

**Board of Education Regular Meeting
Monday, August 12, 2024 7:00 PM**

**Bayard High School Library
726 4th Avenue
Bayard, NE 69334**

Notice is hereby given that a Board of Education Regular Meeting of the School District of Bayard in the Counties of Morrill, Scotts Bluff, Box Butte, and Banner in the State of Nebraska will be held on Monday, August 12, 2024 at 7:00 PM in the Bayard High School Library located at 726 4th Avenue, Bayard, NE 69334, which meeting shall be open to the public. An agenda for such meeting, kept continuously current is available for public inspection during normal business hours at the office of the Superintendent, located at 726 4th Avenue, Bayard, NE 69334.

AGENDA

- I. Opening the Meeting
 - I.A. Call to Order
 - I.B. Open Meetings Act
 - I.C. Notice of Meeting
 - I.D. Roll Call
 - I.E. Status of Absent Board Members
 - I.F. Pledge of Allegiance
- II. Approval of Agenda
- III. Introduction of Guests
- IV. Public Comments
- V. Consent Agenda
 - V.A. Minutes of Previous Meeting
 - V.B. Bills
 - V.C. Board Member Reports
 - V.D. Reports and Correspondence Requiring No Action
 - V.D.1. General Reports and Financial Reports
 - V.D.2. Reports for Information Only
 - V.E. Adoption of Policies on First Reading
 - V.F. Adoption of Policies on Second Reading
 - V.G. Approval of Contracts within Policy Guidelines
- VI. Invited Presentations and Discussions with Presenters
 - VI.A. Safety and Security Presentation
- VII. Principals and District Administrators
- VIII. Curriculum and Instruction
- IX. Superintendent
- X. Board Committee Reports and Recommendations
- XI. Discussion Items
 - XI.A. Review and Discussion of Policies 4000 through 4020 in the 4000 series.
- XII. Action Items
 - XII.A. Discuss, Consider, and Take All Necessary Action in Regard to Approval of Continuity of Learning Plans for the 2024-2025 School Year
 - XII.B. Discuss, Consider, and Take All Necessary Action in Regard to Adoption of the School District's Emergency Operations Plans for the 2024-2025 School Term
 - XII.C. Discuss, Consider, and Take All Necessary Action in Regard to Authorizing Transfers to the School Nutrition Fund, Activity Fund ,

Depreciation Fund, and Employee Benefit Fund Through the End of August 2024

- XII.D. Discuss, Consider, and Take All Necessary Action to the Continuation of Line of Credit with FNBO for the 2024-2025 School Term.
- XII.E. Discuss, Consider, and Take All Necessary Action to the Staff Recognition Event hosted by the Board of Education
- XII.F. Discuss, Consider, and Take All Necessary Action in Regards to Certificated Staff Resignation.
- XII.G. Discuss, Consider, and Take All Necessary Action in Regards a Superintendent Search
- XIII. Tour of Facilities
- XIV. Set Next Meeting Date
- XV. Adjournment

The Bayard Public Schools Board of Education reserves the right to convene a Closed Session for purposes in accordance with 84-1410(1). The Board of Education also reserves the right to change the order of agenda items at the discretion of the Presiding Officer of the Board of Education.

Bayard School Board of Education Annual Calendar

January	February	March	April	May	June
<ul style="list-style-type: none"> * Oath of Office * Board Officer Elections * Designate Depository of the District * Designate Legal Firm for the District * Designate Auditors for the District * Designate Official to Apply for Grants and Testify Before Legislature * Board Code of Ethics * Discuss Board Committees * Approve Policy Manual * Review of Accountability and Disclosure Commission Conflict of Interest Reporting Form * NASB Legislative Issues Conference 	<ul style="list-style-type: none"> * Committee on American Civics Meeting * Policy Committee Meeting * Board Committee Assignments * Review Draft of School Calendar * Curriculum Review and Approve Course Catalog * Approve Negotiated Agreement with BEA * Update on State Standards Requirements * Discuss and Take Action on Compensation of Principals and Directors * NASB President's Retreat * NASB Budget and Finance Workshop * NSBA Advocacy Institute 	<ul style="list-style-type: none"> * Curriculum Committee Meeting * Building Committee Meeting * Approve School Calendar * Adopt Resolution Pertaining to Non-Resident Students * Tour of School Buildings, Facilities, Bus Barn * Review 5 Year Facilities Plan * Consider Curriculum Proposals * Discuss Compensation of Superintendent * NASB Membership Renewal * NAEP State Convention 	<ul style="list-style-type: none"> * Board Workshop * Board Self-Assessment And Board Goals * Approve FFA Trip to National FFA Convention * Review Strategic Plan Progress Report * Take Action on Compensation of Superintendent * NASB Spring Legal Workshop * NRCSA Conference * NSBA Annual Conference and Exposition 	<ul style="list-style-type: none"> * Review Extra-Duty Assignments * Approve Classified Staff Handbook, Preschool Handbook, and Pathfinders Program Handbook * Finalize Plan for District Summer Improvements * Review Pathfinders Program * Distribute Superintendent Evaluation (Long Form) * Attend Graduation Ceremony * Attend Staff Retirement Recognition 	<ul style="list-style-type: none"> * NSAA Related Activities Budget * Approve Activities Handbook for Head Coaches and Sponsors, Student and Parent Activity Handbook, and Student and Parent Handbook * Review State Aid Certification * Transportation Director Report * Evaluate Superintendent (Long Form) and Superintendent Goals * NASB School Law Seminar

Bayard School Board of Education Annual Calendar

July	August	September	October	November	December
<ul style="list-style-type: none"> * Policy Committee Meeting * Establish Prices for Athletic Admission and Activity Tickets * Establish Prices for School Lunch and Breakfast Programs * Reaffirm Vision Statement, Mission Statement, and Core Covenants * Approve Certificated Staff Handbook and Substitute Teacher Handbook * Hearing on Student Fee Policy, Parental Involvement Policy, Student Anti-Bullying Policy, and School Wellness Policy 	<ul style="list-style-type: none"> * Budget and Audit Committee Meeting for District Budget * Budget and Audit Committee Meeting with Auditors * Tour of School Buildings, Facilities, and Bus Barn * Authorize Payment of Bills Through End of August * Review Annual Emergency Plan * District School Safety Assessment * Board Welcome of New Staff * Board Staff Steak Fry * NASB Area Membership Meetings 	<ul style="list-style-type: none"> * Budget Hearing * Final Tax Request Hearing * Adopt District Budget * Approve Tax Resolution For General Fund, Special Building Fund, and Bond Fund * Review Summer School Program * NASA/NASB Labor Relations Conference 	<ul style="list-style-type: none"> * Policy Committee Meeting * Board Workshop * Consider BEA Request for Recognition as Bargaining Agent * Discuss Negotiations Timeline and Collective Bargaining with BEA * Review Fall District Enrollment Numbers * Review SPED and HAL Programs * Review Statewide Assessment Results * Appoint NASB Delegate Assembly Representative * NASB Facilities and Construction Workshop 	<ul style="list-style-type: none"> * Committee on American Civics Meeting * Teacher Staff Committee Meeting for Negotiations * Approve Audit/Annual Financial Report * Review ACT Results * Prom Plan Presentation * Review District Annual Report * Request Nominations for the Volunteer Section of the Mike Cillessen Memorial Board * Distribute Superintendent Evaluation (Short Form) * NASB State Education Conference * NASB Delegate Assembly 	<ul style="list-style-type: none"> * Teacher Staff Committee Distributes Staff Recognition Items * Select Nominations for the Volunteer Section of the Mike Cillessen Memorial Board * Superintendent Evaluation (Short Form) * NASB New Board Member Workshop

POLICY NO. 9106 - BOARD MEMBER CODE OF ETHICS

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

AS A SCHOOL BOARD MEMBER:

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.
16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY:

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

IN MY RELATIONSHIP WITH THE SUPERINTENDENT AND EMPLOYEES:

1. I will function, in meeting the legal responsibility that is mine, as part of a legislative, policy-forming body, not as an administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to hire employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARDS:

1. I will not employ a superintendent, principal or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.
3. I will not recommend an employee for a position in another school district unless I would employ the individual under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgment, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

Legal Reference: Neb. Statute 79-526

Adopted: 10-08-12

Reviewed: 1-12-15, 1-11-16, 5-8-17, 1-14-19, 3-11-19, 1-13-20

Public Comment Sign-In Sheet

During the public comments portion of the meeting there is a time limit of 5 minutes per speaker and a time limit of 30 minutes for the duration of the public comments portion of the meeting as per Board Policy NO. 9239. Visitors will be required to identify themselves if they speak at this meeting.

Comments will be received in the order in which individuals have placed their names on the sign-in sheet.

The Board will not respond or take action on public comments.

The Board meeting is a business meeting open to the public but it is not a public meeting.

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Board of Education Regular Meeting

Monday, July 8, 2024 7:00 PM

Bayard High School Library
726 4th Avenue
Bayard, NE 69334

Carolyn Applegate: Present
Joe Applegate: Present
Kim Burry: Present
Randy Eirich: Present
Bill Ferrero: Present
Donna Stuart: Present

I. Opening the Meeting

I.A. Call to Order

The regular meeting of Bayard Public Schools Board of Education was called to order by President Burry at 07:00p.m. President Burry noted a copy of the Board Member Code of Ethics and the Annual Calendar of the Board of Education were included with the meeting materials for board members' reference.

I.B. Open Meetings Act

The Board President informed the audience that the Open Meetings Act was posted and informed the audience of the Board's policy and procedures regarding public comment.

I.C. Notice of Meeting

The public notice of the regular meeting of the Bayard Board of Education, Morrill County School District No. 21 was published in the Bayard Transcript in accordance with Board Policy No. 9238. The agenda remained on file at the office of the superintendent and was open for public inspection.

I.D. Roll Call

The following members were present: Carolyn Applegate, Kim Burry, Bill Ferrero, Randy Eirich, Joe Applegate, Donna Stuart Administrators present: Superintendent Olson, Principals Ehler and Rice.

I.E. Status of Absent Board Members

I.F. Pledge of Allegiance

II. Approval of Agenda

Motion Passed: Motion to approve the agenda passed with a motion by Randy Eirich and a second by Carolyn Applegate.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

III. Introduction of Guests

Guests were acknowledged by the board.

IV. Public Comments

V. Consent Agenda

Motion Passed: Motion to approve the Consent Agenda passed with a motion by Donna Stuart and a second by Randy Eirich.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

V.A. Minutes of Previous Meeting

V.B. Bills

V.C. Board Member Reports

V.D. Reports and Correspondence Requiring No Action

V.D.1. General Reports and Financial Reports

V.D.2. Reports for Information Only

V.E. Adoption of Policies on First Reading

V.F. Adoption of Policies on Second Reading

V.G. Approval of Contracts within Policy Guidelines

VI. Principals and District Administrators

No reports provided as no new updates since last meeting.

VII. Curriculum and Instruction

VIII. Superintendent

Mr. Olson presented his report to the board. We have been in contact with the County Attorney regarding discipline compliance and interagency cooperation. This has included a review of our anticipated policy changes in the 5000 series concerning student conduct as recommended by Perry Law through NSBA. The elementary Library has gone through a significant change by our custodial staff, and our new hire MS Schluterbush. Our custodians Jeff and Jared were able to review items that Scottsbluff Public placed at auction. We were able to obtain 21 chairs that are in very good condition to replace the chairs in the Ag. room all of which are cracked and do on occasion pinch students. Total cost on these was around \$1.00 each. WNCC also had several items for sale at auction 14 nice tables to use in the elementary art room for approximately \$11.00 each. We were looking at doing a replacement of the laminate on the old tables which were in overall poor condition both aesthetically and structurally. In both cases I would estimate the age of the items to be 30 to 40 years old. Most likely 1980s construction. Due to the poor condition of these items, we will disassemble them and what can be recycled will be recycled. Whatever can't be recycled will be broken down so the disposal company will accept it. We worked again this year with Camp Scott, which is a camp for special needs students. However, this year we increased our footprint there in both participation by Bayard students as attendees and employees. At this point I have been working with the NE School Board Association concerning the 2024-25 anticipated budget and will continue to do so and with NDE Finance as we get closer to the release of valuations by the County Commissioners that comprise our District's boundaries

IX. Board Committee Reports and Recommendations

X. Discussion Items

X.A. Discussion Regarding School Owned Properties

The board discussed school-owned properties

X.B. Discussion of Nebraska School Discipline Laws & Regulations: Communication of Policy

The board discussed Nebraska School Discipline Laws and Regulations.

X.C. Review and Discussion of Policies 3001 through 3570 in the 3000 series.

The board reviewed the 3000 series policies.

XI. Hold Public Hearing to Review, Discuss, Consider, and Receive Input on the Following Policies: Student Fee Policy, Parental Engagement Policy, Student Anti-Bullying Policy, School Wellness Policy

Hearing opened at 7:19 p.m.

Hearing closed at 7:20p.m.

XII. Action Items

XII.A. Discuss, Consider and Take All Necessary Action in Regard to Reaffirmation of the following policies: Policy #5121 - Student Fees, Policy #1413 - Parental Engagement, Policy #5416 - School Wellness Policy, and Policy #5800 Student Anti-Bullying

Motion Passed: Motion to reaffirm Policy #5121- Student Fees, Policy # 1413 Parental Engagement, Policy # 5416 School Wellness Policy, and Policy # 5800 Student Anti-Bullying passed with a motion by Donna Stuart and a second by Bill Ferrero.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.B. Discuss, Consider, and Take All Necessary Action in Regard to Reaffirmation of Vision Statement, Mission Statement, and Core Covenants

Motion Passed: Motion to reaffirm the Vision Statement, Mission Statement and Core Covenants passed with a motion by Randy Eirich and a second by Donna Stuart.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.C. Discuss, Consider, and Take All Necessary Action to the Approval of the Organ Wise Guys Wellness Curriculum

Motion Passed: Motion to approve the Organ Wise Guys Wellness Curriculum passed with a motion by Randy Eirich and a second by Donna Stuart.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.D. Discuss, Consider and Take All Necessary Action with Regard to Establishing Prices for Athletic Admission and Activity Tickets for the 2024-2025 School Term

Motion Passed: Motion to maintain current pricing for the Athletic Admission and Activity prices passed with a motion by Bill Ferrero and a second by Donna Stuart.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.E. Discuss, Consider and Take All Necessary Action on Establishing School Lunch Program and School Breakfast Program Prices for the 2024-2025 School Year

Motion Passed: Motion to increase meal prices by \$1.00 to the following:

Elem Breakfast 2.75

Elem Lunch 3.90
HS Breakfast 2.85
HS Lunch 4.00
Adult Breakfast 4.00
Adult Lunch 6.00

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.F. Discuss, Consider, and Take All Necessary Action to Modify the Bayard Jr./Sr. High School Bell Schedule

No action taken

XII.G. Discuss, Consider, and Take All Necessary Action in Regards to the 2024-2025 Student Board Representatives

No action taken

XII.H. Discuss, Consider, and Take All Necessary Action in Regards to LB243 Increase of Property Tax Authority.

No action taken

XII.I. Discuss, Consider, and Take All Necessary Action to Classified Staff Pay.

Motion Passed: Motion to approve a \$1.53 increase on all hourly classified staff passed with a motion by Randy Eirich and a second by Donna Stuart

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.J. Discuss, Consider, and Take All Necessary Action to the Approval of the Certified, Classified, and Substitute Staff Handbooks for the 2024-2025 school year.

Motion Passed: Motion to approve the Certified, Classified, and Substitute Staff Handbooks for the 2024-2025 school year passed with a motion by Donna Stuart and a second by Bill Ferrero

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XII.K. Discuss, Consider, and Take All Necessary Action to the Superintendent Goals for the 2024-2025 School Term.

Motion Passed: Motion to approve the following Superintendent Goals for the 2024-2025 school term: 1. Communication with weekly updates 2. Budget Professional Development 3. Create Master calendar that is visible on deadlines and important dates 4. Work to expand vocational partnerships and programs. 5. Continue ongoing discussions and collaborative efforts with area parochial schools so as to be considered a possible school of progression. 6. Work towards increased independence from ESU 13 for Special Education and related services. 4. Continue communication with neighboring school districts about the prospects of shared services and staff passed with a motion by Randy Eirich and a second by Donna Stuart.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

XIII. Set Next Meeting Date

Next regular meeting set for August 12, 2024 at 7:00p.m.

XIV. Adjournment

Motion Passed: Motion for adjournment at 8:20p.m. passed with a motion by Donna Stuart and a second by Bill Ferrero

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Donna Stuart: Yea

Secretary

Bayard Public Schools

8/12/2024

GENERAL FUND

Vendor Name	GL Acct #	Description	Amount
AGC Education, Inc	01 6988 610 000 000 0	Poster Printer	4,400.00
	01 6988 610 000 000 0	Ed Resource Package	890.00
	01 6988 610 000 000 0	Application Supply Kit	<u>900.00</u>
	Total		6,190.00
ALARM SECURITY TECHNICIANS	01 2620 352 002 002 2	ast monitoring	28.95
	01 2620 352 001 001 1	ast monitoring	<u>28.95</u>
	Total		57.90
Amazon Capital Services	01 1100 610 002 002 2	Classroom Decor Sensory Path Decals fc	18.89
	01 1100 610 002 002 2	Classroom Floor Dots 6Inch Vinly Floor S	12.79
	01 1100 610 002 002 2	58 Pcs 4 Inch Classroom Floor Dots Floo	7.59
	01 1100 610 002 002 2	Lenink 28 pc 256p-zc adjustable pilaster	9.99
	01 2710 610 000 000 0	Chamois 1 package with 4 skins.	33.26
	01 2710 610 000 000 0	Heat Staple Gun Kit	34.80
	01 2710 610 000 000 0	JB Weld Epoxy Stick - 2 sticks	12.20
	01 2510 610 000 000 0	Ethernet Switch	17.99
	01 2410 610 002 002 2	https://www.amazon.com/Max-Fun-	29.99
	01 2610 610 002 002 2	hathaspace compatible replacement filter	<u>60.00</u>
	Total		237.50
AULICK INDUSTRIES	01 6988 610 000 000 0	container	3,500.00
	01 6988 610 000 000 0	paint	1,000.00
	01 6988 610 000 000 0	materials	4,500.00
	01 6988 610 000 000 0	garden beds	1,500.00
	01 6988 610 000 000 0	freight	500.00
	01 6988 610 000 000 0	steel work	<u>2,500.00</u>
	Total		13,500.00
BAYARD AUTOMOTIVE	01 2710 610 000 000 0	fee	20.29
	01 2710 610 000 000 0	4 new tires for Suburban #22	616.72
	01 2610 610 001 001 1	sprinkler repairs	45.82
	01 2710 610 000 000 0	supplies	84.87
	01 2710 610 000 000 0	supplies	83.03
	01 2710 610 000 000 0	supplies	<u>28.48</u>
	Total		879.21
BAYARD PUBLIC SCHOOLS - LUNCH	01 1160 610 000 000	reimburse cookies summer program	<u>70.52</u>
Total		70.52	
BAYARD TRANSCRIPT	01 2310 540 000 000 0	jul24 publications	<u>204.00</u>
Total		204.00	
BENZEL PEST CONTROL	01 2620 352 001 001 1	pest control	110.78
	01 2620 352 002 002 2	pest control	<u>110.77</u>
	Total		221.55
BLACK HILLS ENERGY	01 2610 621 002 002 2	#462419 heating fuels	263.00
	01 2610 621 000 000 0	#267959 heating fuels	56.61
	01 2610 621 001 001 1	#242155 heating fuels	<u>284.66</u>
	Total		604.27
BLUUM USA INC	01 6988 610 000 000 0	Google Chrome OS Management Consol	760.00
	01 6988 610 000 000 0	Shipping	150.00
	01 6988 610 000 000 0	Lenovo Chromebook 3 14M836 Mediatek MT81	4,700.00
	Total		5,610.00
BRENING, PERRY	01 1100 352 001 001 1	Piano tuning	<u>265.00</u>
Total		265.00	
CANNON FINANCIAL SERVICES	01 1100 352 001 001 1	copier rental	142.45
	01 1100 352 002 002 2	copier rental	142.45
	01 1100 352 001 001 1	copier lease	142.45
	01 1100 352 002 002 2	copier lease	<u>142.45</u>
	Total		569.80
CARDMEMBER SERVICE	01 2510 810 000 000 0	canva	12.99
	01 2510 610 000 000 0	Label Maker Tape	<u>19.89</u>
	Total		32.88
CENTURY LINK	01 2510 382 000 000 0	telephone	<u>153.25</u>
Total		153.25	
Vendor Name			Amount
Account Number		Detail Description	Amount
CITY OF BAYARD			10,183.82
01 2610 621 000 000 0		#31200 electric	37.00
01 2610 621 001 001 1		#75400 electric	6,519.04
01 2610 410 001 001 1		#75400 utilities	1,365.75
01 2610 621 002 002 2		#75600 electric	310.28

	01 2610 410 002 002 2	#75600 utilities	1,951.75
CITY OF BAYARD	Total		10,183.82
	COACH MASTERS INC		1,287.28
	01 2730 610 000 000 0	parts	1,287.28
COACH MASTERS INC	Total		1,287.28
	CONNECTING POINT		567.40
	01 1100 810 001 001 1	service contract copiers	283.70
	01 1100 810 002 002 2	service contract copiers	283.70
	CONNECTING POINT		526.10
	01 1100 352 001 001 1	copier service agreement	263.05
	01 1100 352 002 002 2	copier service agreement	263.05
CONNECTING POINT	Total		1,093.50
	CULLIGAN WATER CONDITION		137.40
	01 2620 352 001 001 1	r/o	109.90
	01 2620 352 002 002 2	r/o	27.50
CULLIGAN WATER CONDITION	Total		137.40
	DAS STATE ACCOUNTING - CENTRAL FINANCE		267.63
	01 1100 382 000 000 0	jun24 network	267.63
DAS STATE ACCOUNTING - CENTRAL FINANCE	Total		267.63
	DEMCO INC.		226.50
	01 2220 610 002 002 2	Pre-1 Reading Level Label-Gold 500/Roll	22.98
	01 2220 610 002 002 2	1st Reading Level Label 500/Roll	22.98
	01 2220 610 002 002 2	2nd Reading Level Label 500/Roll	22.98
	01 2220 610 002 002 2	3rd Reading Level Label 500/Roll	22.98
	01 2220 610 002 002 2	4th Reading Level Label 500/Roll	22.98
	01 2220 610 002 002 2	5th Reading Level Label 500/Roll	22.98
	01 2220 610 002 002 2	6th Reading Level Label 500/Roll	22.98
	01 2220 610 002 002 2	Color-Tinted Label Protectors 1-1/2"x2"	19.69
	01 2220 610 002 002 2	Small All Purpose Easel 4-1/2" x 3-1/2 x	23.50
	01 2220 610 002 002 2	Shipping	22.45
DEMCO INC.	Total		226.50
EAKES OFFICE SOLUTIONS	01 1100 610 002 002 2	annual buy-martinez	43.71
	01 2410 610 002 002 2	annual buy-schuller	204.39
	01 6968 610 002 002 2	annual buy-pathfinders	230.70
	01 1291 610 003 000 0	annual buy-james	534.46
	01 6200 610 004 000 0	annual buy-nesbitt	211.10
	01 1100 610 000 000 0	annual buy-art	363.49
	01 1100 610 002 002 2	annual buy batt	73.72
	01 1100 610 000 000 0	annual buy-band	240.36
	01 3540 610 002 002 2	supplies	60.00
	01 3540 610 002 002 2	annual buy- reish	186.08
	01 1100 610 001 001 1	annual buy-ferguson	95.94
	01 1100 610 001 001 1	annual buy- pieper	137.44
	01 2510 610 000 000 0	annual buy-oliverius	448.37
	01 2510 610 000 000 0	annual buy- stuart	172.64
	01 1100 610 001 001 1	annual buy- torrez	168.73
	01 1200 610 003 002 2	annual buy- ashmore	76.99
	01 1100 610 001 001 1	annual buy-posey	20.00
	Total		3,268.12
EDUCATIONAL SERVICE UNIT #13	01 1200 591 003 000	panhandle beginnings	965.70
	01 2410 330 001 001 1	dr rice- fierce conversations training	400.00
	01 1160 591 000 000 0	valts	4,000.00
	01 2190 591 000 000 0	counseling nonsped	564.46
	01 1100 382 001 001 1	dl	826.00
	01 1100 382 001 001 1	erate	350.00
	01 1160 591 000 000 0	neva	708.33
	01 1292 591 003 000 0	0-2 instructional	227.92
	01 1292 591 003 000 0	0-2 instructional sup	18.23
	01 1292 591 003 000 0	0-2 sup esu programs	6.27
	01 1292 591 003 000 0	0-2 sup summer speech	45.36
	01 2161 591 003 002 2	elem ot	651.36
	01 2153 591 003 000 0	0-2 speech	78.36
	01 2153 591 003 000 0	0-2 summer speech	567.00
	01 2171 591 003 001 1	secondary pt	119.70
	01 2181 591 003 002 2	elem low vision	60.75
	01 1200 330 003 000 0	sped inservice	67.20
	01 1200 591 003 002 2	sup homeschool esu programs	5.06
	01 1200 591 003 002 2	sup esu sa programs	980.27

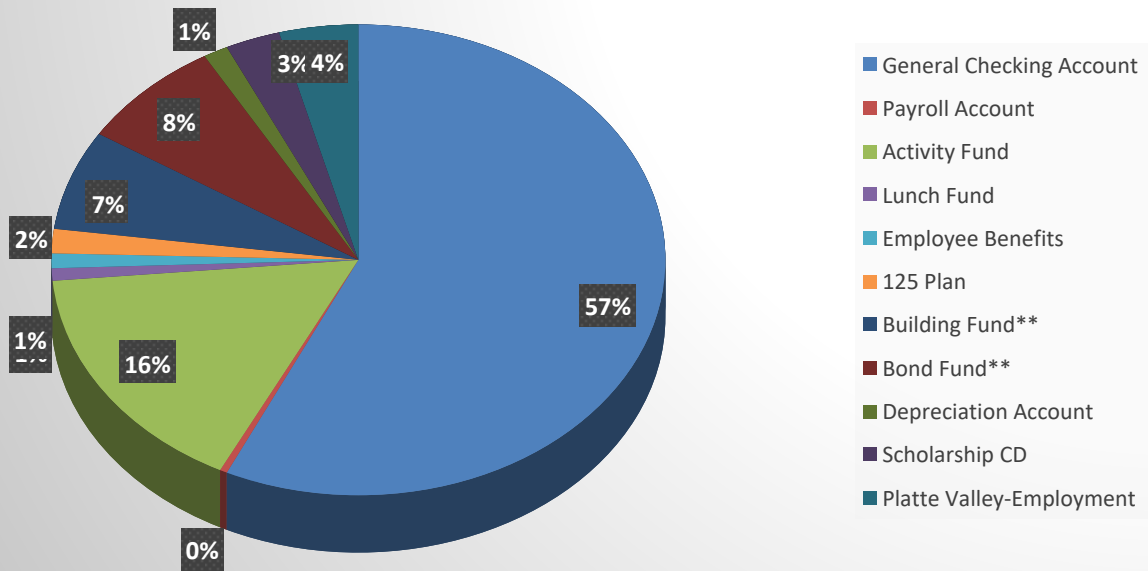
	01 1200 591 003 001 1	sup meridian speech	11.86
	01 1200 591 003 001 1	meridian a	2,199.00
	01 1200 591 003 000	consultation/coodrination district sped	1,300.00
	01 1200 591 003 002 2	sup elem ot	52.11
	01 1200 591 003 001 1	sup secondary pt	9.58
	01 1200 591 003 002 2	sup elem low vision	4.86
	01 1200 591 003 002 2	sup elem summer speech	3.24
	01 1291 591 003 000 0	3-5 ot sup	49.68
	01 1291 591 003 000 0	3-5 instructional	419.58
	01 1291 591 003 000 0	3-5 sup instructional	33.57
	01 1291 591 003 000 0	3-5 sup esu programs	157.93
	01 1291 591 003 000 0	3-5 sup summer speech	22.68
	01 2162 591 003 000	3-5 ot	621.00
	01 2152 591 003 000 0	3-5 speech	1,974.09
	01 2152 591 003 000 0	3-5 summer speech	283.50
	01 2151 591 003 001 1	meridian speech	148.23
	01 2151 591 003 002 2	elem speech	5,161.33
	01 2151 591 003 001 1	secondary speech	590.06
	01 2151 591 003 002 2	homeschool speech	63.25
	01 2151 591 003 002 2	elem summer speech	40.50
	01 2141 591 003 002 2	elem psych	903.14
	01 2141 591 003 001 1	secondary psych	5,531.70
	01 1160 591 000 000 0	NE school library	196.95
	01 1100 382 000 000 0	dl	826.00
	01 1100 382 000 000 0	erate	350.00
	01 1160 591 000 000 0	neva	708.33
	01 1292 591 003 000 0	0-2 instructional prek	153.92
	01 1292 591 003 000 0	sup 0-2 instructional prek	12.31
	01 1292 591 003 000 0	sup 0-2 summer speech	57.22
	01 2161 591 003 002 2	elem ot	421.36
	01 2153 591 003 000 0	0-2 summer speech	715.23
	01 1200 591 003 002 2	sup elem ot	33.71
	01 1200 591 003 002 2	sup elem summer speech	39.40
	01 1291 591 003 000 0	sup 3-5 ot	31.28
	01 1291 591 003 000 0	3-5 instructional prek	967.92
	01 1291 591 003 000 0	sup 3-5 instructional prek	77.43
	01 1291 591 003 000 0	sup 3-5 summer speech	136.08
	01 2152 591 003 000 0	3-5 summer speech	1,701.00
	01 2162 591 003 000	3-5 ot	391.00
	01 2151 591 003 002 2	elem summer speech	492.48
	Total		37,534.48
ESU COORDINATING COUNCIL	01 2220 610 001 001 1	world book power	279.93
	Total		279.93
FES	01 1100 810 001 001 1	sweb hosting	1,800.00
	Total		1,800.00
FNBO CARD	01 2510 610 000 000 0	interest	1.75
	01 2510 610 000 000 0	fee	250.01
	01 2510 531 000 000 0	postage and mailchimp	22.68
	01 2710 610 000 000 0	16 inch short pressure wand for the Hots	17.99
	01 2710 610 000 000 0	Plastic Disposable Gloves (on sale) 100	7.99
	01 2710 610 000 000 0	Cleaning and protective supplies for bu	60.33
	01 6988 330 000 000 0	get connected conf	90.00
	Total		450.75
HOTSY EQUIPMENT CO.	01 2710 610 000 000 0	cord	253.10
	Total		253.10
INNOVATIVE OFFICE SOLUTIONS LLC	01 1100 610 000 000 0	chaircs	468.00
	01 1100 610 000 000 0	annual buy supplies	2,902.19
	01 1100 610 000 000 0	annual buy	28.80
	Total		3,398.99
IXL LEARNING	01 1100 810 002 002 2	IXL Subscription	3,450.00
	Total		3,450.00
JJ Pratee Enterprisises LLC	01 2610 610 001 001 1	floor finish	1,260.00
	Total		1,260.00
JOHNSON CONTROLS	01 2620 352 001 001 1	service agreement	7,931.38
	01 2620 352 002 002 2	service agreement	7,931.37
	01 2620 352 001 001 1	new gym unit	3,975.56
	Total		19,838.31
JON'S BODY SHOP	01 2710 330 000 000 0	bumper repair(ins is reimb bps)	3,710.51
	Total		3,710.51
JOURNEYED.COM, INC.	01 1100 810 001 001 1	adobe licenses	250.00
	01 1100 810 002 002 2	adobe licenses	250.00
	Total		500.00
Kajeet Inc	01 1100 810 001 001 1	Student Unlimited annual data plan with	361.52
	Total		361.52

KUSKIE STATION LLC	01 2610 626 001 001 1	custodial fuel	<u>272.77</u>
	Total		272.77
MCI COMM SERVICE	01 2510 382 000 000 0	telephone	<u>36.31</u>
	Total		36.31
MENARDS	01 2610 610 001 001 1	summer supplies	46.00
	01 2610 610 002 002 2	silicone, loktite, tubing	29.52
	01 2620 610 000 000 0	floor cover	<u>143.92</u>
	Total		219.53
MY CENTRAL SUPPLY	01 1100 610 000 000 0	screenkleen	<u>16.85</u>
	Total		16.85
NASB ALICAP	01 2510 270 001 001 1	work comp	11,508.00
	01 2510 270 002 002 2	work comp	11,508.00
	01 2310 520 000 000 0	prop liability insurance	150,456.00
	01 2310 520 000 000 0	divident credit	<u>(8,653.00)</u>
	Total		164,819.00
NATIONAL ART & SCHOOLS SUPPLIES, INC.	01 1100 610 000 000 0	annual buy supplies	<u>1,759.15</u>
	Total		1,759.15
NEBRASKA COUNCIL OF SCHOOL	01 2410 810 001 001 1	NCSA Membership	435.00
	01 2410 810 001 001 1	NASSP Membership	<u>250.00</u>
	Total		685.00
ONE SOURCE	01 2510 810 000 000 0	background check	<u>29.00</u>
	Total		29.00
ORGANWISE GUYS INC, THE	01 1160 610 000 000	Organdies guys digital platform	198.00
	01 1160 610 000 000	OWG booster kit	795.00
	01 1160 610 000 000	OWG activity books	535.50
	01 1160 610 000 000	shipping and handling	199.57
	01 6989 610 000 000 0	digital platform	<u>198.00</u>
	Total		1,926.07
PIPE WORKS PLUMBING LLC	01 2620 352 002 002 2	elem plumbing	1,068.60
	01 2620 352 002 002 2	elem plumbing	<u>1,520.07</u>
	Total		2,588.67
PRINT EXPRESS INC.	01 1100 610 000 000 0	name plates	<u>61.05</u>
	Total		61.05
QUADIENT FINANCE USA, INC	01 2510 531 000 000 0	postage	<u>447.07</u>
	Total		447.07
QUADIENT LEASING	01 2510 531 000 000 0	postage meter lease	<u>158.97</u>
	Total		158.97
SHERWIN WILLIAMS	01 2510 610 000 000 0	paint	195.42
	01 2610 610 001 001 1	old gym paint	<u>249.95</u>
	Total		445.37
SOAR PEDIATRIC THERAPY, LLC	01 2173 591 003 000 0	0-2 pt	616.75
	01 2172 591 003 000 0	3-5 pt	1,504.32
	01 2171 591 003 002 2	sa pt	<u>330.75</u>
	Total		2,451.82
TEACHER INNOVATIONS, INC.	01 1100 810 001 001 1	Planbook Renewal	333.00
	01 1100 810 002 002 2	Planbook Renewal	<u>333.00</u>
	Total		666.00
TEACHING STRATEGIES LLC	01 3540 610 002 002 2	Teaching strategies portfolios	<u>455.00</u>
	Total		455.00
TIME MANAGEMENT SYSTEMS	01 2510 810 000 000 0	timeclock	<u>169.00</u>
	Total		169.00
VERIZON	01 2710 810 000 000 0	gps	<u>210.47</u>
	Total		210.47
Walters, Corina	01 2610 610 002 002 2	roller mop heads	<u>20.77</u>
	Total		20.77
Wise US Inc	01 1100 610 000 000 0	bayardtigers.org	<u>1,575.00</u>
	Total		1,575.00
WPCI	01 2710 340 000 000 0	random pool	<u>68.00</u>
	Total		68.00
		General Fund Total	296,978.59
		Building	0.00
		Payroll	369,279.22

BAYARD PUBLIC SCHOOL
 TREASURER REPORT
 BANK STATEMENT BALANCES as of July 2024

General Checking Account	\$	1,142,450.30	
Payroll Account	\$	7,779.31	
Activity Fund	\$	323,377.60	
Lunch Fund	\$	16,958.04	
Employee Benefits	\$	20,254.62	
125 Plan	\$	33,385.66	
Building Fund**	\$	137,792.02	
Bond Fund**	\$	153,353.51	
Depreciation Account	\$	26,117.05	
Scholarship CD	\$	57,833.09	
Platte Valley-Employment	\$	83,307.24	
	\$		2,002,608.44

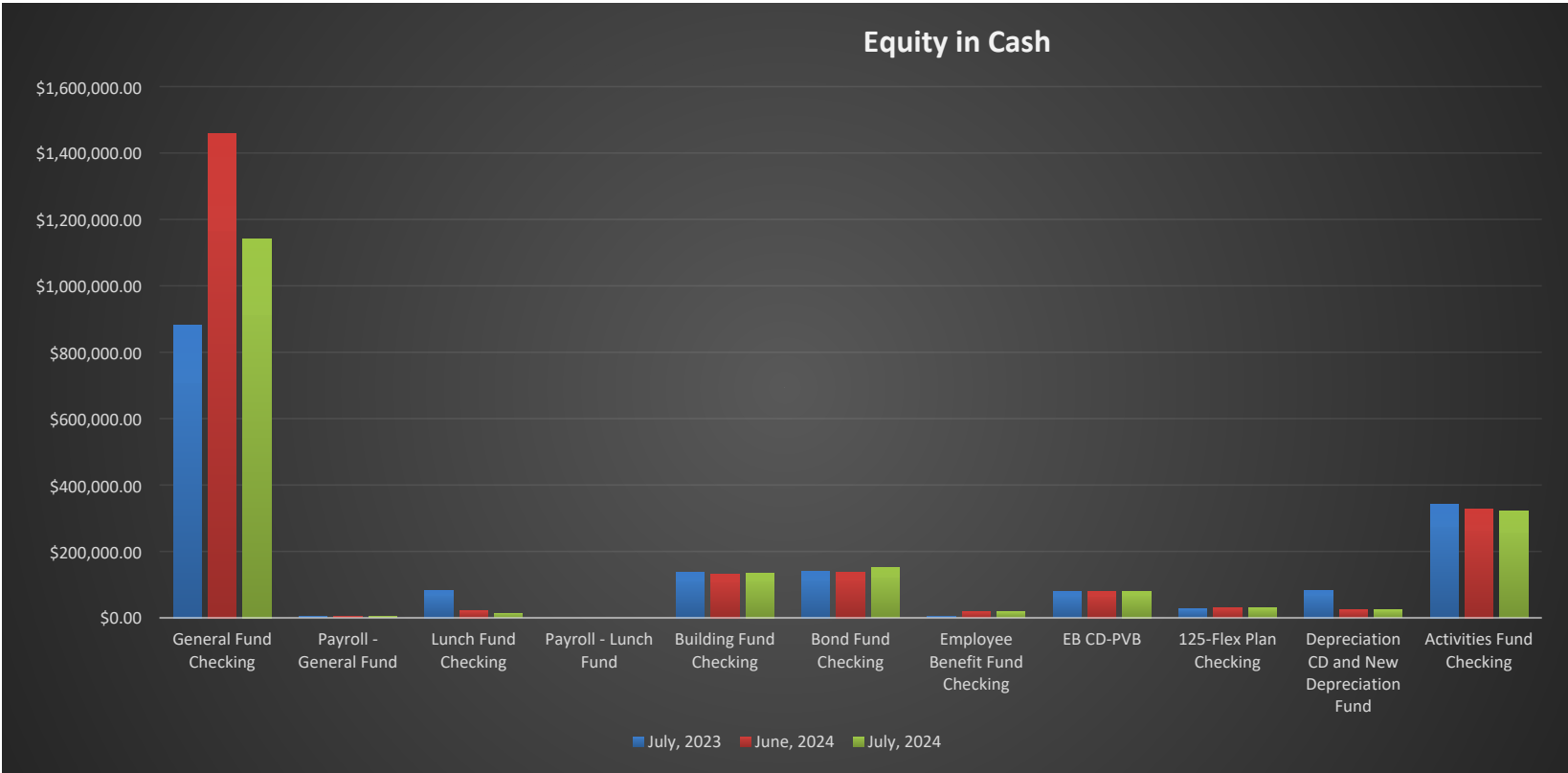
Account Percentages



Bayard Public Schools

Equity in Cash July 31, 2024

Fund	Fund #	July, 2023 PRIOR YEAR BALANCE	June, 2024 PRIOR MONTH BALANCE	July, 2024 REVENUES	July, 2024 EXPENSES	July, 2024 ENDING BALANCE
General Fund Checking	01-101	\$884,541.91	1,459,833.29	136,663.88	(454,046.87)	\$1,142,450.30
Payroll - General Fund	01-104	\$7,812.34	\$ 7,792.91	371,543.37	(371,556.97)	\$ 7,779.31
Lunch Fund Checking	02-101	\$85,019.87	24,042.03	599.22	(7,683.21)	\$16,958.04
Payroll - Lunch Fund	02-104	\$0.00	0.00	4,716.14	(4,716.14)	\$0.00
Building Fund Checking	03-101	\$139,473.46	134,708.58	3,083.44	0.00	\$137,792.02
Bond Fund Checking	04-101	\$141,542.51	140,925.20	12,428.31	0.00	\$153,353.51
Employee Benefit Fund Checking	05-101	\$8,396.68	20,320.89	24.96	(91.23)	\$20,254.62
EB CD-PVB	05-106-1000	\$80,856.60	82,079.42	1,227.82	0.00	\$83,307.24
125-Flex Plan Checking	05-107	\$31,147.07	32,972.30	3,624.98	(3,211.62)	\$33,385.66
Depreciation CD and New Depreciation Fund	06-101	\$84,793.34	26,085.01	32.04	0.00	\$26,117.05
Activities Fund Checking	07-101	\$345,395.84	329,902.16	6,485.80	(13,010.36)	\$323,377.60
Scholarship CD	07-114	\$61,428.58	57,833.09	0.00	0.00	\$57,833.09
TOTAL		\$1,870,408.20	\$ 2,316,494.88	\$ 540,429.96	(854,316.40)	\$2,002,608.44



Detail Check Register

Checking Account: 7		Student Activity					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 1762	Check Type: Check	Check Date: 07/02/2024	Vendor: SYNCB	Amazon Capital Services	Check Total:	208.95	
11wv-ccpm-qm6g	06/17/2024	24-001209	clerical	07 2900 610 102 000 0	208.95		
Check Number: 1763	Check Type: Check	Check Date: 07/02/2024	Vendor: BSNSPORTS	BSN Sports	Check Total:	620.71	
308697411	06/24/2024		activity annual buy supplies	07 2900 610 102 000 0	620.71		
Check Number: 1764	Check Type: Check	Check Date: 07/02/2024	Vendor: COMCENCOL	COMMUNITY CENTRAL COLLEGE	Check Total:	250.00	
FALL2024	06/24/2024		Lexi Fiscus Fall 24 WTC Scholarship	07 2900 610 102 000 0	250.00		
Check Number: 1765	Check Type: Check	Check Date: 07/02/2024	Vendor: FNBOCARD	FNBO CARD	Check Total:	3,875.50	
20240701-0001	07/01/2024		act travel	07 2900 580 111 000 0	66.00		
20240701-0001	07/01/2024		supplies	07 2900 610 102 000 0	105.17		
20240701-0009	07/01/2024	24-001178	Breast Cancer awareness Poms	07 2900 610 132 000 0	160.38		
20240701-0009	07/01/2024	24-001178	Cheer Fantastic Large Cheerleader Duffel	07 2900 610 132 000 0	109.95		
20240701-0009	07/01/2024	24-001178	shipping	07 2900 610 132 000 0	22.00		
20240701-0012	07/01/2024	24-001210	Nationals Registration	07 2900 810 152 000 0	2,990.00		
20240701-0013	07/01/2024	24-001217	50 yb	07 2900 610 112 000 0	422.00		
Check Number: 1766	Check Type: Check	Check Date: 07/02/2024	Vendor: HARBRO	BROCK HARDY	Check Total:	2,400.00	
20240701	07/01/2024		wrestling camp	07 2900 610 106 000 0	2,400.00		
Check Number: 1767	Check Type: Check	Check Date: 07/02/2024	Vendor: MARMIC	Michelle Martinez	Check Total:	500.00	
20240626	06/26/2024	24-001231	Check for Michelle Martinez	07 2900 610 138 000 0	500.00		
Check Number: 1768	Check Type: Check	Check Date: 07/02/2024	Vendor: REGWESTMED	REGIONAL WEST MEDICAL CENTER	Check Total:	1,333.00	
QB-Rehab-66	06/24/2024		spring sports season	07 2900 352 102 000 0	1,333.00		
Check Number: 1769	Check Type: Check	Check Date: 07/02/2024	Vendor: SCHOOHEALT	SCHOOL HEALTH CORPORATION	Check Total:	1,907.73	
cinv000050650	06/17/2024		annual buy med/paint supplies	07 2900 610 102 000 0	1,907.73		
Check Number: 1770	Check Type: Check	Check Date: 07/02/2024	Vendor: SIMPCOM	THE SIMPLE COMPANY FLORAL SHOP	Check Total:	44.95	
000219	06/27/2024		dobrinski service	07 2900 610 120 000 0	44.95		
Check Number: 1771	Check Type: Check	Check Date: 07/17/2024	Vendor: COBBLE	COBBLESTONE INN & SUITES	Check Total:	256.24	
575	07/15/2024		camp lodging	07 2900 610 106 000 0	256.24		

Detail Check Register

Checking Account: 7

Student Activity

Check Number	Check Type	Check Date	Vendor	Description	Chart of Account Number	Check Total
1772	Check	07/17/2024	FLOBAS	FLOWER BASKET		66.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
7373	07/15/2024		flowers	07 2900 610 120 000 0	66.00	
1773	Check	07/17/2024	PRINEXP	PRINT EXPRESS INC.		70.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
23772	07/15/2024		season passes	07 2900 610 102 000 0	70.00	
1774	Check	07/17/2024	TEAMLEADER	TEAMLEADER		1,388.28
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
rg129661	07/17/2024	24-001196	BLACK POMS	07 2900 610 132 000 0	131.89	
rg129661	07/17/2024	24-001196	ORANGE POMS	07 2900 610 132 000 0	131.89	
rg129661	07/17/2024	24-001196	BOWS	07 2900 610 132 000 0	209.90	
rg129661	07/17/2024	24-001196	SHOES	07 2900 610 132 000 0	204.75	
rg129661	07/17/2024	24-001196	JACKET	07 2900 610 132 000 0	229.95	
rg129661	07/17/2024	24-001196	MONOGRAM FOR JACKET	07 2900 610 132 000 0	75.00	
rg129661	07/17/2024	24-001196	LETTERING FOR JACKET	07 2900 610 132 000 0	110.00	
rg129661	07/17/2024	24-001196	NYLON HALF TOP BODY LINERS	07 2900 610 132 000 0	209.90	
rg129661	07/17/2024	24-001196	FREIGHT	07 2900 610 132 000 0	85.00	
1775	Check	07/17/2024	TORMYK	Mykayla Torres		89.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240715	07/15/2024		nat ed rising reimbursement	07 2900 580 152 000 0	89.00	

*Denotes Expensed Invoice Item

Checking Account ID: 7

Total without Voids: 13,010.36

NASB BOARD QUICKS

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



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

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance. All Dates & Locations Tentative & Subject to Change

JOIN US!

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

Legislative Special Session Began Thursday, July 25

Now Hiring! NASB is hiring a Board Leadership Associate ... visit the About Us page to learn more.



School Board Members - If your district or ESU currently participates in the **Educators Health Alliance (EHA)**, health and dental plan, you have the option to enroll in the plans during the month of August. Open enrollment information is available at the district or ESU office and monthly premiums can be paid to the school district or ESU directly. If you enrolled in the health and dental coverage and you serve at least 5 consecutive years and are over the age of 50, you can continue your health and dental coverage through your district or ESU on the direct bill plan. For more information, please reach out to your school district or ESU or Greg Long at greg@ehaplan.org

Area Membership Meetings begin August 20

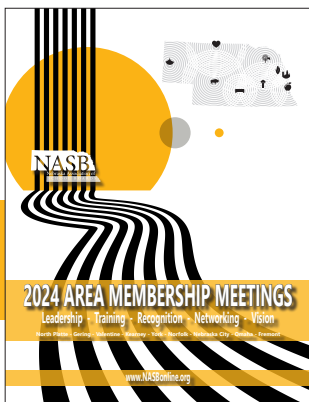
August 20 - North Platte

August 21 - Gering

August 22 - Valentine

August 27 - Kearney

August 28 - York



September 4 - Norfolk
September 11 - Nebraska City
September 24 - Omaha
September 25 - Fremont

Continued on Page 2



Leadership

Innovation

Vision

Engagement

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NASB provides programs, services, and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org

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PAGE 2



Labor Relations Conference - October 2-3 - Lincoln

Statewide General Election Day - November 5

State Education Conference - November 20-22 - Omaha

New Board Member Workshops - December 2024
Norfolk, Kearney, Gering, North Platte, York & Omaha

YOUR 2024 PLATINUM AFFILIATES

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

ALICAP

AMERICAN FIDELITY
a different opinion

BCDM
architects

Boyd Jones

BISHOP
BUSINESS

BVH
ARCHITECTURE

CP CARLSON
WEST
POVONDRA
ARCHITECTS

CMBA
ARCHITECTS

CROUCH
RECREATION

D|A DAVIDSON
FIXED INCOME CAPITAL MARKETS
D.A. Davidson & Co. member SIPC and FINRA

envise

Facility
Advocates
Dave Raymond

HAMITON

HAUSMANN
construction

NEBRASKA
LIQUID
ASSET FUND

northland
A First National
of Nebraska Company

Outdoor Recreation Products

PIPER | SANDLER

prm
PUBLIC RISK
MANAGEMENT
INCORPORATED

Sampson
Construction

SPARQ DATA
SOLUTIONS

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NASB BOARD NOTES

A MONTHLY PUBLICATION FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



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1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

Snapshots



IN THIS EDITION OF BOARD NOTES ...

**LEGISLATIVE UPDATE: THE SPECIAL SESSION & NASB STATEMENT
AT THE BOARD TABLE**

**LESS THAN A MONTH FROM AREA MEMBERSHIP MEETINGS
OPEN POSITIONS ON THE NASB BOARD & LEGISLATION COMMITTEE**

NASB PARTICIPATES IN NATIONAL FORUM ON ED POLICY

NEW FACES AT NASB

ADVANCING EDUCATION IN THE ERA OF AI

THIS MONTH IN ... AND MUCH MORE!

The NASB provides programs, services, and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org

TRAINING, NETWORKING, ENGAGEMENT & EVENTS



Leadership

Innovation

Vision

Engagement

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<https://members.nasbonline.org/events>

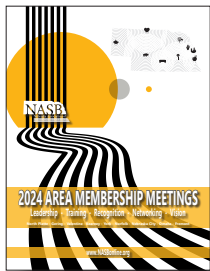
To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance.



Legislative Special Session Begins Thursday, July 25 ... See Page 3



Area Membership Meetings begin August 20



- August 20 - North Platte
- August 21 - Gering
- August 22 - Valentine
- August 27 - Kearney
- August 28 - York
- September 4 - Norfolk
- September 11 - Nebraska City
- September 24 - Omaha
- September 25 - Fremont



Labor Relations Conference - October 2-3 - Lincoln

Statewide General Election Day - November 5

State Education Conference - November 20-22 - CHI Health Center Omaha
Delegate Assembly - November 22

New Board Member Workshops - December 2024

- December 2 - Norfolk
- December 3 - Kearney
- December 4 - Gering
- December 5 - North Platte
- December 10 - York
- December 11 - Omaha

LEG UPDATE: THE SPECIAL SESSION & NASB STATEMENT

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<https://members.nasbonline.org/government-relations>

SPECIAL SESSION SCHEDULE AND UPDATE BASED ON WHAT WE THINK WE KNOW ...

While the formal call from the Governor has not been made yet, the Special Session is scheduled to begin Thursday, July 25. Here is what we know.

The first three days (Thursday, Friday, and Saturday) will be reserved for bill introduction only.

Once the final bills have been introduced on Saturday, your NASB Legislation Committee will meet later that afternoon to analyze the bills and discuss our engagement strategy. Hearings start Monday morning and we'll be preparing testimony on any necessary bills that might impact local control, or the accountability, stability, purpose and/or uncertainty of the role of the locally elected school board member, and public education in Nebraska as a whole.

Hearings will continue through Tuesday, July 30, with debate to start sometime after.



NASB STATEMENT PRIOR TO THE SPECIAL SESSION ...

NASB has been approached by a number of media outlets and have declined comment until we had seen a more formalized plan. With the Governor's Press Conference unveiling "The Nebraska Plan to Cut Property Taxes: The Playbook" on Thursday, July 18, we have supplied the following thoughts to the media.

As the Governor's plan for property tax relief has not been formally presented, NASB will reserve final judgement until legislation is introduced. However, our membership, as locally elected leaders, will guide their decisions on the following key thoughts:

- **Local control.** School board members are elected locally and are in the best position to understand the needs of their communities and students. As such, we have concerns about the impact this plan will have on school boards to meet the unique needs of their individual communities. Roughly 79% of Nebraska school board members are serving at or within 100 miles of the district from which they graduated.
- **Accountability.** School board members are ultimately accountable to their constituents for the spending decisions they make. Moving this accountability to the State seems contrary to the notion of local control.
- **Purpose.** Each district has unique needs and priorities which are revealed during the budgeting process. It is unknown how the Governor's plan will impact districts' abilities to meet those considerations.
- **Stability.** While recognizing the recent investments in K-12 education, skepticism about the State's ability to honor its commitments is well founded and could be especially relevant in a recessive economic environment.
- **Uncertainty.** The recent change to state funding for community colleges is new and its impact is yet to be determined. It may be too early to use this as a model for success.

Reach out with questions, stay informed locally, at the state level, and through us over the next few weeks.

Thanks! Colby, John, Matt & Lindsey

Check out the latest version of the Open Meetings Act on NASB's GR page

AT THE BOARD TABLE

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BOARD AGENDA ITEMS FOR YOUR MONTHLY MEETINGS

<https://members.nasbonline.org/board-leadership>



Each month, this space reflects recommended regular board meeting agenda items to include in the upcoming board meeting agenda. Please contact Marcia at mherring@NASBonline.org if you have questions or recommendations for improving the Board Meeting Annual Calendar.

AUGUST BOARD AGENDA ITEMS

Please see the July 15 email from mherring@NASBonline.org and shiggins@NASBonline.org for the draft of the August Board Meeting Agenda. If you have questions or need us to resend the email, please feel free to contact Marcia at 402-450-5152 or Stacie at 402-209-1608.

DID YOU KNOW?

The NASB Board Leadership department facilitates membership and provides professional development for the board secretary, district and building administrative assistants, bookkeepers, and business managers. The **Nebraska Administrative Education Professionals (NAEP)** annual membership drive kicks off on August 1, 2024. Membership facts:

- NAEP Membership is made up of **270+ district/ESU secretaries, administrative assistants, bookkeepers, business managers, and other building office staff members** who work with the Board of Education, and Superintendent/ESU Administrator
- NAEP members receive access to a **discussion board** to network and communicate with the entire NAEP community across the state, **document/resource** library and **shared Google folder** to support your day-to-day work demands, **NAEP member database** to contact and network with other members, etc.
- Annual **NAEP State Convention** to bring NAEP members from across the state together to learn, network, and collaborate. Convention is held in Kearney.
- **Virtual "Table Talks"** and networking opportunities are provided to allow members to connect regarding tips/tricks in addition to the discussion board throughout the year as well as virtual learning opportunities such as **Lunch and Learns**.
- Additional services are offered as member needs surface/are requested.

Interested in joining the NAEP membership, please contact:
Katie Corfield, NASB Board Leadership Associate - kcorfield@NASBonline.org
Marcia Herring, Director of Board Leadership - mherring@NASBonline.org



LESS THAN A MONTH FROM AREA MEMBERSHIP MEETINGS

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<https://members.nasbonline.org/events/area-membership-meetings>

REG
NOW!

August 20 - North Platte
August 21 - Gering
August 22 - Valentine
August 27 - Kearney
August 28 - York
September 4 - Norfolk
September 11 - Nebraska City
September 24 - Omaha
September 25 - Fremont

AGENDA

4:30 PM - Registration & Exhibitors
5:00 PM - Opening Session
5:15 PM - Legislative Update
5:50 PM - Break & Exhibitors
6:05 PM - Training Sessions #1
6:35 PM - Break & Exhibitors
6:50 PM - Training Sessions #2
7:20 PM - Dinner & Recognition

2024 AREA MEMBERSHIP MEETINGS

Leadership - Training - Recognition - Networking - Vision

North Platte - Gering - Valentine - Kearney - York - Norfolk - Nebraska City - Omaha - Fremont

Topics include: Legislative Update; How Does Nebraska Compare?; School Claims, Insurance Trends and High-Risk Activities; Accountability and Stakeholder Engagement; Networks of Support: Inspiring Local Leadership; Open Meetings, Option Enrollments, and Ouch, Title IX!; Support for Board and Superintendent Leadership Success

OPEN POSITIONS ON THE NASB BOARD & LEG COMMITTEE

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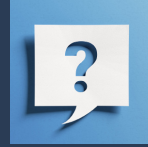
<https://members.nasbonline.org/board-of-directors>



Your Name Here?



Your Name Here?



Your Name Here?



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NOMINATION FORMS HAVE BEEN SENT ...

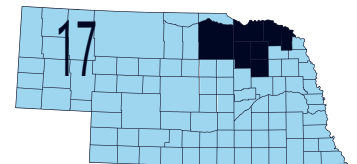
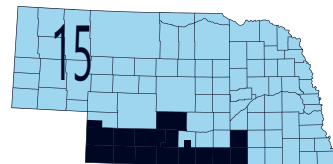
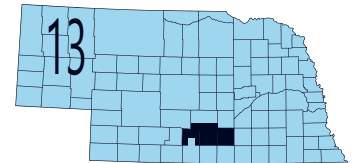
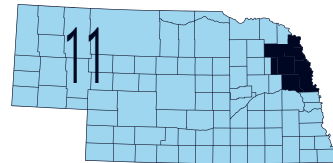
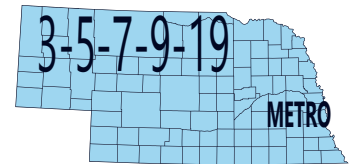
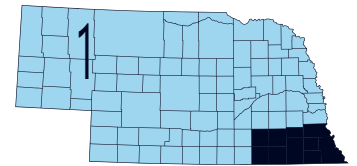
Nomination forms for seats on both the NASB Board of Directors and the NASB Legislation Committee have been emailed to each School Board Member, Superintendent/ESU Administrator and Secretary. These are great opportunities to expand your leadership horizons by serving on a statewide board committed to providing resources to school and ESU board members.

NASB Board of Directors

The following is a list of the seats that are up for election (or appointment*), as well as the current director. The deadline for nominations is August 30, 2024.

To see what Region you are in visit: <https://members.nasbonline.org/board-of-directors>

- Region 1 – Neal Kanel
- Region 3 – Renee Vokt
- Region 5 – Tracy Casady*
- Region 7 – Shavonna Holman*
- Region 9 – Piyush Srivastav*
- Region 11 – Jim Vlach
- Region 13 – Marilyn Bohn
- Region 15 – Allison Sandman
- Region 17 – Michelle Reikofski
- Region 19 – Amanda McGill Johnson*



NASB Legislation Committee

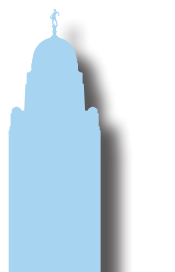
The following is a list of the seats that are up for election (or appointment*), as well as the current representative.

To see what Seat you are in visit <https://members.nasbonline.org/government-relations/legislation-committee-bylaws>

The deadline for nominations is August 30, 2024.

- Seat #2 – Jane Erdenberger*
- Seat #4 – Kathy Danek*
- Seat #6 – Beth Morrissette
- Seat #8 – Amanda McGill Johnson*
- Seat #10 – Marla Grier
- Seat #12 – Ryne Seaman
- Seat #14 – Jim Vlach
- Seat #16 – Dawn Lindsley

Any additional questions may be emailed to Sallie Horky at shorky@NASBonline.org



NASB PARTICIPATES IN NATIONAL FORUM ON ED POLICY

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<https://www.ecs.org/>

Earlier this month, NASB Executive Director, John Spatz, Association Executive Director and Director of Government Relations, Colby Coash, and NASB Board Member, Dr. Shavonna Holman, participated in the annual National Forum on Education Policy put on by the Education Commission of the States (ECS), in Washington D.C.



ECS is a membership organization that partners with education policy leaders to address issues by sharing resources and expertise. John serves a key role with this group, making sure Nebraska's school board members have a voice at the table. Created over 50 years ago, ECS serves both the people who develop and implement education policy and the students who directly benefit. At the Forum, many issues of common interest were addressed, such as education workforce shortages and early childhood issues.

The organization is led by a Governor as its chair, the vice chair is a legislator, and the political party of the chair and vice chair positions alternate every two years. The current Chair of ECS is Kansas Governor, Laura Kelly. ECS supports all 50 states and four territories – the District of Columbia, American Samoa, Puerto Rico, and the Virgin Islands. Each state appoints seven commissioners who help guide the work of ECS, and their own state's education agendas. Commissioners also have the authority to approve amendments to bylaws and provide strategic information to ECS staff regarding state education policy issues.

The key role ECS plays is to bring education leaders together from different backgrounds, states, and political views at annual gatherings to provide opportunities to interact, learn, and collaborate.

“The ECS Conference was truly inspiring! Three days of engaging sessions, thought-provoking speakers, and connecting with fellow education leaders from across the country left me energized. It's remarkable to see the collaborative effort towards crafting effective policies and eliminating those that hinder our students and public education. I left feeling even more motivated to contribute to this important work in my own community and hope to inspire my fellow Nebraska colleagues as well. The future of public education feels brighter thanks to the collective passion on display at the Forum.” - Shavonna Holman, Ed.D., Omaha BOE & NASB Region Director

In Nebraska, the ECS representatives are: Governor Jim Pillen; Commissioner of Education Brian Maher; Senators Lynn Walz, Kathleen Kauth, and LuAnn Linehan; John Spatz, Executive Director, NASB; and Mike Baumgartner, Executive Director of the Nebraska Coordinating Commission for Higher Education.

ECS is the trusted source for comprehensive knowledge and resources on hundreds of education policy issues. It is a non-partisan organization that provides research of both sides of issues along with what is happening on the issue in other areas. ECS gives policy makers the information they need in shaping policy in their state on critical educational issues. While covering the full spectrum of education policy, Education Commission of the States dives deeply into key issues impacting all states.

To learn more, visit their website at <http://www.ecs.org/>



NEW FACES AT NASB

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<https://members.nasbonline.org/about-us/nasb-staff>

The last few months have seen some new faces join NASB. Get to know Nate, Kenna and Avary!



Nate Alspaugh - IT Specialist

Nate grew up and stayed in Lincoln his whole life and serves as NASB's formal IT Specialist. He currently attends classes at Southeast Community College studying computer information technology and has worked as a data/IT specialist in the workforce for five years. In his free time, he enjoys working on various multimedia and AV projects, computer language programming to automate work for hobbies, and playing competitive fighting videogames.



McKenna DeRiese - Board Leadership Administrative Assistant

Kenna works as an Administrative Assistant to the Board Leadership Team. She grew up in Lincoln and attended Lincoln Public Schools for K-12. She graduated from UNL in 2024 with a degree in Advertising, Public Relations, and Journalism with a minor in Education Studies. Kenna has had the privilege of working on the marketing team for various organizations such as the Down Syndrome Association of Nebraska and won the 2020 MLK Contributor Award for her work with Lincoln's MLK Youth Rally and March. She's a lover of dogs, drawing, and disposable cameras. When she's not working or writing, Kenna loves to read any book she can get her hands on, go on walks with her husband, Jack, and play with her daughter, Daphne.



Avary Pansing Brooks - Event Planning and Engagement Assistant

Avary is the Event Planning and Engagement Assistant to the Director of Member Engagement. She helps organize and implement events such as the State Education Conference, Area Membership Meetings, and the annual Membership Drive. She grew up in Lincoln and attended Lincoln Public Schools for K-12. She graduated from American University in Washington, DC, with a degree in Communications, Law, Economics, and Government. Avary has a professional background in policy, development, fundraising, and nonprofits. In her spare time, she loves to paint, go to parks with her dog, and go to movies.

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ADVANCING EDUCATION IN THE ERA OF AI

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Prior to her election to the State Board of Education in November 2020, Patti Gubbels served on the Norfolk Board of Education, and was a member of the NASB Board of Directors, and the NASB Legislation Committee since 2016.

This summer the Nebraska Department of Education, the Educational Service Units, and the Educational Service Unit Coordinating Council partnered to present the Future Ready Nebraska-Advancing Education in the Era of AI Conference. Sessions included a variety of education and artificial intelligence topics such as "Re-imagining Teaching with AI," "Evidence of Learning +AI", "Best Resources for Teaching Digital Literacy", "Digital Ethics", and my favorite, "Information Literacy in the Age of Fake News."



The information literacy session resonated with me because of the prevalence of misinformation in the digital world. The session, presented by Dr. Kristen Mattson, emphasized the importance of arming students with thinking tools that help them determine if what they are seeing and reading digitally is real and accurate. Dr. Mattson identified five types of misinformation, explained why misinformation information is created or shared, and emphasized how misinformation intends to trigger emotions and influence actions.

Students need to learn to verify information before believing what they read or see digitally. The first step in managing information is to determine if a post, email, text, or article is misinformation and to identify what kind of misinformation it is. For example, Imposter Content is misinformation that presents as a legitimate business or entity and then asks for money or gift cards to remedy an issue. An example is the scam email message telling individuals their packages cannot be delivered by UPS and to call and provide a credit card number to reschedule delivery.

Fabricated Information is made up and is designed to deceive one into thinking it is real. Examples of this kind of misinformation occur when individuals intentionally post untrue information or generate AI images to look like individuals. Because AI is designed to be creative rather than accurate, generated facial images can be detected. whichfacesreal.com is a website that identifies flaws to look for in AI generated faces.

One strategy for students to use to determine if what they read is fabricated misinformation, is lateral reading. Students can learn to evaluate the credibility of a source by comparing it with other sources that are related to the presented information. For example, researching multiple websites on a topic, looking for bias, directly asking a person quoted if the posted information is accurate, and checking citations, are elements of lateral reading.

Students also need to understand why individuals create misinformation. Is misinformation created to promote individual interests at the expense of others? Is it created to promote the interests of a group? Is misinformation created and shared in a genuine way based on what a person believes to be true? Or is the misinformation malicious and intended to provoke, damage, or hurt others?

Finally, misinformation is best managed when students understand their own psychology. Misinformation preys on emotions. Misinformation is designed to evoke emotions such as anger or curiosity and to draw individuals in. With frauds, the evoked emotion is fear used to gain acceptance of the information as true. Emotions lead to action. When we are angry, afraid or curious, we respond, accept invitations or demands without taking the time to think before we act. Students can learn to pause emotions before accepting or reposting misinformation, taking the bait, providing credit card information, or responding inappropriately.

Developmentally, if students see something they are likely to believe it. We need to help students understand, in the world of created misinformation, that "seeing is NOT believing." I will admit that this conference session provided me, as an adult, with new insights about the importance of verifying digital information, understanding motivations for generating false information, and considering how misinformation depends on manipulation of emotions to get desired human reactions.

As an education policy maker, the AI in Education Conference reminded me how important it is to adopt policies and incorporate content standards that include critical thinking and decision making, especially as they relate to digital information literacy.

Editor's Note: The opinions expressed in the column are those of Patti Gubbels and do not necessarily represent the Nebraska State Board of Education.

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... MEMBER ENGAGEMENT

Thank you to all of you that attended ALICAP Summer Workshops and Board Candidate Workshops. It's great to engage so many members in the Summer! Be sure and mark your calendar for the Area Membership Meeting closest to you. See you soon!

- Sharon -

... BOARD LEADERSHIP

Check out "At the Board Table" on page 4.

Marcia, Katie, Caden, Stacie, Ben, Stephanie & McKenna

... TECHNOLOGY

Welcome Grand Island Public Schools to Negotiations

Negotiations season is right around the corner! If you're looking for a refresher or a demonstration, reach out to Darion!

Nicole will be at Administrator Days in Kearney this week! Stop by the Sparq booth and say hello!

Welcome Sparq Meetings Subscribers:
Papillion La Vista Community Schools
Creek Valley Public Schools
Homer Community Schools

Darion - dmiller@NASBOnline.org
Nicole - nkobus@NASBOnline.org
www.sparqdata.com

... ADVOCACY & GOVERNMENT RELATIONS

Check out Page 3 for the latest on the Special Session, Town Halls, and more. Stay engaged and informed here over the next few weeks!

Call Colby & Matt with questions any time!

... POLICY

Board members should be aware that public comment must now be allowed at each board meeting after the recent passage of LB43, introduced by Senators Sanders and Conrad. This applies to all regular and special meetings, and any work sessions or hearings where the board has a quorum. Boards can still determine the amount of time each person is given to speak and the total time allowed for public comment. When updated posters for the Open Meetings Act become available, the outdated ones should be replaced since a current copy of the laws must be posted.

Contact Jim to learn more!

... GALLUP STRENGTHS

This month's theme is Learner. Those with Learner in their Top 5 likely have a great desire to learn and continuously improve. The process of learning, rather than the outcome, excites you. Find ways to track the progress of your learning and celebrate your accomplishments.

Contact Shari to setup a Gallup retreat sbecker@NASBOnline.org

... AWARDS OF ACHIEVEMENT

Individual award recipients, and boards earning a board award will be recognized at their local Area Membership Meeting. An email will be going out the beginning of August to confirm recipients for this year. Contact Kem with questions at kloecker@NASBOnline.org

... DATA ANALYTICS

With a new school year starting soon, your district may be considering whether to overhaul certain programs and curriculum. NASB's Data Analytics can help you to evaluate your standardized testing data in a meaningful way to provide an evidence-based foundation as to whether or not your current curriculum is under-achieving. It's all about turning raw data into knowledge, then letting that knowledge guide your planning discussions.

Contact Jim to learn more!

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... ENERGY PURCHASING

Natural gas prices have trended slightly lower this summer but have generally traded in a holding pattern with quite stable inflation levels, jobs creation, gas storage levels, and projections of energy usage. Perhaps the big story in the coming months will be the hurricane season in the gulf, affecting not just offshore gas and oil platforms, but also the many Liquid Natural Gas export terminals now positioned along the coast. Our market consultants at NJUMP and CJUMP will continue to monitor gas markets for sudden purchasing opportunities.

Contact Jim to learn more!

... ALICAP & INSURANCE

ALICAP thanks to all 180+ school administrators and central office staff, who attended the Annual ALICAP Summer Safety Workshops! The ALICAP team appreciates everyone's time and focus for school safety. Let's make 24-25 a great year!

Thanks, Megan!



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Paul Grieger
Managing Director,
Public Finance
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pgrieger@dadco.com



Cody Wickham
Senior Vice President,
Public Finance
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Andy Forney
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... FOUNDATION

The Nebraska Public Leadership Foundation (NPLF) has created a scholarship program for high school seniors who are pursuing higher education to become a teacher in a Nebraska public school system. In thousands of classrooms across Nebraska, teachers lead our students to discover new and important facts and ideas, the steppingstones that shape their future. NPLF supports the students who want to give to the overall mission of success for every student in Nebraska. Please consider helping today's student leaders become tomorrow's education leaders by donating to the NPLF Student Scholarship Program at www.nepublicleadership.org

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Stacy Jolley - President-Elect
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Ainsworth



Kim Burry - Past President
Bayard

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<https://members.nasbonline.org/board-of-directors>



Region 1 - Neal Kanel
HTRS



Region 2 - Sarah Centineo
Bellevue



Region 3 - Renee Vokt
Elkhorn



Region 4 - Elizabeth Kumru
Ralston



Region 5 - Shavonna Holman
Omaha



Region 6 - Ricky Smith
Omaha



Region 7 - Tracy Casady
Omaha



Region 8 - Don Mayhew
Lincoln



Region 9 - Piyush Srivastav
Lincoln



Region 10 - Ed Swotek
Malcolm



Region 11 - Jim Vlach
Lyons-Decatur Northeast



Region 12 - Lisa Wagner
Central City



Region 13 - Marilyn Bohn
ESU 10



Region 14 - Steve Koch
Hershey



Region 15 - Allison Sandman
WauNETA-Palisade



Region 16 - Suzanne Sapp
Ashland-Greenwood



Region 17 - Michelle Reikofski
Osmond



Region 18 - Susan Ernest
Leyton



Region 19 - Amanda McGill Johnson
Millard

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<https://members.nasbonline.org/about-us/nasb-staff>



John Spatz
Executive Director



Nate Alspaugh
IT Specialist



Ben Anderjaska
Board Leadership Data
and Support Specialist



Makenzie Barry
ALICAP Data &
Financial Specialist



Shari Becker
Director of Education
Leadership Search Service



Matt Belka
Director of Marketing,
Communications & Advocacy



Megan Boldt
Associate Executive Director
Director of ALICAP



Craig Caples
Director of Technology



Colby Coash
Associate Executive Director
Dir. of Government Relations



Katie Corfield
Board Leadership Online
Survey Specialist



McKenna DeRiese
Board Leadership
Administrative Assistant



Sharon Endorf
Director of
Member Engagement



Caden Frank
Board Leadership Community
Engagement Specialist



Marcia Herring
Director of Board Leadership



Stacie Higgins
Board Leadership Specialist



Sallie Horky
Chief Operating Officer



Rachel Horstman
Business Manager



Kem Loecker
Executive Administrative
Assistant



Jim Luebbe
Director of Policy Services



Avary Pansing Brooks
Event Planning &
Engagement Assistant



Stephanie Summers
Board Leadership Specialist



Lindsey Wooton
Administrative Specialist

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324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

View the full, detailed listings with contact info at:

<https://members.nasbonline.org/about-us/affiliate-members>

YOUR 2024 PLATINUM AFFILIATES

YOUR 2024 GOLD AFFILIATES

YOUR 2024 NASB AFFILIATES

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere

View the full, detailed listings with contact info at:
<https://members.nasbonline.org/about-us/affiliate-members>

ACCOUNTING

Watts and Hershberger, P.C.

ARCHITECTS

Alley Poyner Macchietto Architecture

BCDM Architects
PLATINUM LEVEL AFFILIATE

BVH Architecture
PLATINUM LEVEL AFFILIATE

Carlson West Povondra Architects
PLATINUM LEVEL AFFILIATE

Clark & Enersen
GOLD LEVEL AFFILIATE

CMBA Architects
PLATINUM LEVEL AFFILIATE

DLR Group
GOLD LEVEL AFFILIATE

AWARDS & PLAQUES

Awards Unlimited

BUILDING CONTROLS AND BUILDING SERVICES

Navitas
GOLD LEVEL AFFILIATE

CONSTRUCTION SERVICES

914 Coatings
GOLD LEVEL AFFILIATE

BD Construction
GOLD LEVEL AFFILIATE

Boyd Jones
PLATINUM LEVEL AFFILIATE

Cheever Construction
GOLD LEVEL AFFILIATE

Hausmann Construction
PLATINUM LEVEL AFFILIATE

MCL Construction
GOLD LEVEL AFFILIATE

Project Control

Sampson Construction
PLATINUM LEVEL AFFILIATE

ENERGY SERVICES

Facility Advocates
PLATINUM LEVEL AFFILIATE

EQUIPMENT AND FURNITURE

Outdoor Recreation Products
PLATINUM LEVEL AFFILIATE

FINANCIAL SERVICES

Ameritas Investment Company

D.A. Davidson & CO.
PLATINUM LEVEL AFFILIATE

Nebraska Liquid Asset Fund
PLATINUM LEVEL AFFILIATE

Northland, (First National Capital Markets)
PLATINUM LEVEL AFFILIATE

Piper Sandler
PLATINUM LEVEL AFFILIATE

FOOD SERVICE

Lunchtime Solutions
GOLD LEVEL AFFILIATE

Opa! Food Management

FUNDRAISING

Omaha Public Schools Foundation
GOLD LEVEL AFFILIATE

INSURANCE SERVICES

American Fidelity
PLATINUM LEVEL AFFILIATE

Blue Cross Blue Shield of Nebraska
GOLD LEVEL AFFILIATE

National Insurance Services

Public Risk Management/ALICAP
PLATINUM LEVEL AFFILIATE

LEGAL SERVICES

Mueller Robak, LLC

PLAYGROUND/SCOREBOARDS/SURFACING

Creative Sites, LLC
SILVER LEVEL AFFILIATE

PLAYGROUND/SCOREBOARDS (CONTINUED)

Crouch Recreation
PLATINUM LEVEL AFFILIATE

Cunningham Recreation/GameTime

Fisher Tracks, Inc.

SAFETY & SECURITY SERVICES

One Source The Background Check Company
GOLD LEVEL AFFILIATE

STUDENT SERVICES

Doane University
GOLD LEVEL AFFILIATE

TeamMates Mentoring Program
SILVER LEVEL AFFILIATE

TECHNOLOGY/SOFTWARE

Bishop Business
PLATINUM LEVEL AFFILIATE

Enviser
PLATINUM LEVEL AFFILIATE

Hamilton
PLATINUM LEVEL AFFILIATE

Sparq Data Solutions
PLATINUM LEVEL AFFILIATE

TRANSPORTATION PRODUCTS

Cornhusker International
GOLD LEVEL AFFILIATE

Master's Transportation
GOLD LEVEL AFFILIATE

BOARD NOTES IS PUBLISHED ON A MONTHLY BASIS AS A MEMBER SERVICE. ADVERTISING IS AVAILABLE IN EVERY ISSUE. TO ADVERTISE OR BECOME AN AFFILIATE, PLEASE CONTACT MATT BELKA FOR FURTHER INFORMATION. ARTICLES OR ADVERTISING CONTAINED HEREIN DO NOT NECESSARILY REPRESENT THE VIEWS OR POLICIES OF NASB.



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LINCOLN, NE 68502
WWW.NASBONLINE.ORG

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NASB BOARD NOTES

A MONTHLY PUBLICATION FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



Leadership

Innovation

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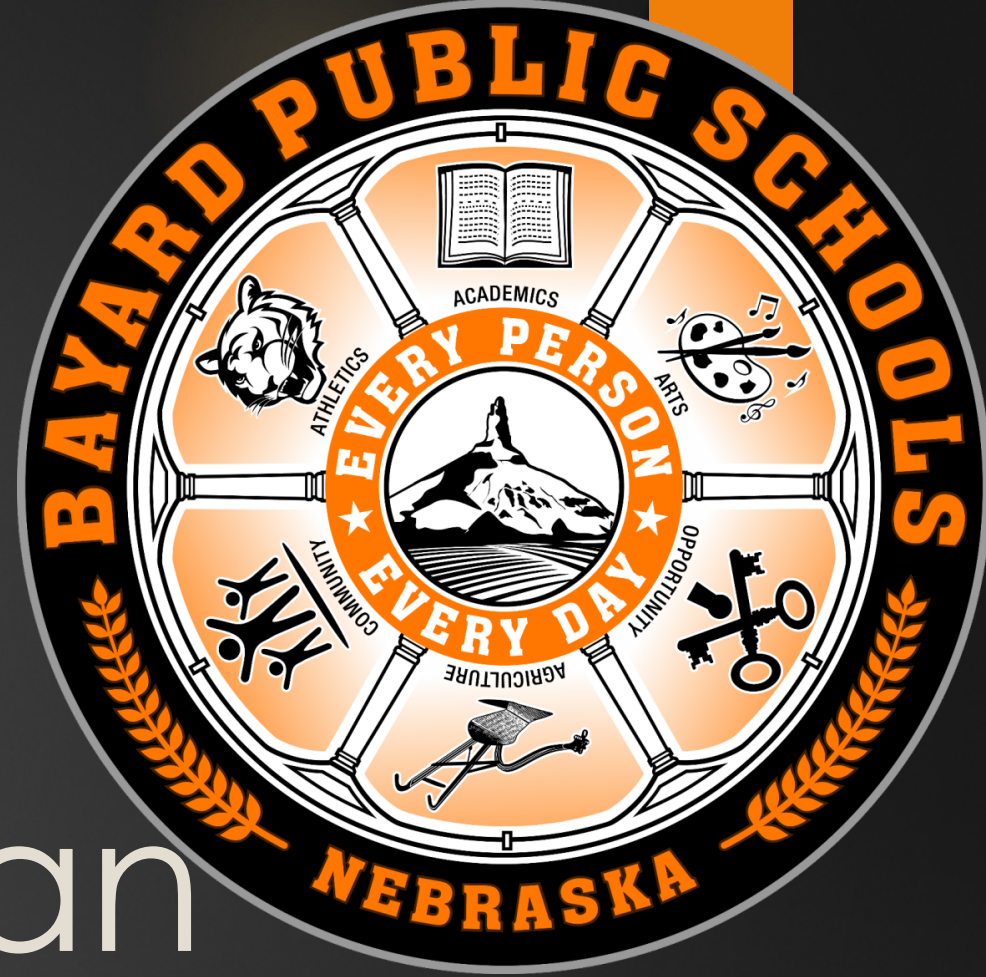


The NASB provides programs, services and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org

Extra-Duty Assignments for 2024-2025		
Full Year Activities		
Annual	Head	Jessica Klassen
Band	Director	Becca Smith - long term sub
Cheerleading	Sponsor	Tressa White
Class of 2025 and Graduation	Sponsor	Linde Rafferty
Class of 2025 and Graduation	Sponsor	Justin Rafferty
Class of 2025 and Graduation	Sponsor	Zach Nesbitt
Class of 2026 and Prom Sponsors	Sponsor	Jessica Klassen
Class of 2026 and Prom Sponsors	Sponsor	Jim Roberts
Class of 2026 and Prom Sponsors	Sponsor	Mykayla Torres
Class of 2027	Sponsor	Elliot Reish
Class of 2027	Sponsor	Breanna Smith
Class of 2027	Sponsor	Stephanie Barker
Class of 2028	Sponsor	Randy McKibbin
Class of 2028	Sponsor	Kimberly Ferguson
Class of 2028	Sponsor	Bobbie Stuart
Class of 2029	Sponsor	Sharon Schluterbusch
Class of 2029	Sponsor	Colton Ehler
Class of 2029	Sponsor	Brandon Stuart
Class of 2030	Sponsor	Steven Posey
Class of 2030	Sponsor	Tressa White
Class of 2030	Sponsor	Gina Doughty
Educators Rising Sponsor	Head	Mykayla Torres
Elementary Home Work Club	Shared	Cheryl Ferrero
Elementary Home Work Club	Shared	Michelle Martinez
Elementary Home Work Club	Shared	Brittany Binder
Elementary Home Work Club	Shared	Amanda Anderson
Elementary Leader in Me/Student Council	Sponsor	Cheryl Ferrero
Elementary Leader in Me/Student Council	Sponsor	Lacee James
eSports	Sponsor	Jeff Erdman
FFA Advisor	Advisor	Justin Rafferty
Newspaper	Sponsor	Stephanie Barker
High Ability Learner (HAL) Coordinator	Coordinator	Lacee James
Home Work Club - High School	Sponsor	
Honor Society Advisor	Advisor	Sharon Schluterbusch
HOSA (Health Occupations Students of America)	Sponsor	Zach Nesbitt
School Improvement Coordinator	Coordinator	Cheryl Ferrero
Secondary LEAD Team (Jr./Sr. High)	Shared Sponsor	Sharon Schluterbusch
Secondary LEAD Team (Jr./Sr. High)	Shared Sponsor	Linde Rafferty
SkillsUSA Sponsor	Sponsor	
Student Council (Elementary)	Shared Sponsor	Lacee James
Student Council (Elementary)	Shared Sponsor	
Student Council (Jr./Sr. High)	Head Sponsor	Linde Rafferty
Student Council (Jr./Sr. High)	Assistant Sponsor	Justin Rafferty
Quiz Bowl	Sponsor	Linde Rafferty
Vocal	Director	Kelley Rice
Webpage Coordinator	Coordinator	Sharon Schluterbush
Weights(Zero Hour??)	Lead	Colton Ehler

Fall Activities			
Cross Country	Head Coach	Candace Ehler	
Cross Country	Assistant Coach	Alex Araujo	
Football	Head Coach	Brandon Stuart	
Football	Assistant Coach	Colton Ehler	
Football	Assistant Coach	Karter Winter	
Girls Golf	Coach	Jim Roberts	
Jr. High Football	Head Coach	Mike Simons	
Jr. High Football	Assistant Coach	Elliot Reish	
Jr. High Volleyball	Head Coach	Julie Cochran	
Jr. High Volleyball	Assistant Coach	Justine Jobman	
One Act Plays	Director	Jenny Posey	
Softball	Head Coach	Steven Posey	
Softball	Assistant Coach	Tressa White	
Volleyball	Head Coach	Shayley Wamboldt	
Volleyball	Assistant Coach	Jessica Nesbitt	
Winter Activities			
Boys Basketball	Head Coach	Mike Simons	
Boys Basketball	Assistant Coach	Steven Posey	
Girls Basketball	Head Coach	Colton Ehler	
Girls Basketball	Assistant Coach	Grace Dobrinski	
Jr. High Boys Basketball	Head Coach	Brandon Stuart	
Jr. High Boys Basketball	Assistant Coach	Karter Winter	
Jr. High Girls Basketball	Head Coach		
Jr. High Girls Basketball	Assistant Coach	Karter Winter	
Jr. High Wrestling	Head Coach	Randy McKibbin	
Jr. High Wrestling	Assistant Coach	Elliot Reish	
Jr. High Girls Wrestling	Head Coach	Randy McKibbin	
Jr. High Girls Wrestling	Assistant Coach		
Speech	Head Coach	Amanda Anderson	
Wrestling - Boys	Head Coach	Cory Barker	
Wrestling - Boys	Assistant Coach	Garrett Schukei	
Wrestling - Girls	Head Coach	Randy McKibbin	
Wrestling - Girls	Coaches Assistant	Kadee Armstrong	
Spring Activities			
Boys Golf	Coach	Jim Roberts	
Destination Imagination - Secondary	Sponsor	Jeff Erdman	
Destination Imagination - Coordinator	Sponsor	Madi Simons	
Jr. High Boys Track	Head Coach	Brandon Stuart	
Jr. High Boys Track	Assistant Coach	Mike Simons	
Jr. High Girls Track	Head Coach	Colton Ehler	
Jr. High Girls Track	Assistant Coach	Grace Dobrinski	
Track - Boys	Head Coach	Mike Simons	
Track - Boys	Assistant Coach	Terri Stuart	
Track - Girls	Head Coach	Brandon Stuart	
Track - Girls	Assistant Coach	Zach Nesbitt	

Bayard Public School's Emergency Operations Plan



The Big Picture



Identify the Potential Hazards



SRP= Standard Response Protocol



Hold Secure



Lockdown

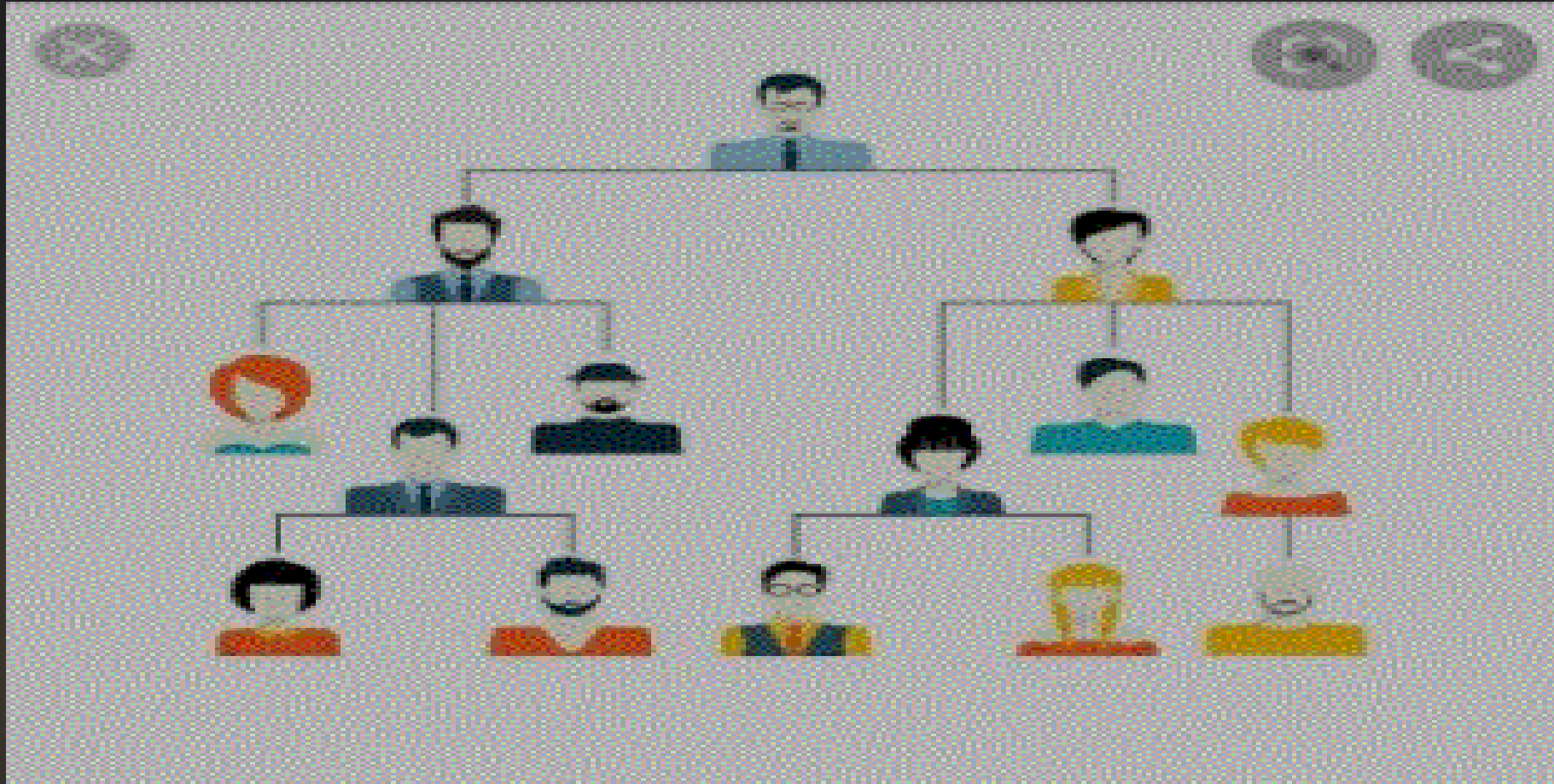


Evacuate Shelter

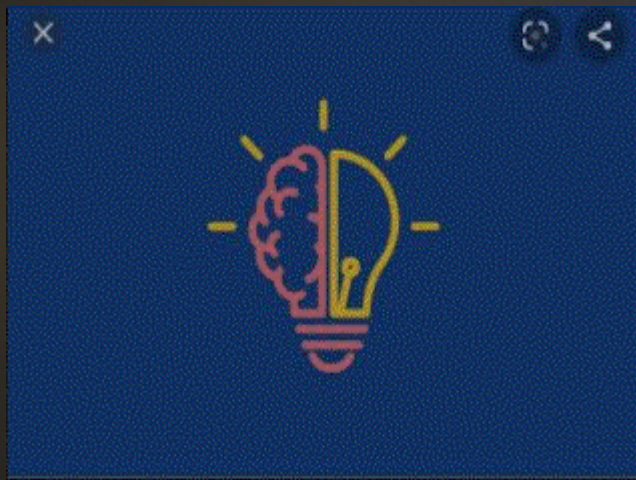


SRM= Standard Reunification Method

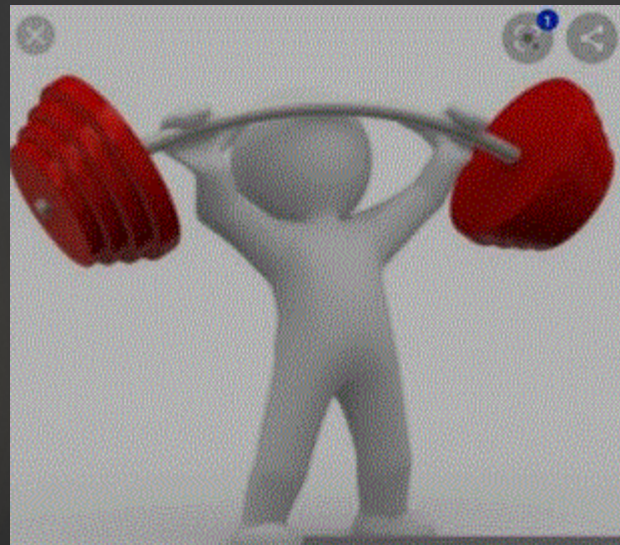
ICS= Incident Command System



Knowledge



Strengths



Control





NOW WHAT?

Appendix N4

Samples of Goals/Objectives and Action Plan

Hazard: Tornado					
<p>Goal:</p> <ol style="list-style-type: none"> 1) (BEFORE) Lessen effects of a tornado by strengthening/securing building(s) and property to prevent loss or injury to life. 1) (DURING) Protect life and property from damage by the tornado. 2) (AFTER) Provide necessary medical attention to those in need. 					
<p>Objectives:</p> <ol style="list-style-type: none"> 1.1 Conduct shelter/tornado training and drills. 1.2 Identify location for shelter. 1.3 Ensure shelter location(s) are structurally sound. 2.1 Shelter all persons in the designated areas of the building. 2.2 Ensure building structure is secure without unsecure objects 2.3 Account for all persons and their safety. 3.1 Assess all persons' safety. 3.2 Call EMS to respond. 3.3 Immediately begin to provide first aid. (medical/PFA) 3.4 Evacuate from building. 					
Before		During		After	
Prevention		Preparedness		Recovery	
Incident Commander					
<ul style="list-style-type: none"> • Develop EOP Plan prior 		<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> • Notify staff/students 	
				<ul style="list-style-type: none"> • Recovery - work under ICS Structure • Announcement of end of threat • Determine if further action is needed 	
Public Information Officer					
<ul style="list-style-type: none"> • Public Information disseminated 		<ul style="list-style-type: none"> • Public Information disseminated • Disseminate parent letter 		<ul style="list-style-type: none"> • Public Information disseminated • Scripted announcement 	
				<ul style="list-style-type: none"> • Public Information disseminated • PIO update the all clear 	

		modified to situations	
Liaison Officer			
•	• Ensure alignment with LEOP	• Call 911 - to inform of Sheltering	•
Safety Officer			
• Ensure building are structurally sound • Ensure exterior doors lock	• Check local weather conditions on a regular basis • Access to weather alert radio • Ensure alignment with LEOP	• Everyone inside the building •	• •
Operations			
•	• Assignments made for notification coverage • Assignment of staff at exterior doors	• Modify routines according to time of situation (i.e., dismissal, lunch, end of day)	• Identify students that need immediate physical/emotional support • Watch for students/staff signs & symptoms of distress
Planning			
• Develop EOP Plan prior	• Have protocols developed for when school is weather watch/warnings • Determine needs of special ed/physically challenged • Review security procedures frequently • Copy & Laminate signage • Display Signage on areas of shelter • Create annual schedule of teaching protocols for parents • Create annual schedule of teaching protocols for staff/students • Create annual schedule for drilling • Educate students return from lunch, non-exit out of building protocol if in Shelter • Trainings/Drills are conducted • Educate students/staff on Shelter protocols	•	•

	<ul style="list-style-type: none"> • Create annual schedule of teaching protocols for parents • Create annual schedule of teaching protocols for staff/students • Educate parents on Shelter protocols 		
Logistics			
•	<ul style="list-style-type: none"> • Regularly clean Shelter area • If feasible, hand held radios • Display Signage on areas of shelter • All Shelter locations identified, appropriate for type of hazard • Appropriate Shelter supplies placed in shelter locations (i.e., duct tape, plastic, bottled water) • Food and snacks • Ensure medicine, food, etc. for medical purposes available in Shelter • Supplies in Shelter (alternative supplies - flashlights, alternative power supply, First Aid Kit, Weather Alert Radio) 	•	•
Finance/Administration			
•	<ul style="list-style-type: none"> • List of students ready • Emergency contact list parents/guardians 	• Accountability of students/staff	• Accountability of students/staff

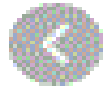
COOP= Continuity of Operations

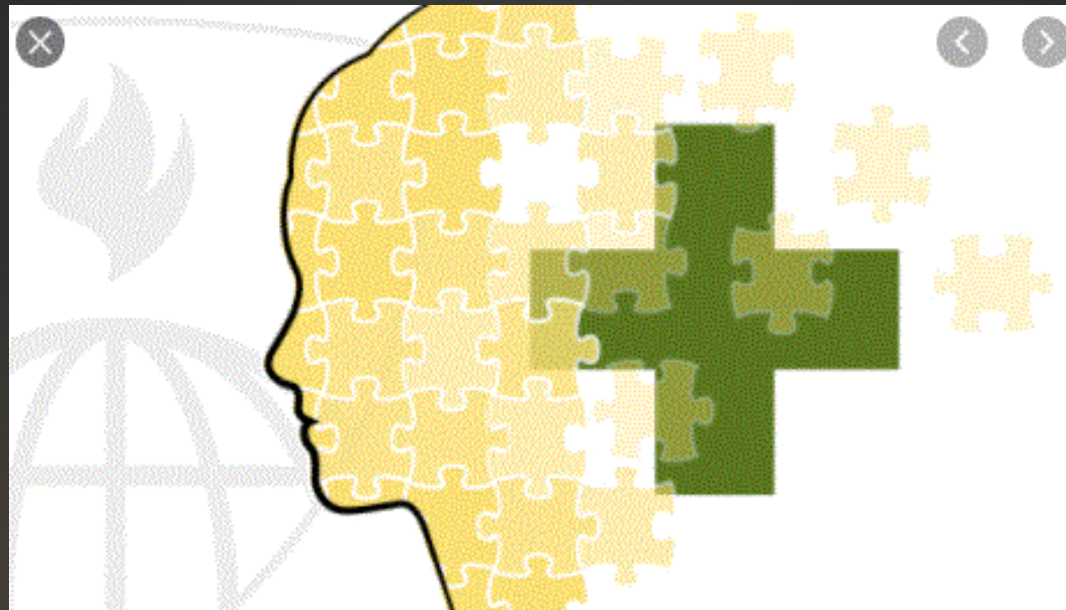
- ▶ The purpose of these Continuity of Operations Plan (COOP) is to ensure that there are procedures in place to maintain or rapidly resume essential operations within the school after an incident that results in disruption of normal activities or services to the school. Failure to maintain these critical services would significantly affect the education and/or service mission of the school in an adverse way.

COMMUNITY RESOURCES



500 x 267





PFA= PSYCHOLOGICAL FIRST AID

Orders of Succession



Devolution.....







© AP



Supt. Report 8/12/24

Professional development activities:

The following are some of the Finance/Budget related items that I have done during the month of July.

- 1) July 2nd attended a budget workshop at ESU 10 in Kearney. This was presented by Carl Dietz and he was able to review the proposed budget that was based on a no growth tax base.
- 2) NASB Alicap safety meeting in Kearney on July 11th. At that time, we were also able to address additional roofing concerns in regard to earlier insurance claims. This has resulted in opening a review of past work and material purchases by Alicap for Bayard Public Schools.
- 3) Administrator Days July 24-26. The primary focus at Admin. Days was attending NDE workshops on day one which included State Funding, Special Ed. compliance, Title 1 compliance, changes in the portal and in the Grant Management System 2. I also worked with the Help Desk people to clear up errors that existed within our state reporting system known as ADVISOR.
Workshops attended on the 26th were those put on by both Perry Law and KSB concerning legal and compliance issues. I also sat in on presentations put on by peers in the areas of Special Ed., Vocational Ed., Distant Learning, and Early Childhood.
The final day I spent time with Stephanie DeGroot reviewing both the budget I submitted to Carl in late June/early July and the budget I created which made the assumption of a 5% valuation increase.
- 4) Aug. 1, following a procedure on my hand we again met with Carl to go over the budget that was created with Stephanie at NDE that took into consideration a 5% valuation increase. Prior to the creation of this I had reached out to Rose in the Assessor's Office and spoke to her about anticipated valuations. She was non-committal but when asked directly did acknowledge that a 5% valuation increase was not out of the realm of possibility.

House Keeping Items for the start of the year:

1. Our building and grounds are ready for staff and students.
2. Concerning transportation all required trainings are complete or will be complete prior to Aug. 15th.
3. New teacher orientation went well.
4. We will be presenting a breakdown (schematic of duties) to staff of specifically assigned and co-assigned data collection. Key players in this are Cortney, Heather, and Mrs Schluterbush as our Data Steward. To a lesser extend some duties will fall on Mrs. L. Rafferty, and Mrs. Cochran, Bobbie, and Mrs. Ashmore and the Unit concerning Sped. reporting.
5. The registration and NSAA requirement night went very smoothly. Mr. Nesbitt, Mrs. Jobman and Mrs. Schluterbush did a very good job in addressing both students and

parents and in the actual registration process. Also the importance of gathering accurate data for program funding was well presented.

A pleasant surprise is that our enrollment numbers will appear to be a little larger this year again. We will probably have an increase at both the secondary and elementary with our preschool for the age four students most likely maxing out. There is also a wait list at the daycare for our newborns. Keep in mind that we are looking at approximately an 8% drop in the age 5 to 18 population within our district based on our current census. Also, another positive point is that it appears we are very near if not at a zero net option out. On Monday we will be sending 15 corrections to the Scottsbluff district for them to be aware of. These are students that attend Bayard but live within the Scottsbluff district.

4000 Series – Personnel

POLICY NO. 4000 - ROLE OF AND GUIDING PRINCIPLES FOR EMPLOYEES

This series of the board policy manual is devoted to the board's goals and objectives for employees in the performance of their jobs. Employees provided a variety of important services for the children of the school district community. They may be teaching or assisting in the classroom, working in the office, maintaining the facilities, driving or repairing the school buses, or cooking lunches. Each employee plays a vital role in providing an equal opportunity for a quality education for students commensurate with the students' individual needs. While the teachers have the most direct impact on the formal instruction of students, all employees have an impact on the school environment by their dedication to their work and their actions. As role models for the students, employees shall promote a cooperative, enthusiastic, and supportive learning environment for the students.

In striving to achieve a quality education program, the board's goal is to obtain and retain qualified and effective employees. The board shall have complete discretion to determine the number, the qualifications, and the duties of the positions and the school district's standards of acceptable performance. It shall be the responsibility of the superintendent to make recommendations to the board in these areas prior to board action. The board recognizes its duty to bargain collectively with duly certified collective bargaining units.

Board policies in this series relating to general employees, shall apply to employees regardless of their position as a certified employee, support staff, substitute or administrator. Board policies relating to certified employees shall apply to positions that require a teaching license or administrator's certificate or other professional license, certificate or endorsement, unless administrative positions are specifically excluded from the policy. Support staff policies included in this series shall apply to positions that do not fall within the definition of certified employees.

Approved: 8-12-02

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4000-A - EQUAL EMPLOYMENT OPPORTUNITY

The Bayard School District shall provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and affirmative action 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. The school district shall take affirmative action in major job categories where women, men, minorities and persons with disabilities are underrepresented. Employees will support and comply with the district's established equal employment opportunity and affirmative action policies. Employees shall be given notice of this policy annually.

The Board shall appoint an affirmative action coordinator. The affirmative action coordinator shall have the responsibility for drafting the affirmative action plan. The affirmative action plan shall be reviewed by the board.

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, or genetic background, veteran status, pregnancy, or childbirth or related medical condition. In keeping with the law, the Board shall consider the veteran status of applicants.

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

Inquires by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, shall be directed to the Affirmative Action Coordinator by writing to the Affirmative Action Coordinator, Bayard School District, Bayard, Nebraska 69334; or by telephoning (308) 586-1325.

Inquires by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action 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, 10220 North Executive Hills Boulevard 8th Floor, Kansas City, MO 64153-1367, (816) 880-4200 or 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.

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.

Further information and procedures for filing a complaint are available at the website of the Nebraska Equal Opportunity Commission, <http://www.neoc.ne.gov/comp/comp.htm>.

Legal Reference: 29 U.S.C. ** 621-634 (1994).

42 U.S.C. ** 2000e et seq. (1994).

42 U.S.C. ** 12101 et. seq. (1994).

Neb. Statute 48-1101 et seq. (Nebr. Fair Employment Practice Act)

Approved: 8-12-02

Reviewed: 4-12-10, 9-13-21

Revised: 8-10-15

POLICY NO. 4000-B - EMPLOYEE RECORDS

The school district shall maintain personnel records on employees. The records are important for the daily administration of the educational program, for implementing board policy, for budget and financial planning, and for meeting state and federal requirements.

The record shall include, but not be limited to, records necessary for the daily administration of the school district, salary records, evaluations, applications for employment, references, and other items needed to carry out Board Policy. Employee personnel files are school district records and are considered confidential records and therefore are not generally open to public inspection or accessibility. Only in certain limited instances, when the employee has given a signed consent, will employee personnel records be accessible to individuals other than the employee or authorized school officials.

Employees may have access to their personnel files, with the exception of letters of reference, and copy items from their personnel files at a time mutually agreed upon between the Superintendent and the employee. The school district may charge a reasonable fee for each copy made. However, employees will not be allowed access to the employment references written on behalf of the employee. Board members will generally only have access to an employee's file when it is necessary because of an employee related matter before the board.

It shall be the responsibility of the Superintendent to keep employee's personnel files current.

It shall be the responsibility of the Superintendent to develop administrative regulations for the implementation of this policy.

Legal Reference: NE Statute 79-539

NE Statute 84-1201 et seq.

Adopted: 8-17-76

Revised: 8-10-98; 8-12-02

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4001 - CERTIFIED EMPLOYEE QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a certificated position, other than administrative positions which will be employed in accordance with board policies in Series 200. "Administration," shall have an opportunity to apply and qualify for certificated positions in the school district without regard to age, race, creed, color, sex, national origin, religion or disability. Job applicants for licensed positions shall be considered on the basis of the following:

Training, experience, and skill;

Nature of the occupation;

Demonstrated competence; and

Possession of, or ability to obtain, state certificated or license if required for the position.

Announcement of the position shall be in a manner which the superintendent believes will inform potential applicants about the position. Applications for employment may be obtained from and completed application shall be returned to the school district administrative office. Whenever possible, the preliminary screening of applicants shall be conducted by the administrator who will be directly supervising and overseeing the person being hired.

In the initial employment process, including on the initial application, the applicant shall not be asked to disclose, orally or in writing, information concerning the applicants criminal record or history, until it has been determined that the applicant meets the minimum employment qualifications. This does not prohibit the requirement to disclose an applicant's criminal record or history relating to sexual or physical abuse. Following a determination that the applicant meets minimum employment qualifications, a criminal history information check and questions regarding the applicant's criminal record or history are allowed.

It shall be the general policy of the Board of Education to employ as teachers new to the system only those who hold a Bachelor's Degree, or above, granted by an accredited, standard college. The board shall employ certificated employees after receiving a recommendation from the superintendent. However, the superintendent shall have the authority to employ a certificated employee on a temporary basis until a recommendation can be made and action can be taken by the board on the position.

The requirement stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding qualifications, recruitment and selections of

Such employees shall be followed.

Legal Reference: 29 U.S.C. **621-634 (1994); 42 U.S.C. **2000e et seq. (1994);
42 U.S.C. **12101 et seq.(1994).

Adopted: 8-17-76

Reviewed : 9-13-21

Revised: 8-10-98, 8-12-02, 5-10-10, 8-11-14

POLICY NO. 4002 - PERMANENT PERSONNEL – CERTIFICATION

Each teacher must hold a Nebraska teacher certificate of the proper class for the position for which they have been employed. The certificate must be registered in the office of the Bayard Public Schools Superintendent of Schools before any salary will be issued. Any contract is subject to cancellation if these requirements are not met.

Adopted: 8-17-76

Revised: 8-13-01

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4003 - ANTI-DISCRIMINATION, ANTI-HARASSMENT AND ANTI-RETALIATION

A. Elimination of Discrimination.

The [Name] Public Schools hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

The [Name] Public Schools does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Reasonable accommodations will be provided to employees with disabilities and to those who are pregnant, have given birth, or have a related medical condition, as required by law. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Secondary Principal, 726 4th Avenue, Bayard, NE 69334 (308) 586-1700.

Employees and Others: Superintendent, 726 4th Avenue, Bayard, NE 69334 (308) 586-1325

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.

1. Purpose:

The [Name] Public Schools is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment or retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,

- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled "Grievance Procedures," below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

2. Anti-retaliation:

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they

are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

3. Grievance (or Complaint) Procedures:

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

i. Level 1 (Investigation and Findings):

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts

and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.
- d. A review of the evidence using a "preponderance of the evidence" standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,

- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Sec. 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

ii. Level 2 (Appeal to the Superintendent):

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary, and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent's determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent's determination. The Board of Education will review the appeal, the Superintendent's determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next

regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

4. Confidentiality:

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted.

5. Training:

The District will ensure that relevant District employees are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

In addition, the District shall ensure that employees designated to address or investigate discrimination, harassment, and retaliation, including designated compliance coordinators, receive training to promptly and effectively investigate and respond to complaints and reports of discrimination, and to know the District's grievance procedures and the applicable confidentiality requirements.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.

- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.
- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.

Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;

Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.

Section 504 of the Rehabilitation Act of 1973 (Section 504)

Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)

Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.

Neb. Rev. Stat. Sec. 79-2,115, et seq

Adopted: 7-11-11

Reviewed: 9-13-21

Revised: 9-13-21

POLICY NO. 4003A – NOTICE OF NONDISCRIMINATION

Notice of Nondiscrimination

The Bayard Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Secondary Principal, 726 4th Avenue, Bayard, NE 69334 (308) 586-1700.

Employees and Others: Superintendent, 726 4th Avenue, Bayard, NE 69334 (308) 586-1325

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

Adopted: 9-13-21

POLICY NO. 4003B – COMPLAINT FORM – DISCRIMINATION, HARASSMENT OR RETALIATION

Complaint Form

Discrimination, Harassment or Retaliation

The Bayard Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This complaint form is to be used when a person has a complaint related to discrimination, harassment or retaliation on such bases in regard to employment or the programs and activities of the school district.

Refer to Board Policy 4003 and/or 5401 for the particulars of the complaint and grievance process. You may attach additional materials to this form if needed.

The applicable coordinator may be contacted if you have questions about filling out this complaint form:

Students: Secondary Principal, 726 4th Avenue, Bayard, NE 69334 (308) 586-1700.

Employees and Others: Superintendent, 726 4th Avenue, Bayard, NE 69334 (308) 586-1325

Name: _____

Date: _____

(1) Description of the complaint: _____

_____.

(2) Names of any witnesses to the matter being complained about: _____

_____.

(3) Identify and attach any document supporting the complaint: _____

_____.

(4) Confidentiality: I ___ do___ do not give consent to my identity being shared with the person(s) against whom I am complaining. If I do not give consent, I understand that the investigation may be hindered, but that the District will nonetheless investigate and take prompt and effective action to remediate the concerns I have raised, if appropriate.

(5) Relief requested (what I want done in response to this complaint):

The undersigned states: The facts in this complaint are true to the best of my knowledge, information and belief. I give permission for an investigation to be made into this complaint. I understand that the District will take steps to prevent me being retaliated against for filing this complaint, that I am to notify the District if any such retaliation occurs, and that the District will take prompt and strong responsive action if retaliation occurs.

Signature: _____

Received by: _____

Date: _____

Adopted: 9-13-21

POLICY NO. 4004 -PERMANENT PERSONNEL – PHYSICAL EXAMINATIONS

Physical examinations of teachers may be required at the option of the Board of Education to be paid for at the School District expense.

Adopted: 8-17-76

Revised: 8-10-98

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4005 - CONTRACT TERMINATION

The termination of contract, non-renewal of contract, cancellation of contract, amendment of contract or disciplinary actions less severe than cancellation, non-renewal, termination or amendment will be in accordance to Nebraska Statutes 79-822 to 79-849.

Adopted: 8-17-76

Revised: 11-8-82; 8-14-00

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4005-A - CERTIFICATED EMPLOYEE REDUCTION IN FORCE

The Board of Education has the exclusive authority to determine the appropriate number of certificated employees. Reductions in force of certificated staff members may be required for reasons including but not limited to changes in the size or nature of the student population, limited financial resources, elimination or changing of programs, and staff realignment. Reduction in force may result in termination of employment or an amendment to the employee's contract.

Before a reduction in force occurs, the Board and the Administration shall present competent evidence demonstrating that a change in circumstances has occurred necessitating a reduction in force. Any change in circumstances must be specifically related to the employee or employees to be reduced and there shall be no other vacancies on the staff for which the employee to be reduced is qualified by endorsement or professional training to perform.

Due to the often intimate, confidential, and unique personal working relationship between the Administration and the Board, a certificated employee who is not serving in a predominantly administrative capacity at the time of a reduction in force shall have no rights under this policy to any administrative position within the District.

The selection of personnel to be terminated or otherwise reduced as a result of a reduction in force shall be based on the following criteria (not listed in the order of priority):

1. Certifications and endorsements;
2. Contributions to activity programs;
3. Special qualifications achieved from specific training and/or experience which will benefit the District;
4. The organizational and educational impact created by multiple part-time certificated employees;
5. Qualifications and competence based on past performance as determined by Administration through evaluations conducted pursuant to the District's Evaluation of Certificated Employee Policy, or any previous or successor policy in place at the time the evaluation was conducted, all of which are incorporated herein by this reference; and
6. Any other reasons which can be rationally related to the instruction in or administration of the school system.

Adopted: 8-14-78

Revised: 7-13-81, 7-8-85, 8-10-98, 11/11/13

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4007 - PROFESSIONAL PERSONNEL RESIGNATIONS

Professional employees have a responsibility to the District and the students of the District to allow for a uniform transition in the event of resignation. Late resignations place the District at a disadvantage in hiring replacement personnel. Therefore, resignations received after May 1st for an upcoming school year will only be accepted when a qualified replacement has been employed by the District.

Adopted: 8-17-76

Revised: 8-12-85, 8-14-00, 8-12-02, 6-9-08

Reviewed: 4-12-10, 9-13-21

POLICY NO. 4008 - EVALUATION OF CERTIFICATED EMPLOYEES

All certificated employees to be evaluated shall be notified annually in writing. A certified administrator, with the exception of the local Board of Education when it is evaluating the Superintendent, will observe and evaluate each probationary certified employee for a full instructional period once each semester and each permanent certificated employee for a full instructional period once each school year. If the probationary certificated employee is a Superintendent, he or she shall be evaluated twice during the first year of employment and at least once annually thereafter. The evaluation will include, but not be limited to evaluating the employee's instructional performance, classroom organization and management, personal conduct, and professional conduct. Evaluation of instructional performance and classroom organization and management is applicable to teachers only. The administrator will provide the employee with a written list of deficiencies, suggestions and a timeline for correcting the deficiencies and improving performance, and sufficient time to improve. The evaluation form will include notice that the employee may respond to the evaluation in writing. \

The school district will train administrators in evaluation annually through meetings with the Superintendent or other administrator, attendance at regional, state or national workshops, or any other method approved by the Superintendent.

For the purposes of this policy, the terms "actual classroom observation" and "entire instructional period" are defined as follows:

Entire Instructional Period. For certificated employees whose classes are held during defined periods of time (e.g., senior high classes), an entire instructional period consists of one such time period. For those whose time periods are not so defined (e.g., elementary classroom teachers), an entire instructional period consists of 40 minutes. The instructional period for those whose work does not necessarily involve continuous instruction for 40-minute periods (e.g., librarians or speech therapists) consists of no less than 40 minutes total during the semester. The entire instructional period for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of an administrator's work during the semester for no less than 40 minutes.

Actual Classroom Observation. Actual classroom observation consists of observing the certificated employee in any activities in a classroom setting. When a certificated employee does not have classroom responsibility (e.g., administrators or librarians), the requirement of "actual classroom observation" will be satisfied by observing the certificated employee performing activities that are typical of his or her position.

This policy and the evaluation instrument shall be included in the teacher handbook which will be distributed to staff members upon their employment and annually thereafter.

Adopted: 11-14-11

Reviewed: 9-13-21

POLICY NO. 4017 – CLASSIFIED STAFF QUALIFICATIONS, RECRUITMENT, AND SELECTION

Managing the qualifications, recruitment and selection of candidates for these positions shall be the responsibility of the superintendent or designee who shall confer with principals and other supervisory personnel in making a selection.

Persons interested in a classified staff position shall have an opportunity to apply and qualify for support staff positions in the school district without regard to age, race, creed, color, sex, national origin, religion or disability. Job applicants for support staff positions shall be considered on the basis of the following:

- Training, experience, and skill;
- Nature of the occupation;
- Demonstrated competence; and
- Possession of, or ability to obtain, state or other license or certificate, if required, for the position.

Announcement of the position shall be through means the superintendent believes will inform potential applicants about the position. Applications for employment may be obtained from, and completed applications shall be returned to the school district administration office. Whenever possible, the preliminary screening of applicants shall be conducted by the administrator who will be directly or indirectly supervising and overseeing the person being hired.

In the initial employment process, including on the initial application, the applicant shall not be asked to disclose, orally or in writing, information concerning the applicants criminal record or history, until it has been determined that the applicant meets the minimum employment qualifications. This does not prohibit the requirement to disclose an applicant's criminal record or history relating to sexual or physical abuse. Following a determination that the applicant meets minimum employment qualifications, a criminal history information check and questions regarding the applicant's criminal record or history are allowed.

Prior to hiring any person, the district may conduct background checks regarding the applicant's fitness for employment.

The superintendent shall notify the board of new support staff hires.

Legal Reference: Nebraska Statute 79-501
79-802

Cross Reference: 402.01 Equal Opportunity Employment
402.02 Employee Orientation
404 Employee Health and Well-Being

Adopted: 8-11-14

Reviewed: 10-11-21

POLICY NO. 4018 - PERSONNEL

Fair Labor Standards Act (Minimum Wage & Overtime)

Work Week: The work week for overtime purposes shall be 12:00 a.m. Sunday until 11:50 p.m. Saturday. The administration may establish a different 7 day period workweek from time to time for specified employees or employee groups.

Overtime: Overtime will be paid to non-exempt employees as required by law. Compensatory pay in-lieu of overtime pay may be implemented in accordance with law. A non-exempt employee shall not work overtime without the express approval of the employee's supervisor.

Salaried Basis: The District's policy is to not permit improper deductions from the salary of exempt employees who are required to meet a "salaried basis" test for the exemption to be applicable. (Teaching professionals are not subject to the "salaried basis" test). An employee who feels an improper deduction affecting exemption status has occurred may submit a complaint to the Superintendent's designee, who shall promptly investigate the complaint. Reimbursement shall be made and a good faith commitment to comply in the future will be given in the event it is determined that an improper deduction affecting overtime exemption has been made.

The District's policy is to authorize unpaid disciplinary suspensions of a full day or more for infractions of workplace conduct rules and to apply such policy uniformly to all similarly situated employees, including exempt employees who are required to meet a "salaried basis" test for the exemption to be applicable. Unpaid disciplinary suspensions of a partial day or of a full day or more may be implemented for infractions of safety rules of major significance. Deductions of pay of a partial day or a full day or more may be made for FMLA leaves and in the first and last weeks of employment. In addition, based on principles of public accountancy, deductions from pay of a partial day or of a full day or more will be made for absences for illness, injury or personal reasons when accrued leave is not used or not available, and for absences due to any budget-required furlough.

Legal Source: Fair Labor Standards Act, 29 U.S.C. §201 et seq.;

29 CFR § 541.303; 541.602; 541.603, 541.710; 553.20-28; 771.105.

Adopted: 8-9-04

Reviewed: 4-12-10, 10-11-21

POLICY NO. 4019 - NON-CERTIFICATED (CLASSIFIED) PERSONNEL

Part-Time Non-Certificated Employees

A part-time non-certificated employee is one who works less than 30 hours per week.

Full-Time School Year Non-Certificated Employees

A full-time school year non-certificated employee is one who works a minimum of 30 hours per week for less than twelve months per year.

Full-Time Fiscal Year Non-Certificated (Classified) Employees

A full-time fiscal year non-certificated employee is one who works a minimum of 30 hours per week for twelve months per year.

Role of Non-Certificated Personnel

The primary role of non-certificated personnel is to support and enhance the efforts of certified staff. The following is a list of non-certificated (classified) positions:

1. Bus drivers and transportation manager
2. Food service personnel
3. Clerical personnel
4. Custodial and maintenance personnel
5. Teacher aides
6. Accompanist

The number of employees in each supportive area shall be determined by the superintendent, who shall make recommendation for employment to the Board of Education for approval.

Condition of Employment

Non-certificated employees are at will employees subject to all applicable policies of the Board of Education and the administrative rules and regulations which may apply.

No acts of discrimination in hiring practices shall be made because of race, color, creed, religion, national origin, sex, disability, or marital status. Assignment and duties shall be at the discretion of the superintendent or his designee.

Assignment or Transfer

The superintendent or his/her designee can transfer non-certificated personnel according to his/her judgment.

Fringe Benefits

1. Part-Time Non-Certificated Employees

Long Term Disability Insurance
Retirement

2. Full-Time School Year Non-Certificated Employees

Single Health Insurance paid by the district
Long Term Disability Insurance
Retirement
Sick Leave Days as per Board Policy No.4061

3. Full-Time Fiscal Year Non-Certificated Employees

Single Health Insurance or Family Health Insurance (whichever is applicable) paid by the district
Long Term Disability Insurance
Retirement
Sick Leave Days as per Board Policy No. 4061
Vacation as per Board Policy No. 4103

Nine and a half (9.5) paid holidays per year [New Years (1.5 days), Easter (1.5 days) Memorial Day (1 day), Fourth of July (1.5 days), Labor Day (1 day), Thanksgiving Day (1.5 days), Christmas Day (1.5 days)]

Two (2) Personal days

Jury Duty

All non-certificated personnel selected to serve on jury duty will be paid the difference between what the court allows them and what they would have earned in a regular working day.

Monthly Payment

Monthly payments are made on or before the 20th of each month. New pay rates begin with the first payment following the start of the fiscal year (September).

Effective June 21, 2020: Payroll periods begin with the first workday of the month and end with the last workday of the month. During the transition of the payment cycle in the summer of 2020, pay for June 21 through June 30, 2020 will be added to the August payroll for staff working those dates. Thereafter, pay for the work period is made on the 20th following the previous month's last workday. The September payroll will reflect days worked in August. The check will be small for staff that did not work all possible August days.

Adopted: 7-11-05

Reviewed: 4-12-10

Revised: 11-11-13, 3-9-20, 10-11-21

POLICY NO. 4020 - CLASSIFIED STAFF PAY POLICY

Classified staff compensation will be based on the attached salary schedule. The placement and advancement of employees on the salary schedule shall be at the discretion of the superintendent of schools.

Adjustments to the salary schedule may be made through approval of the Board of Education.

Classified staff shall be evaluated by their immediate supervisor annually using the attached Performance Management Program.

Adopted: 10-9-06

Reviewed: 4-12-10, 10-11-21

Revised: 8-13-12

Affirmed: 9-10-12

STEP		GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5
1	1.000 0	7.25	9.00	10.00	12.00	16.00
2	1.035 0	7.50	9.32	10.35	12.42	16.56
3	1.070 0	7.76	9.63	10.70	12.84	17.12
4	1.105 0	8.01	9.95	11.05	13.26	17.68
5	1.140 0	8.27	10.26	11.40	13.68	18.24
6	1.175 0	8.52	10.58	11.75	14.10	18.80
7	1.210 0	8.77	10.89	12.10	14.52	19.36
8	1.245 0	9.03	11.21	12.45	14.94	19.92
9	1.280 0	9.28	11.52	12.80	15.36	20.48
10	1.315 0	9.53	11.84	13.15	15.78	21.04
11	1.350 0	9.79	12.15	13.50	16.20	21.60
12	1.385 0	10.04	12.47	13.85	16.62	22.16
13	1.420 0	10.30	12.78	14.20	17.04	22.72
14	1.455 0	10.55	13.10	14.55	17.46	23.28
15	1.490 0	10.80	13.41	14.90	17.88	23.84
16	1.525 0	11.06	13.73	15.25	18.30	24.40

17	1.550 0	11.24		13.95	15.50	18.60	24.80
18	1.575 0	11.42		14.18	15.75	18.90	25.20
19	1.600 0	11.60		14.40	16.00	19.20	25.60
20	1.625 0	11.78		14.63	16.25	19.50	26.00
21	1.650 0	11.96		14.85	16.50	19.80	26.40
22	1.675 0	12.14		15.08	16.75	20.10	26.80
23	1.700 0	12.33		15.30	17.00	20.40	27.20
24	1.725 0	12.51		15.53	17.25	20.70	27.60
25	1.750 0	12.69		15.75	17.50	21.00	28.00
26	1.775 0	12.87		15.98	17.75	21.30	28.40
27	1.800 0	13.05		16.20	18.00	21.60	28.80
28	1.825 0	13.23		16.43	18.25	21.90	29.20
29	1.850 0	13.41		16.65	18.50	22.20	29.60
30	1.875 0	13.59		16.88	18.75	22.50	30.00
31	1.890 0	13.70		17.01	18.90	22.68	30.24
32	1.905 0	13.81		17.15	19.05	22.86	30.48
33	1.920 0	13.92		17.28	19.20	23.04	30.72
34	1.935 0	14.03		17.42	19.35	23.22	30.96

35	1.950 0	14.14		17.55	19.50	23.40	31.20
36	1.965 0	14.25		17.69	19.65	23.58	31.44
37	1.980 0	14.36		17.82	19.80	23.76	31.68
38	1.995 0	14.46		17.96	19.95	23.94	31.92
39	2.010 0	14.57		18.09	20.10	24.12	32.16
40	2.025 0	14.68		18.23	20.25	24.30	32.40

GRADE 1: Custodial Assistants
GRADE 2: Cooks, Para-Educators, Secretaries
GRADE 3: Custodians

GRADE 4: Bus Mechanic/Transportation Supervisor, Head Cook, Head Custodian/Maintenance Supervisor, Piano Accompanist
GRADE 5: Bookkeeper

BAYARD PUBLIC SCHOOLS
CLASSIFIED STAFF
PERFORMANCE MANAGEMENT PROGRAM

EMPLOYEE'S NAME:

DATE:

DEPARTMENT :

LOCATION :

POSITION:

INSTRUCTIONS

GENERAL

The purpose of the "Classified Staff Performance Management Program" is to bring about a mutual understanding of how the employee's performance is viewed by his/her supervisor. By doing so, appropriate recognition is given to the employee's performance accomplishments and required/desired improvements can be identified and undertaken. While not intended to be a salary action discussion, the results of the "Classified Staff Performance Management Program" are an important factor in the Salary Review Process. A "Classified Staff Performance Management Report" must be prepared within the 60 day period preceding the employee's merit review date.

THE 'PERFORMANCE MANAGEMENT' PROCESS

- Step 1. Review the employee's performance over the preceding review period, making preliminary notes in the appropriate sections.
- Step 2. Review these judgments with the employee's supervisor/administrator.
- Step 3. Discuss the various performance areas with the employee, providing your evaluation of the employee's performance and seeking his/her input. Attempting to reach mutual understanding is an important part of the process.
- Step 4. Appropriate sections should be completed in final form, required signatures affixed and forwarded

to the Superintendent's Office for inclusion in the individual's personnel records. A copy of the "Performance Management" form may be provided to the employee for future reference.

RESPONSIBILITY AREAS

(Review the employee's performance in the indicated areas, check 1-4 to indicate: 1. Below Standard, 2. Satisfactory, 3. Good, 4. Commendable/outstanding) and provide a brief comment for each item. Comments on areas receiving 1 or 2 ratings should include a development/corrective recommendation. Attach additional pages if necessary.

Q U A N T I T Y	Amount of Work Performed	1		Comments:
		2		
		3		
		4		
	Work Completed on Schedule	1		Comments:
		2		
		3		
		4		
Q U A L I T Y	Accuracy of Work	1		Comments:
		2		
		3		
		4		
	Thoroughness of Work	1		Comments:
		2		
		3		
		4		
	Neatness of Work	1		Comments:
		2		
		3		

		4		
	Written/Oral Expression	1		Comments:
		2		
		3		
		4		
C O M P L I A N C E W I T H W O R K I N G I N S T R U C T I O N S	Attendance	1		Comments:
		2		
		3		
		4		
	Promptness	1		Comments:
		2		
		3		
		4		
	Compliance of Written/Verbal Directions	1		Comments:
		2		
		3		
		4		
	Working Relationships	1		Comments:
		2		
		3		
		4		

RESPONSIBILITY AREAS (Continued)

A D A P T A B I L I T Y	Performance in New Situations	1		Comments:
		2		
		3		
		4		
	Performance with Minimum Instructions	1		Comments:
		2		
		3		
		4		
	Flexibility	1		Comments:
		2		
		3		
		4		
J O B K N O W L E D G E	Technical Knowledge of Job	1		Comments:
		2		
		3		
		4		
	Knowledge of Related Activities	1		Comments:
		2		
		3		
		4		
	Factors Unique to This Position. Specify:	1		Comments:
		2		
		3		
		4		

SECTION II – GENERAL STATEMENT OF EMPLOYEE PERFORMANCE

<u>Strengths</u>

Development Needs:

General Statement of Employee Performance:

OVER-ALL PERFORMANCE RATING ___ Commendable ___ Good
Satisfactory Below Standard

SECTION III – REVIEW AND ACKNOWLEDGEMENT

PREPARED BY: _____

REVIEWED BY:

(Date)

(Supervisors Signature)

(Superintendent)

(Date)

I acknowledge receipt of a copy of this appraisal and the opportunity to attach my comments as to my agreement/disagreement with it.

Employee Signature

Date

Bayard Public Schools Continuity of Learning and Reopening Plan



Proposed to Board of Education
Revision Date: August 12, 2024

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Mission Statement

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

Vision Statement

Bayard Public Schools will effectively provide and adapt its programs to meet the needs of its students, today and in the future.

Rationale and Background

In accordance with our mission and vision, Bayard Public Schools has developed this revised Continuity of Learning and Reopening Plan as we strive to provide a successful educational experience for our students during the global COVID-19 pandemic and as we comply with funding requirements from the Federal Government and the Nebraska Department of Education. The partnership of parents has been and will continue to be critical to the success of this joint effort. The content of this plan has been informed by the significant response of parents and staff to recent surveys conducted in partnership with the Nebraska Association of School Boards prior to the 2019-2020 school year and our shared experiences over the past 19 months. The challenges of education in a pandemic have greatly accelerated the pace by which our school continues to adapt to provide programs to meet the needs of students today and in the future.

This Continuity of Learning Plan is an extension of the Emergency Operations Procedures approved by the Bayard Public Schools Board of Education in March of 2020. This plan was updated in July of 2020, again in November of 2020, August of 2021, November 2021, August 2022, January 2023, August 2023, January 8, 2024 and August 12 2024. The current revision is intended to provide additional details and direction to students, parents, employees, and patrons of the Bayard Public Schools Community for the remainder of the 2024-2025 school year (and beyond) in compliance with provisions of the American Rescue Plan.

Conditions related to the global pandemic change rapidly and the associated guidance for a response to the pandemic is continually adjusted. As such, we know the operational needs of the school district will require monitoring and adjustment moving forward. This plan is intended to be a guide. Effective implementation will require careful and thoughtful actions and adjustments by employees, students, parents, and community members. Bayard Public Schools will adjust plans and programs as conditions, guidance, directives, and mandates change.

Statement of Personal Responsibility

Bayard Public Schools expects each student, parents, staff member, and patron to take personal responsibility for their health and the health of the people around them. Each person has an individual responsibility to take actions to reduce the risk of exposure to disease. Coordination with your medical provider is suggested when making determinations regarding the personal protective equipment, social distancing strategies, hygiene, and other behavioral factors that are implemented along with decisions about whether to participate in face-to-face learning or learning through online instruction opportunities.

Statement Regarding Treatment of Individuals Who Test Positive for COVID-19

Bayard Public Schools expects respectful treatment of every person every day. Bullying, intimidation, threats, and harassment of individuals who have tested positive for COVID-19 will not be tolerated. Please be kind, no one is immune to this virus. Modeling kindness for children is an important strategy to help lessen physical and emotional anxiety for the entire community.

Public Health/Agency Guidance and Operational Adjustments

As the level of risk or conditions change the operation of the school may need to be adjusted. The transition period between various modes of operation could be gradual or immediate, depending upon situational factors (such as rate of transmission, severity of illness, and hospital capacity), and guidance from public health and other agencies.

The Bayard Public Schools plan to be open for in-person instruction during the 2024-2025 school year. When authorized by the Principal for health or other reasons, students may be granted permission to attend class via electronic means.

There is currently no declared State of Emergency for Nebraska or Directed Health Measure (DHM) in effect that requires the District to mandate masks or other specific interventions.

District Procedures

Academic/Classroom Procedures Plan

- Hand sanitizer available to students and staff
- Seating charts recommended for academic purposes and if necessary, for close contact notifications.
- Students and staff assist in cleaning/wiping desks and frequently touched objects periodically.
- Use of outdoor spaces for class instruction is encouraged (in coordination with the building principal).
- Social distancing practices encouraged.

Specials

- Students transition to music, art, PE, and media as normal.
- Social distancing practices encouraged.

Special Education/504

- Students will be served as per their IEP/504 Plan.
- Revisit the IEP/504 with the team as needed or requested by parents to discuss, whether or not there are underlying student medical conditions that make school attendance impractical or undesirable to parents, should there be an increase in active virus transmission.
- Discuss whether or not continued attendance under the selected alternate learning schedule is feasible for the student, given any underlying health concerns.
- If school attendance is not possible or desirable, as it may pose a substantial health risk to the student, conduct an IEP, change the student's placement, and coordinate delivery of services through the IEP process.
- If school attendance is possible during elevated transmission of the virus, discuss with the IEP/504 team any additional supports or modifications that need to be made to the students plan during the time that the school is engaged in an alternate learning schedule.

Pathfinders (21st Century Community Learning Center)

- Hand sanitizer available to students and staff
- Seating charts recommended for academic purposes
- Students and staff assist in cleaning/wiping desks and frequently touched objects periodically.
- Use of outdoor spaces for class instruction allowed (in coordination with the building principal).
- Social distancing practices encouraged.
Pathfinders will follow the other components of the school plan regarding food service, and recess.

Early Childhood Education (Preschool)

- Hand sanitizer available to students and staff
- Seating charts recommended for academic purposes
- Students and staff assist in cleaning/wiping desks and frequently touched objects periodically.
- Use of outdoor spaces for class encouraged allowed (in coordination with the building principal).
- Social distancing practices encouraged.

Face Coverings and Social Distancing

- Face coverings allowed for all staff and students
- Social distancing practices encouraged.
- Plastic barriers/shields optional in high traffic areas such as offices.

Water Fountains/Bottle Fillers

- The water fountain is available for use.
- Bottle filler stations are available.
- Students are encouraged to use personal water bottles or disposable cups.
- Regular sanitation of water bottle fillers is performed by custodial staff.

Mobile Device Procedures

- K-6 students are assigned mobile devices specific to each student. Mobile devices remain at school.
- 1:1 program for students in grades 7-12

Screening/Temperature Checks

- Any student or staff member who has a temperature higher than 100° will be checked for a wrist temperature. If the wrist temperature is over 100° the individual will be escorted to a holding area for 15 minutes, then will be re-checked. If the temperature continues to be over 100°, parents will be called and the student will be sent home until fever free (without fever-reducing medications) for at least 24 hours.
- When authorized by the principal, students may attend school via virtual means during such time that they are experiencing fever or symptoms.
- Staff members will communicate with the building principal to determine whether work from home will be possible until fever-free (without fever-reducing medications) for at least 24 hours.

Cleaning/Disinfecting/Sanitizing/Ventilation

- Daily cleaning disinfecting/sanitizing procedures for all occupied locations in the schools according to CDC guidelines.
- Students and staff assist in cleaning/wiping desks and frequently touched objects when transitioning classrooms.
- Staff requests for additional custodial and maintenance needs are submitted to the principal.
- Air handling units adjusted to increase fresh air intake. When feasible, updating of HVAC Units to mitigate COVID-19, and replacement of non-functioning/outdated windows to allow for additional fresh air in school buildings.

Visitors and Deliveries

- All visitors are required to sign-in and obtain a visitor pass to a specific location upon entering school buildings.
- Face coverings recommended for visitors and for those making deliveries.

Mental and Social Emotional Health

- Continue universal supports offered to all students through the school-wide MTSS Model
- Conduct universal screener of students as early in the year as possible, to help identify potential students in need of assistance.
- Increase staff awareness regarding the need to support the mental and social/emotional needs of students as they return to school.
- Provide staff self-care and resiliency strategies to staff.

Activities

- Activities and Athletics will be conducted in accordance with NSAA guidelines.
- Most activities will be streamed live, utilizing the school's Hudl page.
- Students attending school via the HyFlex educational model may participate in activities according to the eligibility criteria in the student handbook.

Lunch

- Lunch served in the cafeteria.
- All students expected to wash hands and/or use hand sanitizers before getting in the lunch line.

Recess

- Schools will continue to have recess as scheduled with hand sanitizer available upon entry and exit from the building to the playground area.

Hallways

- PK-6 students transition normally with staff support
- 7-12--Regular transitions with social distancing encouraged in hallway areas.

Responding to Positive Tests Among Staff and Students

- Individual will be excluded and allowed to return based upon current guidance from CDC at the time.

Busing/Student Transportation and Activities Transportation

- Hand sanitizer available to students and staff
- Seating charts recommended for safety and behavior management purposes are recommended
- Activity transportation provided in the regular manner
- Face coverings for students are recommended.

Vaccinations

- The school district will work with Panhandle Public Health District and local medical providers to share and disseminate information on vaccinations to students, staff, and the community.

Diagnostic Testing and Screening

- The school district will refer symptomatic students and staff to available community testing locations/resources.