

Committee As A Whole
Monday, October 12, 2020 5:30 PM
ESU7/CPS Student Center
3434 Discoverer Drive
Columbus, NE 68601

- I. Committee As A Whole
 - A. Call to Order
 - B. Roll Call of Board
 - C. Pledge of Allegiance
 - D. Notice of Open Meeting Posted
 - 1. President insures all can hear proceedings
 - E. Presentations
 - 1. Centennial Presentation
 - F. Board Special Functions
 - 1. Bullying Prevention Annual Review
 - 2. First Reading of Policy 403.03 Abuse of Students By School District Employees
 - 3. First Reading of Policy 1004.01 Media Relations
 - 4. First Reading of Policy 505.03 Expulsion of Students
 - 5. First Reading of Policy 505.02 Suspension of Students
 - 6. First Reading of Policy 504.24
 - 7. The Addition of Boys/Girls Bowling to Activities
 - G. Consent Agenda
 - 1. Approval of Minutes

2. Financial Reports M2, M3, M4a
 3. Certified Personnel
 4. Classified Personnel
 5. Professional Travel
- H. Acceptance of Gifts/Donations
- I. Business Operations and Human Relations
1. Policies
 1. First Reading of Policy 404.06 Harassment
 2. First Reading of Policy 405.00 Employee Conduct and Appearance
 3. First Reading of Policy 402.01 Equal Opportunity Employment
 2. Administrative Functions
 1. Surplus
 2. School Fundraising Applications
 3. Updates
 1. Lease Purchase Update
- J. Buildings & Sites/Technology
1. Policies
 1. First Reading of Policy 504.13 Hazing, Initiation, Secret Societies or Gang Activities
 2. First Reading of Policy 504.20 Dating Violence Prevention
 2. Administrative Functions
 1. Phase I Contract Discussion
 2. Kramer Education Center Temporary Construction Fence

3. Contract for Garbage Service

3. Updates

K. Curriculum and Instruction

1. Policies

1. First Reading of Policy 501.00 Objectives for Equal Educational Opportunities for Students

2. First Reading of Policy 103.00 Equal Educational Opportunity

2. Administrative Functions

3. Updates

L. Student Services

1. Policies

1. First Reading of Policy 504.03 Student Conduct

2. First Reading of Policy 504.17 Harassment by Students

3. First Reading of Policy 612.05 Individualized Education Program and Family Services Plan

2. Administrative Functions

3. Updates

M. Superintendent's Report

N. Board Sharing

O. Adjourn



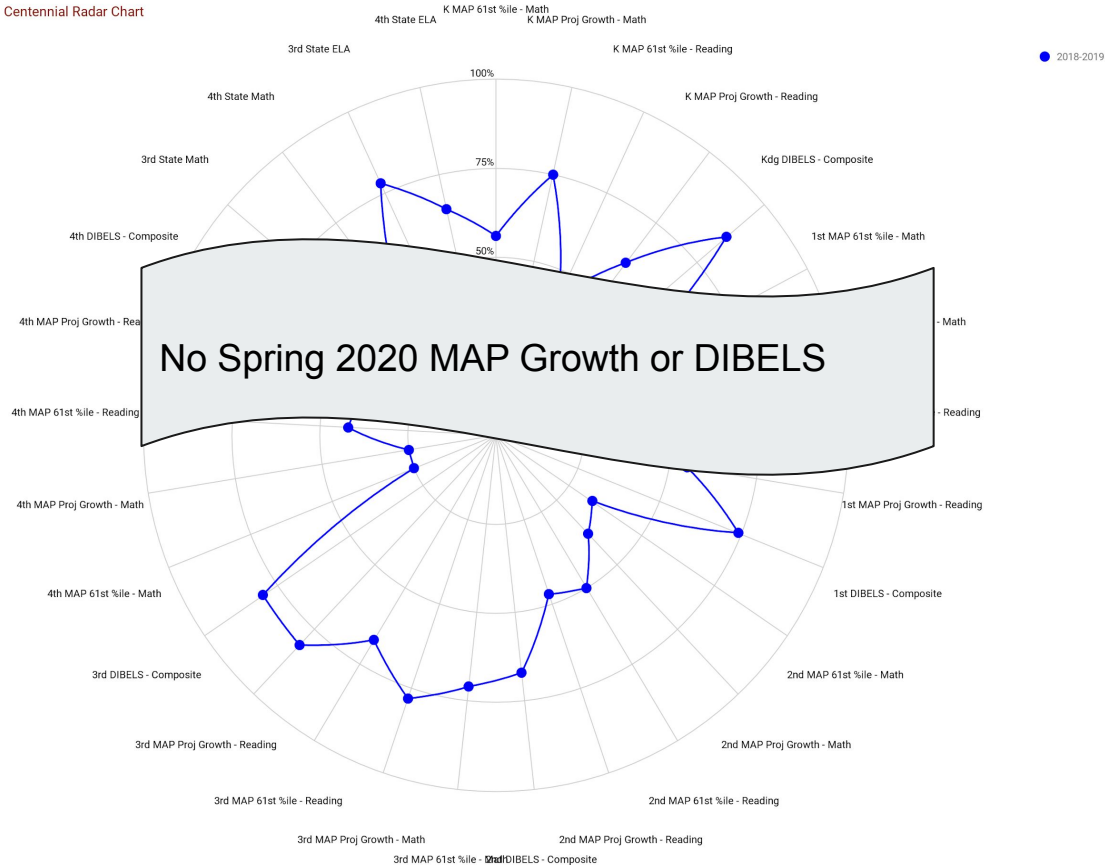
CENTENNIAL ELEMENTARY



Home of the STARS!

Centennial Radar Chart

Centennial Radar Chart



Data Points	2018-2019
K MAP 61st %ile - Math	56%
K MAP Proj Growth - Math	75%
K MAP 61st %ile - Reading	43%
K MAP Proj Growth - Reading	61%
Kdg DIBELS	86%
1st MAP 61st %ile - Math	39%
1st MAP Proj Growth - Math	36%
1st MAP 61st %ile - Reading	48%
1st MAP Proj Growth - Reading	55%
1st DIBELS	74%
2nd MAP 61st %ile - Math	33%
2nd MAP Proj Growth - Math	38%
2nd MAP 61st %ile - Reading	50%
2nd MAP Proj Growth - Reading	47%
2nd DIBELS	67%
3rd MAP 61st %ile - Math	71%
3rd MAP Proj Growth - Math	78%
3rd MAP 61st %ile - Reading	67%
3rd MAP Proj Growth - Reading	81%
3rd DIBELS	80%
4th MAP 61st %ile - Math	25%
4th MAP Proj Growth - Math	25%
4th MAP 61st %ile - Reading	42%
4th MAP Proj Growth - Reading	40%
4th DIBELS	75%
3rd State Math	
4th State Math	
3rd State ELA	
4th State ELA	

Continuous Improvement Goals K-4

Reading

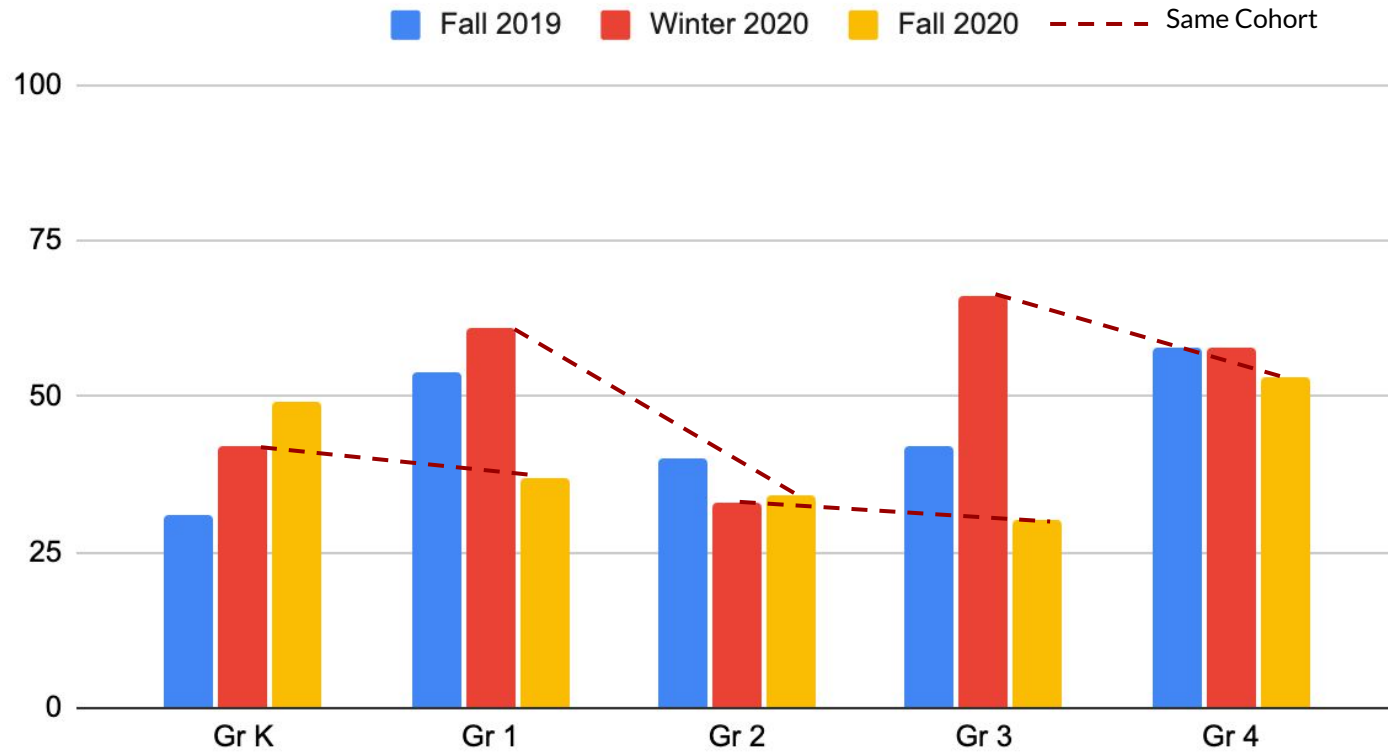
Reading CI Goal
100% of students will be
at the 61st⁰tile in
Reading MAP

Math

Math CI Goal
100% of students will be
at the 61st⁰tile in Math
MAP

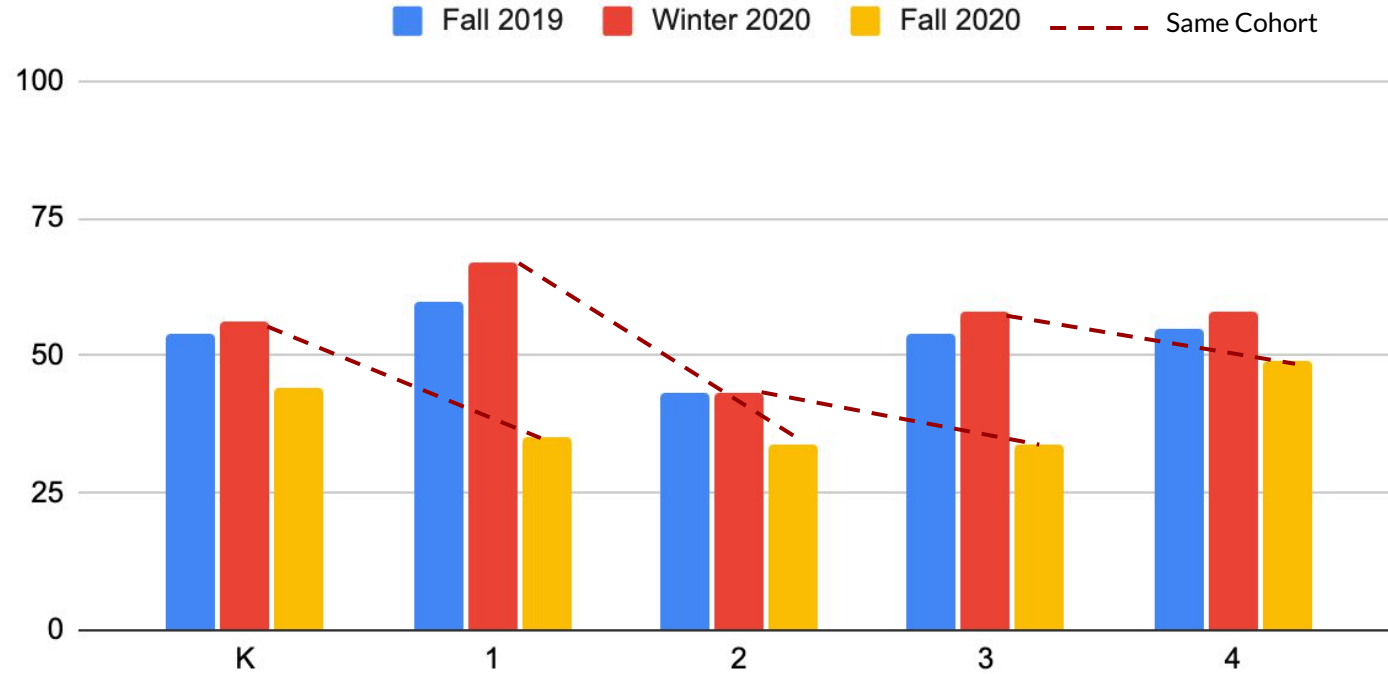
MAP Growth

Math - 2020 Norms



MAP Growth

Reading - 2020 Norms



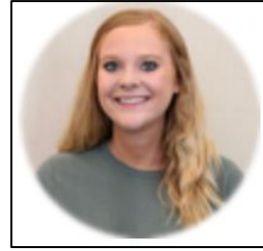
Students At or Above the 61st%ile Using the New 2020 Norms



Mitzi Jones
Kindergarten



Megan Wemhoff
Kindergarten



Elizabeth Dewald
2nd Grade



Kyle Svehla
2nd Grade



Shelby Zach
2nd Grade

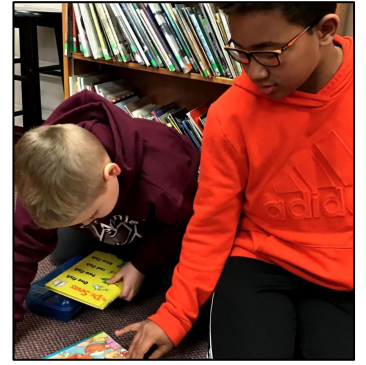


Payton Dau
Traveling PE



Beth Bonne
English Learner

New Faces at Centennial



Grade levels combine for some fun reading or special activities (International Dot Day, Red Ribbon Week, 100th day, Read Across America) during UBUNTU time.

*****UBUNTU activities are on hold due to current conditions.**



UBUNTU means Family!



Classrooms earn Golden Awards for PE, Music, Counseling, Media and Attendance. Students earn Star Citizen and Perfect Attendance.

Centennial is going to virtually assemble to recognize students, classrooms and demonstrate school and district pride.

*Quarterly Assemblies
Golden Awards, Student Awards & CPS Pride*



Centennial students will participate in Gold Coin “Activities” like pumpkin painting instead of the lunches due to current conditions.

Tuesday Tickets & Gold Coin Lunches



Student Council sells prepackaged snacks
on Fridays



Student Council coordinates Spirit Week and
Red Ribbon Week

Student Council



The Centennial PAC is supportive of our teachers and students. They have purchased soccer goals, recess equipment, water bottles, etc. for our students.

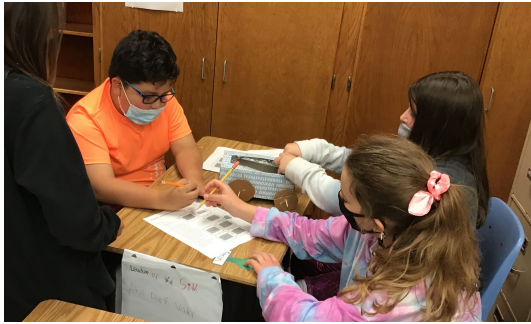
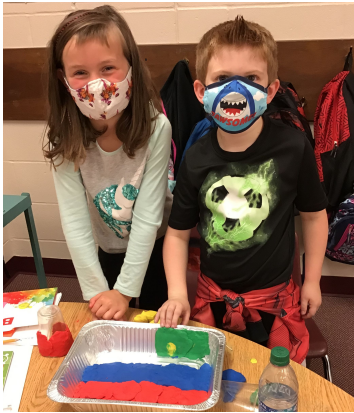
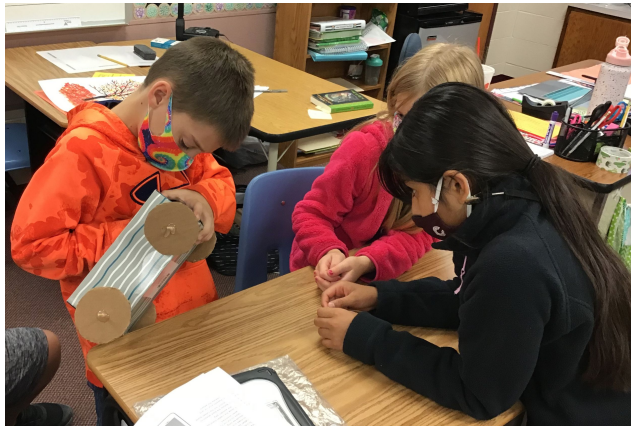
Centennial PAC
Family Picnic, Fundraisers & Family Nights



Centennial Elementary is celebrating the 20th Anniversary this year. The 20th Anniversary Celebration and Family Night will be Friday, May 14 from 5-8 pm. Activities include a program, opening of a time capsule, food, bounce houses, yard games, DJ and lots of fun!!!



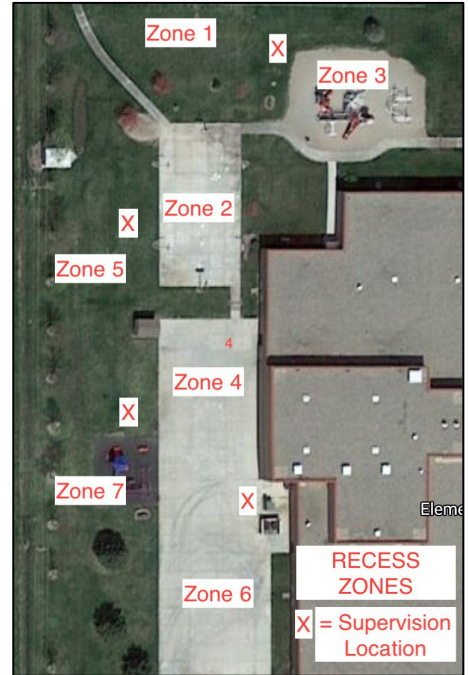
*Centennial Elementary
Celebrating 20 years of Excellence, One Star at a Time*



New Protocol and Procedures



Centennial students spread out around the building for arrival and dismissal. Recess is divided into zones so we can assign classes or groups and maintain smaller numbers in areas during recess.



New Protocol and Procedures



Students are spread out and sit at assigned spots during lunch.



New Protocol and Procedures

Paras completed training on classroom management and behavior intervention or BIST.



Paras will do a follow up training in the spring.



Paras from all five elementary schools came together for training.



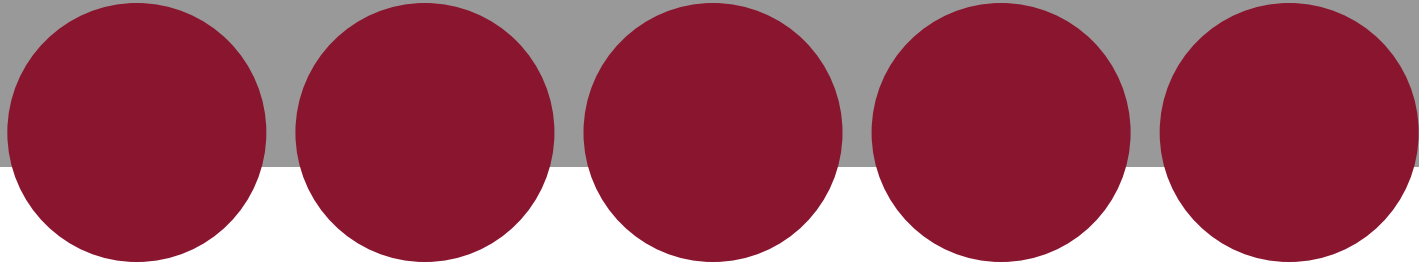
Para Training - Classroom Management and BIST



The photo to the left is last year's photo. If we took one this year it may look like the above photo so we are waiting until later in the year. 😊

*Centennial Family...2020-2021!
Keep Shining Stars!*

Centennial Elementary



Thank you!

BULLYING PREVENTION

The board recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as any ongoing pattern of physical, verbal, or electronic/digital cyber bullying abuse on school grounds, using a school owned device, 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. Cyber bullying may include activities off of school grounds that is determined to be disruptive of a positive learning environment.

Bullying may constitute grounds for long-term suspension, expulsion or mandatory reassignment, subject to state and federal statutes and the district's student discipline and due process procedures.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention.

This policy shall be reviewed annually.

Legal Reference: Neb. Statute 79-254 et seq. (Student Discipline Act)

Cross Reference: 504.11 Student Use of Electronic Communications Devices
505 Student Discipline
606.06 Acceptable Use of Computers, Technology and the Internet

Policy
Adopted: 07/14/08
Revised: 03/19/18

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

Approved _____ Reviewed _____ Revised _____

ABUSE OF STUDENTS BY SCHOOL DISTRICT EMPLOYEES

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

The superintendent will appoint an investigator and alternate investigator of opposite sexes. The investigator will pass the findings on to the superintendent who will complete any further investigations as deemed necessary and take appropriate final action.

The superintendent is responsible for drafting administrative regulations to implement this policy and for organizing employee training relating to this policy. Procedures shall be reviewed annually for adequacy and accuracy.

Legal Reference: Neb. Statute 79-295

Cross Reference: 403.02 Child Abuse Reporting
 403.05 Harassment
 503.05 Corporal Punishment

Policy
Adopted: 3/13/06

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska
Reviewed: 11/9/09

MEDIA RELATIONS

The Board recognizes the value of and supports open, fair and honest communication with the news media. The board will maintain a cooperative relationship with the news media. As part of this cooperative relationship, the board and the media will develop a means for sharing information while respecting each party's limitations.

Members of the news media are encouraged and welcome to attend open board meetings. The board president shall be the spokesperson for the board, and the superintendent shall be the spokesperson for the school district. It shall be the responsibility of the board president and superintendent to respond to inquiries from the news media about the school district.

~~Members of the news media seeking information about the school district shall direct their inquiries to the superintendent. The superintendent shall accurately and objectively provide the facts and board positions in response to inquiries from the news media about the school district.~~

Through the support of the District Marketing Office, board members, school administrators and other district employees as necessary will be available for news interviews.

NEWS CONFERENCES AND INTERVIEWS

The superintendent **or designee**, on behalf of the board and the school district, may hold a news conference or respond to a request for an interview with the news media.

The superintendent shall respond accurately, openly, honestly, and objectively to inquiries from the news media about the school district.

News conferences and interviews planned or pre-arranged for school district activities shall include the board and the superintendent. News conferences for issues requiring an immediate response may be held by the superintendent. It shall be within the discretion of the superintendent to determine whether a news conference or interview shall be held to provide an immediate response to an issue.

It shall be the responsibility of the superintendent to keep the board apprised of news conferences and interviews.

Information about school activities and issues will be provided to the community in a way which will create and maintain a dignified and professionally responsible image for the district.

The procedures listed below will be followed in giving official information to the news media:

1. The board president will be the official spokesman for the board, unless this duty is delegated;
2. News releases that are of district-wide interest or that pertain to established district policy will be the responsibility of the superintendent;
3. The superintendent will establish regulations for the dissemination of news releases pertaining to the district.

When individual board members receive requests from press media representatives for information about board meetings or actions, members will refer these representatives to the board president, who is the spokesman for the board. The president may designate others to speak on behalf of the board at his/her discretion.

Press conferences will be authorized by the board president.

Nothing in this policy is intended to limit the rights of individual board members to speak their personal opinions.

LIVE BROADCAST OR VIDEOTAPING

Within the limitations described below, individuals may broadcast or videotape public school district events, including open board meetings, as long as it does not interfere with or disrupt the school district event and it does not create an undue burden in adapting the buildings and sites to accommodate the request.

It shall be within the discretion of the superintendent to determine whether the request is unduly burdensome and whether the broadcast or videotaping will interfere with or disrupt the school district event.

In addition to limitations on recording or transmitting image or sound in policy 504.12 referenced below, anyone recording or transmitting any sound or image of any person (including themselves) must have the prior consent of the person or persons being recorded or whose image or sound is being transmitted. This requirement applies to all persons, including staff, students, volunteers, and community members, at district facilities or attending district sponsored events. This policy does not apply to District-sponsored athletic events or activities where the focus of the recording or transmission is on the student performances or activity. Nothing in this policy shall prohibit the recording of an Individualized Education Program meeting when necessary to implement parental rights as guaranteed by the Individuals with Disabilities Education Act or in conducting meetings to implement Section 504.

News media coverage of sports and other special events is encouraged. Radio broadcasts of events will be arranged through the superintendent's office. Videotaping of classroom activities will be allowed at the discretion of the superintendent. Parents will be notified prior to videotaping of classroom activities.

It shall be the responsibility of the superintendent **to implement this policy and for handling requests for other broadcasting or videotaping activities through District Marketing.**

Cross Reference: 504.12 Regulated Electronic Devices

Policy
Adopted: 2/12/07

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

Reviewed: 9/16/2019

Community Relations:

The District will inform the staff and the public on matters of district wide significance, through District sponsored mediums of communications as well as through the news media. The Superintendent or designee will serve as a resource in the development and implementation of the public relations program of each school in the District. District publications (including newsletters, newspapers, pamphlets, brochures and other similar print materials and electronic mediums) shall contain the District logo on the front page or back cover. Promotional materials such as bumper stickers and banners will contain the school or District logo.

Public Participation in the School District

Advertising:

Commercial Advertising may be permitted, however, district facilities, staff or students will not be used for advertising purposes or promotion of non-school interests or individuals.

Commercial advertising for the purpose of this policy is defined to be commercial promotion, acknowledgments and recognition of persons, firms or corporations or other business associations for promotion of products or services. The acknowledgements, recognition or advertising shall not interfere with nor disrupt the operation of schools, use of facilities, school activities or the educational process. The Superintendent shall develop procedures and guidelines to be followed by school staff in determining if any form of commercial advertising can be approved.

No part of this policy is intended to create or establish an open or public forum and the superintendent reserves the sole and absolute right to determine the acceptable content of any and all such commercial advertising or advertisements within the District.

Procedure

The District may use educational materials bearing identification of the persons, firms, corporations, or other business associations responsible for producing any educational materials used in district classrooms and educational settings.

Commercial advertising may also be approved as long as it does not impair the educational program of the District. Such advertising must meet one of the following criteria:

- A. Media or other educational materials that relate directly to and support the approved district curriculum.
- B. In school announcements and support of any outside lecture, activity or program of educational worth or public interest if approved by the Superintendent.
- C. The appearance or participation of any school group in an outside activity of special public interest. No participation will be allowed if the benefit to the outside activity is

greater than the educational or personal growth experience received by the students taking part.

- D. The sponsorship of administrative approved services.
- E. The sponsorship of administrative approved staff activity.
- F. The name of a company or organization in newsletters, flyers or other materials distributed to students and parents if that company or organization is formally recognized as a partner of the school involved.
- G. The recognition of contributions supporting the District and/or Columbus Public Schools Foundation. Such advertising in exchange for contributions shall be limited to areas and location approved in accordance with district procedures, state statutes and applicable regulations, and applicable city ordinances.
- H. Exclusive contracts with specific vendors if approved by the Superintendent.
- I. The subsidy of the production cost of school sponsored publications.
- J. The promotion of community activities targeted at youth are advertised in the school monthly newsletter.

In addition, the following standards are set forth and shall apply to any and all commercial advertising that is submitted to the Superintendent for approval.

A. Standards:

- a. The District does not, by this procedure, create or establish an open or public forum and reserves the sole and absolute right to determine the acceptable content of any and all such commercial advertising or advertisements within the District.
- b. The content of any commercial advertising must meet with prior approval from the Superintendent or designee.
- c. The commercial advertisements shall not contain statements or commercial messages which the District determines, in its sole discretion, is contrary to educational values, is vulgar, obscene, defamatory, discriminatory, religious, political or ideological or which relates to a controversial topic or viewpoint.
- d. Commercial advertising or advertisements shall not relate to a product or service, which the District determines, in its sole discretion, to be inappropriate or illegal for minors, or violates any provisions of this procedure.
- e. No commercial message may relate to a product or service that the District determines, in its sole discretion, to be educationally controversial or promotes the indoctrination of ideological, political, religious, or social beliefs.

B. Venues or Locations:

- a. Commercial advertisements are limited to district owned facilities. These advertisements require prior approval of the Superintendent.
- b. Commercial advertising may be permitted in district-wide publications, electronic media or district sponsored projects.
- c. Commercial advertising may be permitted in school related publications, newspaper, yearbooks, newsletters, electronic media activity programs and school event program.

Distribution of Materials

The request to distribute promotional materials, coupons, discounts, contests or information by any group, organization, business or individual should be made through the District Communications Office. Requests will be granted based on the following guidelines.

Information for Staff

- Flyers and marketing materials must be specific to and beneficial for the Columbus Public Schools District employees.
- If pre-approved, flyers or materials will be placed in the District shared Google Drive Folder for staff to retrieve the information. Information may also run in the District employee newsletter. District sponsored media such as staff mailboxes or email should not be used for distribution of materials for outside organizations, unless it is a project driven by the School District.
- Mass Distribution/email (all staff) of information should be distributed to staff through the advisement of the Communications office. The primary source for distributing this information would be the District shared google drive.
- Information from accredited universities/colleges will be placed in the teacher lounges for staff to pick up. No flyers or brochures will be distributed through staff mailboxes.
- Blatant advertising is encouraged to be limited to designated times of the year (ie: employee appreciation). However, they may be granted throughout the year if any of the following criteria is met:
 - Information is specific to and beneficial for Columbus Public Schools District employees.
 - Information belongs to a nonprofit organization or a business with a special interest or partnership with CPS.

Note: This type of information will generally be distributed via the District shared google drive.

Information for Elementary Students

- Anyone interested in sending any information out to all or a large percentage of elementary students in the Columbus Public Schools District must do so through the District's quarterly newsletter.
- Information may also be posted in a common place of the building for everyone to see.

Information for Secondary Students

- Anyone interested in sending any information out to all or a large percentage of secondary students in the Columbus Public Schools District must go through the District's quarterly newsletter.
- Information may also be posted in the common place of the building for everyone to see.

The following criteria will be used to determine if the information may or may not be included in the school newsletter, teacher newsletters or announced at school.

Information may be put in the school publications and announced at the school if:

- The activity belongs to the school and is organized by a school group and/or sponsored by a school employee that is paid to organize the activity.

- The activity is sponsored by a school employee and approved by the principal as a school sponsored club or activity even if the sponsor is not being paid.

Information will be placed in the District quarterly newsletter and concentrated efforts will be made to promote these activities in the newsletter:

- The activity belongs to an outside group or organization but is mostly our kids that participate in the activity.
- Sports related activities that are not recognized by NSAA as a specific “high school” sport.

Current practice for approving the distribution of for profit coupons or incentives in the schools for students:

Blatant advertising via the distribution of coupons or promotional items for the primary purpose of promoting a for-profit business will be approved based on the following criteria:

- Teachers or administrators can use the offer as an incentive or reward to promote behavior or recognition of some type of program used by the school or classroom teacher.
- Business is an identified partner that has an established relationship with a particular school, program or the entire school district.
- The coupon or offer is something special for CPS students.
- The offer is “free in nature.” It cannot be a discount or buy one get one free.

The following criteria is used to deny the distribution of advertising, coupons or special offers.

- There is no connection to the curriculum or program
- The primary purpose of the material, coupon or offer is to promote the business or gain customers for such business.
- The offer is not anything special or promotional for CPS Students.
- The offer is not free.

EXPULSION OF STUDENTS

For the purposes of this policy and as defined in the Student Discipline Act, expulsion shall mean exclusion from attendance in all schools within the district for a period of time as defined in Nebraska statute 79-283.

Students may be expelled for violations of board policy, school rules or the law. It shall be within the discretion of the board to discipline a student by using an expulsion for a single offense or for a series of offenses depending on the nature of the offense and the circumstances surrounding the offense.

The superintendent will develop procedural rules, regulations and guidelines governing expulsions. These shall be approved by the Board of Education and made known to students, parents and school staff.

All cases of expulsion shall be preceded by short-term suspension and its related procedures or by the condition of emergency exclusion which applies only when a student (a) has a dangerous communicable disease transmissible through normal school contacts and poses an immediate threat to the health and safety of the school community; or (b) exhibits conduct which presents a clear threat to the physical safety of himself/herself or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

EMERGENCY EXCLUSION: Any student may be excluded from school in the following circumstances:

1. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
2. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Such an emergency exclusion shall be based upon a clear factual situation warranting it and shall last not longer than is necessary to avoid the dangers described above.

If the emergency exclusion will be for five days or less, the procedures for a short-term suspension shall be followed. If the superintendent or his or her designee determines that such emergency exclusion shall extend beyond five days, a hearing will be held and a final determination made within ten school days after the initial date of exclusion. Such procedure shall substantially comply with the procedures set forth in state statutes 79-266 to 287 for a long-term suspension or expulsion and be modified only to the extent necessary to accomplish the hearing and determination within the shorter time period

It shall be within the discretion of the superintendent to recommend to the board the expulsion of a student for disciplinary purposes. Only the board may take action to expel a student and to readmit the student. The principal shall keep records of expulsions in addition to the board's records.

When a student is recommended for expulsion by the board, the student shall be provided with:

1. Notice of the standard of conduct allegedly violated, acts the student is alleged to have committed and a summary of the evidence to be presented against the student;
2. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
3. A statement that the student has a right to a hearing, upon request, on the specified charges;
4. A description of the hearing procedures, along with procedures for appealing any decision rendered at the hearing;
5. A statement the principal, legal counsel for the school, the student, the student's parent or representative or guardian has the right;
to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and;
to know the identity of the witnesses to appear at the hearing and the substance of their testimony;
6. A form on which the student or the student's parent/guardian may request a hearing

Violations of Law Relating to Suspensions

1. Student violations or suspected violations of Nebraska Law will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Student violations of school policy that are not apparent violations of law will be addressed by school administrators without reporting them to law enforcement. Administrators should consider the student's maturity, and known behavioral, emotional or mental disorders, if applicable. It will be the responsibility of the referring administrator to contact the student's parent that a referral to legal authorities has been or will be made, if applicable.

On or before August 1, the school board will annually review the reporting guidelines above with the County Attorney. These shall be distributed to all parents and guardians and their students at the beginning of each school year, or at the time of

Policy

Adopted: 9/11/06

Revised: 8/13/18

COLUMBUS PUBLIC SCHOOLS

Columbus, Nebraska

SUSPENSION OF STUDENTS

The authority to suspend for a "short term" and to propose an "extended term" suspension and/or expulsion is delegated to the principal or his or her designee. A short-term suspension shall mean the exclusion of a student from school attendance for a period not to exceed five school days. A long-term suspension means the exclusion of a student from school attendance for a period exceeding five school days but less than twenty school days.

The provisions of this section apply to all pupils enrolled in the school district. When considering possible courses of action for special education students in regard to alleged violations of school rules, policies, and regulations, procedural due process rights guaranteed under applicable Federal and State statutes are applicable. The school district is obligated to see that every special education student is provided an appropriate educational program without cost to the parent. Conversely, schools are not required to maintain pupils who are a danger to themselves or others in regular attendance centers.

Suspension from classes or school will not be carried out unless the student while subject to school authority:

1. uses violence, force, threat or intimidation in a manner causing substantial interference with school purposes; or
2. causes or attempts to cause substantial damage to school or private property or steals or attempts to steal school or private property of substantial value; or
3. causes or attempts to cause physical injury to another person except in self-defense; or threatens or intimidates any student for the purpose or intent of obtaining something of value from the student; or
4. possesses or transmits any firearm, knife, explosive or other dangerous object that is ordinarily considered a weapon; or
5. engages 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 or being under the influence of a controlled substance or alcoholic liquor; or
6. commits public indecency as defined in Nebraska statute 28-806 if that student is at least twelve years of age but less than nineteen years of age; or
7. commits or attempts to commit sexual assault against any person if a complaint has been filed by a prosecutor alleging the incident as required in Nebraska statute 79-267.8; or
8. engages in any other illegal activity which constitutes a danger to other students or interferes with school purposes; or engages in bullying as defined in section 79-2,137; or
9. repeatedly violates the policies, rules and standards of student conduct established by the district.

A given suspension will be for a period of time not to exceed 5 school days. A student will be informed of the charges against him or her and, if the student denies them, an explanation of the evidence will be given and the student will be given an opportunity to refute the charges. No time delay is necessary between the time a pupil is notified of the charges and the time of the hearing before the principal.

Guidelines to insure that students are afforded due process during a suspension or proposed suspension from school will be developed. The procedural rules, regulations and guidelines will be approved by the Board of Education and made known to students, parents and school staff.

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

Administrative procedures complying with the Student Discipline Act shall also be in place to ensure due process to the student should the principal decide to administer a long-term suspension, expulsion, or mandatory reassignment.

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, an emergency exclusion may be invoked and the student may be immediately removed from school. However, notice and hearing should follow as soon as practical and not more than ten days following the initial exclusion.

The principal should make a reasonable effort to contact the parent(s) or guardian(s) of a suspended student by telephone or to communicate to them directly regarding the specific act(s) for which the suspension is ordered and the length of the suspension. If personal contact cannot be made then a notice will be mailed to parents within 24 hours stating the specific act(s) for which the suspension is ordered and the length of the suspension.

EMERGENCY EXCLUSION: Any student may be excluded from school in the following circumstances:

1. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
2. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Such an emergency exclusion shall be based upon a clear factual situation warranting it and shall last not longer than is necessary to avoid the dangers described above.

If the emergency exclusion will be for five days or less, the procedures for a short-term suspension shall be followed. If the superintendent or his or her designee determines that such emergency exclusion shall extend beyond five days, a hearing will be held and a final determination made within ten school days after the initial date of exclusion. Such procedure shall substantially comply with the procedures set forth in state statutes 79-266 to 287 for a long-term suspension or expulsion and be modified only to the extent necessary to accomplish the hearing and determination within the shorter time period.

Violations of Law Relating to Suspensions

1. Student violations or suspected violations of Nebraska Law will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Student violations of school policy that are not apparent violations of law will be addressed by school administrators without reporting them to law enforcement. Administrators should consider the student's maturity, and known behavioral, emotional or mental disorders, if applicable. It will be the responsibility of the referring administrator to contact the student's parent that a referral to legal authorities has been or will be made, if applicable.

On or before August 1, the school board will annually review the reporting guidelines above with the County Attorney. These shall be distributed to all parents and guardians and their students at the beginning of each school year, or at the time of enrollment if during the school year. The guidelines shall also be posted conspicuously in each school during the school year.

2. Except in instances of suspected child abuse, when a principal or designee releases a minor student to a law enforcement officer for the purpose of removing the minor from the school premises, immediate steps shall be taken to notify the parent, guardian, or other relative having control of the minor about the minor's release to the officer and about the place to which the minor is reportedly being taken. In cases of suspected child abuse, the principal or designee will provide the law enforcement officer with the address and telephone number of the minor's parents or guardian.

All records and documentation regarding suspension will be destroyed within three years of the student's continuous absence from school. No information regarding a suspension will be communicated to any person not directly involved in the disciplinary proceedings.

The right of appeal to the Board of Education in cases involving student suspension described in this policy does not extend to a suspension from a student extracurricular activities program or other disciplinary action affecting participation in an extracurricular activities program.

Legal Reference: Neb. Statute 79-254 et seq. (Student Discipline Act)
 20 U.S.C. §§ 1400 et seq. (Individuals with Disabilities
 Education Act)
 34 C.F.R. §§ 104.1 et seq.
 34 C.F.R. §§ 300 et seq.

Cross Reference: 504.01 Student Due Process Rights

Policy
Adopted: 9/11/06
Revised: 8/13/18

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

Professional Boundaries, Staff Conduct and Staff Relationships with Students

All employees are expected to comply with the Professional Code of Conduct, and to observe and maintain professional boundaries between themselves and students. A violation of such professional boundaries will be regarded as a form of misconduct and may result in disciplinary action.

All electronic communication with students will only occur through the District e-mail system or District approved communication systems.

The following non-exclusive list of actions will be regarded as a violation of the professional boundaries and staff relationships with students that employees are expected to maintain with a student includes, but it not limited to:

1. Text-messaging a student, unless the student is a child of a family friend of the employee.
2. Asking a student to keep a secret. Any communication with students in an inappropriate, immoral or unethical manner.
3. Engaging in private social-networking communication with a student on a social networking site, unless the student is a child of the employee or family friend. Material that employees post on social networks that is publicly available to those in the school community should reflect the professional image applicable to the employee's position and not impair the employees capacity to maintain the respect of student and parents or impair the employees ability to serve as a role model for students.
4. Engaging in sexual activity, a romantic relationship, or dating a student or a former student within one year of the student graduating or otherwise leaving the District.
5. Making any sexual advances – verbal, written, or physical-towards a student.
6. Showing sexually inappropriate materials or objects to a student.
7. Discussing with a student sexual topics that are not related to a specific curriculum.
8. **Sexual banter** or telling sexual or inappropriate jokes to a student. **or innuendos with students.**
9. Invading a student's physical privacy (e.g. walking in on the student in a restroom), except as appropriate in relation to a child's needs.
10. ~~Being overly "touchy" with a specific student.~~ **Any type of sexual or inappropriate physical contact with students or any other conduct that might be considered Harassment under Board's policy on Harassment by Employees.**

11. Addressing students or permitting students to address staff members with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.
12. Allowing specific student to get away with misconduct that is not tolerated from other students, except as appropriate for students with an IEP or 504 plan.
13. ~~Discussing with the student the employee's problems that would normally be discussed with adults (e.g. marital problems).~~ **Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;**
14. Giving a student a ride in the employee's personal vehicle without express permission of the student's parent/guardian and school administrator unless another adult is in the vehicle and except in circumstances that are appropriate, such as driving a babysitter home or driving the friend or teammate of the employee's child home. If there is any question as to whether it is appropriate or not, the employee should notify the employer's direct supervisor for directions.
15. ~~Taking a student on an outing without obtaining prior express permission of the student's parent and school administrator.~~ Socializing or spending time with students (including but not limited to activities such as going out for meals or movies, shopping, traveling, and recreational activities) outside of school sponsored events or except as participants in organized community activities or sending a student on a personal errand.
16. Inviting a student to the employee's home without prior express permission of the student's parent and school administrator.
17. Going to the student's home when the student's parent or a proper chaperone is not present.

~~Giving gifts of a personal nature to a specific student.~~

Emergency Clause

In some instances students may be left unattended or have not been picked up by their parents and/or legal guardian. Under these circumstances, staff may transport students home or shelter them from weather with permission from that parent/legal guardian.

Reporting Violations

Students and their parents/guardians are strongly encouraged to notify the principal (or other administrator) if they believe a teacher or other staff member may be engaging in conduct that violates this Rule.

Staff members are required to notify the principal (or other administrator) or the **Superintendent** ~~Director of Business Operations and Human Relations~~, if they become aware of a situation that may constitute a violation of this Rule.

If a student contacts a staff member and they do not use the District e-mail system or designated communication system, the teacher must document their communication with an immediate supervisor within 24 hours, unless circumstances warrant immediate contact. The staff member is also responsible to ensure the student is aware of and utilizes District approved communication systems.

Employees are prohibited from establishing or attempting to establish an inappropriate personal relationship with students. An inappropriate personal relationship between an employee and a student is defined as including, but it not limited to: dating; any touching or an intimate or sexual nature, sexual contact or sexual relations, any touching otherwise prohibited by law or objected to by the student; giving a gift having a sexual overtone, making comments of a sexual nature or reflecting sexual innuendo to or about a student; conduct considered to be “grooming” or such student, or any similar activity.

Any employee who has knowledge or reasonably suspects that another employee may have engaged in prohibited conduct as defined by this policy shall immediately report this information to either the employee’s supervisor, the student’s principal or the Director of Business Operations and Human Relations.

The district will provide guidance to staff on appropriate means of electronic communication to students.

STAFF CONDUCT WITH STUDENTS

The Board expects all staff members, including teachers, coaches, counselors, administrators, and others to maintain the highest professional, moral, and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers. **The term “students” excludes a staff member’s immediate family members.**

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in and outside of the educational setting; and consistency with the educational mission of the schools.

Staff members are expected to be sensitive to the appearance of impropriety in their conduct with students. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct may constitute a violation of this policy.

Unacceptable Conduct

Examples of unacceptable conduct by staff members include but are not limited to the following:

~~Any type of sexual or inappropriate physical contact with students or any other conduct that might be considered harassment under the Board's policy on Harassment By Employees;~~

Singling out a particular student or students for personal attention and friendship beyond the normal teacher-student relationship;

Associating with students in any situation or activity that includes the presence of alcohol, drugs, or tobacco or that could be considered sexually suggestive;

For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to be supportive but to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student's school performance;

~~Sending students on personal errands;~~

~~Sexual banter, allusions, jokes, or innuendos with students;~~

~~Asking a student to keep a secret;~~

Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;

Addressing students with terms of endearment, pet names, or otherwise in an overly familiar manner; and

Permitting students to address you by your first name, nickname or otherwise in an overly familiar manner.

Being alone with individual students by closing a room door except when dealing with issues of health by appropriate personnel, or being alone with individual students outside of normal school hours;

Maintaining personal contact with a student outside of school by phone, email, Instant Messenger or Internet chat rooms, social networking websites, or letters (beyond homework or other legitimate school business);

Exchanging personal gifts (beyond the customary student teacher gifts); and/or

~~Socializing or spending time with students (including but not limited to activities such as going out for meals or movies, shopping, traveling, and recreational activities) outside of school sponsored events or except as participants in organized community activities.~~

~~Students and/or their parents/guardians are strongly encouraged to notify the principal if they believe a teacher or other staff member may be engaging in conduct that violates this policy.~~

~~Staff members are required to notify promptly the principal or superintendent if they become aware of a situation that may constitute a violation of this policy.~~

Staff violations of this policy may result in disciplinary action up to and including dismissal. Violations involving sexual or other abuse will also result in referral to the Department of Health and Human Services and/or law enforcement in accordance with the Board's policy on Child Abuse Reporting.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

This policy shall be included in future employee, student and volunteer handbooks.

Adopted: 9/17/2018

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

October, 2020

Board of Education Members,

NSAA, this past Spring, voted to implement Boys and Girls Bowling. They spent the summer and fall putting guidelines together as to how this could be implemented. Boys and Girls Bowling will be a fully sanctioned winter sport.

Below is a budget and information regarding facilities to be used. The budget will fluctuate based on the actual number of events, athletes participating, travel and entry fees for events.

For Bowling we anticipate using Westbrook Lanes for our home events and utilizing a Head Coach and possibly an assistant. At this time we do not anticipate adding bowling as a middle school sport - this may evolve in subsequent years. We will need to work with the CEA to identify the appropriate placement on the Extra-Duty Schedule for the coaches identified above. I have budgeted coaches based on where I think they would fit on our current extra duty salary schedule.

The District anticipates continued participation in Unified Bowling - a sport, during its inaugural year, achieved boundless success both on the lanes and beyond.

Anticipated Budget:

Bowling

Coaches Stipends:	\$ 4,992 (HC) Category 2
	\$ 2,304 (Assistant) Category 6b
Lane Fees:	\$ 3,500
Entry Fees:	\$ 1,500
Equipment and Uniforms:	\$ 2,500
Travel:	\$ 4,000
Total Budget:	\$18,796

It is the recommendation of the High School Administration and High School Athletics & Activities Department to add Bowling to the CHS sports offerings for the 2020-2021 school year.

Sincerely,

Tim Kwapnioski
Director of Athletics & Activities

Regular Meeting
Monday, September 21, 2020 5:30 PM Central

ESU7/CPS Student Center 2563 44th Avenue
Columbus, NE 68601

Candace Becher: Present
Ken Curry: Absent
Michael Jeffryes: Present
Doug Molczyk: Present
Theresa Seipel: Absent
Douglas Willoughby: Present
Present: 4, Absent: 2.
Theresa Seipel: Present
Present: 5, Absent: 1.

I. Board Meeting

I.A. Call to Order

I.B. Roll Call of Board

I.C. Pledge of Allegiance

I.D. Notice of Open Meeting Posted

I.D.1. President insures all can hear proceedings

I.E. Mission Statement

I.F. Opportunity for Public to be Heard

I.G. Board Special Functions

I.G.1. Approval of CPS Foundation Board of Directors

The Superintendent recommends that the Board approve the CPS Foundation Board of Directors, as submitted. Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Ken Curry: Absent, Theresa Seipel: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Douglas Willoughby: Yea
Yea: 4, Nay: 0, Absent: 2

Dr. Troy Loeffelholz noted the correction made on the Foundation Board letter to change the date of Steve Anderson's term expiration to 2023.

I.H. Items to be removed from the Consent Agenda

I.I. Consent Agenda

Motion to approve the Consent Agenda. Passed with a motion by Michael Jeffryes and a second by Doug Molczyk.

Ken Curry: Absent, Theresa Seipel: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Douglas Willoughby: Yea
Yea: 4, Nay: 0, Absent: 2

I.I.1. Approval of Minutes

I.I.2. Financial Reports M2, M3, M4a

Chip Kay, Director of Business Operations, shared the M2 Financial Report that shows the end of the fiscal period cash balances. He said CPS is ahead in all accounts except the Nutrition fund.

I.I.3. Financial Report M5

Mr. Kay said there were a few larger payments showing on the M5 Financial Report, those included a payment to ALICAP insurance and a lease payment for student chromebooks to Hewlett Packard, this is yearly payment.

I.I.4. Certified Personnel

I.I.5. Classified Personnel

I.I.6. Professional Travel

I.J. Acceptance of Gifts/Donations

The Superintendent recommends that the Board accept the attached gifts/donations. Passed with a motion by Doug Molczyk and a second by Michael Jeffryes.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I.K. Business Operations and Human Relations

I.K.1. Administrative Functions

I.K.1.1. School Fundraising Applications

The Superintendent recommends that the Board approve the School Fundraising Applications. Passed with a motion by Doug Molczyk and a second by Michael Jeffryes.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

Mr. Kay reminded the group that all fundraisers will be executed with COVID-19 protocols being followed.

I.K.1.2. Surplus Requests

The Superintendent recommends that the Board declare all items as surplus property. Passed with a motion by Doug Molczyk and a second by Douglas Willoughby.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I.K.2. Updates

I.L. Buildings & Sites/Technology

I.L.1. Administrative Functions

I.L.2. Updates

Leonard Kwapnioski shared that all trees are being removed from the islands in the CMS parking lot and those will be replaced with concrete. This will require less maintenance and repair.

I.M. Curriculum and Instruction

I.M.1. Administrative Functions

I.M.2. Updates

Amy Romshek, Director of Curriculum and Instruction, said today was a professional development day for the teachers. She said the meeting was very productive and looks forward to the teachers sharing their work.

I.N. Student Services

I.N.1. Administrative Functions

I.N.2. Updates

Jason Harris, Director of Student Services/SPED, added to Dr. Romshek's update regarding work on proficiency scales and the knowledge gained from Jan Heogh.

Mr. Harris also updated the Board on the Homeschool/Exempt School numbers, he said in 2019 there were 130 students, 2020 has 223 listed, 93 more students were added. High-school students have received messages from the district and CHS regarding using an accredited program.

I.O. Superintendent's Report

Dr. Loeffelholz talked about the COVID-19 DHMs changing last Friday, he said 90% of it stayed the same. Information will go out tomorrow regarding the changes for CPS students and staff. Nurses are training office staff to ask specific questions regarding symptoms and when students need to be sent home to monitor or see a doctor. Student lunch room time is still one of the most difficult times of the day to keep students and staff safe.

Questions regarding Homecoming were addressed by Dave Hiebner, CHS Principal, he said the coronation will take place after this week's football game, with family's of the homecoming court to receive 4 tickets to attend. The dance was postponed until November 21, 2020. The homecoming candidates were announced last Friday at the Fall Pep Rally. Seniors were allowed in the gym for the live event, all other students could watch the live stream in their classrooms.

I.P. Board Sharing

II. Executive Session

III. Adjourn

Motion to adjourn. Passed with a motion by Theresa Seipel and a second by Douglas Willoughby.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,
Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, September 21, 2020.

President

Secretary



Budget Hearing 2020-21
Monday, September 14, 2020 5:30 PM Central

ESU7/CPS Student Center 2563 44th Avenue
Columbus, NE 68601

Candace Becher: Present
Ken Curry: Absent
Michael Jeffryes: Present
Doug Molczyk: Present
Theresa Seipel: Present
Douglas Willoughby: Present
Present: 5, Absent: 1.

I. Budget Hearing 2020-2021

I.A. Call to Order

I.B. Roll Call of Board

Motion to excuse Mr. Curry Passed with a motion by Michael Jeffryes and a second by Doug Molczyk.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,
Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I.C. Pledge of Allegiance

I.D. Notice of Open Meeting Posted

I.D.1. President insures all can hear proceedings

I.E. Opportunity for Public to be Heard

II. Presentation

II.A. Special Hearing for the purpose of receiving public input on the 2020-2021 Columbus Public Schools Budget

Chip Kay, Director of Business Operations presented the CPS 20-21 Budget. All documents were available to the public. Time was allowed for public comment.

III. Adjourn

Motion to adjourn Passed with a motion by Michael Jeffryes and a second by Doug Molczyk.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,
Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent:

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, September 14, 2020.

President

Secretary

Committee As A Whole
Monday, September 14, 2020 5:30 PM Central

ESU7/CPS Student Center 2563 44th Avenue
Columbus, NE 68601

Candace Becher: Present
Ken Curry: Absent
Michael Jeffryes: Present
Doug Molczyk: Present
Theresa Seipel: Present
Douglas Willoughby: Present
Present: 5, Absent: 1.

I. Committee As A Whole

I.A. Call to Order

I.B. Roll Call of Board

Motion to excuse Mr. Ken Curry from the meeting. Passed with a motion by Michael Jeffryes and a second by Theresa Seipel.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I.C. Notice of Open Meeting Posted

I.C.1. President insures all can hear proceedings

I.D. Presentations

I.D.1. West Park Elementary Presentation

Paula Lawrence presented information from West Park Elementary. She shared student and staff demographic statistics. Mrs. Lawrence also talked about the Continuous Improvement Goals for Reading and Math. The 2019-2020 radar chart has data from the 1st semester instead of 2nd semester because of the pandemic and there was no spring testing, so it looks different than in previous years. She said the staff at West Park is working on keeping kids safe and in school, utilizing dots for social distancing during the morning pledge and spreading out at lunch. Mrs. Lawrence said the teachers are continually preparing students for remote learning by incorporating the use of their devices in lessons, and by helping students to become comfortable using SeeSaw.

I.E. Board Special Functions

I.E.1. Columbus Public Schools 2020-2021 Budget

The Superintendent recommends the Board approve the 2020-2021 Columbus Public Schools Budget, as submitted. Passed with a motion by Doug Molczyk and a second by Theresa Seipel.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 5, Nay: 0, Absent: 1

The CPS 20-21 Budget Hearing was held prior to the meeting. The budget was approved.

I.E.2. 2020-2021 Final Tax Request

The Superintendent recommends the Board approve the 2020-2021 Final Tax Request, as submitted. Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk:

Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 5, Nay: 0, Absent: 1

The CPS 20-21 Tax Request Hearing was held prior to the meeting. The tax request was approved.

I.E.3. Elementary Handbook 2020-2021

The Superintendent recommends that the Board approve the 2020-2021 Elementary Handbook. Passed with a motion by Michael Jeffryes and a second by Douglas Willoughby.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk:

Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 5, Nay: 0, Absent: 1

Dr. Loeffelholz, Superintendent said we had discussed the handbook a couple of meetings prior but had inadvertently left it off the agenda and the board still needed to approve it.

I.E.4. Second and Final Reading of Policy 1005.03, Regulations and Exhibits - Parental Involvement in the School

Motion to approve Policy Passed with a motion by Douglas Willoughby and a second by Theresa Seipel.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk:

Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 5, Nay: 0, Absent: 1

Dr. Loeffelholz said this policy was discussed at the last meeting, the policy was prepared for the second and final reading.

I.E.5. Approval of CPS Foundation Board of Directors

Dr. Loeffelholz said the Foundation Board has to be approved each year by the Board of Education. There is some question about one board members term expiration, that will be addressed this week.

I.F. Consent Agenda

I.F.1. Approval of Minutes

I.F.2. Financial Reports M2, M3, M4

Chip Kay, Director of Business Operations gave a brief description of the financial reports. He noted an increase in cash reserves, this gives us enough for 3 months of payroll. The Bond Fund has a good balance, there will be a payment in December.

The September tax revenue is from the tax request in 2019, grant revenue from 18-19 shows in this budget. There were no transfers into the general fund.

Larger expenditures in August were to Gene Steffey for the maintenance pick-up, Lamp Rynearson for work on the Kramer building, Bergman Incentives, Inc. for the gaiters and face masks/PPE for students and Twig Education for the new science curriculum.

The M4 Financial Report shows \$189,004.28 in district depreciation to close everything out in the 19-20 budget.

I.F.3. Certified Personnel

I.F.4. Classified Personnel

Mr. Kay said we still have a few openings but the gap is closing.

I.F.5. Professional Travel

I.G. Acceptance of Gifts/Donations

Total contributions for the month of August, \$30,356.96.

I.H. Business Operations and Human Relations

I.H.1. Administrative Functions

I.H.1.1. School Fundraising Applications

Chip Kay talked about the applications, he said most of these are events done every year. Dr. Loeffelholz said fundraising is a bit more challenging because we do not want students going door to door.

I.H.1.2. Surplus Requests

Mr. Kay said the items being requested for surplus are not salvageable and will be disposed of accordingly.

I.H.2. Updates

Mr. Kay said he and Jay Spearman have been meeting daily as we move forward with the bond refinancing. The district received the Moody's Rating AA2 and will go into the market on Tuesday, the bond should be refinanced by the end-of-day Thursday, September 17, 2020. This will be a savings 4.6 million. We will pay off the bond that we are refinancing. Keep payments level for a year. This will be a 10 year callable bond, in the end we will save more money. We will see a \$2 million increase in the savings than earlier talked about. \$360,000 in savings per year after year 1. Trying to get lease purchase funds done in September, the money will be invested in 90 day increments.

I.I. Buildings & Sites/Technology

I.I.1. Administrative Functions

I.I.2. Updates

I.I.2.1. Kramer Education Center Hearing for Rezoning

Leonard Kwapnioski, Director of Building and Sites/Technology said the rezoning of the Kramer Center was at the request of the City of Columbus to move forward with the Kramer Early Childhood Center. The hearing is to rezone from R3C to R3. It needs to be

zoned differently for the daycare. He also shared that the bid package for footings would take place on October 2, for Phase 1. He is waiting on soil reports at this time.

I.J. Curriculum and Instruction

I.J.1. Administrative Functions

I.J.2. Updates

Jason Harris, Director of Student Services and SPED and Dr. Amy Romshek, Director of Curriculum gave some information to clarify the differences in homeschool/exempt school and remote learning. Mr. Harris explained that for a student to be in the homeschool program, they must complete an application that is approved by the Nebraska Department of Education. There are 67 families\223 students from CPS enrolled in the homeschool program. CPS does not have an educational obligation to those students unless they are verified Special Education. Mr. Harris said his staff is reaching out to those verified new SPED students to gain information on how they would like to proceed. Many of the SPED students who are on homeschool status come into our buildings for some lessons. We have 40 students who are utilizing our remote learning option plan. This is only for those families who have a health condition that dictates this is needed. Those students are on 504 plans to document why they need a remote learning plan. These plans will be re-evaluated at semester.

Dr. Romshek shared that she had researched some accredited homeschool programs and they can be quite expensive, she did find a few affordable options. Dr. Loeffelholz said he reminded families on the Facebook live event that especially high school aged students needed to be sure of a program's accreditation to keep them on track for graduation. Dr. Romshek talked about the remote learners program, there are 2 teachers, and 3 administrators monitoring and assisting to keep these students on track. She said students are required to check in each day. They are assigned core courses, they have assignments that are required and also some that are extra. Accellus is the name fo the remote learning platform. If a student needs more instruction, there is online video assistance or they can get personal assistance from the teachers. If a student is not progressing, they are contacted to stay on top of what the student may need to continue and be successful.

For students that are home ill or in quarantine, the regular classroom teacher is providing work, and can be contacted through Google Classroom for assistance. The STEM Coordinator is the liaison between teachers and families if needed.

I.K. Student Services

I.K.1. Administrative Functions

I.K.2. Updates

I.L. Superintendent's Report

Dr. Loeffelholz shared that the new DHM's started today, which increases outdoor events to 100% capacity and indoor to 75% capacity. However, what CPS is doing is working, we won't be changing our protocols at this time. There is research showing a significant difference in schools requiring masks and those that are not. We are protected by our masks. Lunch is the biggest concern, with students removing masks to eat. Dr. Loeffelholz reminded the group that students can stay in school until the student with symptoms test and the test comes back positive.

He also talked about the Kramer Education Center funding plan, there is a meeting with Sherwood and Kiewit to introduce the early childhood center. The goal is \$2 million to defer some costs on preschool, to extend funding to work on the daycare center. The hope is to have footings in the ground by December. Dr. Loeffelholz said the start of school has gone pretty smoothly, starting later helped. CPS has had 8 students with positive tests in the district, 4 staff members tested positive.

He shared that a policy review is necessary, this will be done by section. There is a 21-22 draft calendar being created for 21-22 recruiting materials, dates can be moved, it was sent out to the calendar committee.

I.L.1. 2020 State Convention/November 18-20, 2020

Dr. Loeffelholz talked about State Convention, He shared information regarding the in person plan. He is willing to go if any board members are interested. They only allowing 500 people in person, it is at the CHI Event Center.

I.M. Board Sharing

The board shared that they were happy at how things are going for the beginning of the school year. Very happy that Dr. Loeffelholz is holding to our protocols in place at this time because they are working. The board is very thankful and grateful to CPS staff for all the work that is being done to keep our students safe and in school. Candy Becher and Theresa Seipel thanked Mrs. Lawrence for the time they were able to spend at West Park with the staff. They talked about what a neat family community there is at West Park. Mr. Molczyk said the new band uniforms are really nice. Ms. Becher commended all and said keep doing what you are doing.

I.N. Adjourn

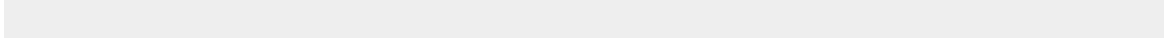
Motion to adjourn. Passed with a motion by Theresa Seipel and a second by Doug Molczyk.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, September 14, 2020.

President

Secretary



Tax Request Hearing
Monday, September 14, 2020 5:30 PM Central

ESU7/CPS Student Center 2563 44th Avenue
Columbus, NE 68601

Candace Becher: Present
Ken Curry: Absent
Michael Jeffryes: Present
Doug Molczyk: Present
Theresa Seipel: Present
Douglas Willoughby: Present
Present: 5, Absent: 1.

I. Special Hearing - Tax Request

I.A. Call to Order

I.B. Roll Call of Board

Motion to excuse Ken Curry from the Tax Hearing. Passed with a motion by Michael Jeffryes and a second by Candace Becher.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,
Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I.C. Pledge of Allegiance

I.D. Notice of Open Meeting Posted

I.D.1. President insures all can hear proceedings

I.E. Presentation

I.E.1. Special Hearing to Receive Input on the 2020-2021 Final Tax Request

Chip Kay, Director of Business Operations presented the CPS 20-21 Tax Request. All documents were available to the public. Time was allowed for public comment.

I.F. Adjourn

Motion to adjourn. Passed with a motion by Douglas Willoughby and a second by Michael Jeffryes.

Ken Curry: Absent, Candace Becher: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,
Theresa Seipel: Yea, Douglas Willoughby: Yea
Yea: 5, Nay: 0, Absent: 1

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, September 14, 2020.

President

Secretary

Columbus Public Schools
 Summary of Cash Balances
 September 30, 2020


DESCRIPTION	BEGINNING BALANCE	MONTH TO DATE RECEIPTS	MONTH TO DATE EXPENDITURES	END OF MONTH BALANCE	YTD BALANCE PRIOR YEAR
Attachment M4a			\$ 138,604.33		
Attachment M5 (prior Bd Mtg)			\$ 4,583,675.85		
GEN FUND - GREAT PLAINS STATE BANK	\$ 5,161,250.48	\$ 5,437,908.05	\$ 4,722,280.18	\$ 5,876,878.35	\$ 3,434,053.58
Dividends		\$ 2,340.81	\$ -		
Management Fees			\$ 246.52		
Investment Loss		\$ -	\$ 916.88		
GENERAL FUND - FNB TRUST	\$ 951,140.83	\$ 2,340.81	\$ 1,163.40	\$ 952,318.24	\$ 924,654.45
PAYROLL - PINNACLE BANK	\$ 130,573.03	\$ 3,517,527.61	\$ 3,490,012.21	\$ 158,088.43	\$ 916,314.83
PAYFLEX - PINNACLE BANK	\$ 36,898.66	\$ 11,009.06	\$ 8,370.58	\$ 39,537.14	\$ 32,240.15
Dividends		\$ 1,363.39			
Management Fees			\$ 309.30		
Investment Loss		\$ -	\$ 16,771.57		
Scoreboard Ads		\$ 9,000.00			
DEPRECIATION - FNB	\$ 1,402,846.25	\$ 10,363.39	\$ 17,080.87	\$ 1,396,128.77	\$ 1,509,887.30
Administration	\$ 497,514.17	\$ 249,799.84	\$ 6,215.61	\$ 741,098.40	\$ 313,742.52
Middle School	\$ 89,754.93	\$ 17,815.86	\$ 12,412.14	\$ 95,158.65	\$ 97,019.69
High School	\$ 398,427.98	\$ 108,547.25	\$ 64,074.77	\$ 442,900.46	\$ 383,496.87
ACTIVITY FUNDS - COLUMBUS BANK	\$ 985,697.08	\$ 376,162.95	\$ 82,702.52	\$ 1,279,157.51	\$ 794,259.08
Credit card fees received		\$ 483.00			
Interest Income		\$ 297.84			
Federal Reimbursement		\$ -			
Rct to Expenditures		\$ 388.72			
Student Meals		\$ 27,908.37			
NUTRITION FUND - CORNERSTONE BANK	\$ 236,018.06	\$ 29,077.93	\$ 179,050.46	\$ 86,045.53	\$ 239,758.33
Platte County Treasurer		\$ 520,630.56			
Butler County Treasurer		\$ 4,991.02			
Dividends		\$ 1,116.51			
Management Fees		\$ -	\$ 433.40		
Investment Loss			\$ 21.16		
BOND FUND - FNB	\$ 1,672,178.16	\$ 526,738.09	\$ 454.56	\$ 2,198,461.69	\$ -
Dividends		\$ 194.24			
Management Fees		\$ -	\$ 105.56		
Investment Loss		\$ -	\$ 356.13		
SPECIAL BLDG FUND - FNB TRUST	\$ 407,259.68	\$ 194.24	\$ 461.69	\$ 406,992.23	\$ -
B-D Construction			\$ 87,972.75		
BCDM Architects			\$ 59,056.40		
SPECIAL BLDG FUND - BANK OF THE VALLEY	\$ 856,716.45	\$ 155,795.52	\$ 147,029.15	\$ 865,482.82	\$ -

Columbus Public Schools
 General Fund Revenue Detail
 September 30, 2020

Account Number	Description	Budget	Month to Date	Year to Date	Balance	Percent
01.1.01100.000.000	Property Taxes	\$0.00	(\$3,077,015.19)	(\$3,077,015.19)	\$3,077,015.19	#DIV/0!
01.1.01115.000.000	Carline Taxes	\$0.00	(\$5,236.24)	(\$5,236.24)	\$5,236.24	#DIV/0!
01.1.01125.000.000	Motor Vehicle Taxes	\$0.00	(\$224,568.51)	(\$224,568.51)	\$224,568.51	#DIV/0!
01.1.01510.000.000	Interest	\$0.00	(\$7,129.95)	(\$7,129.95)	\$7,129.95	#DIV/0!
01.1.01911.000.000	Local License Fees	\$0.00	(\$10,865.00)	(\$10,865.00)	\$10,865.00	#DIV/0!
01.1.02110.000.000	County Fines&License Fees	\$0.00	(\$15,525.10)	(\$15,525.10)	\$15,525.10	#DIV/0!
01.1.03110.000.000	State Aid	\$0.00	(\$1,856,432.00)	(\$1,856,432.00)	\$1,856,432.00	#DIV/0!
01.1.03130.000.000	Homestead Exemption	\$0.00	(\$32,529.31)	(\$32,529.31)	\$32,529.31	#DIV/0!
01.1.03540.000.000	State Early Childhood Grant	\$0.00	(\$7,842.00)	(\$7,842.00)	\$7,842.00	#DIV/0!
01.1.03541.000.000	Early Childhood Endowment Gran	\$0.00	(\$39,952.00)	(\$39,952.00)	\$39,952.00	#DIV/0!
01.1.04531.000.000	ESSA Title IV Part B 21st Cent	\$0.00	(\$149,163.00)	(\$149,163.00)	\$149,163.00	#DIV/0!
		\$0.00	(\$5,426,258.30)	(\$5,426,258.30)	\$5,426,258.30	#DIV/0!
	Transfers			0		
	Reimbursements/ Refunds			(\$14,469.98)		
	Interest - other accounts			\$2,820.23		
	Total Revenue			<u>(\$5,437,908.05)</u>		

Check Number	Payee	Amount
7277	TSCHETTER, NICOLE	\$300.00
7278	KANSAS OFFICE OF VITAL STATISTICS	\$45.00
7279	NEBRASKA U.C. FUND	\$1,218.42
7280	POSTMASTER	\$100.05
7281	CDW GOVERNMENT, INC.	\$6,181.20
7282	CENTRAL NEBRASKA REHAB. SERV	\$22,404.48
7283	FEHRINGER & MIELAK, LLP	\$1,034.00
7284	FIRST NATIONAL BANK OMAHA	\$9.99
7285	FIRST NATIONAL BANK OMAHA	\$1,994.89
7286	FIRST NATIONAL BANK OMAHA	\$755.77
7287	FIRST NATIONAL BANK OMAHA	\$800.43
7288	FRONTLINE TECHNOLOGIES	\$11,039.62
7289	INITIATIVEONE	\$2,228.60
7290	LASSEK, KERRY	\$55.00
7291	LRP PUBLICATIONS	\$324.50
7292	OLSON, MIKE	\$7.68
7293	PAYFLEX SYSTEMS USA, INC.	\$796.80
7294	SNAP-ON INDUSTRIAL	\$9,594.50
7295	SVEHLA, KYLE	\$51.20
7296	UPS STORE	\$13.91
7297	VIESSMAN, ELIZABETH	\$114.35
7298	ZACH, SHELBY	\$36.94
7299	AMAZON CAPITAL SERVICES	\$3,291.45
7300	HY-VEE FOOD STORES	\$112.93
7301	SUPER SAVER	\$387.80
7302	WALMART-CHARGE	\$151.58
7303	ACE HARDWARE-COLUMBUS	\$27.98
7304	APPLE INC.	\$538.00
7305	B-D CONSTRUCTION INC.	\$456.00
7306	BEARD-WARREN HEATING AIR	\$12,186.54
7307	BLICK ART MATERIALS	\$1,295.19
7308	BOMGAARS	\$287.89
7309	CAPITAL SANITARY SUPPLY	\$486.29
7310	CENGAGE LEARNING	\$1,265.00
7311	CENTRAL PARTS AND MACHINE	\$128.40
7312	COLLABORATIVE CLASSROOM	\$756.00
7313	COLUMBUS MUSIC	\$307.46
7314	COMMONWEALTH ELECTRIC COMPANY	\$832.48
7315	DAYLIGHT DONUTS	\$21.10
7316	DEMCO, INC	\$114.61
7317	DUSH, REGINA	\$59.00
7318	EAKES OFFICE SOLUTIONS	\$279.17
7319	ELECTRICAL ENGINEERING & EQUIP	\$250.00
7320	ESU #7 SPECIAL EDUCATION	\$10,424.33
7321	FIREGUARD, INC.	\$1,004.80

Check Number	Payee	Amount
7322	FOLLETT SCHOOL SOLUTIONS, INC.	\$1,233.84
7323	GAGGLE.NET, INC.	\$12,500.00
7324	GERHOLD CONCRETE CO. INC.	\$1,280.69
7325	GLOBAL TELETHERAPY	\$7,502.00
7326	GRAFE, TARA	\$91.78
7327	HADLEY-BRAITHWAIT CO.	\$142.75
7328	HAYS, ALISHA	\$24.15
7329	HYDE, MELISSA J., MT-BC	\$2,219.10
7330	INDUSTRIAL ARTS SUPPLY COMPANY	\$905.26
7331	JACKSON SERVICES INC.	\$120.87
7332	KOCH EXCAVATING CO.	\$38.82
7333	KUGLER, TAMARA	\$23.46
7334	LIBERTY HARDWOODS, INC.	\$147.30
7335	MATHESON TRI-GAS INC	\$522.42
7336	MENARDS-COL	\$706.29
7337	MIDWEST TURF & IRRIGATION	\$223.55
7338	MITCHELL FURNITURE SYSTEMS INC.	\$363.67
7339	MUCHMORE, KELLY	\$91.78
7340	NASCO	\$213.28
7341	REALLY GOOD STUFF, INC.	\$66.54
7342	SCHIEFFER SIGNS	\$546.35
7343	SHERWIN-WILLIAMS	\$710.43
7344	SUPER DUPER PUBLICATIONS	\$243.00
7345	THE HOME DEPOT PRO	\$1,340.67
7346	TWIG EDUCATION, INC	\$329.93
7347	VERNIER SOFTWARE & TECHNOLOGY	\$1,143.39
7348	VEX ROBOTICS, INC.	\$154.94
7349	VOSS LIGHTING	\$282.75
7350	WEST POINT IMPLEMENT OF COL	\$8,000.91
		<u>\$134,941.25</u>
	Check #7061 previously voided but cashed	\$3,663.08
	Total Fund Expenditures	<u><u>\$138,604.33</u></u>



COLUMBUS PUBLIC SCHOOLS FOUNDATION

2508 27th Street, P.O. Box 947, Columbus, NE 68602-0947 Phone: 402-563-7000, Ext. 13033 Fax: 402-563-7005

October 7, 2020

Candy Becher
Board of Education
Columbus Public Schools

Dear President Becher and Members of the Board:

The Foundation contributed the following items to Columbus Public Schools during the month of September. On behalf of the Board of Directors for the CPS Foundation and the officers of the thirteen umbrella organizations, we respectfully submit these items to the Board of Education for acceptance.

Foundation

\$112.00 - Anchor Project	\$351.76 - Nurse Assistance Program
\$2,403.48 - Columbus After School Program	\$45,950.44 - Community & Family Partnership
\$321.54 - CMS Student Emergency Fund	\$5,880.00 - Covid Relief - iPads
\$3,628.75 - Alumni Newsletter	\$3,875.00 - Striv, Inc
\$750.00 - Sponsorships	\$995.00 - Marching Baritone
\$1,456.00 - Bell Covers	\$168.00 - Discoverer Dash

Band Boosters

\$124.64 - Printing
\$188.54 - CMF Supplies

Sports Boosters

\$2,328.00 - Fall Sports Program
\$31.21 - Printing
\$14.17 - Senior Flowers

Alumni Association

\$80.00 - Alumni Membership Supplies

The total contributions for the month of September was **\$68,658.53**

The total contributions for the FY 2020-2021 (Sept-Aug) total is **\$68,658.53**

Thank you for your consideration.
Sincerely,



Nicole Anderson
Director of Marketing & Foundation

HARASSMENT

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

~~Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:~~

- ~~• submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in school programs, activities;~~
- ~~• submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual's employment or education; or~~
- ~~• such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or learning environment.~~

~~Sexual harassment as set out above, may include, but is not limited to the following:~~

- ~~• verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;~~
- ~~• pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;~~
- ~~• unwelcome touching;~~
- ~~• unwelcome and offensive public sexual display of affection;~~
- ~~• suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.~~

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical, or written harassment, or abuse **or unwelcome communication implying sexual motives or intentions;**
- **through digital/social media;**
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades achievements, etc.;
- demeaning jokes, **images**, stories, or activities directed at an individual;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the **Compliance Coordinator or building principal.**

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant,

unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding, or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference: 103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
403.055 Personnel Internal & External Complaint Procedures
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

EMPLOYEE CONDUCT AND APPEARANCE

Employees are role models for the students who come in contact with them during and after school hours. The board recognizes the positive effect employees can have on students in this capacity. To this end, the board strongly suggests and encourages employees to dress themselves, groom themselves and conduct themselves in a manner appropriate to the educational environment.

Employees shall conduct themselves in a professional manner. Employees shall dress in attire appropriate for their position. Clothing should be neat, clean, and in good taste. Discretion and common sense call for an avoidance of extremes which would interfere with or have an effect on the educational process.

Certificated employees of the school district shall follow the code of ethics for their profession as established by the Nebraska Professional Practices Commission.

Every report of alleged violations of employee conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing employee conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of employee conduct policies.

Legal Reference: NDE Rule 27

Cross Reference: 305 Administrative Code Of Ethics
402.02 Employee Orientation
404.06 Harassment by Employees
404.07 Substance-Free Workplace
408 Certificated Employee Termination of Employment
414 Support Staff Termination of Employment

Approved _____ Reviewed _____ Revised _____

EQUAL OPPORTUNITY EMPLOYMENT

The _____ School District shall provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and non-discrimination laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. Employees will support and comply with the district's established equal employment opportunity and non-discrimination policies. Employees shall be given notice of this policy annually. The board shall appoint an employee to serve as non-discrimination compliance coordinator.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Nebraska Department of Education for the position for which they apply. In employing individuals, the district will not discriminate in any aspect of employment with regard to race, color, religion, national or ethnic origin, sex, disability, age, marital status, genetic background, veteran status, pregnancy, childbirth or related medical condition, or sexual orientation or gender identity.

Advertisements and notices for vacancies within the district shall contain the following statement: "The _____ School District is an equal opportunity employer (EOE)." The statement shall also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, shall be directed to the Compliance Coordinator:

Name and/or Title: _____

Address: _____

Telephone No.: _____

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov.

This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Approved _____ Reviewed _____ Revised _____

DATE	9/29/20
BUILDING	CN
PROGRAM	General
PRINCIPAL/DIRECTOR SIGNATURE	Andrew Luebbe
Description of materials to surplus: Old/broken furniture and scrap metal.	

IMAGE INSERTED (If available)	DESCRIPTION	HOW WILL ITEMS BE DISPOSED OF
	2 teacher desks, not in good shape	Trash
	1 student desk, broken	Trash
	2 teacher chairs, broken	Trash
	1 student chair, broken	Trash
	1 chart stand, broken	Trash
	1 small two drawer filing cabinet, not in good shape	Trash
	Scrap metal	Recycle or trash



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: Austin Cadrmichael

Fund Raising Company (if applicable): Jump Rope for Heart

What is your school/group's money-earning plan?

Students will collect donations from family and friends for Jump Rope for Heart

Approximately how much does your school/group expect to earn from this project?

\$1000

How will this money be used?

Money will be donated to the Heart Association

What are the proposed dates? February/March 2020

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ **Date** _____

(for district use only)

Approved by _____ Date _____

Approved subject to the following conditions _____

GUIDES TO SCHOOL/GROUP FUND RAISING PROJECTS

A school/group's money-earning methods should reflect basic values. Whenever your school or group is planning a money-earning project, this checklist should serve as your guide. If you answer "Yes" to all the questions that follow, it is likely the project conforms to district standards and will be approved.

1. **Do you really need a fund raising project?**
There should be a real need for raising money based on your school's programs. Groups should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual students are expected to earn their own way. The need should be beyond normal budget items covered by building budgets.
2. **If any contracts are to be signed, will they be signed by an individual without reference to the Columbus Public Schools or the Board of Education?**
Before any person in your school/group signs a contract, he/she must make sure the venture is legitimate and worthy. If a contract is signed, he/she is responsible. He/she may not sign on behalf of Columbus Public Schools nor may he bind the Board of Education without its written authorization. If you are not sure, check with the Director of Business.
3. **Will your fund raiser prevent promoters from trading on the name and goodwill of Columbus Public Schools?**
Because of the district's good reputation, customers rarely question the quality or price of products we sell.
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8. **Does the fund raising activity avoid competition with other schools and other organizations such as the United Way?**
Check to make sure you are not in direct conflict with fund raising efforts of other schools or local agencies.

Cross Reference: 506.07 Fund Raising Activities
 506.50 School-Supporting Organizations

Exhibit
Approved: 09-17-12

Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: WP PTO

Fund Raising Company (if applicable):

What is your school/group's money-earning plan?

We will be selling West Park T-Shirts to students and staff

Approximately how much does your school/group expect to earn from this project?

\$200

How will this money be used?

This money will be used to finance West Park PTO activities and update playground equipment

What are the proposed dates? November

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.) T-Shirts

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ Date _____

(for district use only)

Approved by _____ Date _____

Approved subject to the following conditions _____

GUIDES TO SCHOOL/GROUP FUND RAISING PROJECTS

A school/group's money-earning methods should reflect basic values. Whenever your school or group is planning a money-earning project, this checklist should serve as your guide. If you answer "Yes" to all the questions that follow, it is likely the project conforms to district standards and will be approved.

1. **Do you really need a fund raising project?**
There should be a real need for raising money based on your school's programs. Groups should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual students are expected to earn their own way. The need should be beyond normal budget items covered by building budgets.
2. **If any contracts are to be signed, will they be signed by an individual without reference to the Columbus Public Schools or the Board of Education?**
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Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: Paula Lawrence

Fund Raising Company (if applicable):

What is your school/group's money-earning plan?

Parents will purchase candy canes for their child. A special note from the parent will be attached to the candy cane. The candy canes will be delivered to students by an elf at the end of the day the week of December 17th.

Approximately how much does your school/group expect to earn from this project?

\$200-\$400

How will this money be used?

The funds raised will go towards the purchase of Technology Apps

What are the proposed dates? The week of December 14th

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.) Candy Canes

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No If yes, by whom? Paula Lawrence

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ Date _____

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Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: Paula Lawrence

Fund Raising Company (if applicable): N/A

What is your school/group's money-earning plan?

A grade level will sell popcorn or healthy snacks at the end of the day.

Approximately how much does your school/group expect to earn from this project?

\$200-\$500

How will this money be used?

Money will be donated to the Red Cross for Disaster Relief

What are the proposed dates? During the 2019-20 School Year. Disaster Relief fund raisers occur when there is a serious Natural Disaster.

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.) A classroom may choose to raise funds at different times when a Natural Disaster occurs. Examples would be Hurricane Relief, Tornadoes or Earthquakes.

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.) Popcorn or other healthy snacks

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ Date _____

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 506.50 School-Supporting Organizations

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Approved: 09-17-12

Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: WP StuCo/Wendi Petersen

Fund Raising Company (if applicable): N/A

What is your school/group's money-earning plan?

Student Council will sell scented pencils twice a month throughout the school year.

Approximately how much does your school/group expect to earn from this project?

\$750

How will this money be used?

Money is used for activities in school to support our students. We donate to places in our community that students feel have a need.

What are the proposed dates? Twice a month throughout the year

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.) T-Shirts

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ Date _____

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Approved by _____ Date _____

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Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: Paula Lawrence

Fund Raising Company (if applicable): N/A

What is your school/group's money-earning plan?

Pennies for Patients

Approximately how much does your school/group expect to earn from this project?

\$500 - \$1000

How will this money be used?

We will donate this money to United Way for their Change Drive

What are the proposed dates? First Semester

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No If yes, by whom?

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ Date _____

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GUIDES TO SCHOOL/GROUP FUND RAISING PROJECTS

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 506.50 School-Supporting Organizations

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Approved: 09-17-12

Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

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School: West Park Elementary

Name: Paula Lawrence

Fund Raising Company (if applicable): N/A

What is your school/group's money-earning plan?

We will host a family night at a local restaurant once a quarter. The restaurant will donate a portion of the profit to our building

Approximately how much does your school/group expect to earn from this project?
\$500

How will this money be used?

This money will go towards the WP Technology Apps

What are the proposed dates? Quarter 1-Week of October 5, Quarter 2-Week of December 7, Quarter 3-Week of February 15, Quarter 4-Week of April 12

Is this a recurring activity? Yes No
(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.) I will send the exact dates once we have the restaurants booked

Are you selling tickets or a product? Tickets Product Neither
(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

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Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

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School Fundraising Application

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School: West Park Elementary

Name: Sandi Seckel & Crystal Halvorsen

Fund Raising Company (if applicable):

The Second Grade class will decorate and sell cookies to students

What is your school/group's money-earning plan?

The second grade will purchase and decorate cookies. These will be sold on a Friday afternoon to West Park student for 25¢ a cookie.

Approximately how much does your school/group expect to earn from this project?

\$175

How will this money be used?

The class will purchase items for children on the Holiday Spirit Coop list

What are the proposed dates? First week of December, 2020

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ **Date** _____

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Columbus, Nebraska



Columbus Public Schools

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School Fundraising Application

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School: West Park Elementary

Name: Wendi Petersen

Fund Raising Company (if applicable): N/A

WP Student Council, submits the following plans for collecting food donations for the Columbus Food Pantry

What is your school/group's money-earning plan?

Food Drive

Approximately how much does your school/group expect to earn from this project?

N/A

How will this money be used?

Food will be donated to the Food Pantry

What are the proposed dates? We will collect food either before Thanksgiving or Christmas for first semester

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ **Date** _____

(for district use only)

Approved by _____ Date _____

Approved subject to the following conditions _____

GUIDES TO SCHOOL/GROUP FUND RAISING PROJECTS

A school/group's money-earning methods should reflect basic values. Whenever your school or group is planning a money-earning project, this checklist should serve as your guide. If you answer "Yes" to all the questions that follow, it is likely the project conforms to district standards and will be approved.

1. **Do you really need a fund raising project?**
There should be a real need for raising money based on your school's programs. Groups should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual students are expected to earn their own way. The need should be beyond normal budget items covered by building budgets.
2. **If any contracts are to be signed, will they be signed by an individual without reference to the Columbus Public Schools or the Board of Education?**
Before any person in your school/group signs a contract, he/she must make sure the venture is legitimate and worthy. If a contract is signed, he/she is responsible. He/she may not sign on behalf of Columbus Public Schools nor may he bind the Board of Education without its written authorization. If you are not sure, check with the Director of Business.
3. **Will your fund raiser prevent promoters from trading on the name and goodwill of Columbus Public Schools?**
Because of the district's good reputation, customers rarely question the quality or price of products we sell.
4. **Will the fund raising activity uphold the good name of Columbus Public Schools? Does it comply with the district's policy on games of chance and gambling?**
All items sold or awarded in connection with a fund raising activity must not detract from the ideals and principles of Columbus Public Schools and its Board of Education. Holding a lottery with gross proceeds in excess of \$1,000, a raffle with gross proceeds in excess of \$5,000, or other games of chance is a considered a violation of the district's policy on gambling. If you are not sure, check with the Director of Business/Human Relations.
5. **If a commercial product is to be sold, will it be sold on its own merits and without reference to the needs of Columbus Public Schools?**
All commercial products must sell on their own merits, not the benefit received by the school/group. The principle of value received is critical in choosing what to sell.
6. **If a commercial product is to be sold, will the fund raising activity comply with the intentions communicated by the fundraiser?**
Students must identify themselves by which group or school they represent and for what cause they are raising the money.
7. **Will the fund raising project avoid soliciting money or gifts?**
Columbus Public Schools students shall not be permitted to serve as solicitors of money for the Board of Education or district. No adults and students shall be permitted to serve as solicitors of money in support of personal gain.
8. **Does the fund raising activity avoid competition with other schools and other organizations such as the United Way?**
Check to make sure you are not in direct conflict with fund raising efforts of other schools or local agencies.

Cross Reference: 506.07 Fund Raising Activities
 506.50 School-Supporting Organizations

Exhibit
Approved: 09-17-12

Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: Wendi Petersen

Fund Raising Company (if applicable): N/A

What is your school/group's money-earning plan?

Holiday Treat Sales—Student Council will sell treats before the West Park Christmas Movie

Approximately how much does your school/group expect to earn from this project?

\$100-\$200

How will this money be used?

To fund Student Council activities

What are the proposed dates? On or about December 21st

Is this a recurring activity?

Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?**

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ Date _____

(for district use only)

Approved by _____ Date _____

Approved subject to the following conditions _____

GUIDES TO SCHOOL/GROUP FUND RAISING PROJECTS

A school/group's money-earning methods should reflect basic values. Whenever your school or group is planning a money-earning project, this checklist should serve as your guide. If you answer "Yes" to all the questions that follow, it is likely the project conforms to district standards and will be approved.

1. **Do you really need a fund raising project?**
There should be a real need for raising money based on your school's programs. Groups should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual students are expected to earn their own way. The need should be beyond normal budget items covered by building budgets.
2. **If any contracts are to be signed, will they be signed by an individual without reference to the Columbus Public Schools or the Board of Education?**
Before any person in your school/group signs a contract, he/she must make sure the venture is legitimate and worthy. If a contract is signed, he/she is responsible. He/she may not sign on behalf of Columbus Public Schools nor may he bind the Board of Education without its written authorization. If you are not sure, check with the Director of Business.
3. **Will your fund raiser prevent promoters from trading on the name and goodwill of Columbus Public Schools?**
Because of the district's good reputation, customers rarely question the quality or price of products we sell.
4. **Will the fund raising activity uphold the good name of Columbus Public Schools? Does it comply with the district's policy on games of chance and gambling?**
All items sold or awarded in connection with a fund raising activity must not detract from the ideals and principles of Columbus Public Schools and its Board of Education. Holding a lottery with gross proceeds in excess of \$1,000, a raffle with gross proceeds in excess of \$5,000, or other games of chance is considered a violation of the district's policy on gambling. If you are not sure, check with the Director of Business/Human Relations.
5. **If a commercial product is to be sold, will it be sold on its own merits and without reference to the needs of Columbus Public Schools?**
All commercial products must sell on their own merits, not the benefit received by the school/group. The principle of value received is critical in choosing what to sell.
6. **If a commercial product is to be sold, will the fund raising activity comply with the intentions communicated by the fundraiser?**
Students must identify themselves by which group or school they represent and for what cause they are raising the money.
7. **Will the fund raising project avoid soliciting money or gifts?**
Columbus Public Schools students shall not be permitted to serve as solicitors of money for the Board of Education or district. No adults and students shall be permitted to serve as solicitors of money in support of personal gain.
8. **Does the fund raising activity avoid competition with other schools and other organizations such as the United Way?**
Check to make sure you are not in direct conflict with fund raising efforts of other schools or local agencies.

Cross Reference: 506.07 Fund Raising Activities
 506.50 School-Supporting Organizations

Exhibit
Approved: 09-17-12

Columbus Public Schools
Columbus, Nebraska



Columbus Public Schools

Date: 9/22/20

School Fundraising Application

Please submit this application to the building principal **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: West Park Elementary

Name: Paula Lawrence

Fund Raising Company (if applicable):

What is your school/group's money-earning plan?

Parents will purchase Valentine Candy for their child. A special note from the parent will be attached to the Candy. The Candy will be delivered to students by Cupid at the end of the day on February 12th.

Approximately how much does your school/group expect to earn from this project?

\$200-\$400

How will this money be used?

The funds raised will go towards the purchase of Technology Apps

What are the proposed dates? The week of February 8th

Is this a recurring activity? Yes No

(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product? Tickets Product Neither

(If you selected product, please specify the product that you are selling.) Candy Canes

Will members be identified by t-shirts, etc. while carrying out this project? Yes No

Have you checked with other schools to avoid any overlapping while working? Yes No

Is your product/service in direct conflict with that offered by local merchants? Yes No

Are any contracts to be signed? Yes No **If yes, by whom?** Paula Lawrence

Has your school/group devised a budget plan to expend earnings? Yes No

Does the building principal give full approval for this plan? Yes No

Principal's Signature _____ **Date** _____

(for district use only)

Approved by _____ Date _____

Approved subject to the following conditions _____

GUIDES TO SCHOOL/GROUP FUND RAISING PROJECTS

A school/group's money-earning methods should reflect basic values. Whenever your school or group is planning a money-earning project, this checklist should serve as your guide. If you answer "Yes" to all the questions that follow, it is likely the project conforms to district standards and will be approved.

1. **Do you really need a fund raising project?**
There should be a real need for raising money based on your school's programs. Groups should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual students are expected to earn their own way. The need should be beyond normal budget items covered by building budgets.
2. **If any contracts are to be signed, will they be signed by an individual without reference to the Columbus Public Schools or the Board of Education?**
Before any person in your school/group signs a contract, he/she must make sure the venture is legitimate and worthy. If a contract is signed, he/she is responsible. He/she may not sign on behalf of Columbus Public Schools nor may he bind the Board of Education without its written authorization. If you are not sure, check with the Director of Business.
3. **Will your fund raiser prevent promoters from trading on the name and goodwill of Columbus Public Schools?**
Because of the district's good reputation, customers rarely question the quality or price of products we sell.
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5. **If a commercial product is to be sold, will it be sold on its own merits and without reference to the needs of Columbus Public Schools?**
All commercial products must sell on their own merits, not the benefit received by the school/group. The principle of value received is critical in choosing what to sell.
6. **If a commercial product is to be sold, will the fund raising activity comply with the intentions communicated by the fundraiser?**
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Columbus Public Schools students shall not be permitted to serve as solicitors of money for the Board of Education or district. No adults and students shall be permitted to serve as solicitors of money in support of personal gain.
8. **Does the fund raising activity avoid competition with other schools and other organizations such as the United Way?**
Check to make sure you are not in direct conflict with fund raising efforts of other schools or local agencies.

Cross Reference: 506.07 Fund Raising Activities
 506.50 School-Supporting Organizations

Exhibit
Approved: 09-17-12

Columbus Public Schools
Columbus, Nebraska

HAZING, SECRET SOCIETIES OR GANG ACTIVITIES

Hazing is an abusive, often humiliating form of initiation into or affiliation with a group, including; any willful action taken or situation created which recklessly or intentionally endangers the mental or physical health of another. Anyone engaging in hazing or initiation behavior will be subject to disciplinary action up to and including expulsion. No student shall do anything to physically or psychologically harm another student or staff member at school, on school grounds, or at school-sponsored

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

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

The Board of Education prohibits the organization of school-sponsored fraternities, sororities or secret organizations wherein membership is determined by members themselves rather than on the basis of free choice. The Board considers those organizations or memberships in those organizations detrimental to the good conduct and discipline of the school. Interference with the instructional program of the district by those groups will not be condoned, and no organizational activities are permitted under the sponsorship of the school district or its personnel.

In addition, the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, is disruptive of a positive learning environment and will not be tolerated.

Legal Reference: Neb. Statute 79-2,101 to 2,102

Cross Reference: 505 Student Discipline
506 Student Activities
606.06 Acceptable Use of Computers, Technology and the Internet
Columbus High School Handbook
Columbus High School Student Activity Handbook

Policy
Adopted: 9/11/06
Revised: 3/19/18

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

DATING VIOLENCE PREVENTION

Columbus Public Schools provides physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Inappropriate behaviors, including but not limited to, dating violence, will not be tolerated and must be avoided by all students and staff.

Pursuant to Section 79-2,140, the Legislature has defined (a) “dating violence” to mean a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner; and (b) “dating partner” to mean any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term.

Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors. Dating violence training, as defined by Section 79-2,141(4,) shall be provided to staff deemed appropriate by the administration. The administration will be responsible for reviewing the school district’s Student Code of Conduct to insure that this policy is reflected therein.

Policy
Adopted: 5/17/10

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

DATING VIOLENCE PREVENTION

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

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

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

Every report of alleged dating violence that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.

This policy shall be published in the student handbook.

Legal Reference: Neb. Statute 79-2,141

Approved _____ Reviewed _____ Revised _____

OBJECTIVES FOR EQUAL EDUCATIONAL OPPORTUNITIES FOR STUDENTS

This section of the board policy manual is devoted to the board's goals and objectives for assisting the students of the school district in obtaining an education. Each student shall have an opportunity to obtain an education in compliance with the policies in this series. It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use it and its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same opportunity.

The board supports the delivery of the education program and services to students free of discrimination on the basis of race, color, national origin, sex, disability, religion, ~~or~~ marital status, sexual orientation or gender identity and provides equal access to ~~the Boy Scouts and other~~ designated youth groups. This concept of equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

Board policies, rules and regulations affect students while they are on school district property or on property within the jurisdiction of the school district; while on school owned, operated, or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

This section of the board policy refers to the term "parents" in many of the policies. The term parents for purposes of this policy manual shall mean the legal parents. It shall also mean the legal guardian or custodian of a student and students who have reached the age of majority or are otherwise considered an adult by law.

Inquiries by students regarding compliance with equal educational opportunity laws and policies, including but not limited to complaints of discrimination, shall be directed to the **Compliance Coordinators or the building principal** ~~superintendent or his or her designee.~~

Inquiries may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov. This inquiry or complaint to the federal or state office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal Reference: Sect. 504 of the Rehabilitation Act of 1973
 20 U.S.C. §1681 et seq. (1994)
 34 C.F.R. §104 et seq.
 34 C.F.R. §160 et seq.
 Neb. Statute 79-2,114 et seq. (Neb. Equal Opportunity in
 Education Act).

Cross Reference: 100 District Organization and Basic Commitments

STUDENT CONDUCT

The board believes inappropriate student conduct causes serious disruption to the learning environment, interferes with the rights of others, and threatens the health and safety of students, employees and the public. The Superintendent and staff will develop and implement age-appropriate student codes of conduct to facilitate the educational process.

Students shall conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others while on school district property or on property within the jurisdiction of the school district. This policy will also apply while on school owned, operated or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

Students who violate this policy and the administrative regulations supporting it will be subject to disciplinary measures including, but not limited to, removal from the classroom, detention, suspension, probation and expulsion. The codes of conduct will include measures to prevent or discourage behavior which interferes with the educational program, behavior which disrupts the orderly and efficient operation of the school or the functioning of school activities, behavior which interferes with the maintenance of a learning environment, behavior that is violent or destructive, or behavior which interferes with the rights of other students to pursue their education. Procedures will be available to allow rights of due process for all students.

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

This disciplinary process is designed to create the expectation that the degree of discipline imposed by the school will be proportionate to the severity of the behavior of the particular student, the previous discipline history of the student and other relevant factors. It will also include parental involvement processes designed to enable parents, guardians, teachers and school administrators to work together to improve and enhance appropriate student behavior and academic performance. All student codes of conduct shall be submitted to the board for approval or review.

The code of conduct will be included in the student handbook, and a parent/guardian will sign and promptly return an acknowledgement of receipt of the handbook which specifically mentions the student code of conduct.

Legal Reference: Goss v. Lopez, 419 U.S. 565 (1975).
Neb. Statute 79-2,114 et seq. (Nebr. Equal Opportunity
in Education Act)
79-254 et seq. (Student Discipline Act)

Cross Reference: 503 Student Attendance
 506 Student Activities
 1005.02 Communication with Parents

Policy
Adopted: 9/11/06

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

HARASSMENT BY STUDENTS

Harassment of students, staff or visitors by other students will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, offensive or hostile learning or work environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, achievements, etc.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

The district will promptly and reasonably investigate allegations of harassment. The building principal will be responsible for handling all complaints by students alleging harassment.

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References: 20 U.S.C. §§ 1221-1234i (1994)
 20 U.S.C. § 1681 et seq.
 29 U.S.C. § 794 (1994)
 42 U.S.C. § 1983
 42 U.S.C. §§ 2000d-2000d-7 (1994).
 42 U.S.C. §§ 12101 et. seq. (1994).

Cross References: 404.06 Harassment by Employees
 504 Student Rights and Responsibilities
 505 Student Discipline
 507 Student Records

Policy
Adopted 9/11/06

COLUMBUS PUBLIC SCHOOLS
Columbus, Nebraska

Revised: 8/13/18

HARASSMENT BY STUDENTS

Harassment of ~~employees,~~ students, ~~volunteers~~ staff or visitors ~~by other students~~ will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

~~Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:~~

- ~~• submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;~~
- ~~• submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or~~
- ~~• such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, offensive or hostile learning or work environment.~~

~~Sexual harassment as set out above, may include, but is not limited to the following:~~

- ~~• verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;~~
- ~~• pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;~~
- ~~• unwelcome touching;~~
- ~~• unwelcome and offensive public sexual display of affection;~~
- ~~• suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, achievements, etc.~~

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or

Approved _____ Reviewed _____ Revised _____

other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Approved

Reviewed

Revised

The district will promptly and reasonably investigate allegations of harassment. The Compliance Coordinator or ~~The building principal~~ will be responsible for receiving ~~handling~~ all complaints by students alleging harassment.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a

complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References: 20 U.S.C. §§ 1221-1234i (1994)
 20 U.S.C. § 1681 et seq.
 29 U.S.C. § 794 (1994)
 42 U.S.C. § 1983
 42 U.S.C. §§ 2000d-2000d-7 (1994).
 42 U.S.C. §§ 12101 et. seq. (1994).

Cross References: 404.06 Harassment by Employees
 505 Student Discipline
 507 Student Records

INDIVIDUALIZED EDUCATION PROGRAM AND FAMILY SERVICES PLAN

The district ensures that an Individualized Education Program (IEP), or an Individualized Family Service Plan (IFSP) is developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

NDE document “Supporting Document to Checklist of Required Special Education Policies, Procedures and practices for Part B of the IDEA” shall serve as an administrative procedure to this policy. The entire document can be found at <http://www.education.ne.gov/sped/regulations.html>.

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

Policy Adopted: 07/10/06

Revised: 08/10/09

Revised: 05/20/14

COLUMBUS PUBLIC SCHOOLS

Columbus, Nebraska

Reviewed: 05/20/14