.20
Curriculum Leadership Institute	CLI training lodging, mileage, per diem	\$328.95

Curriculum Leadership Institute	2022-23 pymt 12	\$2,300.00
Eakes Office Solutions	Jan-Apr 2023 copy charges	\$4,272.51
Educational Service Unit #7	GetConnected Conference	\$240.00
Educational Service Unit #9	April 2023 BAF Psych services	\$1,500.00
Educational Service Unit #9	April 2023 BAF SLP services	\$2,870.00
Educational Service Unit #9	April 2023 Deaf Educator	\$4,664.65
Educational Service Unit #9	April 2023 Homebase services	\$4,631.50
Educational Service Unit #9	April 2023 interpreter services	\$2,656.50
Educational Service Unit #9	April 2023 SA Psych services	\$5,167.00
Educational Service Unit #9	April 2023 SA SLP services	\$10,407.44
Educational Service Unit #9	April 2023 Vision services	\$360.00
EPS Operations	Reading materials	\$5,140.30
First National Capital Markets, Inc	Budget assistance	\$2,500.00
Fort Hays State University	Kobza Career Fair	\$20.00
Glenwood Telecommunications	June 2023 landlines	\$195.18
Glenwood Telecommunications	June 2023 internet services	\$313.95
Hastings Public Schools	Sem 2 Life Skills tuition 3 students	\$64,500.00
Heartland Roofing Consultants	Roof repair-curb flashings	\$2,045.00
Heartland Roofing Consultants	annual roof service, pymt 3	\$1,237.50
Hometown Leasing	eGold fax	\$64.63
Hometown Leasing	copiers/printers lease	\$1,777.00
Ideal Market	PLEC food, gift card	\$63.44
Ideal Market	Fierstein supplies	\$55.87
Ideal Market	PK supplies	\$7.20
Ideal Market	Senior internship lunch supplies	\$15.30
Ideal Market	Sheff supplies	\$11.48
Ideal Market	PLEC mtg food	\$26.96
Ideal Market	Fierstein supplies	\$23.37
Ideal Market	PK supplies	\$23.89
Ideal Market	Ellwanger supplies	\$15.96
Ideal Market	Kids Club supplies	\$24.17
Jodi Fierstein	cell phone stipend	\$50.00
John Whetzal	Supt interview mileage	\$137.55
JW Pepper & Son Inc	music folders	\$125.99
Kansas City Audio-Visual, Inc	Clartouch	\$2,888.46
Kelly Aramberger	Supt interview mileage	\$250.21
Kenny's Lumber and Farm Supply Inc	Going supplies	\$98.48
Kenny's Lumber and Farm Supply Inc	Going supplies	\$93.45
Kenny's Lumber and Farm Supply Inc	maintenance supplies	\$139.99
Kenny's Lumber and Farm Supply Inc	Going supplies	\$25.30
Kenny's Lumber and Farm Supply Inc	Going supplies	\$55.44
Kenny's Lumber and Farm Supply Inc	maintenance supplies	\$13.16
KRFS AM/FM	2st Century Director ads	\$75.00
KSB School Law, PC LLO	May 23 legal, annual policy service	\$1,887.50
Lincoln Public Schools	Supporting Positive Behavior Conference- C Utecht	\$625.00
Logan Christiancy	cell phone stipend	\$50.00
Lost Creek Welding	Going-steel for class	\$538.86
Marty Kobza	cell phone stipend	\$50.00
Matheson Tri-Gas Inc	welding gas tank rental	\$97.42
Moeller Electric, Inc	door access control wire	\$318.32
Nancy Meyer	Supt interview mileage	\$51.09
Nebraska Department of Education	Fierstein NeMTSS Summit	\$125.00
Nebraska/Central Equipment, Inc	Bus 20 windshield	\$727.30
NRCSA	Superintendent Search services	\$2,144.20
One Source	Houchin, Criss background checks	\$40.00
Paper101	colored paper	\$683.63
Petro Plus	Van tires	\$259.63
Petro Plus	SPED Bus 17 tires	\$1,019.22

Petro Plus	May 2023 fuel	\$4,528.22
Pine Cove Consulting, LLC	Ruckus (e-Rate Cat 2)	\$1,331.00
Pine Cove Consulting, LLC	monthly backup/restore	\$450.00
Pine Cove Consulting, LLC	June 2023 monthly managed services	\$1,906.67
PowerSchool Group LLC	2023-24 Schoology subscription	\$4,689.21
Protex Central Inc	Fire suppression installation	\$1,372.51
Ray's Auto Sales, Inc	'05 Impala tires	\$516.00
Ray's Auto Sales, Inc	Toyota Sienna tires	\$649.80
Ray's Auto Sales, Inc	'10 Impala tires	\$675.48
Rutt's Heating & AC - Mechanical	Blower motor, capacitor	\$1,124.41
S & S Worldwide, Inc.	construction paper	\$96.00
School Health Corporation	vinyl gloves	\$78.15
School Specialty, LLC	Elem supplies	\$173.60
Studies Weekly	2023-2024 subscription	\$914.24
Superior Ace Hardware	cleaning supplies	\$58.94
Superior Industries LLC	sprayer parts	\$56.95
Superior Outdoor Power Center	Grasshopper mower	\$1,730.00
Superior Publishing Co., Inc	mtg notices, proceedings	\$212.35
Superior Publishing Co., Inc	custodian ads	\$58.80
Superior Utilities	monthly utilities	\$6,413.67
U.S. Bank	Hulu-monthly subscription	\$80.24
U.S. Bank	TPT-Science Curriculum	\$1,029.87
U.S. Bank	Love's-State Track gas	\$157.35
U.S. Bank	Edgerton--Grade 3 field trip	\$200.00
U.S. Bank	ESU9 - Fierstein SPED training	\$200.00
U.S. Bank	Superior Country Club-retirement food	\$240.00
U.S. Bank	Caseys-PLEC mtg pizza	\$39.96
U.S. Bank	Ventris Learning-Reading resource	\$90.00
U.S. Bank	Tobii Dynavox- C Utecht Boardmaker renewal	\$99.00
U.S. Bank	TPT-library handouts	\$3.00
U.S. Bank	Caseys-Golden Sower party	\$27.98
U.S. Bank	OTC-PK caps & gowns	\$299.98
U.S. Bank	NE DMV-Criss driving record	\$7.50
U.S. Bank	Lovewell Marina-transp staff meals	\$64.32
University of Missouri-Columbia AR	2023-2024 NEE Annual fee	\$2,750.00
USPS	2023-24 PO Box rental	\$332.00
Verizon Wireless	cell phone service	\$324.61
Woodwards Disposal	shredding service	\$25.00
Yandas Music & Pro Audio	instrument repairs	\$112.79
Yandas Music & Pro Audio	instrument repairs	\$66.00
Yandas Music & Pro Audio	instrument repairs	\$103.00
		<u>\$189,475.81</u>
Payroll & Benefits		<u>\$493,830.03</u>
	TOTAL	\$683,305.84

Heartland Roofing Consultants "HRC"

1706 North 203rd Street
Elkhorn, NE 68022


Invoice

Date	Invoice #
5/1/2023	1106

Bill To
SUPERIOR PUBLIC SCHOOLS Supt. Marty Kobza 601 W 8th Street Superior, NE 68978

P.O. No.	Terms	Project
	Net 30	

Item	Description	Amount
ROOF RETROFIT	ROOF INSTALLATION FOR NEW FRONT ENTRANCE ADDITION Total cost of project: \$41,200* 30% down to begin project: \$12,360	12,360.00
Total		\$12,360.00

OK


Marty Kobza
 Superior Public Schools
 PO Box 288
 Superior, NE 68978-0288

May 31, 2023
 Project No: 384-001-21
 Invoice No: 7

Project 384-001-21 Superior PS Superior Public Entry Parking Lot
 This fee is calculated as 7% of the estimated construction cost of \$1,611,440.00.

For professional services rendered for the period April 1, 2023 to April 28, 2023 for the referenced project.

Fee Earned:

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Design Phase	22,560.16	100.00	22,560.16	0.00
Construction Documents	56,400.40	100.00	56,400.40	0.00
Construction	33,840.24	28.0731	7,000.00	2,500.00
Total Fee	112,800.80		85,960.56	2,500.00
	Total Fee			2,500.00

Reimbursable Expenses

Travel			35.54	
	Total Reimbursable Expenses		35.54	35.54

Billing Limits

	Current	Prior	To-Date
Fees	2,500.00	85,960.56	88,460.56
Limit			112,800.80
Remaining			24,340.24
Expenses	35.54	2,190.00	2,225.54
Limit			2,225.54

Total this Invoice \$2,535.54

Melanie D. Stover

Melanie D. Stover
 Business Manager

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When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

SUPERIOR PUBLIC SCHOOLS

July '23							August '23							September '23						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			

8/7-9 Staff Inservice
 8/10 First Day of School for students
 9/1 Full Day Inservice Day
 9/4 No School Labor Day
 9/28 PT Conf. 1:30-4:30/5:00-8:00 PM
 9/29 No School PT Conference Comp Day

October '23							November '23							December '23						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
														31						

10/13 End of 1st Qtr (44 Days)
 10/20 Full Day Inservice
 11/22-11/24 Thanksgiving Break
 12/22 Early Out Winter Break (1:15)
 12/22 End of 2nd Qtr (46 Days)
 12/22 End of 1st Semester (90 Days)
 12/25-1/5 Winter Break

January '24							February '24							March '24						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30

1/4-5 Staff Inservice
 1/8 Students Return to School
 2/8 PT Conf. 1:30-4:30/5:00-8:00 PM
 2/9 No School PT Conf. Comp Day
 3/8 End of 3rd Qtr (44 Days)
 3/11-3/15 Spring Break

April '24							May '24							June '24						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

4/1 No School Easter Break
 4/12 Full Day Inservice
 5/4 Graduation (2:00)
 5/16 Early Out Last Day of School (1:15)
 5/16 End of 4th Qtr (42 Days)
 5/16 End of 2nd Semester (86 Days)
 5/17 Staff Inservice

NO SCHOOL DAY NOTATION STAFF INSERVICE Regular Schedule

Board Approved _____

ADDENDUM TO SUPERINTENDENT'S EMPLOYMENT CONTRACT

John E. Whetzal ("Superintendent") and the Board of Education of Superior Public Schools ("Board") have entered into an agreement for the employment of Superintendent. The undersigned now supplement the provisions contained in the contract and agree to the Addendum as follows:

Salary. The Superintendent's salary for the term of this contract shall be \$145,000. This salary will be paid in 13 monthly installments, the first of which shall be in a gross amount of \$6,041,67, which shall be compensation for the two weeks of service which Superintendent will render from July 1, 2023 through July 15, 2023. All monthly payments after the July, 2023 payroll shall be for 1/12 of the Superintendent's annual salary, save that the last payment made at the conclusion of Superintendent's employment shall also be for 1/24th of the amount of his annual salary in effect at that time. The Board shall not reduce the Superintendent's salary during the term of the contract, but may increase it and/or the benefits during the term of this contract, as an amendment to the contract, without the amendment constituting a new contract, requiring a hearing, or extending the term of this contract.

All other terms and conditions of the Superintendent's employment contract shall remain in full force and effect, unless previously modified by the parties in the contract or previous addendum which is not inconsistent with this Addendum.

Executed June ____, 2023.

Executed June ____, 2023.

John E. Whetzal,
Superintendent

Matthew Sullivan
President, Board of Education

Superior Public Schools 2023-2024 Return to School Protocol

Superior Public Schools is committed to providing the best learning experience for our students. Our priority is to keep students safe and healthy when they are in our buildings. In an effort to balance both the safety and health of students and to continue to provide the best education possible to them, the following plan has been developed. The designation of the zones is determined by the designation of the zone within the South Heartland Health Department and by analyzing what is happening within our district boundaries. We will make a determination of the zone we are in by analyzing those two factors. Our zone may not always match the zone designated by the South Heartland Health District. If you have any questions do not hesitate to contact your school or me.

Marty Kobza, Superintendent

Operational Zones

Tiered Responses			
The following factors will be considered for movement from one tier to the next			
Green--DHM Phase IV--Low Risk	Yellow--DHM Phase III--Moderate Risk	Orange--DHM Phase II--Elevated Risk	Red--DHM Phase I--Pandemic
No Cases in school. Low number in community. No community spread A vaccine is available	Few cases in the community Low/No community Spread	Active cases in community Community Spread Several cases in the school	High Community Spread Many cases in the school

Building Procedures			
Green--DHM Phase IV --Low Risk	Yellow--DHM Phase III --Moderate Risk	Orange--DHM Phase II--Elevated Risk	Red--DHM Phase I --Pandemic
School/Academic Plan <ul style="list-style-type: none"> School conducted as normal Buildings open 	<ul style="list-style-type: none"> Increased social distancing Buildings open Classrooms/instructional space redesigned Masks are optional Isolation room for students with symptoms 	<ul style="list-style-type: none"> Limited student contact Buildings open Classrooms/instructional space redesigned Masks may be required for up close, direct instruction and for spread-out, independent work Isolation room for students with symptoms 	<ul style="list-style-type: none"> School buildings closed Remote learning for PK-12 students
Student Temperature Checks	Parents perform daily monitoring of symptoms <ul style="list-style-type: none"> 100.4 threshold (home 24 hours fever free w/o medication) When health concerns are present at school, temperature will be re-checked to verify and send home.	Parents perform daily monitoring of symptoms. <ul style="list-style-type: none"> 100.4 threshold (home 48 hours fever free w/o medication) and consultation with a school nurse. When health concerns are present at school, temperature will be re-checked to verify and send home.	Temperature checks will be conducted at school twice per day. <ul style="list-style-type: none"> 100.4 threshold (home 72 hours fever free w/o medication) and consultation with a school nurse.

			<ul style="list-style-type: none"> An earlier return may be possible with a doctor's return to school note. Students who have been out for a temperature will be checked upon arrival and again during the school day. <p>Students leaving for school sponsored activities, if still available, will have their temperatures taken prior to departure.</p> <p>When health concerns are present at school, temperature will be re-checked to verify and send home.</p>	
Staff Temperature Checks	<p>Staff Temperature Check:</p> <ul style="list-style-type: none"> Staff will take their own temp every morning. 	<p>Staff Temperature Check:</p> <ul style="list-style-type: none"> Staff will take their own temp every morning. If temp is at 100.4 or above, it is reported to the school nurse for documentation purposes. Staff is held to the same guidelines as students in regard to fevers. 	<p>Staff Temperature Check:</p> <ul style="list-style-type: none"> Staff will take their own temp every morning and again at lunch. If temp is at 100.4 or above, it is reported to the school nurse for documentation purposes. Staff is held to the same guidelines as students in regard to fevers. 	
Custodial	<ul style="list-style-type: none"> Daily routine cleaning procedures of student attendance centers Routine infectious disease protocol <ul style="list-style-type: none"> Staff will comply with State and/or local health department requirements Staff will follow manufacturer's instructions regarding the use and maintenance of equipment & use & storage of chemicals for cleaning & sanitizing. Spray bottles with disinfectant provided 	<ul style="list-style-type: none"> Continue Level I procedures <u>plus</u> heightened disinfection of touch points or areas. Custodians will provide heightened disinfection of touch points or areas of specific concern in student attendance centers identified by the Custodial Staff Custodial Staff will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs. Hand sanitizer stations 	<ul style="list-style-type: none"> Continue Level I and II services <u>plus</u> increase disinfection procedures. Increased frequency and increased number of surfaces within classrooms to be disinfected to include daily midday disinfection of desktops and touch points or areas of specific concern identified by the custodial staff. Principals will communicate to custodians of affected student attendance centers the specific area(s), surfaces(s), schedule, procedure and product to be used for heightened disinfection. Securing affected buildings 	<ul style="list-style-type: none"> Securing affected buildings Building access prohibited by all user groups. Head Custodian(s) to designate staff to shut down and secure affected building(s). Cleaning of buildings <ul style="list-style-type: none"> Affected building(s) will be cleaned as directed by the Health Department prior to student return. Head Custodian(s) will determine staffing assignments and/or procedure modifications required.
Lunch and Breakfast	Breakfast and lunch served in the cafeteria.	Breakfast and Lunch Served in Cafeteria	<ul style="list-style-type: none"> Elementary Breakfast served in the classroom. MS/HS Breakfast in the cafeteria with physical distancing. Extra sanitation procedures will be used. Some food items may be limited. Parents will not be allowed to eat lunch with students. No self-serve salad bar. Designated grade level areas. 	Meals will be provided for students through delivery.

Recess	Schools will continue to have recess as scheduled with handwashing or hand sanitizer upon entry.	<ul style="list-style-type: none"> Schools will have handwashing and/or hand sanitization upon entry. 	<ul style="list-style-type: none"> Schools may implement zones for recess for assigned students to support physical distancing. Schedules may be modified to ensure max of 1 grade in designated areas at one time. Cleaning will be completed daily. 	
PK-5 Field Trips	Regular field trip opportunities can be scheduled.	Regular field trip opportunities can be scheduled.	No field trips will be available.	
Specials	Students transition to music, art, PE, and media.	Students transition to music, art, PE, and media.	Specials' teachers may transition to classrooms.	
Handwashing	<ul style="list-style-type: none"> PK-5 after transitions in and out of the classroom. 6-12--Announcements supporting hand washing. Hand sanitizer in each classroom. 	<ul style="list-style-type: none"> PK-5 after transitions in and out of the classroom 6-12 Announcements supporting hand washing. Hand sanitizer in each classroom. 	Same as yellow zone.	
Hallways	<ul style="list-style-type: none"> PK-5 students transition normally with staff support. 6-12--Regular transitions with encouraged social distancing. 	<ul style="list-style-type: none"> PK-5 students transition normally with staff support. 6-12--Regular transitions with encouraged social distancing.. 	<ul style="list-style-type: none"> PK-5 students transition and all specials' teachers come to classrooms. PK-12 students may be in isolated classrooms with only limited and scheduled hallway access. 	
Lockers	<ul style="list-style-type: none"> Lockers will be used normally 	<ul style="list-style-type: none"> Lockers will be used normally 	<ul style="list-style-type: none"> Buildings may implement a restricted use of lockers. 	
Beginning of the day staff	<p>K-12</p> <ul style="list-style-type: none"> Teachers will report for duty as assigned. 	<p>K-12</p> <ul style="list-style-type: none"> Teachers will report for duty as assigned 	<p>Teachers will report based on the schedule created and direction provided by the administration.</p> <p>K-5</p> <ul style="list-style-type: none"> Teachers should be in their room and ready to receive students by 7:45 am. <p>MS/HS</p> <ul style="list-style-type: none"> Staff will supervise areas as assigned. Teachers should be in their rooms and ready to receive students by 7:45. 	
Beginning of the day students	<p>PreK Teachers will meet parents outside of the building</p> <p>K-5</p> <ul style="list-style-type: none"> Students will enter the building when doors open and go directly to their assigned areas as determined by the principal. <p>6-12</p> <ul style="list-style-type: none"> Students in the building prior to 7:45 need to be in an approved meeting/practice and be supervised by a teacher/coach/sponsor until the 7:45 bell Students who are dropped off or arrive with a ride before 7:45 should remain in the cafeteria commons and social distancing practices will be followed. 	<p>PreK Teachers will meet parents outside of the building.</p> <p>K-5</p> <ul style="list-style-type: none"> Students will enter the building when doors open and go directly to their assigned areas as determined by the principal. <p>6-12</p> <ul style="list-style-type: none"> Students in the building prior to 7:45 need to be in an approved meeting/practice and be supervised by a teacher/coach/sponsor until the 7:45 bell Students who are dropped off or arrive with a ride before 7:45 should remain in the cafeteria commons and social distancing practices will be followed. 	<p>Students will report based on the schedule created and direction provided by the administration.</p> <p>PreK-5</p> <ul style="list-style-type: none"> Students will enter the building when doors open at 7:45 and go directly to their classroom. <p>6-12</p> <ul style="list-style-type: none"> Students in the building prior to 7:45 need to be in an approved meeting/practice and be supervised by a teacher/coach/sponsor until the 7:45 bell Students who are dropped off or arrive with a ride before 7:45 at should remain in the cafeteria commons and social distancing practices will be followed. When the first bell rings, all students will 	

			be released from their practice/meeting/cafeteria and will report to their classroom for temperature checks.	
End of the day	<ul style="list-style-type: none"> Regular dismissal. All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher. 	<ul style="list-style-type: none"> Buildings may stagger or vary dismissal to a max of 10 minute difference from ending time. (Example: One class at a time.) 	<ul style="list-style-type: none"> Buildings may stagger dismissal to a max of 10 minute difference from ending time. This will be based upon the needs of the alternate schedule being used. (Example: One bus at a time.) 	
Building Access	<ul style="list-style-type: none"> Events will not require a mask, but masks are encouraged if needed with appropriate social distancing utilized when possible. Non school sponsored events are at the discretion of the event sponsors. Parents/Guardians may eat lunch with their child when scheduled with the principal. 	<ul style="list-style-type: none"> Events will not require a mask, but masks are encouraged if needed with appropriate social distancing utilized when possible. Non school sponsored events are at the discretion of the event sponsors. Parents/Guardians may eat lunch with their child when scheduled with the principal 	<ul style="list-style-type: none"> Outside visitors or user groups may not allowed on campus. 	No campus access available beyond required personnel.
Facemasks	Face masks and shields will be provided as requested for everyone but not required for anyone.	Face masks and shields will be provided as requested for everyone but not required for anyone.	<ul style="list-style-type: none"> Face Masks and/or shields provided for all staff and students, as requested. K-12 Student mask use is per State Directive Health Measures. Documented ADA/medical/religious reasons can exempt masks. 	
Restrooms	Regularly scheduled	Regularly Scheduled	Restroom use may be prohibited during passing periods.	
Water Fountains	<ul style="list-style-type: none"> Regularly scheduled water breaks. Students are encouraged to bring individual water bottles. 	<ul style="list-style-type: none"> Regularly scheduled water breaks. Students are encouraged to bring individual water bottles. 	<p>The Water Fountain may be closed and students are encouraged to bring individual water bottles.</p> <ul style="list-style-type: none"> Elementary students will use the water fountains and sinks in the classroom to fill their water bottles. 	
Classroom Seating/Materials Usage/Sanitization	<ul style="list-style-type: none"> Regular classroom/teacher preferred arrangement. Social distancing will be utilized when possible. Regular classroom supply usage. <ul style="list-style-type: none"> Encourage individual student supplies. Regular classroom cleaning. 	<ul style="list-style-type: none"> Regular classroom/teacher preferred arrangement. Social distancing will be utilized when possible. Regular classroom supply usage. <ul style="list-style-type: none"> Encourage individual student supplies. Regular classroom cleaning. 	<p>The following Guidelines May be implemented</p> <ul style="list-style-type: none"> Redesigned classrooms/instructional spaces allowing for social distancing Students will be limited to specific classrooms. Locations in the building as determined and outlined in the alternate schedule. Increased sanitization measures Some materials will not be allowed. Only necessary items. Center will not be utilized 	
Transportation	<ul style="list-style-type: none"> Regular transportation schedule and practices. 	<ul style="list-style-type: none"> Regular transportation schedule and practices. 	<ul style="list-style-type: none"> Face Masks and/or shields provided for 	

<p>**We ask parents to take the temperature of their bus riding students prior to boarding. If the child's temperature is at or above 100.4, they will not be allowed on the bus.</p>	<ul style="list-style-type: none"> Seating charts for all riders may be established. 	<ul style="list-style-type: none"> Seating charts for all riders may be established 	<p>all staff and students, as requested.</p> <ul style="list-style-type: none"> K-12 Student mask use is per State Directive Health Measures. Documented ADA/medical/religious reasons can exempt masks. 	
<p>Technology</p>	<ul style="list-style-type: none"> 1-to-1 devices provided to all 6-12 students. 1-to-1 devices K-5 stay at the building. 	<ul style="list-style-type: none"> 1-to-1 devices provided to all 6-12 students. 1-to-1 devices K-5 stay at the building. 	<ul style="list-style-type: none"> 1-to-1 devices may be sent home K-12. Devices will be cleaned according to tech department guidance. 	<p>1 to 1 Devices are used to complete online/remote learning.</p>
<p>K-12 Activities (school sponsored)</p>	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines. After School activities will continue as normal. 	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines. After school activities will continue as allowed with administrator/Athletic Director approval. 	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines. Students participating in Extended Learning opportunities may be asked to participate in alternate activities or not report to their mentorships. No non-school sponsored group activities or competitions allowed. 	<p>Activities and Athletics will be conducted in accordance with NSAA guidelines.</p>
<p>Student Attendance</p>	<ul style="list-style-type: none"> All students in grades PK-12 will attend school in person. <p>COVID Distance Learning Accommodations will be made for students in PK-12 who are unable to attend in person to utilize asynchronous online learning through remote learning tools. Synchronous means that students log on to receive instruction with their class at certain set times during the school day. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated.</p>	<ul style="list-style-type: none"> All students in grades PK-12 will attend school in person. <p>COVID Distance Learning Accommodations will be made for students in PK-12 who are unable to attend in person to utilize asynchronous online learning through remote learning tools. Synchronous means that students log on to receive instruction with their class at certain set times during the school day. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated.</p>	<p>All students in grades PK-12 will attend school in person.</p> <p>COVID Distance Learning Accommodations will be made for students in PK-12 who are unable to attend in person to utilize asynchronous online learning through remote learning tools. Synchronous means that students log on to receive instruction with their class at certain set times during the school day. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated.</p>	
<p>Staff Attendance</p>	<ul style="list-style-type: none"> All staff will report as normal. Any questions or concerns relative to work expectations should be directed to the Superintendent 	<ul style="list-style-type: none"> All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the Superintendent. 	<ul style="list-style-type: none"> All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the Superintendent. 	

Potential Tiered Responses/Consultation with Health Department

1 or more confirmed case(s)* in the building of a student or staff member.

- A more restrictive environment may be implemented up to potential extended (6 days or more) building closure.

	<ul style="list-style-type: none"> ● The District will communicate the situation with building stakeholders. ● In the event of repeated confirmed cases, district officials will confer with the health department for a closure plan of that building. ● Building will execute an immediate remote learning plan and schedule (if the building is closed). ● Reopening communications will be provided to stakeholders from the district. 	
1 confirmed case* of immediate household members of a staff member.	<ul style="list-style-type: none"> ● Staff are considered essential employees and will comply with health department regulations. ● If staff shows no symptoms and is not running a fever they may continue to work while wearing a mask and maintaining social distancing. 	
Confirmed exposure* of staff or travel to an impacted state/country/location.	<ul style="list-style-type: none"> ● Staff are considered essential employees and will comply with health department regulations. ● If staff shows not symptoms and is not running a fever they may continue to work while wearing a mask and maintaining social distancing. 	
Visitor who has entered our building and is a confirmed case.	<p>The District will communicate the situation with building stakeholders.</p> <ul style="list-style-type: none"> ● District officials will confer with the health department for a closure plan (if needed) of that building. ● Sanitization plan will be executed by the district facilities team. ● Building will execute an immediate remote learning plan and schedule (if the building is closed). ● Reopening communications will be provided to stakeholders from the district. 	
<p><i>*A case is considered "confirmed" when the individual has had a positive test conducted by a medical professional.</i></p> <p><i>*A confirmed exposure will be based on the continued tracing of the medical community.</i></p>		
Short Term Closure	School building closed for up to 2-5 school days	<ul style="list-style-type: none"> ● Remote learning will be used by teachers
Extended Building Closure	School building closed for 6 school days or more	<ul style="list-style-type: none"> ● Remote learning will be used by teachers

5054 Student Bullying

Definition of Bullying. Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” 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.” The District’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. These definitions includes both in-person and cyberbullying behaviors.

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

Reporting Bullying. Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students can use the district’s anonymous platform Safe Schools Alert to make this report. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

Bullying Investigations. School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

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

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

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the

educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

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

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

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

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

Adopted on: June 11, 2018

Revised on: September 10, 2018; July 13, 2020

Reviewed on: June 17, 2019; July 13, 2020; February 14, 2022

4043

Professional Boundaries and Appropriate Relationships Between Employees and Students

School district employees and student teachers or interns (“employees”) are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students and must have appropriate relationships with students. They may be friendly with students, but they are the students’ teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees’ conduct and interactions with students and to material they post on personal web sites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee’s professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

Sexual Relationships Prohibited. Employees are prohibited from engaging in any relationship that involves sexual contact or sexual penetration with a student while the student is a current student and for a minimum of one year after the date of the student's graduation or the date the student otherwise ceases enrollment. Sexual contact has the same meaning as in section 28-318, and sexual penetration has the same meaning as in section 28-318.

Grooming Prohibited. Employees are prohibited from engaging in grooming with students. Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student’s life the sexual contact or sexual penetration would take place.

Unless an employee can clearly and convincingly demonstrate has a legitimate educational purpose, grooming behaviors is and related conduct that are a violation of this policy include, but are not limited to:

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.

- Displaying sexually inappropriate material or objects.
- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
- Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school.
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.
- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.
- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed.
- Any after-school hours activity with only one student.
- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

Communication Between Employees and Students. The preferred methods for employees to communicate with students are school e-mail accounts, Schoology or another approved Learning Management System. Employees may use the following personal communication systems to

communicate with students: school e-mail accounts, SeeSaw, Google classroom, and other approved personal communication systems. A personal communication system is a device or software that provides for communication between two or more parties and is capable of receiving, displaying, or transmitting communication. Personal communication system includes, but is not limited to, a mobile or cellular telephone, an email service, or a social media platform.

Employee communications with students through a communication system generally are to be sent simultaneously to multiple recipients and not just to one student. The burden to demonstrate the appropriateness of a communication with a student only shall rest with the employee.

Reporting a Policy Violation. Anyone may report suspected grooming, other unacceptable employee conduct, or any violation of this policy as follows:

School District. Reports may be made to a principal, the superintendent, or the Title IX Coordinator in person, by mail, by telephone, or email.

Nebraska Department of Education. Reports may be made at: Nebraska Department of Education, Attn: Certification Investigations' Office, P.O. Box 94933, Lincoln NE 68509 or Nde.investigations@nebraska.gov.

Nebraska Department of Health and Human Services. Reports may be made by calling the Child Abuse and Neglect Hotline at (800) 652-1999.

Law Enforcement. Reports may be made to the local police department by calling (402) 879-4407, the county sheriff at (402) 225-2831, or the Nebraska State Patrol at (800) 525-5555.

An employee is required to make a report to a principal or the superintendent if the employee reasonably believes that another employee has violated or may have violated this policy. Minor concerns or violations shall be reported within 24 hours. Major concerns or violations shall be reported immediately. Violations committed by or concerns about the superintendent shall be reported to the school board president.

A student who feels his or her boundaries have been violated should directly inform the offender that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offender or if direct communication has been ineffective, the student should report the conduct or communication to a teacher, administrator, counselor,

the Title IX coordinator, or other school employee with whom she or he feels comfortable.

Retaliation Prohibited. Retaliation for good faith reports or complaints made as a result of this policy is prohibited. Individuals who knowingly and intentionally make a false report shall be subject to discipline as provided by district policy and state law.

Policy Violations. Any violation of this policy by an employee may result in disciplinary action up to and including dismissal from employment and/or referral to the Nebraska Department of Education, which may result in the suspension or revocation of the employee's certificate. Any violation involving sexual or other abuse will result in referral to the Nebraska Department of Health and Human Services, law enforcement, or both.

Policy Verification. Employees shall verify that they have received, reviewed, and understood this policy by signing an acknowledgment document indicating the same.

No Limits on Reports to NDE. Nothing in this policy shall be construed to limit any certificated employee's duty to report any known violation of the standards of professional practices (Title 92, Nebraska Administrative Code, Chapter 27, commonly known as Rule 27) adopted by the Nebraska Board of Education.

Adopted on: June 11, 2018
Revised on: January 11, 2021
Reviewed on: November 8, 2021

SUPERIOR HIGH SCHOOL



Course Offering Handbook

2023-2024

INTRODUCTION

The information in this handbook is for the purpose of providing an explanation of Superior High School's program of studies and the requirements for graduation.

Educational planning is important because it prepares students for future career and/or college choices. Making wise decisions in high school will allow students greater flexibility in their future.

It is important for students to have a tentative four-year course of study. This will help ensure meeting class and credit requirements, as well as allowing for prerequisites to be taken in a sequential order.

Course planning is a continual process. Students should prepare and plan carefully, with the help of their parents and counselor.

EDUCATIONAL AND CAREER CHOICES

Some students decide on a desired career at an early point in their education. Other students merely know they wish to pursue a certain level of education, taking advantage of career opportunities that arise through that course of study.

Matching knowledge of self and careers to educational requirements is extremely important. Decisions about preparation and skill level may affect future flexibility and career opportunities.

Some of the levels of training and education that may be required for various jobs include a high school diploma, on-the-job training, apprenticeship, certification, diploma, associate's degree, bachelor's degree, master's degree, and/or doctorate degree.

Students need to give careful consideration to their high school courses, as they are very meaningful to their future. Students will work toward one of three educational goals: earning a high school diploma, attending a vocational school, or obtaining a college degree.

High School Diploma~This goal is designed for students who do not plan to continue their education after high school, but wish to meet graduation requirements. In addition, they will choose elective courses that will be both interesting and beneficial to them following their graduation.

Vocational School~This educational goal is designed for students working toward a certificate, diploma, and/or an associate's degree. These students are encouraged to take high school courses that are related to their planned program of study.

College Degree~This course of study is for students planning to enter a college or university to pursue a bachelor's degree. Here are the basic entrance requirements for the University of Nebraska-Lincoln:

Language Arts~4 years of college preparatory English

Mathematics~4 years of math, including Algebra, Geometry, Advanced Algebra, Functions/Statistics/Trigonometry

Science~3 years of natural science

Social Science~3 years of social science

Foreign Language~2 years in the same language

Other Requirements~Graduate in upper half of class, or score a minimum composite of 20 on the American College Test (ACT)

NCAA CLEARINGHOUSE COLLEGE ATHLETIC REQUIREMENTS

This information has been taken from the National Collegiate Athletic Association (NCAA) *Guide for the College-Bound Athlete*, and is only a partial list of important information regarding course selection for those planning to participate in inter-collegiate athletics. Please consult an NCAA handbook for complete information.

Division I Academic Eligibility Requirements:

- Graduate from high school
- Successfully complete a core curriculum of at least 13 academic courses, [This core curriculum includes at least four years in English, two in math (one year of algebra and one year of geometry, or one year of a higher-level math course, for which geometry is a prerequisite), two in social science, two in natural or physical science (including at least one laboratory course, if offered by your high school); one additional course in English, math, or natural or physical science; and two additional academic courses (which may be taken from the already-mentioned categories, e.g., foreign language, computer science, philosophy.)].
- Consult the NCAA handbook for the qualifier index scale.

Division II Academic Eligibility Requirements:

- Graduate from high school
- Have a grade point average of 2.0 (based on a maximum of 4.0) in successfully completed core curriculum of at least 13 academic courses [This core curriculum includes three years in English, two in math, two in social science, two in natural or physical science (including at least one laboratory class, if offered by your high school); two additional courses in English, math, or natural or physical science; and two additional academic courses (which may be taken from the already-mentioned categories, e.g., foreign language, computer science, philosophy.)].
- Consult the NCAA handbook for the qualifier index scale.

SCHOOL PROFILE

Superior Public Schools
601 West Eighth Street
Superior, NE 68978
402.879.3257

Class Rank/Grading System

Class Rank and Grade Point Average are computed twice yearly in grades 9-12 at the conclusion of each semester. All students are included in Class Rank and all courses (with the exception of Teacher Aide and Driver's Education) are included in the cumulative Grade Point Average. The total grade points earned are divided by the total credits attempted.

98-100	A+	85-90	B	74-76	D+
93-97	A	82-84	C+	70-73	D
90-92	B+	77-81	C	0-69	F

Honor Roll

High Honor Roll represents an accumulative average in percentage grade courses of 93 percent or above, with no grade lower than an 86 percent, no letter grade lower than a B, and no incompletes for the quarter.

Honor Roll represents an accumulative average in percentage grade courses of 88 to 92 percent, with no grade lower than an 82 percent, no letter grade lower than a C, and no incompletes for the quarter.

Graduation Requirements

In order to graduate from Superior Public Schools, students in grades 9-12 must complete 48 credits and attend classes regularly for eight full semesters. Classes meeting five days per week for one semester earn one credit.

Specific Requirements

Language Arts~Eight credits are required, including English I, English II, English III, and English IV or College English.

Science~Six credits are required, including Biology.

Social Science~Six credits are required, including American History or College American History, and American Government.

Math~Six credits are required. Students may choose from Algebra I, Geometry, Algebra II, College Algebra, Pre-Calculus, Calculus, and Math Readiness. All Juniors must take a math class. Students taking 8th grade Algebra will need to take 3 years of math in high school.

Vocational~Four credits are required, including Personal Finance.

Fine Arts~Two credits are required.

Physical Education/Health~Two credits are required, including Physical Education/Health.

COURSE OFFERINGS

In order to graduate from Superior Public Schools, students in grades 9-12 must complete 48 credits and attend classes regularly for eight full semesters. Classes meeting five days per week for one semester earn one credit.

Courses are listed in the section in which their credits count. The first year a student may take a class is listed in parenthesis following the course name. For example, Band (9) means a student may take Band as a freshman, or any year after that.

LANGUAGE ARTS

Eight credits are required, including English I, English II, English III, and English IV or College English.

ENGLISH I (9)
ENGLISH II (10)
JOURNALISM (10)
ENGLISH III (11)
COLLEGE ENGLISH (12)
ENGLISH IV (12)

SCIENCE

Six credits are required, including Biology.

EARTH SCIENCE (9)
PHYSICAL SCIENCE (9)
BIOLOGY (10)
FORENSICS (10)
ADVANCED BIOLOGY (11)
CHEMISTRY I (10)

SOCIAL SCIENCE

Six credits are required, including American History or College American History, and American Government.

WORLD HISTORY (9)
AMERICAN HISTORY (11)
COLLEGE AMERICAN HISTORY (11)
SOCIOLOGY (11)
PSYCHOLOGY (11)
AMERICAN GOVERNMENT (12)

MATHEMATICS

Six credits are required. Students may choose from Algebra I, Geometry, Algebra II, College Algebra, Pre-Calculus, Calculus, and Math Readiness. All Juniors must take a math class. Students taking 8th grade Algebra will need to take 3 years of math in high school.

ALGEBRA I (8)

GEOMETRY (9)

ALGEBRA II (10)

COLLEGE ALGEBRA (11)

PRE-CALCULUS (11)

COLLEGE CALCULUS (12)

MATH READINESS (12)

VOCATIONAL EDUCATION

Four credits are required, including Personal Finance.

PLANT SCIENCE (9)

AGRICULTURAL SCIENCE (9)

CONSTRUCTION TRADES I (9)

MANUFACTURING PROCESSES-WOODS I (9)

DIGITAL MEDIA (9)

DIGITAL DESIGN (9)

VIDEO PRODUCTION (9)

INFORMATION TECHNOLOGY I (9)

INFORMATION TECHNOLOGY II (9)

CULINARY SKILLS I-IV (9)

MARKETING (9)

MANAGEMENT AND LEADERSHIP (9)

INTRODUCTION TO BUSINESS (9)

BUSINESS LAW (9)

BUSINESS COMMUNICATIONS (9)

FOOD SCIENCE AND SAFETY (10)

AGRONOMY (10)

ANIMAL SCIENCE (10)

AGRICULTURAL MECHANICS (10)

ENGINES (10)

LANDSCAPE DESIGN (10)

LARGE ANIMALS (10)

PRECISION AGRICULTURE (10)

ADVANCED FABRICATION (10)

CONSTRUCTION TRADES II (10)

MANUFACTURING PROCESSES-WOODS II (10)

WELDING I (10)

ACCOUNTING I (10)

ACCOUNTING II (10)

AGRIBUSINESS MANAGEMENT (11)

CONSTRUCTION TRADES III (11)

MANUFACTURING PROCESSES-WOODS III (11)

PERSONAL FINANCE (11)

TEACHING AS A PROFESSION (11)

BEST PRACTICES IN EDUCATION (11)

CONSTRUCTION TRADES IV (12)

CAREER INTERNSHIP (12)

INTRODUCTION TO INTERNSHIP (12)

FINE ARTS

Two credits are required.

ART I (9)

BAND (9)

CHORUS (9)

SPANISH I (9)

ART II (10)

SPANISH II (10)

ART III (11)

SPANISH III (11)

ART IV (12)

SPANISH IV (12)

PHYSICAL EDUCATION/HEALTH

Two credits are required, including Physical Education/Health.

PHYSICAL EDUCATION/HEALTH (9)

WEIGHTS (9)

ELECTIVES

Zero credits are required.

ONLINE COLLEGE CLASSES (11)

RESOURCE (9)

TEACHER AIDE (10)

LANGUAGE ARTS

Eight credits are required, including English I, English II, English III, and English IV or College English.

English I (9)

This course includes the exploration of basic grammar, literature and writing. Students will study three novels (To Kill A Mockingbird, The Pearl, and Night) and discuss related literary elements. There will be a unit on short stories and short story elements and poetry and poetry terminology. Students will also write different types of paragraphs, continuously read and discuss novels, and study vocabulary and mechanics. Journal entries will be recorded twice weekly. Grammar, usage, parts of speech, and sentence structure will be covered.

English II (10)

This course integrates grammar, punctuation, literature, and writing. Units include basic grammar, technical writing (thank you notes, resumes, cover letters, and memos), writing skills, speech, short stories, WWI and Vietnam War poetry, and novels. Novels covered may include The Christmas Carol, Of Mice of Men, Lord of the Flies, and Animal Farm. The play Romeo and Juliet will also be covered. Vocabulary will be a combination of words from standardized lists and words selected from reading materials.

Journalism (10)

This course explores the basics of news writing and yearbook production. Students will produce the school newspaper and the yearbook. This class requires the ability to accept responsibility and meet deadlines.

English III (11)

This course integrates American literature and writing. A research paper will be written. Students will develop skills to help them write persuasive essays. Literature will be analyzed both verbally and in writing. Vocabulary will be a combination of words from standardized lists and words selected from reading materials. Units include the 6 Traits Writing Assessment, short stories, poetry, and novels. Novels include The Scarlet Letter, The Adventures of Huckleberry Finn, The Great Gatsby, and The Grapes of Wrath.

College English (12)

This course is designed to develop writing skills. Students write papers and essays based on their personal experience and/or assigned readings. The course emphasizes the clear written expression of ideas and importance of organization, word choice, logic, and sentence construction. The process of planning, writing, revising, and editing essays for a particular audience is also emphasized. The study of literature will introduce students to the major genres and conventions, which will include fiction, poetry, drama, and memoir. By employing critical reading and thinking skills and analytical and creative writing skills, students will understand literature more fully. Students will be exposed to a range of authors representing a variety of cultural and ethnic backgrounds. Seven novels, a collection of short stories, and poems will be used to generate the writing topics. Eight papers will be evaluated. The student's cumulative grade point average and standardized test scores will be considered for enrollment. This class provides a college-level experience and offers the potential for college credit.

English IV (12)

This course includes the study of vocabulary, reading, and various writing genres. There will be a usage/mechanics/sentence structure review. In addition, students will complete a research paper with outline, in-source citations, and reference list according to the Modern Language Association (MLA) format. Students will read and study two to four novels and review the elements of literature.

SCIENCE

**Six credits are required,
including Biology.**

Earth Science (9)

This course will cover star life cycles, Big Bang Theory, climate, weather, Earth's history, and how humans have impacted the Earth. Lecture, laboratory activities, written papers, and various projects will all serve as vehicles to achieve the course objectives.

Physical Science (9)

This course introduces students to chemical processes and physical laws. Topics include the metric system, Newton's Laws of Motion, forces, using simple machines, energy and work, momentum, waves, sound, the classifications of matter, chemical reactions, the states of matter, atomic structure, chemical bonding, solutions, and nuclear reactions.

Biology (10)

This course will cover the cell, the complexities of DNA, the interactions of organisms with each other and the ecosystems in which they live, genetics, evolution, and photosynthesis. Lectures, laboratory activities, written papers, and various projects will all serve as vehicles to achieve the course objectives.

Chemistry I (10)

This course teaches students how Chemistry relates to everyday life. Experiments, demonstrations, lectures, and problem-solving are combined to give students a better understanding of the study of matter, its structure, properties and composition, and the changes that it undergoes. Additional topics include chemical formulas and equations, atomic structure and bonding, acids and bases, and solutions.

Forensics (10)

Forensic science is the study and application of science to the process of law and involves the collection, examination, evaluation and interpretation of evidence. Students will gain a basic understanding of the scientific and analytical approach to determining the value of evidence as it relates to the court of law.

Advanced Biology (11)

This course will cover water quality and ecology, biochemistry, mitosis and meiosis, genetics, and forensics. Lecture, laboratory activities, written papers, and various projects will all serve as vehicles to achieve the course objectives.

SOCIAL SCIENCE

Six credits are required, including American History or College History, and American Government.

World History (9)

This course deals with the contributions of older civilizations on the contemporary world. Students identify world events and leaders, and study their effects on today's society.

American History (11)

This course traces the origins of American History beginning with the moment before Columbus' arrival to the present day.

College American History (11)

This course traces the origins of American History beginning with Pre-Columbian societies to the present day. The course is divided into nine units. Formal essays, essay tests, weekly quizzes and a history notebook will give students the opportunity to display mastery of the subject. The student's cumulative grade point average and standardized test scores will be considered for enrollment. This class provides a college-level experience and offers the potential for college credit.

Psychology (11)

This course is an introduction to the science of human and animal behavior. It will focus on the mental processes through various stages of development.

Sociology (11)

This course is an introduction to the origins, development, organization, and functions of human society. The fundamental laws of human social relations and various social institutions will be examined.

American Government (12)

This course examines the history and development of the American Government. Attention will be given to the three branches of government, political elections, the media, and interest groups. Political events that are relevant to the government are also examined.

MATH

Six credits are required. Students may choose from Algebra I, Geometry, Algebra II, College Algebra, Pre-Calculus, Calculus, and Math Readiness. All Juniors must take a math class. Students taking 8th grade Algebra will need to take 3 years of math in high school.

Algebra I (8)

This course is designed to help students become better acquainted with the language of algebra, its concepts, and the application of the language skills that will help students solve mathematical problems in daily life. Students learn to describe the world around them with algebraic expressions, equations, graphs, and statistics. Applications, calculators, and computers provide a context for the abstract language of algebra.

Geometry (9)

This course teaches students to apply inductive and deductive reasoning to solve problems while using theorems, formulas, and properties of geometric figures and transformations. The students will also draw and construct geometric figures.

Algebra II (10)

This course provides students the opportunity to write, solve, and graph functions. Students will simplify, divide, and use multi-step factoring of higher order polynomials.

College Algebra (11)

This course is the study of relations, functions and their graphs, and systems of equations and inequalities. Students will explore polynomial and rational functions, as well as exponential and logarithmic functions. This class provides a college-level experience and offers the potential for college credit.

Precalculus (11)

This course integrates the conceptual underpinnings of calculus with the topics of discrete mathematics. Precalculus provides the opportunity for students to informally investigate the traditional concepts of calculus, such as maxima, minima, infinite sequences, limits, derivatives, and integrals. In addition, students work with the algebraic manipulation they will need in future courses. This is all continually applied to and illustrated by real-world applications of the topics. Discrete mathematics topics include formal logic, recursion, mathematical induction, combinatorics, and graph theory.

College Calculus (12)

This course covers the theory and applications of limits, derivatives, antiderivatives, definite integrals, and differentials of algebraic, trigonometric, logarithmic, and exponential functions. This class provides a college-level experience and offers the potential for college credit.

Math Readiness (12)

The purpose of the Nebraska Math Readiness Project (NMRP) is to provide a bridge to success for high school seniors who need to improve their math skills before entering and completing a college-level math course. The project will be lead by a high school math teacher to improve understanding and reinforce learning. Students will work in a MyLab Math course that will provide personalized tools to learn new skills and build upon existing knowledge. Upon successful completion of the course, students will not need to take foundations-level math classes in college.

VOCATIONAL

Four credits are required, including Personal Finance.

Plant Science (9)

This course examines the scientific concepts related to plant systems. Students will consider environmental factors on plant growth. In addition, they will examine plant classification, anatomy, physiology, and methods of propagation. Classroom and laboratory activities are supplemented through supervised agricultural experiences and leadership programs and activities.

Agricultural Science (9)

This course introduces students to the basic components involved in an agricultural community. Topics include Agronomy, Animal Science, Animal Husbandry, Plant Science, and Soil Science. In addition, interested students are given the option of joining the FFA organization.

Construction Trades I (9)

This course provides students the opportunity to learn the many facets involved in the construction of a home, storage area, commercial building, or any free-standing structure, including reading plans, measuring, using scales and working with tools. In addition, they will study foundation work, framing, plumbing, electrical, and general building principles. Students will learn to select the right materials for the intended purpose, as well as explore the creative methods of producing a well-planned project and seeing it through the completion.

Manufacturing Processes-Woods I (9)

This course is designed to develop an understanding of the proper and safe use of hand and power tools associated with woodworking. A beginning project is assigned to the class as a group, with materials being paid for by the student.

Digital Media (9)

This course teaches students to create, design, and produce digital media, including sound, video, graphics, text, and animation. Emphasis will be placed on the effective use of tools for interactive multimedia production, including storyboarding, visual development, project management, and web processes.

Digital Design (9)

Students will focus on developing skills to plan, design, and create digital design projects using elements of composition, digital photography, and digital print design.

Video Production (9)

This course will enable students to expand their media skills of interviewing, reporting, writing, editing, photography/videography, and design. Students will explore careers while working together to create projects in a variety of media, such as web, podcast, and/or broadcast. The emphasis of Video Production is on collaboration and career exploration.

Information Technology I (9)

Students will explore emerging technologies as it applies to success in high school, college, and career. The focus will be on the importance of digital citizenship, professional communication practices, advanced document processing, professional presentations, and intermediate spreadsheet and database applications used personally and professionally.

Information Technology II (9)

This course will focus on skill development in data science using word processing, spreadsheets, databases, and integration of applications utilizing advanced features. Students taking both Information Technology Applications I and II may be eligible for dual credit at a participating postsecondary institution. Skills, standards, and coursework align with industry certifications.

Culinary Skills I-IV (9)

This course is designed to provide students with curriculum which is focused on the food service industry. Training will be provided in workplace and culinary skills, food safety and sanitation, interpersonal and communication skills, as well as an exposure to the areas of restaurant management and career exploration.

Marketing (9)

This course develops basic student understanding and skills in the functions of marketing. Emphasis is placed on the impact of marketing activities on the individual, business, and society. Topics include market analysis, marketing information management, target customer identification, the development of marketing-mix strategies, and an in-depth look at the selling process.

Management & Leadership (9)

This course emphasizes the basic concepts of management and leadership within a business or organization. It addresses characteristics, organization, and operation of business as major sectors of the economy. Students will investigate management issues involved in planning, organizing, leading, and controlling an organization.

Introduction to Business (9)

This course is designed to introduce students to the Business, Marketing, and Management Career Field, which focuses on formation and structure, economics, management, marketing, financial management, and operations. Career opportunities and technology will also be used and discussed.

Business Law (9)

In this course, students develop an understanding of laws and regulations that impact business. Topics included are contracts, employment law, sources of law, and the United States judicial system and legal procedures.

Business Communications (9)

Students will develop an understanding and appreciation for effective communication in business situations and environments. Emphasis is placed on all phases of communication: speaking, listening, thinking, responding, reading, writing, communicating non-verbally, and utilizing technology for communication.

Food Science and Safety (10)

This course introduces students to the principles, applications, and science of food, including processing and production. Students will learn the scientific principles and practice scientific applications involved in the food industry, including food science, food processing, microbiology, toxicology, and regulations concerning the protection of the food supply and organic production of food and nutrition.

Agronomy (10)

This course deals with the crop production aspects of agriculture--soil science, crop production, proper application of pesticides and herbicides, and the ability of the farmer and producer to create a productive and profitable enterprise. The diminishing returns of pesticides and herbicides will also be explored. Students will study land ownership, legal descriptions, tax basis, and sustainable agricultural production.

Animal Science (10)

This course familiarizes students with the animal science industry. They will study livestock, nutrition, animal health issues, and marketing schemes for beef, swine and, sheep. Students will learn to make decisions based on current industry trends in order to successfully manage their farming operation.

Agricultural Mechanics (10)

This Power, Structural, And Technical Foundations course introduces selected major areas of agricultural mechanics technology, including small engine operation and repair, metal fabrication, woodworking, and electrical wiring. Learning activities include basic understanding, skill development and problem-solving.

Engines (10)

This course will explore the basic parts of an internal combustion engine and describe its purpose and operation. Students will disassemble, measure, recondition, and reassemble a single cylinder engine.

Landscape Design (10)

This course examines the knowledge and skills needed to identify, produce, and manage horticultural plants, understand and apply landscape design concepts, and manage turfgrass and landscape plants. Topics include plant identification, identifying and applying design principles, creating designs using scales and other hand-drawing tools and/or design software, and processes and products used in designing, constructing, and managing landscapes.

Large Animals (10)

This course covers livestock production through methods of grass identification, grazing techniques, and animal fabrication. Students will learn how to select both market and breeding animals based on criteria including skeletal structure, confirmation, and fat and muscling deposition. Primal, sub-primal, and retail meatcuts are discussed.

Precision Agriculture (10)

This course provides a general study of precision agriculture and the related engineering. It also provides the opportunity to explore the careers in agriculture related to precision agriculture.

Advanced Fabrication (10)

This course is a continuation of learning the knowledge and skills of the welding industry and allows students to go beyond the basics of metals manufacturing. Students will use advanced equipment, to produce projects.

Construction Trades II (10)

This course provides a continuation of the overview of the construction materials, tools, and processes. It combines technical skills with planning and management to prepare the student for all stages of a project.

Manufacturing Processes-Woods II (10)

This course allows students to design and produce a project of their own choosing, with materials being the financial responsibility of the student.

Welding I (10)

This course will teach students the practice of producing weld joints. Students will study Gas Metal Arc Welding, Shielded Metal Arc Welding, Oxygen-Acetylene Welding, and Plasma Arc Welding.

Accounting I (10)

This course covers a service business organized as a sole proprietorship, which will include accounting principles involved in the preparation and maintenance of financial records concerned with business management and operations. It is a comprehensive introduction to basic accounting including recording, summarizing and reporting, principles of income measurement and asset valuation, and accounting systems and controls. Students are exposed to careers in the accounting field and are given the opportunity to perform accounting applications using technology.

Accounting II (10)

This course covers concepts of a merchandising business, which will include accounting principles involved in the preparation and maintenance of financial records concerned with business management and operations. It is a comprehensive introduction to basic accounting including payroll, related career opportunities, application of generally-accepted accounting principles related to recording, summarizing and reporting, principles of income measurement and asset valuation, and accounting systems and controls. Students are exposed to careers in and related to the accounting field, and are given the opportunity to perform accounting applications using technology.

Personal Finance (11)

The goal of personal finance is to help students become financially responsible, conscientious members of society. This course develops student understanding and skills in money management, budgeting, financial goal attainment, use of credit, insurance, investments, and consumer rights and responsibilities. Application of academic concepts, technology, and career planning are integrated throughout the curriculum.

Construction Trades III (11)

This course provides a continuation of the overview of the construction materials, tools, and processes. It combines technical skills with planning and management to prepare the student for all stages of a project.

Manufacturing Processes-Woods III (11)

This course explores complex joinery and its necessary machine operations. Basic home construction practices and semi-advanced cabinet making skills are explored.

Teaching as a Profession (11)

This introductory course is designed to introduce students to career opportunities and related skills in the field of education and training. Topics covered include history of education, the philosophy of education, roles of educators, instructional and assessment methods, diversity of cultures and communities, learner development, and professional development.

Best Practices in Education (11)

This course will focus on best practices in education building on concepts from the introductory courses. Topics covered include instructional and assessment methods, differentiated instruction, development of communication skills necessary for educators, and instruction planning. The focus of the hands-on experience will be immersion in an educational setting.

Construction Trades IV (11)

This course provides a continuation of the overview of the construction materials, tools, and processes. It combines technical skills with planning and management to prepare the student for all stages of a project.

Agribusiness Management (11)

This course investigates the business aspect of agriculture. Assets and liabilities, long-term assets and liabilities, and effective assets and liabilities, of the farming operation are discussed. Students will learn about taxes and the effect they have on farming. Liquidity and equity ratios will be discussed, as well as how to produce a total farm budget. In addition, students will study the business structures involved in agriculture. A final project covering the entire farming operation will be required.

Career Internship (12)

This course allows students the opportunity to explore their individual career pathway interests by participating in a one-to-three period worksite internship experience. Students will work one-on-one with a company observing daily activities, as they learn about their particular industry. They will complete written assignments to help them understand and reflect what they have seen, heard, and discovered in the workplace. When appropriate, students may be asked to complete hands-on tasks assigned by their employers.

Introduction To Internship (12)

This course allows students the opportunity to explore their individual career pathway interests by participating in classroom and job shadowing experiences. Students will also research basic college information, as they begin making plans for their future.

FINE ARTS

Two credits are required.

Art I (9)

This course focuses on the elements of art: line, shape, form, color, space, texture, and value. In addition, students will study art history, learning about a variety of artists and artistic styles.

Band (9)

This course focuses on marching band fundamentals in the fall, pep band for home athletic events, and concert band in the winter and spring. Students refine skills in dynamics, expression, and individual technique through practical application and the learning of music from different historical eras and cultures. Students are assessed on musicianship and citizenship, and are able to share their accomplishments through participation in concerts, clinics, contests, and parades.

Choir (9)

This course is a traditional performing ensemble available to students who wish to continue the development of their vocal talents. Choral activities will consist of warm-ups, sight-singing skills, and proper vocal techniques, as well as performing a wide array of vocal repertoire. Students will participate in part-singing, ensemble performances, and will learn music from various eras and styles. Concerts, clinics, and contests will measure a solid choral understanding of the study of music. Assessment is centered on musical growth and citizenship.

Spanish I (9)

This course is an introduction to the language and culture of the Hispanic world. Students learn to interact and communicate in Spanish through reading, speaking, writing, and listening. Creative projects involving cultural aspects, iPads, language, history, art, food, and music help students gain a greater respect and understanding for other cultures. Most communication is done in the present tense. At the end of the year, students read a small novel, completely in Spanish!

Art II (10)

This course will help students expand their art education by identifying and improving both their strengths and weaknesses. Artists are exposed to a wide variety of artistic styles and techniques, and are encouraged to explore and use the creative side of their brains to complete art projects. Students will build on the foundation of Art I, creating more complex projects. Art history studies continue.

Spanish II (10)

This course allows students to develop their language acquisition by using phrases and more complex sentences to communicate. The four skills of reading, speaking, writing, and listening continue to be stressed as students read small novels, write creative stories, and converse in the target language. Cultural enrichment projects provide insights and help students to see the world with a more "open mind".

Art III (11)

This course builds on the foundation of previous art classes, where individuality and artistic personality is developed. Students are allowed to work independently to complete assignments. Art history studies continue.

Spanish III (11)

This course continues to help students with their developing level of language acquisition and adds a number of verb tenses: present, past, future, and commands. By the end of the class, students can converse well with Spanish speakers. Comprehension, both written and oral, is stressed. Reading, vocabulary development, and communication are emphasized.

Art IV (12)

This course continues to encourage artistic individuality. Students work independently to complete assignments and hone their artistic skills. Art history studies continue.

Spanish IV (12)

This course covers nearly all verb tenses, with the majority of the class conducted in the target language, which allows students to make full use of their skills. It is usually a fun atmosphere where individuals excel in a small-group setting. Students are also allowed to specialize their vocabulary to better equip them for their future jobs.

PHYSICAL EDUCATION/HEALTH

Two credits are required,
including Physical Education/Health.

Physical Education/Health (9)

This course covers the fundamentals of basic resistance lifts, how to monitor progress, and what major muscle groups are affected by each lift. Health components include the study of nutrition and fitness, substance abuse, preventing disease, safety, and first aid.

Weights (9)

This course challenges students to continue to develop their strength training skills. In addition, students will be taught activities in order to maintain a lifetime of health-enhancing physical activity

ELECTIVES

Zero credits are required.

Resource (9)

Students with Individualized Education Plans have the opportunity for academic accommodations and additional study time.

Teacher Aide (10)

This course provides students with the opportunity to work in a classroom setting. A minimum 85% grade pointaverage is required. Students will receive one credit per year.

Online College Classes (11)

Various courses are available to students, but are subject to room availability and/or the scheduling.

3001 Budget and Property Tax Request

The board of education shall adopt a budget each year to support the school district's programs and services for the ensuing fiscal year. The superintendent of schools shall be responsible for developing the budget subject to the direction and decisions of the board. The budget document shall be under continuous development, based upon the requirements of the adopted educational program.

BUDGET PROCEDURES

Proposed Budget. The superintendent shall prepare the proposed budget in accordance with board policies and goals, state statutes and regulations. As the district's spending plan, the budget will be based on up-to-date revenue estimates, and will reflect the assessed needs and programs approved by the board.

Budget Hearing Notice. Notice of the place and time of the hearing, together with a summary of the proposed budget statement, must be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the school district. The four calendar days shall include the day of publication but not the day of hearing. The notice shall include the following statement:

For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: ~~[Insert Internet address for the web site established pursuant to Laws 2021, LB528, section 5].~~
<https://nep.education.ne.gov/>

In addition, the district must electronically publish this statement on the school district web site at www.superiorwildcats.org. Such electronic publication must be prominently displayed with an active link to the Internet address for the web site established by the Nebraska Budget Act to allow the public access to the information.

Budget Hearing. The board must conduct a hearing prior to adopting the budget. The hearing must be held separately from any regularly scheduled meeting and may not be limited by time. The board must make a presentation outlining key provisions of the proposed budget statement, including, but not limit to, a comparison with the prior year's budget. Any member of the public

desiring to speak on the proposed budget statement shall be allowed to address the board at the hearing and must be given a reasonable amount of time to do so. Five minutes shall generally be considered a reasonable amount of time.

Budget Hearing Documents. The board must make at least three copies of the proposed budget statement and at least one copy of all other reproducible written material to be discussed at the hearing available to the public at the hearing.

Budget Adoption. After the budget hearing, the proposed budget statement shall be adopted or amended and adopted as amended. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of the changes (including the items changed and the reasons for such changes) must be published in a newspaper of general circulation within the school district within twenty calendar days after its adoption without further hearing.

Certification and Filing. The amount to be received from personal and real property taxation shall be certified to the appropriate levying board as provided by law. The budget shall also be filed with the state auditor.

Purchase Authorization. Except for bids required under the section "Bid Letting and Contracts," the board's adoption of the budget shall authorize the purchases without further board action.

Monthly Report. At each monthly board meeting, the superintendent will provide a report on the current status of the major sections of the budget.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS EQUAL TO OR LOWER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a special public hearing called for the purpose of passing a property tax request resolution.

Property Tax Request Hearing Notice. The district must publish a hearing notice in a newspaper of general circulation in the school district at least four calendar days prior to the hearing. The four calendar days shall include the day of publication but not the day of hearing. The hearing notice must contain the following information: The certified taxable valuation under section 13-509 for the prior year, the certified taxable valuation under section 13-509 for the current year, and the percentage increase or decrease in such valuations

from the prior year to the current year; the dollar amount of the prior year's tax request and the property tax rate that was necessary to fund that tax request; the property tax rate that would be necessary to fund last year's tax request if applied to the current year's valuation; the proposed dollar amount of the tax request for the current year and the property tax rate that will be necessary to fund that tax request; the percentage increase or decrease in the property tax rate from the prior year to the current year; and the percentage increase or decrease in the total operating budget from the prior year to the current year.

Increase in Total Property Taxes Levied. If the annual assessment of property would result in an increase in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be decreased accordingly when such rate is set by the county board of equalization.

Decrease or No Change in Total Property Taxes Levied. If the annual assessment of property would result in no change or a decrease in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be adjusted accordingly when such rate is set by the county board of equalization.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request shall include, but not be limited to, the information required by section ~~77-1601.02(4)~~. **77-1632(4)**

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS GREATER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a public hearing called for the purpose of passing a property tax request resolution. If another political subdivision within the county also seeks to exceed the allowable

growth percentage, the hearing will be a joint hearing. In the event of a joint hearing, each political subdivision must designate one representative to attend the joint public hearing on behalf of the political subdivision. If a political subdivision includes area in more than one county, the political subdivision shall be deemed to be within the county in which the political subdivision's principal headquarters are located. The hearing agenda will only include discussion on each political subdivision's intent to increase its property tax request by more than the allowable growth percentage **to the extent allowed by law.**

The hearing must be held after 6 p.m. on or after September 17th and before September 28th and before the district files its adopted budget statement. Any member of the public must be allowed a reasonable amount of time to speak at the hearing.

At the joint public hearing, the representative of each political subdivision must give a brief presentation on the political subdivision's intent to increase its property tax request by more than the allowable growth percentage **to the extent allowed by law** and the effect of such request on the political subdivision's budget. The presentation must include, at a minimum, all information and statements required by law.

Property Tax Request Hearing Notice. Notice of the joint public hearing must be provided by:

- The County Assessor sending a postcard with all required information to all affected property taxpayers. The postcard shall be sent to the name and address to which the property tax statement is mailed;
- Posting notice of the hearing with all required information on the home page of the relevant county's web site, except that this requirement shall only apply if the county has a population of more than twenty-five thousand inhabitants; ***and***
- Publishing notice of the hearing with all required information in a legal newspaper in or of general circulation in the relevant county.

Provide Information to County Clerk. Each political subdivision that participates in the joint public hearing shall provide the following information to the county clerk by September 5th: the date, time, and location for the joint public hearing; a listing of and telephone number for each political subdivision that will be participating in the joint public hearing; and the amount of each participating political subdivision's property tax request.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution

setting the district's property tax request at an amount that exceeds the prior year's property tax request, including any increase in excess of the allowable growth percentage shall include, but not be limited to, the information required by law.

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

Adopted on: June 11, 2018

Revised on: December 14, 2020; July 12, 2021

Reviewed on: May 10, 2021

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects
Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.326 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A.** A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B.** A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C.** A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a

contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under \$250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between \$10,000 and \$250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

- B.** Construction Projects with an estimated cost of between \$109,000 and \$249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of \$109,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$109,000 and \$250,000.

IV. Construction Projects with an Anticipated Cost Over \$250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and responsible bidder.
 - a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
 - b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
 - c) Any or all bids may be rejected if there is a sound documented reason.
5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on

the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the

lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. This includes a "Buy American" provision that provides that as appropriate and to the extent consistent with law, the District and contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of the Buy American provision must be included in all subawards including all contracts and purchase orders for work or products under this award.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible and consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in the U.S. or processed in the U.S. substantially using agricultural commodities produced in the U.S.

C. Full and Open Competition

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with

federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
 - c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.
2. Maintenance of Construction Records for Projects Financed with Federal Funds
- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
 - b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Contracts covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

VII. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable,

name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement

basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award.

2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—

Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise

notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: June 11, 2018

Revised on: August 13, 2018; July 10, 2019; July 12, 2021; July 11, 2022

Reviewed on: May 10, 2021

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between \$10,000 and \$250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

5. Competitive Proposals.

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

- 1.** Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
- 2.** Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
- 3.** The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

IV. Property Management Systems

A. Property Classifications

- 1.** Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.
- 2.** Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the

capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

- 3.** Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
- 4.** Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

- 1.** Serial number;
- 2.** District identification number;
- 3.** Manufacturer;
- 4.** Model;

5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

I. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

J. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

V. Financial Management

A. Identification

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records

must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;

- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;
- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430

VII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

~~To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.~~ **Buy American.** The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d).The District may deviate from this general requirement only if:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.
- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a

minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: June 11, 2018

Revised on: August 13, 2018; July 8, 2019; July 11, 2022

Reviewed on: May 10, 2021

3033

Lending Textbooks to Children Enrolled in Private Schools

Through June 30, 2024, the school district shall make textbooks available to private school children who reside within the district or are otherwise entitled to borrow them pursuant to statute and 92 Nebraska Administrative Code, section 4. The district is obligated to purchase and lend textbooks only to the extent that the Legislature appropriates funds to the Nebraska Department of Education to be distributed for this purpose. As used in this policy, "textbooks" shall have the definition adopted by the Nebraska State Board of Education in Rule 4.

The district shall make a request for funds by filing an application on the form prescribed by the Department of Education no later than February 15th prior to the school year for which the application is made. The application shall include: the number of applications received; the number of textbooks requested; the number of textbooks needed to be purchased to fill the requests; the purchase price of the textbooks needed to be purchased which may include up to 5% of the cost to defray administrative expense; the title, purchase price, and number requested of each textbook including any shipping or handling charges; and if applicable the amount of carryover funds remaining from the previous year, amount of funds on hand from sale of unused textbooks, and amount of funds on hand from reimbursements for damaged textbook.

Textbooks which have not been requested for three consecutive years may be classified as unused and disposed of by sale or otherwise.

On or before November 15th, the district shall prepare a list of textbooks that are designated for use in the district during the current year and a list of new textbooks designated for use the following school year. The lists shall be kept current and in a place where they may be viewed during regular business hours. The district shall maintain a separate inventory of textbooks purchased for the use of private school children residing in the district.

Any parent or legal guardian who wishes to borrow textbooks shall submit an application on the form prescribed by the Department of Education to the district's administration offices on or before January 15th prior to the school year for which the application is made. The district shall maintain a supply of blank application forms and receipt forms. It shall keep the forms that have been signed by parents and guardians in a separate file for at least 5 years. It shall notify the parents and guardians at least 10 days prior to the start of

school when and where the textbooks will be available. It shall make textbooks available to parents or guardians on or before August 15th. If the number of textbooks for a particular subject or grade level is insufficient to fill all of the requests, the textbooks shall be distributed to parents and guardians based on a random drawing.

Parents and guardians shall sign a receipt on the form prescribed by the Department of Education when they pick up the textbooks and shall return the textbooks that can be returned no later than 15 days after the district's last day of class. The district shall assess the returned textbooks for damage beyond normal wear and tear. The parent or guardian who signed the receipt is responsible for paying the reasonable cost of the repair or replacement of any book that is damaged, lost, stolen, or not returned.

The school district shall limit the loan each year to ten textbooks per student for students in grades K-6 and to eight textbooks per student for students in grades 7-12.

This policy shall terminate July 1, 2024.

Adopted on: June 11, 2018

Revised on: _____

Reviewed on: August 9, 2021

5063 3059

Audio and Video Recording

Students, ~~staff, and their~~ parents/ or guardians, and patrons should assume that any class ~~in which students are enrolled~~ or activities in the school may be recorded by the school district ~~or other students~~ 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 ~~without a specific purpose or for a specific purpose~~ when such recordings are deemed necessary or appropriate by ~~the administration~~ an authorized representative of the district. The district will not maintain ~~the~~ recordings unless the recording is purposefully copied and saved. Any recording not copied and maintained separately, ~~and the recordings will~~ may only be available accessible by the authorized representative for review for a limited time. ~~based on the district's then-current recording capacity. The district administrators estimate that this is approximately 30 days but may change at any time.~~ Recordings made by the district may be destroyed by an authorized representative at any time unless retention is required by law.

Classroom Recordings Made by Staff. Staff members may make audio and video recordings of classroom instruction, ~~and school activities upon authorization of the superintendent or supervising administrator.~~ student behavior or performance, and school activities ~~only upon authorization of~~ without prior administrative approval only for legitimate educational purposes ~~the superintendent or supervising administrator administration or to comply with a student's education plan, as described below.~~ 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.

Prohibited Recordings Made by Students. This policy applies to students unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings 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, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the Students remain subject to the district's appropriate use and student discipline all other district policies and rules. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:

- (1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable

expectation of privacy.

Adopted on: June 11, 2018

Revised on: July 8, 2019; July 12, 2021

Reviewed on: February 14, 2022

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 Superintendent of Schools 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.

The Superintendent of Schools may be contacted at 601 W 8th Street, Superior, NE 68978.

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 Resource 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: June 11, 2018

Revised on: July 13, 2020

Reviewed on: September 13, 2021

4045 Milk Expression

Except as otherwise provided by law, the district will provide reasonable break time for an employee who wishes to breastfeed or express breast milk for her nursing child each time such employee has the need to do so. The District will provide in a place, other than a bathroom, which is shielded from view and free from intrusion from co-workers and the public for one year after the child's birth. These accommodations will be provided for one year after the child's birth, unless otherwise required by law.

Adopted on: June 11, 2018

Revised on: _____

Reviewed on: November 8, 2021

4059

Behavioral and Mental Health Training

All public school employees who interact with students and any other appropriate personnel are required to complete at least one hour of behavioral and mental health training with a focus on suicide awareness and prevention training every year: The superintendent will determine the appropriate personnel required to receive the training.: The training materials for this training must be included in the Nebraska Department of Education's list of approved training materials.

- school nurses
- teachers
- counselors
- school psychologists
- administrators
- school social workers
- coaches
- paraeducators
- bus drivers
- kitchen staff
- custodians
- secretarial and clerical staff

These employees must complete the online training designated by the school district or superintendent provided by the Nebraska Department of Education no later than October 31 of each school year or within 30 days of their initial employment, whichever is later. Failure to complete this training shall constitute just cause for the termination or nonrenewal of an employee's contract.

Adopted on: June 11, 2018

Revised on: _____

Reviewed on: November 8, 2021

5003 Admission of Part-Time Students

A student may be permitted to enroll on a part-time basis pursuant to this policy and applicable curricular practices when enrollment is appropriate for reasons that include but are not limited to the following: the student attends another education institution on a part-time basis; is enrolled for a limited number of credit hours needed to graduate; has a modified schedule because of a disability or as part of an individualized education plan; or is a student who resides in the school district but attends a private, denominational, or parochial school or a school that elects not to meet accreditation or approval requirements (referred to herein as an exempt school student or an exempt school, respectively).

Application for Enrollment. The parent or guardian of an exempt school student who is of appropriate age to attend school, ~~resides in~~ **is a resident of** the school district, has not graduated from high school, and has not received a graduate equivalency diploma must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district by **August 1** of the year of enrollment. For second semester high school courses, the application must be filed by **December 15**. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian of an exempt school student must apply for enrollment each school year.

Limitations Based on Resources. The enrollment of exempt school students is subject to limitations established by the district for grades, classes, courses, and programs based on the limited resources available to the school district. Full-time students shall be given priority for enrollment in grades, classes, courses, and programs.

Placement of Students. Exempt school students shall be placed in courses for which they have adequate preparation and which are determined to be educationally appropriate based on criteria that include, but are not limited to the student's age, achievement test scores, academic record, evaluation by school personnel and any other standards used by the district for the placement of students.

Grades and Academic Honors. Exempt school students shall receive grades, report cards, and transcripts, but shall not be eligible to graduate,

receive a diploma or qualify for class ranking unless they meet all district requirements for such including earning a sufficient number of credit hours and semesters of attendance.

Applicability of School Rules. Exempt school students are subject to all rules and standards of the board of education and administration as set forth in policy, handbooks or other communications, as well as the rules and directives of the building administration and teaching personnel. They must remain on the school campus during scheduled classes but must leave the school campus when not engaged in a course or course-related activity unless the course or course-activity requires their presence or the building principal approves their presence. Students who violate school policies, rules, or directives shall be subject to disciplinary procedures up to and including suspension and expulsion.

Extracurricular Sports and Activities. Students who are enrolled in a private, denominational or parochial school may not participate in extracurricular sports and activities sponsored by the public school district if they participate in extracurricular sports and activities offered by the private, denominational or parochial school. Exempt school students may participate in extracurricular sports and activities if they are enrolled in at least 20 credit hours per semester, with at least 10-5 credit hours per semester of enrollment in the public school district. ~~Exempt school students who are not enrolled in at least 10-credit hours may not participate in extracurricular sports and activities.~~ All part-time students must also meet all other eligibility requirements set by the board, administration and coach/sponsor prior to participating and for continued participation in the sport or activity. This includes all eligibility and other requirements of the Nebraska School Activities Association and any other governing bodies for the activity.

~~Exempt school students who transfer into the district will be considered a transfer student and shall be ineligible for varsity competition for ninety school days unless the home school is located in the same school district as the high school to which the student is transferring.~~

~~The school district will determine whether credits awarded to exempt transfer students will be accepted for the purpose of eligibility for extracurricular sports and activities pursuant to the board's policy on Grade Placement and Academic Credits of Transfer Students.~~

Transportation. Part-time school students are not entitled to transportation or reimbursement for transportation to and from the school for class attendance purposes, unless required by law. ~~by virtue of their status as part-time students.~~ Eligible part-time students are entitled to transportation to and

from practices and extracurricular events to the same extent as the school district's full-time students, but part-time students must arrange their own transportation and arrive timely to the designated pick-up point for such transportation.

Option Enrollment. Students may not enroll on a part-time basis pursuant to the school's option enrollment program.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5004 Option Enrollment

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for insuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

1. Definitions

- a. Option Student Defined.** Option student shall mean a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district shall mean the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district shall mean the school district that a student chooses to attend other than his or her resident school district.

2. Persons Entitled to Apply for Option Enrollment of Students. Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

3. Duties, Entitlements and Rights of Option Students. Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

4. Standards for Acceptance or Rejection of Option Students.

- a. Special Education Capacity.** Capacity for special education services will be determined on a case-by-case basis. If an application for option enrollment received by the school district indicates that the student has an individualized education program under the federal Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., or has been diagnosed with a disability as defined in section 79-1118.01, the application will be evaluated by the director of special education services or the director's designee

who must determine if the school district and the appropriate class, grade level, or school building has the capacity to provide the applicant the appropriate services and accommodations. The Federal Educational Rights and Privacy Rights Act (FERPA) (20 U.S.C. § 1232g) permits the release of education records when a student seeks or intends to enroll in a different school district.

- b. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, and projected number of students with which the option school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.
- c. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, prior to October 15 of each school year, declare a program, a class, or a school unavailable for the next school year to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.
- d. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept an option student when acceptance of the student:

 - i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
 - ii. Would require the procurement of new equipment, technology, or furnishings;
 - iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
 - iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;

- v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.
 - e. ~~The school district shall accept an option student with a disability only to the extent that the school district's then current staff and facilities are sufficient to accommodate the student's needs without significantly increasing the operating costs of the school district, such as by requiring the hiring of new staff.~~
 - f. **Prohibited Standards.** The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.
 - g. **Order of Acceptance.** If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted in the following order:
 - i. students with brothers or sisters attending the school district, either as resident students or as option students, shall be granted first priority;
 - ii. thereafter, option students shall be accepted into such program, class, grade level or school building in the order in which written applications were received by the school district.
 - h. **Maximum Capacity Report.** The school district will annually establish, publish, and report the capacity for each school building under the district's control pursuant to procedures, criteria, and deadlines established by the Nebraska Department of Education.
5. **False or Misleading Option Applications.** If, prior to the student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information, the option application will be rejected.

- 6. Academic Credits and Graduation.** The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.
- 7. Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.
- 8. Procedure for Students Optioning Into or Out of the School District.**
 - a.** The parent or legal guardian of any student desiring to option into or out of the school district shall submit a proper and timely application to the board of education and the other affected school district for enrollment during the following and subsequent school years. Any application requiring the approval of the school district shall be deemed submitted when the application is actually received in the school district's business office.
 - b.** On or before April 1st, the school district shall notify the parent or legal guardian of any student who has submitted an application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.
- 9. Late Applications and Requests for Release**
 - a.** The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15th under the following conditions:
 - i.** When the district has already entered into contracts with teaching staff for the following school year;
 - ii.** When the district has already contracted for the performance of specific services for the student;
 - iii.** When the release of the student would have a negative financial impact or loss of revenue for the district.

- b.** The board of education will approve late applications to option into the district under the following conditions:
 - i. When the resident district has released the student;
 - ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;
- c.** The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15th no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

10. Students Who Do Not Need a Release from the Resident District

- a.** A student does not need to be released from his/her resident district under the following circumstances:
 - i. When the student has relocated to a different resident school district after February 1
 - ii. When a student's option school district merges with another district effective after February 1
- b.** The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

11. Cancellation of Option.

Students who option either into or out of the school district shall:

- a.** Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b.** Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school

year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

12. Authority of Superintendent.

The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: June 11, 2018

Revised on: _____

Reviewed on: December 13, 2021

5035 Student Discipline

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, 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. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Pre-Kindergarten through Second Grade Students

Notwithstanding any other provision of this policy, an elementary school shall not suspend a student in pre-kindergarten through second grade unless the student brings a deadly weapon as defined in section 28-109 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 his or her designee, or at a school-sponsored activity or athletic

event. As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.

Makeup Work for Suspended Students

Any student who is suspended must be given an opportunity to complete any classwork and homework missed during the period of suspension, including, but not limited to, examinations ("makeup work"). Any makeup work must be completed and turned in within 2 school days after completion of the suspension. This makeup guideline shall be provided to the student and a parent or guardian at the time of suspension. Suspended students may not be required to attend the school's alternative program for expelled students in order to complete classwork or homework.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. 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 he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal 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. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.
4. Students who are short-term suspended will must be given the opportunity to complete classwork and homework missed during the period of suspension, including but not limited to examinations, under the following conditions: two days for every day missed.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **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.

2. **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. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.
3. **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, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.
5. **Conclusion of Expulsion.** At the conclusion of an expulsion, the school district will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

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

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity 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:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*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 abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;

9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
 - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
 - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
 - c. Violating school bus rules as set by the school district or district staff;
 - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or *packaging*, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation, or electronic cigarettes, vapor pens, etc.;
 - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
 - f. Possession of pornography;

- g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
- h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
- i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
- j. Violation of the district's ~~computer~~ acceptable computer use policy ~~are subject to discipline, up to and including expulsion~~;
- k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
- l. Using any object to simulate possession of a weapon;
- m. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad

- faith in the course of a Title IX grievance proceeding or any other school investigation; and
- n. Violation of the school's audio and video recording policy; and
 - o. Any other violation of any board policy, handbook provision, or a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. The decision as to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
 - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
 - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
 - c. A statement that, before long-term suspension, expulsion, or mandatory reassignment ~~for disciplinary purposes~~ can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for

expelled students in order to complete classwork; on the specified charges

- d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
 - e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
 - f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.
3. 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.
4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect hearing stage.
5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint recommend appointment of a hearing officer examiner within two school days after receipt of the hearing request who shall follow the "hearing procedures" outlined below. The

student or the student's parent or guardian may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The superintendent may also provide an additional list of hearing examiners that may include hearing examiners employed by or under contract with the school district. The student or the student's parent or guardian must, within five school days, select a hearing examiner to conduct the hearing who was recommended, or provided as an alternative hearing examiner, or included on an additional list, if any, pursuant to this subdivision and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.

6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent or guardian of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent or guardian, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, and the student's parent, guardian, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer/examiner who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The hearing will be held according to the requirements of section

79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). ~~The school district will provide parents with copies of the relevant statutes upon request.~~

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: June 11, 2018

Revised on: July 8, 2019; July 13, 2020

Reviewed on: January 10, 2022

5045 Student Fees

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

A. Definitions.

1. "Students" means students, their parents, guardians or other legal representatives.
2. "Extracurricular activities" means student activities or organizations that (1) are supervised or administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.
3. "Post-secondary education costs" means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

B. Listing of Fees Charged by this District.

1. Guidelines for Clothing Required for Specified Courses and Activities.

Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

2. Safety Equipment and Attire.

The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such

devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items.

The district will provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects.

The district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the finished product will remain the property of the district unless the students either furnish or pay for the reasonable cost of materials requires for the course project.

The maximum dollar amount charged by the District for course materials shall be:

Industrial Technology Classes	\$5 per semester plus \$20 to \$800 depending on student choice of materials for personal projects.
Art Classes	\$5 per semester plus \$5 to \$50 depending on student choice of materials for personal projects.
Family and Consumer Science Classes	\$5 per semester plus \$5 to \$50 depending on student choice of materials for personal projects.
Agriculture Education Classes	\$5 per semester plus \$5 to \$50 depending on student choice of materials for personal projects.

5. Technological Devices

The district will provide students with the technological devices necessary to complete all basic curricular projects. To the extent that a student is not required by the district's curriculum to utilize a device off district property, the district may charge students a convenience fee to take the

device off district property. The maximum dollar amount of this convenience fee charged by the district will be **\$100**.

As with all school property, students may be charged for damage to such devices. To protect against such potential losses, students and parents may, but are not required, to purchase insurance coverage for the devices. The maximum dollar amount of this insurance coverage facilitated by the district will be **\$50**. The district may also charge a damage deposit which will be returned or may be rolled to cover the damage deposit for the next year if it is not needed to cover the costs of any damage to the device. The maximum dollar amount of this damage deposit will be **\$400**.

Additionally, the district may allow students to purchase technological devices by arranging for the students to purchase these devices through a single, or series of, payments.

6. Extracurricular Activities.

The district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

The following list details the maximum dollar amount of all extracurricular activities fees and the specifications for any equipment or attire required for participation in extracurricular activities:

Student season pass	\$20.00 Covers admission to all home extracurricular events, excludes conference and NSAA activities.
Student participation fee	\$20.00 Required of all students who participate in athletics and/or other extracurricular activities. Includes season pass.
Future Business Leaders of America	Annual membership fee of \$10. Cost of attendance at State and/or National Conventions are the student's responsibility.
FFA	Annual membership fee of \$20. Cost of attendance at State and/or National Conventions are the student's responsibility.

Art Club	Students must purchase the jacket and other attire.
Spirit/Yell Squad/Flag Corps	Annual membership fee of \$10
Football	Students must purchase uniforms and shoes selected by the sponsor and/or student group.
Golf	Students must provide their own football shoes, undergarments, and mouth guards.
Physical Education	Students must provide their own golf shoes, undergarments, and clubs.
Track, Volleyball, Wrestling, and Basketball	Students are responsible for the cost of off campus activities, if not graded.
FCCLA	Students must provide their own shoes and undergarments.
Foreign Language Club	Annual membership fee of \$20. Cost of attendance at State and/or National Conventions are the student's responsibility.
	Annual membership fee of \$10.

7. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, the district will pay all tuition costs for post-secondary courses and cost for achieving industry-based certifications. Students will be responsible for books and other such fees associated with the course. Students who do not successfully meet the requirements to receive credit or certification must reimburse the district for all costs associated with the course or certification. The costs of these items will naturally vary, but the maximum dollar amount of the fee is anticipated to be \$400 per course.

8. Transportation Costs.

The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

The maximum dollar amount of the transportation fee charged by this district shall be \$100.

9. Copies of Student Files or Records.

The district will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to

inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of \$0.10 per page for reproduction of student records.

10. Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

The maximum dollar amount charged by the district for the breakfast and lunch programs is as follows:

- Breakfast Program - Grades K-12
 - Regular Price \$1.35
 - Reduced Price \$0.30

- Lunch Program - Grades K-4
 - Regular Price \$2.50
 - Reduced Price \$0.40
 - Extra Milk \$0.45
 - Seconds \$0.50 to \$1.50

- Lunch Program - Grades 5-12
 - Regular Price \$2.75
 - Reduced Price \$0.40
 - Extra Milk \$0.45
 - Seconds \$0.50 to \$1.50

13. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. The following list details the maximum dollar amount of all musical extracurricular activities fees and the equipment or attire required for participation in musical extracurricular activities:

Band	Students must provide their own instruments and marching band shoes, plus a suggested \$10 uniform cleaning fee.
Swing Choir	Students must purchase outfits and shoes selected by the sponsor and/or student group.

14. Contributions for Secondary Grade Extracurricular Activities.

Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class’s fund. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$5 to \$100.

C. Waiver Policy.

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, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

The district will, when appropriate, request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements

and staff members of the district are directed to clearly communicate that fact to students, parents and patrons.

F. Fund-Raising Activities

Students may be permitted or required to engage in fund-raising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fund-raising activities are not eligible under this policy for waiver of the costs or fees which the fund-raising activity was meant to defray.

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

Adopted on: June 11, 2018

Revised on: July 8, 2019

Reviewed on: July 9, 2019; July 13, 2020; February 14, 2022

Student Fee Waiver Application

The school district will waive certain fees for students who qualify' for free and reduced lunches under the income guidelines of the United States Department of Agriculture. If you would like the school district to waive specific student fees for your child, you must fill this form out in its entirety and submit it, along with any required documentation, to the office of the Superintendent of Schools.

Part 1: Name of the child on whose behalf you are requesting a fee waiver:

Part 2: Specific fee(s) for which you are requesting a waiver:

Part 3: Eligibility. Select ONE (a, b, or c) of the following:

- a. Check here if your child is eligible for fee waivers because he or she is a foster child.

Please attach official documentation from the agency sponsoring the child.

- b. Check here if your child is eligible for fee waivers because you receive Food Stamps, FDPIR or TANF for the child.

Please attach a copy of one of the following:

- A Food Stamp, FDPIR or TANF Certification Notice that shows dates of certification
- A letter from Food Stamp or Welfare Office confirming your receipt of Food Stamps, FDPIR or TANF
- An ATP (Authorization to Participate) card with an expiration date. Do not send your EBT card.

- c. Check here if you are claiming your child is eligible because your household income is less than 80% of poverty level.

Please complete the following:

Name

(list everyone in your household)

Last month's income and how often it was received

Example: \$100/monthly, \$100/twice a month, \$100/every other week

**Check if
no income**

	Earnings from work before deductions	Welfare, child support, alimony	Pensions, retirement, Social Security	Other	
_____	\$ _____ /	\$ _____ /	\$ _____ /	\$ _____ /	_____
_____	\$ _____ /	\$ _____ /	\$ _____ /	\$ _____ /	_____
_____	\$ _____ /	\$ _____ /	\$ _____ /	\$ _____ /	_____
_____	\$ _____ /	\$ _____ /	\$ _____ /	\$ _____ /	_____
_____	\$ _____ /	\$ _____ /	\$ _____ /	\$ _____ /	_____
_____	\$ _____ /	\$ _____ /	\$ _____ /	\$ _____ /	_____

Please attach documents verifying the amount of money your household received last month from each source. The documents you provide must show the **name** of the person who received the income, the **date** it was received, **how much** was received and **how often** it was received.

Acceptable documentation includes:

Jobs: current paycheck stub or pay envelope that shows how often pay is received; letter from employer stating gross wages and how often they are paid; or business or farming papers, such as a ledger or tax books.

Social Security, Pensions, or Retirement: A notice of eligibility from state social security office, check stub, or letter from Workers' Compensation Court.

Welfare Payments: A benefit letter from a welfare agency.

Child Support or Alimony: A court decree, agreement, or copies of checks received.

Other income (such as rental income): Information that shows the amount of income received, how often it is received, and the date received.

No income: A brief note explaining how you provide food, clothing and housing for your household and when you expect an income.

Part 4: Signature and verification

An adult household member must sign this application.

PLEASE READ THIS CERTIFICATION BEFORE SIGNING:

I certify that all information on this application is true and that all income is reported. By my signature on this document, I give school authorities permission to disclose my child's eligibility for fee waivers to school personnel as necessary to affect the fee waiver. I understand that any clothing, equipment, or other materials used by my child during his or her participation in the activity for which student fees have been waived are and will remain the property of the school District.

Sign here: _____

Date: _____

5049 Firearms and Weapons

Weapons. No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy.

Definition of Weapon. The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. **Definition of Firearm.**

The term "firearm, as defined in 18 U.S.C. 921, means 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, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

Exceptions Regarding Firearms. The prohibition against firearms does not apply to:

1. The issuance of firearms to or possession by members of the armed forces of the United States, active or reserve, National Guard of this State, or Reserve Officers Training Corps or peace officers or other duly authorized law enforcement officers when on duty or training; or
2. Firearms that may lawfully be possessed by a person who is receiving instruction at the school under the immediate supervision of an adult instructor;
3. Firearms which may lawfully be possessed by a person for the purpose of using them, with the approval of the school, in a historical reenactment, in a hunter education program, or as part of an honor guard;
4. Firearms contained within a private vehicle **operated by a nonstudent adult** that are not loaded **and** are encased or are in a locked firearm rack that is on a motor vehicle; or

5. A handgun carried as a concealed handgun by a nonstudent adult ~~who holds a valid permit issued under the Concealed Handgun Permit Act~~ in a vehicle or on his or her person while riding in or on a vehicle into or onto any parking area, which is open to the public and used by the school if, prior to exiting the vehicle, the handgun is locked inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area, except as prohibited by federal law.

Definition of Encased. The term “encased” means enclosed in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied, or otherwise fastened with no part of the firearm exposed.

Exceptions for Students. The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The firearm or weapon has been brought to school grounds or to an activity or event off school grounds for some educational purpose;
2. The person bringing the firearm or weapon has requested and received the prior approval of both the instructor and the building principal to do so; and
3. All arrangements to use and store the firearm or weapon safely while it is on school premises have been agreed to and carried out.

Consequences - Firearm. Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

Consequences – Weapon. State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the

misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

Confiscation of Firearms. Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm possessed in violation of this policy. By statute, any firearm that is confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

Report to Law Enforcement Authorities. All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm or weapon to school.

Adopted on: June 11, 2018

Revised on: _____

Reviewed on: February 14, 2022

5052 School Wellness Policy

The school district is committed to providing a school environment that enhances learning and the development of lifelong wellness. The district will use evidence-based strategies to develop, structure, and support student wellness.*

1. Goals for Nutrition Promotion and Education

- a. The district will promote healthy food and beverage choices for all students, as well as encourage participation in school meal programs by such methods as implementing evidence-based healthy food promotion techniques through the school meal programs and promoting foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards.
- b. The health curriculum will include information on good nutrition and healthy living habits.
- c. Teachers will incorporate information on nutrition and wellness into the classroom curriculum as appropriate by grade level and ability.
- d. The district encourages parents and guardians to support their children's healthy eating habits by being role models in their own eating habits.
- e. Water will be made available to students throughout the school day.
- f. The district will participate in state and federal child nutrition programs as appropriate.
- g. Students will be provided sufficient time in which to eat school-provided meals.

2. Goals for Physical Activity

- a. The school district's curriculums shall include instruction on physical activity and habits for healthy living.

- b. Staff will provide opportunities for students to engage in physical activities throughout the school day.
- c. The district encourages parents and guardians to support their children's participation in physical activity, to be physically active role models, and to include physical activity in family events.
- d. The district will strive to provide physical activity breaks for all students, recess for elementary students, and before and after school activities, as well as encourage students to use active transport (walking, biking, etc.)

3. Goals for Other School-Based Activities Designed to Promote Student Wellness

- a. The district will provide professional development, support, and resources for staff about student wellness.
- b. The district's lunchrooms will be attractive and well-lighted.
- c. The district will allow other health-related entities to use school facilities for activities such as health clinics and screenings so long as the activities meet the district's requirements and criteria for the use of facilities.

4. Standards and Nutrition Guidelines for All Foods and Beverages Sold to Students on the School Campus and During the School Day

- a. The district will ensure that student access to foods and beverages meet federal, state and local laws and guidelines including, but not limited to:
 - i. USDA National School Lunch and School Breakfast nutrition standards
 - ii. USDA Smart Snacks in School nutrition standards.
- b. The district will offer students a variety of age-appropriate, healthy food and beverage selections with plenty of fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements in order to promote student health and reduce childhood obesity.

5. Standards for All Foods and Beverages Provided, But Not Sold to Students During the School Day

The district may provide a list of healthy party ideas or food and beverage alternatives to parents, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The district discourages the use of food and beverages as a reward or incentive for performance or behavior.

6. Food and Beverage Marketing

Marketing and advertising is only allowed on school grounds or at school activities for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards, except as follows:

- a. This requirement does not apply to marketing that occurs at events outside of school hours such as after school sporting or any other events, including school fundraising events.
- b. The district will not immediately replace menu boards, coolers, tray liners, beverage cups, and other food service equipment with depictions of noncompliant products or logos to comply with the new USDA Smart Snacks in Schools nutrition requirements. All previously purchased products will be used, and all existing contracts honored.
- c. All equipment that currently displays noncompliant marketing materials will not be removed or replaced (e.g., a score board with a Pepsi logo). However, as the district reviews and considers new contracts, and as scoreboards or other such durable equipment are replaced or updated over time, any products that are marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards

7. Public Participation

Parents, students, representatives of the school food authority, teachers, school health professionals, board members, school administrators, and members of the general public shall be allowed to provide their input to the school district during the wellness policy adoption and review process.

The district will collaborate with public and private entities to promote student wellness.

The district may partner with other individuals or entities in the community to support implementation of this policy.

8. Competitive Foods (Includes Food and Beverages Sold in Vending Machines, School Stores, Fundraisers or in Competition with the National School Lunch and Breakfast Programs)

- a. Except as otherwise allowed by the Nebraska Department of Education (NDE), all foods and beverages sold during the school day as part of a fundraiser or for any other purpose in competition with the National School Lunch and Breakfast Programs must meet the nutrition standards of those programs.
- b. Fundraiser food or beverages are NOT exempt from the USDA Smart Snacks in School nutrition standards. Therefore, if food is sold as a fundraiser:
 - (1) It shall not be sold in competition with school meals in the food service area during the meal service.
 - (2) It shall not be sold or otherwise made available to students anywhere on school premises during the period beginning one half hour prior to the serving period for breakfast and/or lunch and lasting until one half hour after the serving of breakfast and/or lunch.
 - (3) The sale of food items during the school day shall meet the USDA Smart Snacks in School nutrition requirements
 - (4) This restriction does not apply to food sold during non-school hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)

9. Triennial Assessment

The school board shall assess and review this policy at least every three years to determine:

- a. Compliance with this policy;
- b. How this policy compares to NDE model wellness policies;
- c. Progress made in attaining the goals of this policy.

The school board will update or modify this policy as appropriate.

10. Public Notice

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of this policy at least annually to the public and other stakeholders identified in this policy by one or more of the following methods: on its webpage, in its newsletter, in the student and employee handbooks, newspaper advertisements, direct mailings, electronic mail, and public postings.

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of the Triennial Assessment and progress reports towards meeting the goals in this policy using one or more of those same methods.

11. Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at the superintendent's office.

12. Operational Responsibility

The superintendent is responsible for coordinating the implementation of this policy and for monitoring the district's progress in meeting the goals established by this policy. The superintendent will periodically report to the board on the district's progress in implementing this policy.

* These strategies include, but are not necessarily limited to, those cited in the Alliance for a Healthier Generation's Model Wellness Policy (Updated 9/2016 June 2020 to reflect the USDA Final Rule) found at

https://www.healthiergeneration.org/_asset/wtqdwu/14-6372_ModelWellnessPolicy.doc.

<https://api.healthiergeneration.org/resource/2>

Adopted on: June 1, 2007

Revised on: June 9, 2014; July 13, 2015; June 12, 2017

Reviewed on: February 14, 2022

6003

Instructional Program

1. The minimum number of instructional hours in the school year will be 1,080 for grades 9 through 12, 1,032 for grades 1 through 8, and 400 for kindergarten, ~~1,080 for middle school and high school students, 1,032 for elementary students, and 450 for kindergarten students,~~ exclusive of lunchtime.
2. The district may establish special programs for individual students that may deviate from these requirements. All special programs must either be adopted pursuant to applicable law or approved by the superintendent in advance. Prior to the district's commencement of a specialized program, the district will provide the student's parents or guardians with notice of the program.
3. The board, acting with the advice of the administration and certificated staff, will adopt a curriculum and procure textbooks and materials to support that curriculum. The administration and certificated staff will design instructional strategies and assessments to implement the curriculum.
4. To the extent possible, practice for, travel to, and participation in activities sponsored by the Nebraska School Activities Association and the Nebraska Department of Education will be scheduled outside of instructional time. Individual student absences because of illness or family-centered activities will be governed by district attendance policies.
5. The board intends to strike a sensible balance between the time spent on academics and time spent on extra-curricular activities, acknowledging that both work and play are important in each student's total development and education.

Adopted on: June 11, 2018

Revised on: _____

Reviewed on: March 14, 2022

6004 Curriculum Development

The board of education jealously guards its right, prerogative, and discretion to exercise local control of the curriculum development of the district to the greatest extent permitted by state and federal law, and has no intention of ceding such right, prerogative, or discretion.

The superintendent and the Curriculum Coordinating Council shall be responsible for providing and directing system-wide planning for curriculum, instruction, assessment and staff development.

The curriculum shall be standards-driven and accountability-based. The district's academic content standards shall be those required by the Nebraska State Board of Education in the subject areas of reading and writing (language arts), mathematics, and science only. The curriculum shall be articulated to include all programs and grade levels offered within the district, PK-12. The curriculum shall reflect the comprehensive plan of the school district. All professional staff members are responsible for implementing the curriculum.

The superintendent and the Curriculum Coordinating Council will present this curriculum to the board for approval or modification.

The superintendent, with the Curriculum Coordinating Council, shall be responsible for establishing curriculum documents to articulate and coordinate the written curriculum, and to provide consistency of the written curriculum from one level of the district to the next. The Curriculum Coordinating Council shall provide for the development of the school district's curriculum and shall set academic standards, identify essential educational outcome criteria, and provide for the implementation, monitoring and evaluation of student learning.

Teachers are responsible for teaching and implementing the written curriculum. Principals are responsible for monitoring the curriculum and evaluating teachers to ensure that they are teaching in compliance with the written curriculum. The superintendent shall ensure that principals monitor the curriculum and evaluate teachers.

Adopted on: June 11, 2018

Revised on: February 11, 2019; January 10, 2022

Reviewed on: March 14, 2022

NASB BOARD QUICKS

A MONTHLY E-UPDATE OF KEY DATES FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



1,960,000 Nebraskans 324,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

Join NASB, as we travel the state for various workshops, meetings and events throughout the year. To learn more and register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'.
All Dates & Locations Tentative & Subject to Change

Events & Networking - <https://members.nasbonline.org/events>



Your Monthly Board Agenda Update Video Links from NASB

<https://members.nasbonline.org/news-resources/video-library>



REG BY
6/2!

NASB Leadership Workshop - June 7-8 - Lincoln



Team Building - Self-Assessment - Discussion - Networking - Meeting Protocols/Agendas & Minutes - Policy Review

FORE!

NASB Member Golf Outing - June 14 - Kearney Country Club

REG
NOW!

School Leaders & Law Conference - June 14-15 - Kearney



Wednesday, June 14 - 6:30 to 11:00 PM - Networking Reception & Hospitality Suite

An evening of networking that will include prizes from the golf outing, a light dinner buffet, live music, and a hospitality suite.

Thursday, June 15 - 9:00 AM to 3:15 PM - School Leaders & Law Conference



ALICAP Summer Safety Workshop - July 10 - Gering

ALICAP Summer Safety Workshop - July 11 - Kearney

ALICAP Summer Safety Workshop - July 12 - Lincoln

Continued on Page 2



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PAGE 2



JOIN US!

Area Membership Meetings Begin August 22nd!!!

AUGUST 22 - VALENTINE AUGUST 23 - GERING AUGUST 24 - YORK AUGUST 29 - NORTH PLATTE SEPTEMBER 6 - NORFOLK
SEPTEMBER 13 - KEARNEY SEPTEMBER 19 - LA VISTA SEPTEMBER 20 - FREMONT SEPTEMBER 27 - NEBRASKA CITY



YOUR 2023 PLATINUM AFFILIATES

If your business would like to become an Affiliate Member of NASB, please visit: <https://members.nasbonline.org/about-us/affiliate-members>



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SUPERIOR

SOCIAL MEDIA REPORT CARD »

FEB - APR '23



Total Followers:
2,692

Growth: +44

Average Monthly Reach: 23,767



3/22 - Senior Feature:
Recognizing 2023 Senior,
Hailey Blecha

4,969
REACHED

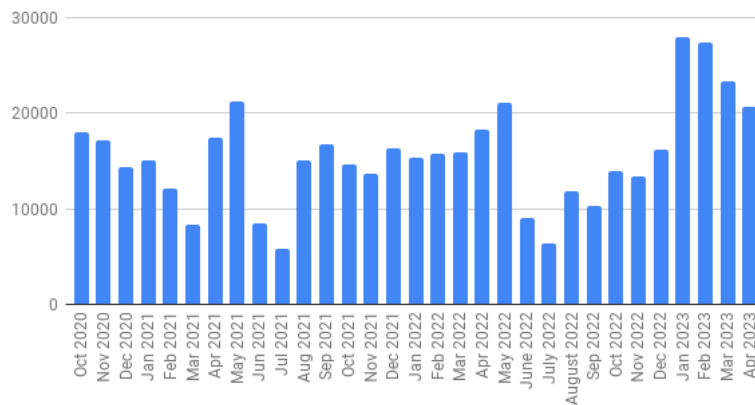


4/24 - Congratulating the
musicians who participated
in District Music

3,989
REACHED

POPULAR POSTS

Superior Facebook - Monthly Reach



Instagram

Total Followers:
889

Growth: +10

Average Monthly Reach:
732



Total Followers:
187

Growth:
+1

Average Monthly Tweet Impressions: 1,255



	School District	District/School Enrollment	Facebook Monthly Reach	Facebook Followers	Instagram Followers	Twitter Followers
1	Park City, UT	4,725	5,467	3,909	2,199	1,241
2	Piqua City, OH	3,492	31,048	8,053	2,445	1,918
3	Kent City, OH	3,300	15,667	2,554	1,741	1,218
4	Los Altos, CA	3,300	3,300	2,690	338	1,921
5	Athens City, OH	2,925	21,733	5,516	1,777	710
6	ELCO, PA	2,500	11,847	2,619	585	168
7	Northridge, OH	1,300	21,295	3,270	1,160	366
8	East Jackson, MI	845	22,826	3,863	288	46
9	Hot Springs, WY	660	8,933	8,457	286	0
10	Superior, NE	430	23,767	2,692	889	187
11	Sweetwater, OK	130	6,067	420	49	3

BCBS Quarterly Report

Policy 2016: Participation in Insurance Program by Board Members

6/1/2023 – Matt Bargaen, Peggy Meyer, Luke Meyers and Matt Sullivan are currently purchasing the Educators Health Alliance Blue Cross Blue Shield family plan