

**Board of Education Regular Meeting  
Monday, January 12, 2026 6:00 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, January 12, 2026 at 6:00 PM in the Bayard High School Library located at 726 4<sup>th</sup> 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 4<sup>th</sup> 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. Board Member Oath of Office
  - II.A. Election of Officers
    - II.A.1. President
    - II.A.2. Vice President
    - II.A.3. Treasurer
    - II.A.4. Secretary
    - II.A.5. Appointment to committees:
      - Civics/Americanism Committee
      - Facility Committee
      - Transportation Committee
      - Budget & Audit Committee
      - Teacher & Staff Committee
      - Policy Committee
      - Curriculum Committee
- III. Approval of Agenda
- 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
- VI. Principals and District Administrators
- VII. Superintendent
- VIII. Discussion Items
  - VIII.A. Discuss Fall Report to Patrons
  - VIII.B. Discussion and Review of Accountability and Disclosure Commission Conflict of Interest Reporting Forms.
  - VIII.C. 2026-2027 Calendar

IX. Action Items

IX.A. Discuss and take all necessary action to approve a contract for Zachary Nesbitt as superintendent beginning July 1, 2026.

IX.B. Discuss, Consider, and Take All Necessary Action in Regard to the Designation of Rauner and Associates as Auditors for the District.

IX.C. Discuss, Consider, and Take All Necessary Action in Regard to Designation of Simmons Olson Law Firm and KSB Law as Legal Counsel for the District.

IX.D. Discuss, consider and take all necessary action regarding the designation of Platte Valley Bank as the district's official depository and the approval of authorized signers for district bank accounts.

Designated Depository:

Platte Valley Bank

Accounts Covered:

General Fund

Lunch Fund

Activity Fund

Special Building Fund

Employee Benefit Fund

Payroll Fund

Authorized Signers:

Board President: \_\_\_\_\_

Board Secretary: \_\_\_\_\_

Board Treasurer: \_\_\_\_\_

Business Manager: Bobbie Stuart

Administrative Assistant: Heather Oliverius

Superintendent: Lori Liggett

Additional Authorization:

Authorize Superintendent Lori Liggett and/or Business Manager Bobbie Stuart to conduct financial management activities with the board-approved depository institutions in accordance with board-approved financial policies and procedures

IX.E. Accept the resignation of Board Member Christina Masher effective January 30, 2026.

X. Discuss, Consider, and Take All Necessary Action in Regard to adopting the following policies and replacing the existing as appropriate:

6027 Field Trips replacing 5091

6028 The Extracurricular Activities Program

6029 Activity Trips replacing 5092

6030 Public Appearances of School Groups replacing 5096

6031 Emergency Exclusion

6032 Constitution Day

6033 Seclusion and Restraint replacing 4107

6034 Concussion Awareness replacing 6283

6035 Athletic Contest Participation by Sixth Graders

6036 Reading Instruction and Intervention Services  
6037 Selection and Review of Library Materials replacing 1407, 5130  
6038 Artificial Intelligence  
6039 Repeat of Grade at Parent Request  
6040 Prekindergarten (Preschool or Early Childhood Program)  
6042 Projection Maps  
6043 Mapping Data  
6044 Participation and Assignment of Athletic Teams replacing 5063  
6045 Behavioral Intervention

2001 Role of Board of Education replacing 8003  
2002 Organization of Board, Board Officers, Check Signing, and Committees replacing 9001, 9002, 9003, 9101, 9102  
2003 Development of Board of Education Members  
2004 Oath of Office  
2005 Conflict of Interest replacing 3206  
2007 Reimbursement and Miscellaneous Expenditures  
2008 Meetings replacing 9238, 9243  
2009 Public Participation at Board Meetings replacing 9239  
2010 Preparation for Board Meetings replacing 9240, 9242, 9245  
2011 Membership in Organization  
2012 Board Code of Ethics replacing 9106  
2013 Violation of Board Ethics  
2014 Relationship with District Legal Counsel replacing 9104  
2016 Participation in Insurance Program by Board Members replacing 9248  
2017 Indemnification and Liability Insurance

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

# Bayard School Board of Education Annual Calendar

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

## **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

## Oath of Office

No board member is required to take an oath of office pursuant to Nebraska law. However, new board members may voluntarily take the following oath before entering into their official duties:

I, \_\_\_\_\_ do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of member of the board of education, according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.

Board members may affirm the oath orally or in writing. Copies of written oaths will be retained as official records of the school district in the main administrative office and such other places as may be required by law. Board members who give the oath orally will be noted in the minutes.

Signed this day.

January 12, 2026

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Board Member

# 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.

#	Name: (Please Print)	Signature:
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## **Board of Education Regular Meeting**

Monday, December 8, 2025 Early Start Time Due to Audit Presentation 4:00 pm

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

Kim Burry: Absent  
Jessica Dankowski: Present  
Randy Eirich: Absent  
Bill Ferrero: Present  
Christina Mascher: Present  
Donna Stuart: Present  
Kim Burry: 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 Stuart at 04:00p.m. President Stuart 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. 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: Christina Mascher, Bill Ferrero, Jessica Dankowski, Donna Stuart  
Administrators present: Superintendent Liggett, Principals Ehler and Rice, and Director Nesbitt.

#### **I.E. Status of Absent Board Members**

**Motion Passed:** Motion to approve the absences of board members Kim Burry and Randy Eirich passed with a motion by Bill Ferrero and a second by Jessica Dankowski.

Votes: Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

#### **I.F. Pledge of Allegiance**

### **II. Approval of Agenda**

**Motion Passed:** Motion to approve the agenda passed with a motion by Bill Ferrero and a second by Jessica Dankowski.

Votes: Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

Board Member Kim Burry arrived at 4:05p.m.

### **III. Invited Presentations and Discussions with Presenters-2024-25 Audit Presentation by Julie Peetz, Rauner and Associates, P.C.**

Julie Peetz with Rauner and Associates P.C. presented the 2024-2025 audit to the board.

### **IV. Introduction of Guests**

### **V. Recognition of Student Achievements**

### **VI. Public Comments**

### **VII. Consent Agenda**

**Motion Passed:** Motion to approve the Consent Agenda passed with a motion by Bill Ferrero and a second by Kim Burry.

Vote: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

### **VII.A. Minutes of Previous Meeting**

### **VII.B. Bills**

### **VII.C. Reports and Correspondence Requiring No Action**

#### **VII.C.1. General Reports and Financial Reports**

#### **VII.C.2. Reports for Information Only**

**VII.D. Approve final employment contract for Kathleen Guitguit to teach 7-12 English for the 2025-26 school year.**

### **VIII. Principals and District Administrators**

The Administrators provided their reports to the board.

### **IX. Superintendent**

### **X. Board Committee Reports and Recommendations**

The Superintendent provided her report to the board.

### **XI. Discussion Items**

#### **XI.A. Assessment report from Superintendent**

Superintendent Liggett gave an assessment report to the board.

### **XII. Action Items**

#### **XII.A. Approve 2024-25 Audit as presented**

#### **XII.B. Discuss and take all necessary actions in regard to nominations for the volunteer section of the Mike Cillessen Memorial Board**

**Motion Passed:** Motion to approve the nomination of Jonathon McMillen-Peters for the volunteer section of the Mike Cillessen Memorial Board passed with a motion by Kim Burry and a second by Jessica Dankowski.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

#### **XII.C. Approve declaring old time clock system as surplus for disposal.**

**Motion Passed:** Motion to declare old time clock system as surplus for disposal passed with a motion by Bill Ferrero and a second by Kim Burry.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**XII.D. Approve transfer to the Lunch Fund from the General Fund \$40,000**

**Motion Passed:** Motion to approve transfer to the Lunch Fund from the General Fund in amount of \$40,000 passed with a motion by Kim Burry and a second by Jessica Dankowski.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**XII.E. Discuss and take all necessary action in regard to 1<sup>st</sup> semester superintendent evaluation.**

**Motion Passed:** Motion to approve the first semester superintendent evaluation passed with a motion by Bill Ferrero and a second by Kim Burry.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**XII.F. Approve 2025-2026 Johnson Control planned service contract for \$33,946.00, to be paid in two installments.**

**Motion Passed:** Motion to approve the 2025-2026 Johnson Control planned service contract for \$33,946 to be paid in two installments passed with a motion by Kim Burry and a second by Jessica Dankowski.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**XII.G. Approve purchase of Otus data and analysis program with Oregon Trail Foundation Funds \$5,000.**

**Motion Passed:** Motion to approve the purchase of Otus data and analysis program passed with a motion by Kim Burry and a second by Christina Mascher.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**XII.H. Approve the following polices as presented.**

5001 Compulsory Attendance replacing 5106 with Co. Attorney review  
5016 Student Records replacing 5202, 5121, 5129  
5022 Investigations, Arrests, and Other Student Contact by Law Enforcement and Health and Human Services replacing 5087, 5088, 5127, 5128  
5035 Student Discipline 5089, 5090, 5124  
5041 Student Government 5112  
5042 Bulletin Boards  
5043 School-Sponsored Publications  
5044 Pupil Transportation replacing 5041, 5125, 5802, 5125  
5046 Secret Organizations replacing 5112, 6286  
5050 Reporting Related to Exempt (Home) Schools  
5054 Student Bullying replacing 5800  
5055 Enrollment in Kindergarten 5001, 5001.2,  
5056 Free Expression by Students  
5057 Title 1 Parent and Family Engagement Policy  
5059 Emergency Medical Treatment  
5062 Lice and Nits  
5064 Supplement, Not Supplant  
5065 Bed Bugs  
5066 Early Graduation replacing 5081, 5117

**5067 Student Assistance Team or Comparable Problem-Solving Team**  
**6001 School Organization replacing 8001, 7001**  
**6003 Instructional Program replacing 6000, 6020**  
**6006 Commencement Ceremony replacing 5081, 5117**  
**6008 Class Rank**  
**6009 Grade Placement and Academic Credits of Transfer Students**  
**6010 Special Education Identification, Evaluation and Verification replacing 7004, 7009**  
**6011 Fire Instruction and Prevention**  
**6012 Flag Display and Patriotic Observances replacing 5044**  
**6013 Teaching Controversial Issues replacing 1407**  
**6014 School Attendance on Days of Scheduled Activities**  
**6015 Summer School**  
**6016 Homebound and Off-Campus Instruction**  
**6017 Homework**  
**6018 Grades**  
**6020 Multicultural Education**

**Motion Passed:** Motion to approve the policies as presented passed with a motion by Bill Ferrero and a second by Christina Mascher.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

### **XIII. Enter into executive session to discuss an issue related to school safety and security.**

### **XIV. Enter closed session to prevent the needless injury to the reputation of individuals and to protect the public's interest.**

**Motion Passed:** Motion to enter into executive session at 5:32p.m. to discuss an issue related to school safety and security and to prevent the needless injury to the reputation of individuals and to protect the public's interest passed with a motion by Kim Burry and a second by Bill Ferrero.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**Motion Passed:** Motion to exit executive session at 6:43p.m. passed with a motion by Jessica Dankowski and a second by Christina Mascher

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

### **XV. Return to open session to discuss next steps in superintendent search process.**

**Motion Passed:** Motion to invite candidates A and E to Superintendent Interviews passed with a motion by Jessica Dankowski and a second by Christina Mascher

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**Motion Passed:** Motion to amend the interview schedules passed with a motion by Bill Ferrero and a second by Christina Mascher

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

### **XVI. Discussion of applicants for the superintendent position**

- **Review timeline**
- **Finalize the interview schedule**

- **Finalize the interview questions**

#### **XVII. Set Next Meeting Date**

Superintendent Interviews- December 15, 2025 at 10:00a.m.

#### **XVIII. Adjournment**

**Motion Passed:** Motion for adjournment at 7:05p.m. passed with a motion by Kim Burry and a second by Jessica Dankowski

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

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Secretary

## **Board of Education Special Meeting**

Monday, December 15, 2025 10:00 AM

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

Kim Burry:	Present
Jessica Dankowski:	Present
Randy Eirich:	Present
Bill Ferrero:	Present
Christina Mascher:	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 Stuart at 10:00a.m. President Stuart 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: Christina Mascher, Kim Burry, Bill Ferrero, Randy Eirich, Jessica Dankowski, and Donna Stuart

#### **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 Bill Ferrero.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

### **III. Public Comments**

#### **IV. Interview Superintendent candidates:**

**Zach Nesbitt - 10:00 am**

Interview with candidate Zach Nesbitt began at 10:a.m. and concluded at 11:10a.m.

**Christina Boggess - 11:15 am**

Interview with candidate Christina Boggess began at 11:20a.m.and concluded at 12:25p.m.

**V. Action Items**

**V.A. Closed Session for Negotiations Discussion as it Relates to the Superintendent Position to Prevent Needless Injury to the Reputation of a Candidate and for Negotiations**

**Motion Passed:** Motion to go into executive session as it relates to the Superintendent Position to prevent needless injury to the reputation of a candidate and for negotiations at 1:47p.m. passed with a motion by Kim Burry and a second by Bill Ferrero.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**Motion Passed:** Motion to come out of executive session at 2:52p.m. passed with a motion by Bill Ferrero and a second by Randy Eirich.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**V.B. Discuss, Consider, and Take any Necessary Action to Approve Negotiations with a Superintendent Candidate**

**Motion Passed:** Motion to approve the board president to authorize into negotiations with candidate E. passed with a motion by Christina Mascher and a second by Kim Burry.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**Motion Passed:** Motion to approve the board president to authorize into negotiations with candidate A. if necessary passed with a motion by Kim Burry and a second by Randy Eirich

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

**VI. Adjournment**

**Motion Passed:** Motion to adjourn the meeting at 2:57p.m. passed with a motion by Bill Ferrero and a second by Jessica Dankowski.

Votes: Kim Burry: Yea, Jessica Dankowski: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Christina Mascher: Yea, Donna Stuart: Yea

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Secretary

**Bayard Public Schools**

**01/12/2026**

**GENERAL FUND**

<b>Vendor Name</b>	<b>GL Acct #</b>	<b>Description</b>	<b>Amount</b>
ALARM SECURITY TECHNICIANS	01 2620 352 002 002 2	ast monitoring	28.95
	01 2620 352 001 001 1	ast monitoring	28.95
	<b>Total</b>		<b>57.90</b>
Amazon Capital Services	01 1190 610 000 000 0	https://www.amazon.com/s?	7.29
	01 1190 610 000 000 0	https://www.amazon.com/s?	6.47
	01 1200 610 003 002 2	Ream of green paper	14.14
	<b>Total</b>		<b>27.90</b>
Austin, Brooke	01 1100 352 001 001 1	accompanist	1,075.00
	01 1100 352 001 001 1	mileage	165.00
	<b>Total</b>		<b>1,240.00</b>
BAYARD AUTOMOTIVE	01 2610 610 001 001 1	Girls restroom exhaust	10.85
	01 2710 610 000 000 0	Howes Diesel Treatment	104.46
	01 2710 610 000 000 0	5-30 Oil	11.90
	01 2730 352 000 000 0	Bus #11 - Repaired by Christopher Buskir	250.00
	01 2730 352 000 000 0	Sub #13 - Flat Tire Fix	25.00
	01 2710 610 000 000 0	Clearance Light Bulb for Bertha - CEC 19	3.24
	01 2710 610 000 000 0	Headlight Bulb Bus #20 - PHL 9007B1	11.83
	<b>Total</b>		<b>417.28</b>
BAYARD PUBLIC SCHOOLS - ACTIVITY	01 3300 610 000 000	grandparents day-reimb lighthouse	320.33
	<b>Total</b>		<b>320.33</b>
BAYARD PUBLIC SCHOOLS - LUNCH	01 3300 610 000 000	soup dinner community night	179.69
	01 1370	dec25 prek meals	1,091.70
	01 1160 610 000 000	dec 25 adult meals	796.00
	01 1200 610 003 002 2	iep meals	72.00
	<b>Total</b>		<b>2,139.39</b>
Bayard Tiger Paws	01 2310 610 000 000 0	interview committees luncheon	56.00
	<b>Total</b>		<b>56.00</b>
BENZEL PEST CONTROL	01 2620 352 001 001 1	pest control	121.86
	01 2620 352 002 002 2	pest control	121.85
	<b>Total</b>		<b>243.71</b>
BLACK HILLS ENERGY	01 2610 621 001 001 1	#242155 heating fuels	5,923.00
	<b>Total</b>		<b>5,923.00</b>
Calderon, Cassie	01 1200 591 003 002 2	sign interp.	1,999.76
	<b>Total</b>		<b>1,999.76</b>
CANNON FINANCIAL SERVICES	01 1100 352 001 001 1	copier rental	142.45
	01 1100 352 002 002 2	copier rental	142.45
	<b>Total</b>		<b>284.90</b>
CARDMEMBER SERVICE	01 2510 810 000 000 0	canva	12.99
	<b>Total</b>		<b>12.99</b>
CENTURY LINK	01 2510 382 000 000 0	telephone	164.25
	<b>Total</b>		<b>164.25</b>
CITY OF BAYARD	01 2610 621 001 001 1	#75400 electric	5,198.29
	01 2610 410 001 001 1	#75400 utilities	839.40
	01 2610 621 002 002 2	#75600 electric	461.71
	01 2610 410 002 002 2	#75600 utilities	1,085.05
	01 2610 621 000 000 0	#31200 electric	39.00
	<b>Total</b>		<b>7,623.45</b>
CONNECTING POINT	01 1100 352 001 001 1	service contract copiers	610.24
	01 1100 352 002 002 2	service contract copiers	610.23
	<b>Total</b>		<b>1,220.47</b>
CULLIGAN WATER CONDITION	01 2620 610 001 001 1	r/o	27.50
	01 2620 610 002 002 2	r/o	30.00
	<b>Total</b>		<b>57.50</b>
DAS STATE ACCOUNTING - CENTRAL	01 1100 382 000 000 0	nov22 network	317.87
	<b>Total</b>		<b>317.87</b>
EAKES OFFICE SOLUTIONS	01 2610 610 002 002 2	Trash bags soap	429.96
	<b>Total</b>		<b>429.96</b>
EDUCATIONAL SERVICE UNIT #13	01 2190 591 000 000 0	mips	120.00
	01 1160 591 000 000 0	valts 1st quarter	4,250.00
	01 2120 591 001 001 1	psych nonsped secondary	1,386.00
	01 2190 591 000 000 0	dl	754.00
	01 2190 591 000 000 0	erate	300.00
	01 1160 591 000 000 0	neva	708.33
	01 1292 591 003 000 0	0-2 low vision sup	13.60
	01 1292 591 003 000 0	0-2 sped sup	8.61
	01 2161 591 003 002 2	elem ot	2,185.00
	01 2161 591 003 001 1	secondary ot	176.64

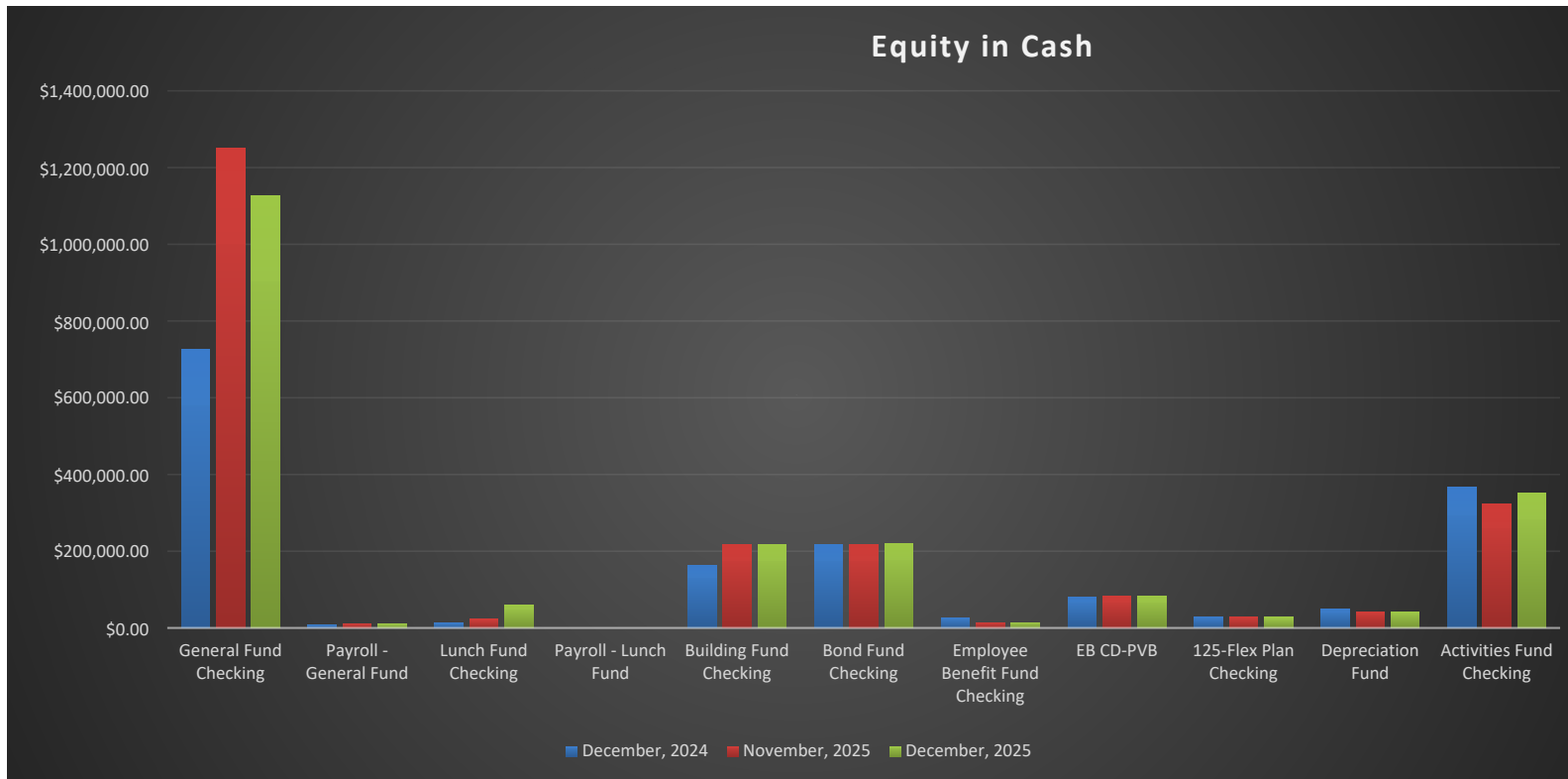
	01 2183 591 003 000 0	0-2 low vision	170.00
	01 2162 591 003 000	3-5 ot	291.64
	01 2182 591 003 000 0	3-5 low vision	56.95
	01 2163 591 003 000 0	0-2 ot	107.64
	01 2181 591 003 001 1	secondary low vision	191.25
	01 2181 591 003 002 2	elem low vision	418.20
	01 2181 591 003 002 2	elem o&m	800.70
	01 1200 330 003 000 0	sped inservice	64.40
	01 1200 591 003 002 2	elem ot sup	174.80
	01 1200 591 003 001 1	secondary speech sup	5.34
	01 1200 591 003 001 1	secondary low vision sup	15.30
	01 1200 591 003 002 2	sup esu programs sa	226.91
	01 1200 591 003 001 1	meridian a	1,341.70
	01 1200 591 003 000	sped consult	1,300.00
	01 1200 591 003 002 2	elem low vision sup	33.46
	01 1200 591 003 001 1	panhandle beginninqs	4,403.00
	01 1200 591 003 001 1	secondary ot sup	14.13
	01 1200 591 003 001 1	lifelinks	958.30
	01 1200 591 003 002 2	sup elem o&m	64.06
	01 1200 591 003 001 1	sup secondary speech assistant	1.14
	01 1291 591 003 000 0	3-5 ot sup	23.33
	01 1291 591 003 000 0	3-5 low vision sup	4.56
	01 2151 591 003 001 1	secondary speech	66.75
	01 2151 591 003 001 1	secondary speech assistant	14.25
	01 2141 591 003 002 2	elem psych	1,391.80
	01 2141 591 003 001 1	secondary psych	1,380.20
	<b>Total</b>		<b>23,421.99</b>
FLOYD'S SALES & SERVICE INC.	01 2730 352 000 000 0	Labor Install Radiator Fan Blade	1,204.50
	01 2730 352 000 000 0	Radiator Fan for MCI	440.10
	01 2730 352 000 000 0	Freight/Shipping	48.00
	01 2730 352 000 000 0	Shop Supplies	156.59
	<b>Total</b>		<b>1,849.19</b>
FNBO CARD	01 1100 810 002 002 2	generation genius sub	299.00
	01 2510 531 000 000 0	postage	10.48
	01 2510 531 000 000 0	postage	10.77
	01 2510 531 000 000 0	mailchimp	13.00
	01 1100 810 001 001 1	edpuzzle	13.50
	01 2510 810 000 000 0	fees	452.76
	01 1100 610 001 001 1	shop vac for the shop	64.07
	01 1100 610 001 001 1	Milwaukee impact wrench for the shop	332.21
	01 2660 610 000 000	outdoor lighting	135.01
	<b>Total</b>		<b>1,330.80</b>
FOLLETT SOFTWARE LLC	01 2220 610 001 001 1	Destiny Easyscan Corded Scanner Kit	237.79
	<b>Total</b>		<b>237.79</b>
FRANK PARTS COMPANY	01 2710 610 000 000 0	Miniature Light Bulb - 1004 - 2 in a pac	3.99
	01 2710 610 000 000 0	Napa Exhaust Tubing	12.98
	01 2710 610 000 000 0	U-Bolt	17.76
	<b>Total</b>		<b>34.73</b>
GIBBS SMITH EDUCATION	01 1100 610 002 002 2	Fourth Grade Social Studies	495.00
	<b>Total</b>		<b>495.00</b>
HULLINGER, JENNIE	01 1200 352 003 002 2	interpret for concert	145.00
	<b>Total</b>		<b>145.00</b>
IDEAL LINEN SUPPLY	01 2610 610 001 001 1	mops mats raqs	349.66
	01 2610 610 002 002 2	mops mats raqs	689.34
	<b>Total</b>		<b>1,039.00</b>
INLAND TRUCK PARTS COMPANY	01 2710 610 000 000 0	5 Inch Easy Seal Clamp - Tail Pipe	17.71
	01 2710 610 000 000 0	5 Inch Flat Band U-Clamp - Tail Pipe	13.53
	<b>Total</b>		<b>31.24</b>
JOHNSON CONTROLS BUILDING	01 2620 352 001 001 1	heater repairs	680.75
	01 2620 352 001 001 1	2026 SERVICE AGREEMENT 1ST HALF	8,486.50
	01 2620 352 001 001 1	2026 SERVICE AGREEMENT 1ST HALF	8,486.50
	<b>Total</b>		<b>17,653.75</b>
KSB SCHOOL LAW	01 2330 317 000 000 0	legal services	116.00
	<b>Total</b>		<b>116.00</b>
LEE'S SERVICE INC	01 2730 352 000 000 0	Flat Repair	40.00
	01 2730 352 000 000 0	Labor	35.00
	<b>Total</b>		<b>75.00</b>
MATHESON TRI-GAS INC.	01 1100 610 001 001 1	Welding consumables	829.19
	01 1100 610 001 001 1	welding supplies	120.21
	01 1100 610 001 001 1	welding supplies	231.43
	01 1100 610 001 001 1	welding supplies	85.85
	01 1100 610 001 001 1	welding supplies	128.33
	<b>Total</b>		<b>1,395.01</b>
MCI COMM SERVICE	01 2510 382 000 000 0	telephone	70.15

	<b>Total</b>		<b>70.15</b>
MENARDS	01 1100 610 001 001 1	stain brushes	56.37
	01 2660 610 000 000	outdoor lighting	89.96
	01 2660 610 000 000	return of outdoor lighting	(89.96)
	<b>Total</b>		<b>56.37</b>
NE INFINITE CAMPUS USER GROUP	01 1160 330 000 000 0	Data Training in Kearney	50.00
	<b>Total</b>		<b>50.00</b>
NE SAFETY CENTER	01 2710 330 000 000 0	class b endorsement	270.00
	<b>Total</b>		<b>270.00</b>
OLIVERIUS, HEATHER	01 2510 580 000 000 0	mileage reimb	22.40
	<b>Total</b>		<b>22.40</b>
ONE SOURCE	01 1200 810 003 002 2	background check	41.45
	<b>Total</b>		<b>41.45</b>
QUADIENT FINANCE USA, INC	01 2510 531 000 000 0	postage	6.83
	<b>Total</b>		<b>6.83</b>
SIGN GLASSES LLC	01 1200 591 003 002 2	remote interpreting	525.00
	<b>Total</b>		<b>525.00</b>
SOAR PEDIATRIC THERAPY, LLC	01 2172 591 003 000 0	3-5 pt	483.83
	01 2171 591 003 002 2	elem pt	1,369.17
	<b>Total</b>		<b>1,853.00</b>
SPARQDATA SOLUTIONS	01 2310 810 000 000 0	sparq meeting sub	2,700.00
	01 2310 810 000 000 0	sparq negotiations	1,800.00
	<b>Total</b>		<b>4,500.00</b>
STERLING COMPUTERS CORP	01 2510 610 000 000 0	Dell Pro 16 Plus (PB16250)	1,396.94
	<b>Total</b>		<b>1,396.94</b>
Stuart, Bobbie	01 2510 580 000 000 0	mileage reimb	144.20
	<b>Total</b>		<b>144.20</b>
TEAM CHEVROLET	01 2730 352 000 000 0	Oil Change/Service	25.00
	01 2730 352 000 000 0	Dex 5W30	45.00
	01 2730 352 000 000 0	Oil Filter	8.94
	01 2730 352 000 000 0	Disposal - Oil	0.50
	01 2730 352 000 000 0	Labor - Engine & Cabin Filter	15.00
	01 2730 352 000 000 0	Cabin Filter	49.08
	01 2730 352 000 000 0	Engine Air Filter	20.19
	01 2730 352 000 000 0	Oil Change/Service	25.00
	01 2730 352 000 000 0	5W30 Oil	39.00
	01 2730 352 000 000 0	Oil Filter	8.94
	01 2730 352 000 000 0	Disposal Fee	0.50
	01 2730 352 000 000 0	Oil Change/Service	25.00
	01 2730 352 000 000 0	DEX 0W20 Oil	68.00
	01 2730 352 000 000 0	Oil Filter	8.00
	01 2730 352 000 000 0	Labor - Cabin Filter	15.00
	01 2730 352 000 000 0	Cabin Filter	44.59
	01 2730 352 000 000 0	Disposal Fee	0.50
	01 2730 352 000 000 0	Oil Change/Service	25.00
	01 2730 352 000 000 0	DEX 0W20 Oil	68.00
	01 2730 352 000 000 0	Oil Filter	8.00
	01 2730 352 000 000 0	Disposal	0.50
	01 2730 352 000 000 0	DEX 5W30	45.00
	01 2730 352 000 000 0	Filter	8.00
	01 2730 352 000 000 0	Disposal of Oil	0.50
	01 2730 352 000 000 0	B-Labor Replace Cabin Filter	15.00
	01 2730 352 000 000 0	Cabin Filter	31.58
	01 2730 352 000 000 0	A-Oil Change/Service	25.00
	<b>Total</b>		<b>624.82</b>
TIME MANAGEMENT SYSTEMS	01 2510 810 000 000 0	timeclock	177.43
	<b>Total</b>		<b>177.43</b>
VAUGHN'S DUMPSTERS AND SERVICE L	01 2620 352 001 001 1	dumpster pick up	50.00
	<b>Total</b>		<b>50.00</b>
WURDEMAN, GREGG	01 2730 352 000 000 0	bus repairs	450.00
	<b>Total</b>		<b>450.00</b>
STONEGATE SEAMLESS ROOFING LLC	03 4700 720 000 000	patch work roof	6,000.93
	<b>Total</b>		<b>6,000.93</b>
	<b>General Fund Total</b>		<b>\$80,599.75</b>
	<b>Building Fund</b>		<b>\$6,000.93</b>
	<b>Payroll</b>		<b>\$418,916.84</b>

# Bayard Public Schools

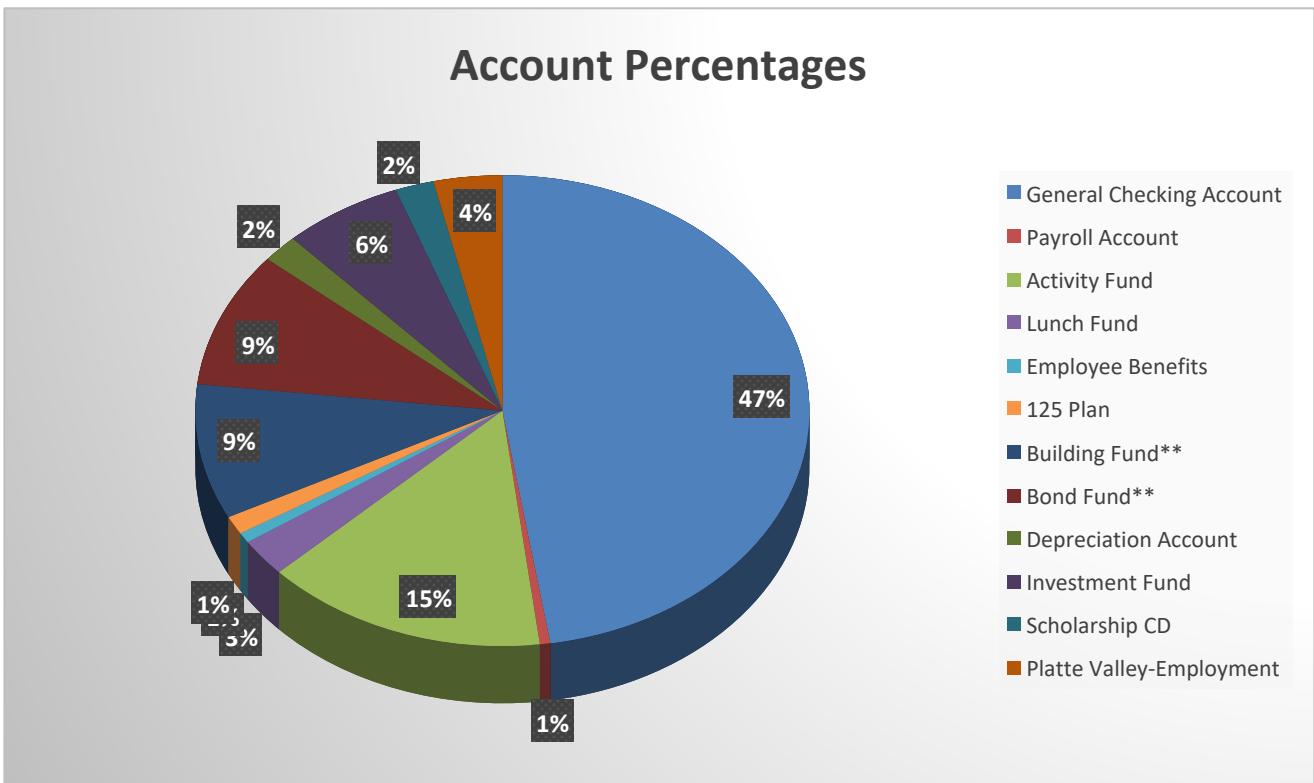
Equity in Cash  
December 31, 2025

Fund	Fund #	December, 2024 PRIOR YEAR BALANCE	November, 2025 PRIOR MONTH BALANCE	December, 2025 REVENUES	December, 2025 EXPENSES	December, 2025 ENDING BALANCE
General Fund Checking	01-101	\$727,355.64	1,251,734.62	458,092.59	(580,824.98)	\$1,129,002.23
Payroll - General Fund	01-104	\$10,745.89	\$ 13,104.89	427,705.31	(427,705.31)	\$ 13,104.89
Lunch Fund Checking	02-101	\$15,380.07	25,121.56	64,545.49	(27,923.20)	\$61,743.85
Payroll - Lunch Fund	02-104	\$0.00	0.00	11,492.60	(11,492.60)	\$0.00
Building Fund Checking	03-101	\$166,244.07	220,400.62	1,301.54	(1,341.01)	\$220,361.15
Bond Fund Checking	04-101	\$218,706.47	220,556.12	1,241.75	0.00	\$221,797.87
Employee Benefit Fund Checking	05-101	\$29,362.68	16,571.99	375.59	(100.00)	\$16,847.58
EB CD-PVB	05-106-1000	\$83,307.24	85,825.20	0.00	0.00	\$85,825.20
125-Flex Plan Checking	05-107	\$31,695.38	31,054.94	6,238.30	(7,350.36)	\$29,942.88
Depreciation Fund	06-101	\$51,361.67	45,324.04	41.96	0.00	\$45,366.00
Activities Fund Checking	07-101	\$369,509.56	326,473.21	45,814.51	(17,821.15)	\$354,466.57
Scholarship CD	07-114	\$54,229.29	48,370.30	0.00	0.00	\$48,370.30
Investment Fund	06-105	\$0.00	150,000.00	0.00	0.00	\$150,000.00
<b>TOTAL</b>		<b>\$1,757,897.96</b>	<b>\$ 2,434,537.49</b>	<b>1,016,849.64</b>	<b>(1,074,558.61)</b>	<b>\$2,376,828.52</b>



BAYARD PUBLIC SCHOOL  
 TREASURER REPORT  
 BANK STATEMENT BALANCES as of Dec 31, 2025

General Checking Account	\$	1,129,002.23	
Payroll Account	\$	13,104.89	
Activity Fund	\$	354,466.57	
Lunch Fund	\$	61,743.85	
Employee Benefits	\$	16,847.58	
125 Plan	\$	29,942.88	
Building Fund**	\$	220,361.15	
Bond Fund**	\$	221,797.87	
Depreciation Account	\$	45,366.00	
Investment Fund	\$	150,000.00	
Scholarship CD	\$	48,370.30	
Platte Valley-Employment	\$	85,825.20	
	\$		2,376,828.52





# Understanding NWEA MAP Scores

## *A Simple Guide to RIT Scores & Percentiles*

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### What is a RIT Score?

RIT stands for **Rasch Unit**.

It is the main score students receive on the NWEA MAP assessment.

Think of a **RIT score** like a student's academic "height."

- It **increases as learning happens**
- It stays stable from test to test
- It shows **what skills a student is ready to learn next**

A RIT score does **not** depend on grade level.

Two students in different grades can have the same RIT score if they are ready for the same skills.

#### **Why RIT matters:**

Teachers use it to:

- plan instruction
  - group students
  - choose learning activities
  - track growth over time
- 



### What is a Percentile Rank?

The **percentile** shows how a student compares to other students **across the nation** in the same grade and season.

It does **not** show the percent of questions correct.

It answers this question:

**How does this student's performance compare to students nationwide?**

Examples:

- **50th percentile** → right in the middle (average)
  - **75th percentile** → performed better than 75% of students
  - **25th percentile** → performed better than 25% of students
- 

## **How the Two Scores Work Together**

<b>RIT Score</b>	<b>Percentile</b>
Shows <b>what the student knows and is ready to learn</b>	Shows <b>how the student compares to peers nationally</b>
Used for instruction & growth	Used for national comparison

Both numbers matter.

But **growth over time** is the most important indicator of student success.

---

## **What Schools Look For**

- Is the student **growing** from fall to winter to spring?
- Are they learning the skills their RIT score says they are ready for?
- Are they being **challenged and supported** appropriately?

NWEA helps answer the most important question:

**Is this student learning and making progress?**

## **How NWEA MAP Testing Helps Students Perform Better on the Nebraska NSCAS Test**

At Bayard Public Schools, we use the **NWEA MAP assessment** as a powerful tool to help students succeed on the **Nebraska Student-Centered Assessment System (NSCAS)** — the state test required each spring.

Although the two tests are different, they are closely connected in purpose and impact.

### **1. NWEA Identifies Exactly What Each Student Needs**

NWEA is taken in the **fall, winter, and spring**, giving teachers multiple snapshots of each student's learning.

The results show:

- which skills a student has mastered
- which skills are developing
- which skills need more support

This allows teachers to adjust instruction **before** the NSCAS test so students are learning the right content at the right time.

### **2. Teachers Use NWEA Data to Target Nebraska Standards**

NWEA scores are directly linked to **Nebraska Academic Standards**.

Teachers use NWEA reports to:

- align lessons with state standards
- provide small-group instruction
- offer targeted interventions
- extend learning for advanced students

This focused instruction strengthens the exact skills students will use on the NSCAS.

### **3. Growth Tracking Leads to Better Outcomes**

Because NWEA tracks student growth over time, teachers can see:

- whether interventions are working
- which students need additional support
- which students are ready for more challenge

By the time students take the NSCAS, they are better prepared because instruction has been shaped by real data.

#### **4. Students Become Better Test-Takers**

Regular experience with NWEA helps students:

- build stamina
- practice critical-thinking skills
- become comfortable with online testing
- reduce test anxiety

These skills transfer directly to the NSCAS testing environment.

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### **The Bottom Line**

NWEA is not just another test — it is a roadmap for instruction.

When teachers use NWEA data effectively, students enter NSCAS testing more confident, better prepared, and positioned for success.

## January 2026 Superintendent Report

1. Facility update. We recently completed another small roof repair at the high school in the hallway between the auditorium and the concession stand. Stonegate Roofing was used again, as the previous repairs they completed have been effective. Although we have not had significant moisture recently, even minimal precipitation continues to find its way into existing cracks, making these targeted repairs necessary. Repairs have also been completed on the sinks in the girls' restroom at the elementary school. In addition, we will begin obtaining estimates for a replacement library door at the elementary. The current door no longer locks or unlocks properly, and the frame appears to be compromised. This project will likely be scheduled for completion during the summer months.
2. Transportation- the coach bus continues to be a repair nightmare. I am working on a cumulative list of the recent repairs. If/when we get it running it may be pertinent to look at unloading it, and making do without for now, or looking into a used not as expensive to maintain version to replace it.  
As you know transportation is a costly part of a school. Mr. Nesbitt and I have been brainstorming some options to reduce cost. Including but not limited to, reevaluating the current bus routes.
3. With the closure of Lake Minatare School, we have had several parents reach out to inquire about optioning into Bayard Public Schools. I have invited them to visit the district and have offered to meet with them individually or as a group to discuss the option enrollment process and answer any questions they may have.
4. The NRCSA spring conference is March 18-20 in Kearney. If you are interested in attending let me know.
5. The first Cost-Saving Committee meeting is scheduled for Wednesday, January 14th at 6:00 p.m. in the high school library. All community members who expressed interest in participating have confirmed their attendance, and four staff members have also volunteered to serve on the committee.
6. Unfortunately, Bill is unable to attend due to a standing conflict on Wednesday evenings, so future meetings will be scheduled on a different night to allow his participation. If any other board members are interested in attending, please let me know. Attendance will need to be limited to three or fewer board members in order to remain in compliance with quorum requirements. The meeting will be limited to one hour, and an agenda is currently being prepared.
7. I believe the recent assessment meetings have been very beneficial. They have generated meaningful conversations and thoughtful discussions around assessment, academic rigor, and instructional practices — all of which are essential and ever-evolving components of education. While the AQuESTT status initially felt stark, it served as an important reminder of the need to consistently reflect on and evaluate what we are doing each day in our classrooms to support student learning.  
I have included some basic information on how to read NWEA test results, the purpose of the NWEA and some NSCAS information if you are interested.

8. As I am sure you are aware the NE legislature is now in session. I will share any relevant information that may happen with you as it becomes available.

## Using NWEA MAP Scores to Drive Instruction

---

### Step 1 — Start with RIT & Growth

**RIT Score:** Student's current instructional level

**Growth:** How much progress the student has made since the last test

**Ask:**

- Did the student meet expected growth?
- Is growth consistent across subjects?

**Growth tells the real story.**

---

### Step 2 — Use Percentile for Context

Percentile = national comparison

Use it to understand **where** the student stands,  
not **what** to teach.

---

### Step 3 — Diagnose with the Learning Continuum

The Learning Continuum shows:

- skills the student is ready to learn
- missing prerequisite skills
- next instructional targets

**Plan instruction around:**

*What does this student need next?*

---

## Step 4 — Analyze Goal Areas

Identify:

- strengths
- weaknesses
- priority skill gaps

Use for:

- small groups
  - interventions
  - enrichment
- 

## Step 5 — Watch for Red Flags

Pattern	Possible Meaning
Low RIT + Low Growth	Needs immediate support
High RIT + Low Growth	Needs more challenge
Strong Growth + Weak Goal Area	Specific skill gap
Growth decline	Possible engagement or curriculum issue

---

## Step 6 — Turn Data into Action

Every teacher should be able to answer:

1. What does this student know?
2. What does the student need next?

3. What will I change tomorrow?

---

## **Step 7 — Build Student Ownership**

Share:

- RIT scores
- growth goals
- progress over time

Motivation increases when students understand their data.

# Bayard Public Schools

## Annual Report to Patrons

### Fall 2025



✦ Mission: Bayard Public Schools partners with parents to provide a successful educational experience and diverse opportunities.

#### STUDENTS & STAFF

- Enrollment (Oct 2025): 301 students
- Special Education: 19.93% (State 17.07%)
- Free & Reduced Meals: 73.37%
- ✓ Free breakfast & lunch for all students (CEP)
- Teacher Experience:
- Avg. 15 years (State 14)
- 54% hold a Master's Degree

Accreditation  
 ✓ State of Nebraska Accredited  
 ✓ Early Childhood Programs State Accredited  
 17 Next Review: Spring 2027

#### Graduation & Beyond

- Graduation Rate: 83.87% (State 88%)
- Diplomas Awarded: 26
- College-Going Rate: 60.71%
  - 21 enrolled in college/trade
  - 5 entered the workforce



#### Attendance & Mobility

- Attendance: 89.87% (State 92.8%)
- Mobility Rate: 9.62% (State 7.73%)
- Highly Mobile: 6.12% (State 3.65%)

#### Student Achievement

ACT – Grade II (2025)

% Meeting State Expectations

ELA: 15% | State: 43%

Math: 0% | State: 41%

Science: 4% | State: 48%

NSCAS – Grades 3–8

% Proficient

ELA: 43% | State: 59%

Math: 45% | State: 58%

Science: 76% | State: 80%

MAPS – Spring 2025

% Above 50th Percentile

Math: Gr 4 53% | Gr 8 33% | Gr 10 67%

Reading: Gr 4 53% | Gr 8 24% | Gr 10 53%

Science: Gr 10 76%

AQuESTT Classification (2024–25)

District: Needs Improvement

High School: Needs Improvement

Middle School: Needs Improvement

Elementary: Good

(Based on achievement, growth, attendance & graduation)

#### FINANCIAL SNAPSHOT (2025–26)

- Total Budget: \$8.49M
- General Fund: \$7.92M
- State Aid: \$1.59M
- Tax Asking: \$4.57M
- Total Levy: 1.0918

#### Instructional Time

(State Required → Bayard Provided)

K–6: 1,032 → 1,093 hours

7–12: 1,080 → 1,148 hours

#### DAILY ATTENDANCE RATE

The attendance rate shows the ratio of the total number of days students are actually in school compared to the number of days they could have been in school. Bayard Public Schools average is 89.87% State Average 92.8%.

## ENROLLMENT OCT 1, 2025 COMPARED TO OCT 1, 2024, 2023

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	T	Date
34	16	18	21	19	13	19	22	21	24	31	20	16	27	301	2025
32	16	23	30	15	18	20	22	26	35	21	19	27	29	323	2024
32	22	30	17	18	18	21	29	34	25	17	24	31	27	335	2023



### FREE & REDUCED RATE

Bayard Public Schools had a Free and Reduced rate of **73.37%** compared to the state average of **50.43%**. Bayard participates in the CEP program which provides one breakfast and one lunch meal free of charge to all students every day.

### SCHOOL MOBILITY RATE

Any child who enters or leaves school between the last Friday in September and the last day of school is counted in the mobility rate. An individual child is counted only once. The percentage is calculated using the number of students in grades K-12 who are mobile divided by the number of students in grades K-12 (as reported in the Fall membership.) The Fall membership includes students enrolled on the last Friday in September. For 2024-2025, BPS had a mobility rate of **9.62%** compared to a state-wide rate of **7.73%**.

### STUDENT MEMBERSHIP PERCENTAGE BY RACE & ETHNICITY

American Indian/Alaskan Native	.93
Asian	0%
Black/African American	.31%
Hispanic/Latino	20.47%
Native Hawaiian/Pacific Islander	0%
White	73.68%
Two or More Races	4.33%

### Highly Mobile

Any student who enrolls in two or more public schools during an academic year will be considered a highly mobile student. If a student's initial public school enrollment for the year is after the State's official membership day (last Friday in September), it is assumed that the enrollment represents the second public school enrollment occurrence for the school year. This number is divided by the total number of students served in grades K-12 by the district or state respectively. Bayard's highly mobile rate is **6.12%** compared to a statewide rate of **3.65%**.





**ITEM 4 PERSONS WHO MAY RECEIVE FINANCIAL BENEFIT OR DETRIMENT**

You

Member of your Immediate Family: \_\_\_\_\_  
NAME

Business With Which You  
 Are Associated (See Definitions) \_\_\_\_\_  
NAME OF BUSINESS

**ITEM 5 NATURE OF FINANCIAL BENEFIT OR DETRIMENT**

**ITEM 6 CONTINUATION**

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

## General Information - Filing Requirements

**I. What is a Potential Conflict of Interest?** - A public official has a potential conflict of interest if he or she is faced with taking an official action or making an official decision which may result in a financial benefit or a financial detriment to the public official; a member of his or her immediate family; or a business with which he or she is associated. The financial effect of the action or decision must be distinguishable from the financial effect on the general public or a broad segment of it.

### II. Who Must File:

- A. Any public official of any political subdivision, who is not required to file a Statement of Financial Interests (Form C-1), must file this form if he or she has a potential conflict of interest. Public officials who are required to file a Form C-1 should instead use Form C-2 if they have a potential conflict of interest.
- B. Any employee of a political subdivision whose annual salary and benefits exceed \$150,000 must file this form if he or she has a conflict of interest.

### III. When and Where to File and Abstention:

- A. This form should be filed as soon as the person holding elective office is aware that he or she may have a potential conflict of interest and prior to the time that the action is to be taken or the decision is to be made.
- B. This form should be filed with the person who normally keeps records for the governing body of the political subdivision. For example, the person who keeps records for a city or village may be the city clerk or village clerk. **This form is not required to be filed with the Nebraska Accountability and Disclosure Commission.** However, if the person wants an opinion from the Commission as to whether he or she has an actual conflict of interest, he or she may send a copy of the form to the Commission along with a request for an opinion.
- C. The person filing the form should abstain from participating in or voting on the matter in which he or she has a potential conflict of interest or until he or she has been notified by our office that there is no conflict.

**IV. Enforcement** - If a person required to file this form fails to do so, the NADC may find a violation of the Nebraska Political Accountability and Disclosure Act and assess a civil penalty.

**Disclosure of Contractual Interests by Local Officers.** If you are a local elected official disclosing an interest in a contract or an open account in which a local governing body on which you serve is a party, use NADC Form C-3, Contractual Interest Statement.

**Disclosure of the Employment of Immediate Family Members.** If you are disclosing the employment of an immediate family member, use NADC Form C-4, Employment of Immediate Family Members Disclosure Statement.

## Definitions

Immediate family shall mean a child residing in your household, your spouse or an individual claimed by you or your spouse as a dependent for federal income tax purposes.

Business shall mean any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity. NOTE: The definition includes for profit and non-profit entities.

Business with which you are associated shall mean a business: (1) of which you are the sole proprietor; (2) or in which you are a partner, director, or officer; (3) or in which you or a member of your immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market value or which represents more than a 5 percent equity interest, or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than a 10 percent equity interest.

Elective office shall mean a public office filled by an election, except for federal offices. A person who is appointed to fill a vacancy in a public office which is ordinarily elective holds an elective office.

Person means a business, individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, labor organization, company, corporation, association, committee, or any other organization or group of persons acting jointly.

Statutory Authority: Section 49-1499.03 Revised Statutes of Nebraska.





**Bayard Public Schools  
2026-2027 Calendar**

**Traditional Calendar-Draft**

2026							August 2026							2027						
<b>JUNE</b>							10- New Teacher Orientation	<b>DECEMBER</b>												
S	M	T	W	Th	F	S	11- Teacher Orientation	S	M	T	W	Th	F	S						
	1	2	3	4	5	6	12- Teacher Orientation			1	2	3	4	5						
7	8	9	10	11	12	13	13- Teacher Orientation	6	7	8	9	10	11	12						
14	15	16	17	18	19	20	14- Teacher Orientation	13	14	15	16	17	18	19						
21	22	23	24	25	26	27	17- Teacher Orientation	20	21	22	23	24	25	26						
28	29	30					18- First Day of Classes	27	28	29	30	31								
<b>JULY</b>							25- 1st Day Pre School	<b>2027</b>												
S	M	T	W	Th	F	S	<b>JANUARY</b>													
			1	2	3	4	S	M	T	W	Th	F	S							
5	6	7	8	9	10	11	7- No School Labor Day						1	2						
12	13	14	15	16	17	18	21- Teacher Inservice	3	4	5	6	7	8	9						
19	20	21	22	23	24	25	<b>October</b>													
26	27	28	29	30			8- Early Out PT Conferences	10	11	12	13	14	15	16						
<b>AUGUST</b>							9- No School	17	18	19	20	21	22	23						
S	M	T	W	Th	F	S	28-Teacher Inservice	24	25	26	27	28	29	30						
	1	2	3	4	5	1	<b>November</b>													
2	3	4	5	6	7	9	18-Teacher Inservice	<b>FEBRUARY</b>												
9	10	11	12	13	14	15	25-30 Thanksgiving Break	S	M	T	W	Th	F	S						
16	17	18	19	20	21	22	<b>December</b>													
23	24	25	26	27	28	29	18- Teacher Inservice		1	2	3	4	5	6						
30	31						21-31 Christmas Break	7	8	9	10	11	12	13						
<b>SEPTEMBER</b>							1- Christmas Break	14	15	16	17	18	19	20						
S	M	T	W	Th	F	S	4- Inservice Day	21	22	23	24	25	26	27						
		1	2	3	4	5	5- 1st Day 2nd Semester Classes	28												
6	7	8	9	10	11	12	25- Inservice Day	<b>MARCH</b>												
13	14	15	16	17	18	19	<b>February</b>													
20	21	22	23	24	25	26	1- Inservice JH GWR	S	M	T	W	Th	F	S						
27	28	29	30				15- ESU Inservice Day		1	2	3	4	5	6						
<b>OCTOBER</b>							26- No School - Wrestling?	7	8	9	10	11	12	13						
S	M	T	W	Th	F	S	<b>March</b>													
				1	2	3	5- No School Girls BB													
4	5	6	7	8	9	10	8 - Inservice/ PT Conferences	14	15	16	17	18	19	20						
11	12	13	14	15	16	17	12- No School Boys BB	21	22	23	24	25	26	27						
18	19	20	21	22	23	24	26-29 Easter Break	28	29	30	31									
25	26	27	28	29	30	31	<b>April</b>													
<b>2026</b>							9-Inservice Day?	<b>APRIL</b>												
<b>2027</b>							<b>May</b>													



**Christina Mascher**

621 2 Ave

Bayard NE 69334

1/6/26

**To:**

Donna Stuart

Bayard Public School Board

Bayard Public School District

726 4th Ave

Bayard NE 69334

**Subject:** Notice of Resignation from School Board

Dear Donna Stuart,

I am writing to formally tender my resignation from my position as a member of the Bayard School Board , effective January 30th 2026.

This decision was not made lightly, as serving on the board has been a deeply meaningful experience. I am grateful for the opportunity to contribute to the growth and success of our schools, and I appreciate the collaboration and dedication of my fellow board members, staff, and community.

Thank you for the trust and support you have extended to me during my tenure. I wish the board and the district continued success in achieving its mission.

Sincerely,

Christina Mascher

## **2001 Role of the Board of Education**

The board of education (board) is charged by the Legislature with the duty of providing public elementary and secondary education to the citizens of the district. The Legislature has also created the State Board of Education and the State Department of Education, and has delegated certain regulatory and advisory functions to them. The board is responsible to these agencies as specified by law.

The board's primary duties are: (1) to establish a mission, goals, and policies; (2) to establish and maintain school facilities; (3) to select a superintendent; (4) to adopt a fiscally responsible budget; and (5) to evaluate programs.

### **1. Establishment of Mission, Goals and Policies**

The board shall concern itself with broad questions of mission, goals and policy, rather than administrative details. The application of policies is an administrative task to be performed by the superintendent of schools and his or her administrative staff, who shall be held responsible for the effective administration and supervision of the entire school district.

### **2. Establishment and Maintenance of School Facilities and Other Resources**

The board is the legal agency through which the community works to provide the physical facilities, curriculum, instructional supplies and staff to enable the district's mission and objectives to be carried out. The board will establish and maintain school facilities necessary to educate the students of the district.

### **3. Selection of the Superintendent of Schools**

The board will employ a superintendent of schools as the chief executive to whom it will delegate the administration of the school program. As the chief administrator for the board, the superintendent will implement board policies and supervise the day-to-day operation of the school system. The superintendent will keep the board informed of the implementation of the plans and policies, and will recommend changes to policies as necessary. The superintendent will furnish educational leadership to the board, the school staff, and the community.

4. Fiscally Responsible Budget

The board will annually adopt a fiscally responsible budget that will permit the district to accomplish its goals and objectives. The management of the financial program and the development of the proposed budget for the district is delegated to the superintendent.

The board will work for adequate and dependable financial support of the public schools, promotion of effective and efficient organization, and administration of the district.

5. Evaluation of Program

The board will evaluate, or cause to be evaluated, the progress and results of the educational program on a continuous basis. In making these evaluations, the board will seek and give appropriate weight to the superintendent's analysis and recommendations.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2002**  
**Organization of the Board, Board Officers, Check Signing and**  
**Committees**

1. Membership, Term and Election

- a. The Board of Education shall be comprised of six members who will be elected at large.
- b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

a. President

- i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.
- ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

b. Vice President

- i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.
- ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

c. Secretary

- i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

- ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

d. Treasurer

- i. At the regular January meeting, the board shall elect, employ, or appoint a treasurer who need not be a member of the board if permitted by law. The treasurer shall serve in that capacity for one year, unless the board designates a longer term for the treasurer.
- ii. The treasurer may be designated to sign checks and certain other documents. The treasurer is the custodian of the monies of the district.
- iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.
- iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized.

3. Signing and Authorizing Checks, Warrants, and other Instruments.

- a. Unless otherwise delegated by the board, the president and secretary of the board shall sign checks, warrants, and other instruments of the district.
- b. The board may delegate another person to sign and validate any checks, warrants, and other instruments. Facsimile signatures of board members may be used.
- c. The board delegates that the vice president or treasurer may sign any warrant in the absence of either the president or the secretary.

#### 4. Board Officer Voting and Tie Breakers

- a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.
- b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:
  - i. If the board is split between two members, the officer will be determined by coin flip. The winning member will be the officer for the upcoming year unless the position changes by action of the board.
  - ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.
  - iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

#### 5. Committees

- a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.
- b. On or before the beginning of each calendar year, the board shall appoint three members to form a Committee on American Civics. The committee's duties shall be those prescribed by Nebraska statutes, which include:
  - i. Hold no fewer than two public meetings annually, at least one when public testimony is accepted;

- ii. Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;
- iii. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;
- iv. Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and respect for the nation's institutions and not be merely a recital of events and dates;
- v. Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;
- vi. Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;
- vii. Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:
  - 1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or
  - 2. Attendance or participation between the commencement of eighth grade and completion of

twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or

3. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event;

viii. Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

## 6. Vacancies

a. A vacancy on the board of education shall exist when any one of the following occurs:

i. A member submits his or her formal resignation from the board.

ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.

iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.

iv. Such other reasons as are set forth in Nebraska statutes.

b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2003**  
**Development and Education of Board Members**

1. New Board Member Orientation
  - a. All new board members are strongly encouraged to attend new board member training and workshops.
  - b. Sitting board members and the superintendent will assist each new member-elect to understand the board's functions, policies, and procedures before he or she takes office.
2. Ongoing Development and Education
  - a. Board members provide the most effective service to the district when they are continuously updated on educational and legal issues. Attendance at meetings directly or indirectly related to education or school matters is encouraged for the value they have to the school system and the professional growth of board members.
  - b. Board members are encouraged to engage in continuing education such as:
    - i. Participation in local, regional and state conferences and workshops such as meetings of the Nebraska Association of School Boards, the Nebraska Rural Community Schools Association, and the Nebraska Council of School Administrators.
    - ii. Participation in legislative sessions and related activities.
    - iii. Participation in national conventions such as the National School Boards Association and/or the American Association of School Administrators on a rotating basis among the members.
    - iv. Examination of other school facilities and their programs.
3. The superintendent shall notify board members of all relevant conferences and workshops, other local and regional meetings, and/or in-service activities.

Board members should refer to Policy 2007 for information on reimbursement for attendance at continuing education and training.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2004  
Oath of Office**

No board member is required to take an oath of office pursuant to Nebraska law. However, new board members may voluntarily take the following oath before entering into their official duties:

I, ....., do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of member of the board of education, according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.

Board members may affirm the oath orally or in writing. Copies of written oaths will be retained as official records of the school district in the main administrative office and such other places as may be required by law. Board members who give the oath orally will be noted in the minutes.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2005 Conflict of Interest**

Any member of the board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For purposes of this policy:
  - a. Business with which a board member is associated shall include the following:
    - i. A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.
    - ii. A business in which the board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the board member reports the name and address of the company and stockbroker.
  - b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.
  - c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.
2. Contracts with the School District.
  - a. No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is

awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the board's policy on the employment of board members.

- b. The existence of any conflict of interest in any contract in which the board member has an interest and in which the school district is a party, or the failure to make public the board member's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for the board member to make public notice shall apply when the board member, or his or her parent, spouse, or child has a business association with the business involved in the contract or will receive a payment, fee, or commission as a result of the contract.
- d. The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the board member:
  - i. Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract;
  - ii. Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the board with all members present from securing a quorum on the issue, then all members may vote on the matters; and
  - iii. Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

### 3. Contracts with Board Member's Immediate Family.

- a. If a person in a board member's immediate family is an employee of this school district, the board member may vote on all issues of a contract which are generally applicable to:

- i. All district employees.
- ii. All employees within a specific classification but which does not single out the member of his or her immediate family.

#### 4. Employing Members of the Immediate Family.

a. A board member may recommend for employment or supervise the employment of an immediate family member if:

- i. The board member does not abuse his or her position.

Abuse of official position shall include, but not be limited to, employing an immediate family member:

- 1. who is not qualified for and able to perform the duties of the position;
  - 2. for any unreasonably high salary;
  - 3. who is not required to perform the duties of the position.
- ii. The board makes a reasonable solicitation and consideration of applications for employment.
  - iii. The board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the board. If the secretary of the board of education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.
  - iv. The board approves the employment or supervisory position.
  - v. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

#### 5. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment

- a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
  - i. a public official, public employee, or candidate.
  - ii. a member of the immediate family of an individual listed in Subparagraph "a" above.
  - iii. a business with which an individual listed in Subparagraph (i) or (ii) above is associated.
- b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.
- c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.
- d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

## 6. Conflict of Interest Relating to Campaigning or Political Issues

- a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- b. This does not prohibit the board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.

- c. This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.
- d. This does not prohibit the board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
  - i. The board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the board on specific occasions such as public meetings or legislative hearings.
  - ii. Any member of the board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

## 7. Conflict of Interest Statement

- a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:
  - i. Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
  - ii. Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and
  - iii. Abstain from participating or voting on the matter in which he or she has a conflict of interest.

- b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

## 8. Recordkeeping

- a. The board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:
  - i. The names of the contracting parties.
  - ii. The nature of the interest of the board member in question.
  - iii. The date that the contract was approved.
  - iv. The amount of the contract.
  - v. The basic terms of the contract.
- b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board secretary shall be available for public inspection during normal working hours of the office in which it is kept.

- 9. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2007**  
**Reimbursement and Miscellaneous Expenditures**

1. Board members, employees, and volunteers of the school district are expected to maintain and enhance their effectiveness by being well-informed on issues affecting education. They are encouraged to attend education workshops, conferences, training programs, official functions, hearings, and meetings sponsored by the school district or state and national educational organizations which are helpful to them in performing their duties or which are in the best interests of the school district.
  
2. This board hereby gives prior approval for board members to attend meetings described in the preceding paragraph. Upon approval by the board president, or the superintendent or designee when the board president is unavailable, such board members may attend authorized meetings without further action or approval by the board, and shall be paid or reimbursed for registration costs, tuition costs, fees or charges, travel expenses, and costs of meals and lodging as permitted by law.
  - a. The superintendent or the superintendent's designee may authorize employees and volunteers to attend meetings described in the first paragraph and may authorize the payment of such registration costs, tuition costs, fees, charges, travel expenses, costs of meals, and/or costs of lodging as he or she deems appropriate and as permitted by law.
  
  - b. Expenses for attendance at any of the above activities shall be paid by the school district as allowed by law. The Board shall pay or reimburse attendees for expenses that are actually, necessarily, and reasonably incurred in attending educational seminars, conventions, and workshops; conferences; training programs; official school functions, hearings or meetings, provided that such reimbursement is permitted by law.
  
  - c. The board authorizes the expenditure of funds for non-alcoholic beverages for individuals attending public meetings of the board and non-alcoholic beverages and meals for individuals while performing or immediately after performing relief, assistance, or support activities in emergency situations, and for any volunteers during or

immediately following their participation in any activity approved by the board.

- d. It is in the best interest of this school district to recognize service by board members, employees, and volunteers. The board authorizes the president, superintendent or the superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted, provided that no such plaque, certificate, flowers or other item of value shall cost more than \$100.00.
  
- e. Funds may be spent for one recognition dinner each year for elected and appointed officials, employees or volunteers of the school district. The maximum cost per person for such a dinner shall not exceed \$50.00.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2009**  
**Public Participation at Board Meetings**

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

The board shall make reasonable efforts to accommodate the public's right to hear the discussions and testimony presented at its meetings. The board shall make available at the meeting, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed in open session of the meeting.

Except for closed sessions, the board will allow members of the public an opportunity to speak at each meeting. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board shall require members of the public desiring to address the board to identify themselves, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2010**  
**Preparation for Board Meetings**

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2011**  
**Membership in Organizations**

The board may hold membership in organizations approved by the board.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2012 Board Code of Ethics**

The board recognizes that collectively and individually, all members of the board must adhere to an accepted code of ethics in order to improve public education. Board members must conduct themselves professionally and in a manner fitting of their position.

Each board member shall:

1. Attend all regularly scheduled board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
2. Endeavor to make policy decisions only after full discussion at publicly held board meetings;
3. Render all decisions based on the available facts and his or her independent judgment, and refuse to surrender that judgment to individuals or special interest groups;
4. Encourage the free expression of opinion by all board members, and seek systematic communication between the board and students, staff and all elements of the community;
5. Work with other board members to establish effective board policies and to delegate authority to the superintendent to administer the school district;
6. Communicate expressions of public reaction to the board policies and school program to other board members and the superintendent;
7. Learn about current educational issues by individual study and through participation in seminars and programs, such as those sponsored by the state and national school board associations;
8. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
9. Avoid being placed in a position of conflict of interest, and refrain from using the board member's position on the board for personal or political gain;

10. Refrain from discussing the confidential business of the board in any setting except a board meeting;
11. Refrain from micro-managing the affairs of the school district;
12. Recognize the superintendent as the executive officer of the board;
13. Work constructively and collegially with the other members of the board, students, staff and patrons.
14. Refer complaints to the superintendent or building principal, as appropriate;
15. Always be mindful of his/her fiduciary obligation to the school district, including duties of loyalty and care, by placing the interests of the district above the board member's personal interests.
16. Remember that a board member's first and greatest concern must be the educational welfare of the students attending this district's schools.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2013**  
**Violation of Board Ethics**

The board of education is responsible for enforcing the code of ethics of its members. If any member of the board commits a serious or repeated violation of the code, the board may take any of the following steps:

1. The board president may confer with the board member who has violated the code of ethics in order to:
  - a. Identify the provision of the code that the member has violated;
  - b. Propose how the member can remedy the violation;
  - c. If the board member who violated the code is the board president, the vice president is empowered to confer with the president about the violation.
2. The board may discuss the violation as an agenda item at a meeting to confront the offending board member. However, the board will not enter closed session to hold the discussion of the ethics violation unless the Open Meetings Act authorizes a closed session.
3. The board may vote to publicly censure any board member who commits a serious or repeated violation of the code. The board will pass a censure motion to inform the community that an individual member of the board is not fulfilling the responsibilities for which he or she was elected.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2014**  
**Relationship with District Legal Counsel**

The board will engage legal counsel to assist it and the administration in dealing with legal issues. When the district faces circumstances in which legal counsel may be needed between board meetings, the board president or superintendent may engage legal counsel on the board's behalf.

The superintendent and the board president shall have the authority to contact the school's legal counsel on behalf of the district. The superintendent may give other members of the administration permission to contact the district's legal counsel on an as-needed basis. Individual board members other than the president may not contact the district's legal counsel on behalf of the board without the approval of the board president or a majority of the board.

Any board member who contacts the district's legal counsel without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the district's legal counsel is involved.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 2016

### Participation in Insurance Program by Board Members

Members of board of education may participate in the school district's health and life insurance plans which are provided to school district employees. A board member electing to participate in the insurance program of the school district shall pay both the employee and the employer portions of the premiums to the district in advance of any payments being due from the district to the insurance carrier.

Every three months, the board will place on its agenda a report identifying the board members who have elected to purchase insurance coverage through the district. This report will shall be made available in the school district office for review by the public upon request.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2017**  
**Indemnification and Liability Insurance**

In addition to circumstances where it is obligated to provide indemnity or procure insurance, the school board has broad authority to purchase insurance or otherwise indemnify school board members, officers, employees, or agents of the school district. The school board will purchase liability insurance and provide indemnification at its discretion and review its current coverages and indemnification obligations when it deems appropriate.

In the event the school district's current insurance, indemnification agreements, contract obligations, or other promises to indemnify do not cover a situation which the school board can agree to cover, the school board may authorize indemnification. The school board may elect to indemnify any board member, officer, agent, or employee if he or she is a party or is threatened to be made a party in any pending or completed suit, proceeding, or any other action, whether criminal, civil, administrative, or investigative, if the individual is involved because of current or past service on the board, employment, or agency relationship with the school district. However, the indemnification and defense will only be considered if such person acted in good faith and in a manner he or she reasonably believed to be in the best interests or not opposed to the best interests of the school district, including in a criminal proceeding if he or she had no reasonable cause to believe the conduct was unlawful.

In circumstances involving employees, the board delegates to the Superintendent the authority to provide the indemnification to the extent the Superintendent is authorized to procure legal services, as long as the indemnification is otherwise consistent with the authority granted under the law.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2008 Meetings**

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

### 1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

### 2. Notice

The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public.

**Publication Procedure if the Newspaper Will Be Finalized for Printing Prior to the Time and Date of the Meeting.** Notice of regular and special meetings shall be (1) published in a newspaper of general circulation within the district that is finalized for printing prior to the time and date of the meeting, (2) posting on the newspaper's website, if available, and (3) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers.

**Publication Procedure if the Newspaper Will Not Be Finalized for Printing Prior to the Time and Date of the Meeting.** Notice of regular and special meetings shall be (1) posting on the newspaper's website, if available, and (2) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the school district's jurisdiction is to be finalized for printing prior to the time and date of the meeting.

Newspapers of general circulation in the district include the Bayard Transcript. Such notice shall contain a statement that the agenda shall be

readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.

In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the school district will (1) post the notice on its website, if available, (2) request the newspaper submit a post on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (3) post the notice in a conspicuous public place in the school district's jurisdiction. The school district will keep a written record of the posting and the written request to the newspaper.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

### 3. Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay. Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.

### 4. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.

- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
  
- c. The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**6026**  
**Emergency Dismissal**

The superintendent or his/her designee is responsible for determining when school and/or extracurricular activities should be cancelled or dismissed due to severe weather or other emergency conditions. Coaches and/or sponsors may not conduct practices on days that school is cancelled without first securing the superintendent's specific permission.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6027 Field Trips**

The board encourages instructional staff to incorporate field trips into the curriculum. These trips should normally be conducted during the school day.

### **1. General Conditions**

All trips must be pre-approved by the teacher's building principal. Out-of-state and overnight trips may require pre-approval by the board. The superintendent and principals will develop guidelines for approval of trips and communicate those guidelines to teaching staff.

### **2. Parental Permission**

Each student must submit a signed parental permission slip prior to being allowed to attend a field trip. A new permission slip must be signed at the beginning of each school year. Signed permission slips will be kept on file in the appropriate building principal's office. Caregivers, as that term is defined in the Nebraska Strengthening Families Act, shall be permitted to sign parental permission slips.

### **3. Supervision**

Sponsoring teachers must ensure that students are adequately supervised and chaperoned by a responsible adult at all times during field trips. Whether paid staff or volunteers, chaperones are prohibited from drinking alcoholic beverages of any kind at any time during any field trip. All chaperones must be at least 21 years of age or employed by the district. Any chaperone who drives students must possess a valid driver's license. Chaperones who drive students in private vehicles must possess adequate insurance coverage. Chaperones do not have any property right in or to a chaperone assignment. The school district may deny or terminate a chaperone assignment for any reason that is not unconstitutional or unlawful. The superintendent's decision shall be final.

### **4. Student Conduct**

Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_



**6028**  
**The Extracurricular Activities Program**

**1. General Purpose**

- a. The extracurricular program includes noncurricular activities which are sponsored by the school district. These activities include sports and other activities which are sponsored by the school.
- b. Extracurricular activities are an important part of the total school experience, but are secondary to the academic program and must be kept in that perspective.
- c. Extracurricular activities **do not** include:
  - i. co-curricular activities such as band and choir, in which students must participate as part of the requirements for enrollment in and receiving a grade for a particular course.
  - ii. student-initiated, non-curriculum related student groups which are permitted to hold meetings and events on school premises. These groups are not school-sponsored and are not governed by this policy or other policies and rules governing extracurricular groups.

**2. Governance**

- a. All extracurricular activities shall be under the exclusive governance and control of the school district. This control includes, but is not be limited to, the formation, naming, structure, operation, financing, and discontinuance of all extracurricular activities. Extracurricular activities shall not have any separate or individual existence, status, rights, or authority.
- b. Students and sponsors will be governed by all board's policies and administrative rules including the policy on field trips when traveling for extracurricular activities.

**3. Student Eligibility**

- a. Students are encouraged to participate in extracurricular activities. Participation shall be open to and limited to all students who are currently enrolled in the school district on a

voluntary basis.

- b.** Extracurricular activities may establish academic or course enrollment qualifications for participation if such qualifications are necessarily related to the purposes of the activity.
- c.** Standards for scholastic eligibility for students wishing to participate in extracurricular activities shall be set by the administration and shall be consistent with at least the minimum standards provided by the NSAA.
- d.** All students in grades 7-12 who participate in athletics must have a physical examination by a qualified health care provider at the student's expense.
- e.** Students who wish to participate in extracurricular activities must abide by the student code of conduct, the extracurricular code of conduct and any additional rules set by the activity sponsor.
- f.** Students are not eligible to participate in any extracurricular activity until they and their parents/guardians have signed the student handbook and extracurricular handbook receipt and acknowledgement.

#### **4. Sponsors**

- a.** Each extracurricular activity must have a sponsor who is a member of the district's certificated staff or a selected community member who is qualified by virtue of education, training, experience, or special interest to serve as the sponsor.
- b.** The superintendent or his/her designee will assign activity sponsors. Payment to sponsors will be negotiated with the sponsor based on the terms of any applicable collective bargaining agreement, the sponsor's training and experience and any other lawful criteria. Sponsors serve in their capacity as a sponsor at the will of the superintendent, who is specifically empowered to remove an activity sponsor in the superintendent's sole discretion.
- c.** Sponsors shall be required to: develop materials, activities, and a budget; promote membership and participation; communicate with the principal or designee, staff, students, and parents;

schedule meeting dates and locations; plan meaningful experiences; supervise students during activities; evaluate and make recommendations; and submit a year-end report to the principal or designee.

5. **Fundraising Activities**

All fundraising activities shall require authorization by a member of the school district administration and shall be subject to all other school policies. All money raised by these activities shall be governed by Policy 3005.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**6029**  
**Activity Trips**

Unless an extenuating circumstance (i.e. funeral, medical appt.) is permitted in advance by the administration, students must travel to and from all extracurricular activities in the transportation provided by the school. A student may travel home from an activity with his/her parent or guardian if the activity sponsor has personally released the student to the parents' custody. Students who misbehave while on an activity trip may be subject to disciplinary consequences set forth in the board's student discipline policy. In addition to any other disciplinary consequences imposed, students who misbehave while on school-sponsored trips may be prohibited from attending future trips.

Students must comply with the board's policies on field trips as well as the student code of conduct, the extracurricular code, and all directives of a sponsor or chaperone while on activity trip.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 6030

### Public Appearances of School Groups

The reputation of the school district is enhanced when student groups appear at public non-school functions. Therefore, the board encourages student groups to appear at public events, subject to the following requirements:

1. Activity sponsors must secure the permission of their building principal before booking a student group at a public event.
2. Sponsors are discouraged from booking student groups to perform on more than one school night (Sunday-Thursday) per week.
3. Student groups may not perform at a political rally without permission from the superintendent and prior notice to parents.
4. The policies and rules that apply to field trips also apply to student group appearances in public.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6031 Emergency Exclusion**

**Grounds for Emergency Exclusion.** Any student may be excluded from school in the following circumstances subject to the procedural provisions governing short term suspension found elsewhere in these policies or state law:

(a) If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or

(b) If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers that prompted the exclusion.

**Extension of Exclusion.** Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for up to five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be made according to the procedures set forth below.

**Notification of Student's Parent(s) or Guardian(s).** The superintendent or the superintendent's designee shall notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing. The notice shall include notice of a recommended hearing examiner and an alternate hearing examiner for consideration by the parent(s) or guardian(s) if a hearing is requested.

**Opportunity to Request a Hearing.** The student's parent(s) or guardian(s) may submit a request for a hearing on the proposed extension of the exclusion within one school day of receiving the notice of the proposed extension.

**Failure to Request a Hearing.** If the parent(s) or guardian(s) do not request a hearing within one school day of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

**Appointment and Qualifications of a Hearing Examiner.** The parent(s) or guardian(s) shall notify the superintendent within one school day of receiving notice of the recommended extension and proposed hearing examiner and alternate hearing examiner if the alternate hearing examiner is preferred.

**Hearing Examiner's Notice to Parent(s) or Guardian(s).** The hearing examiner shall promptly give written notice of the time, date and place of the hearing. The hearing will be held within ten school days after the initial date of exclusion; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days' notice unless otherwise agreed to by the student's parent(s) or guardian(s) and school officials.

**Continued Exclusion.** If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

**Examination of Student's Records and Affidavits.** Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits that will be used by school officials at the hearing.

**Attendance at Hearing.** The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

**Student's Witness(es).** The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to the sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

**Right to Know Issues and Nature of Testimony.** The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any administrative or expert witnesses.

**Presence of Student and Witnesses at the Hearing.** The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify. The school district shall make available to testify at the hearing any employee who is a witness to the matter upon request from the parent(s) or guardian(s).

**Sworn or Affirmed Testimony.** The principal or his or her designee shall present evidence supporting the recommended extension. Witnesses will give testimony under oath of affirmation, and may be questioned.

**Hearing Examiner's Report and Recommendations.** The hearing examiner shall prepare a report of his or her findings and recommendations, and forward the report to the superintendent.

**Superintendent's Decision.** The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He or she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**6032**  
**Constitution Day Education**

Each year on September 17, designated as Constitution Day, the school district will conduct a program designed to highlight the historic and continuing importance of the United States Constitution. When September 17 falls on a Saturday, Sunday, or holiday, the district will provide this program during the preceding or following week.

The program shall be implemented within the guidelines of the U.S. Department of Education and in accordance with any other applicable laws and/or regulations.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6033 Seclusion and Restraint**

Restraint and seclusion, as defined below, are behavioral interventions. The use of such behavioral interventions must be in accordance with this policy. The following interventions do not constitute seclusion and restraint, and are not governed by this policy: voice control, limited to loud, firm commands; time-limited ignoring of specific behaviors; brief physical prompts to interrupt or prevent a specific behavior; physical interventions which a student's health care provider has indicated are medically necessary for the treatment or protection of the individual; or other similar interventions.

### **Definitions**

*Physical restraint* refers to a personal restriction that immobilizes or reduces the ability of a student to move his or her torso, arms, legs, or head freely. The term physical restraint does not include a physical escort. Physical escort means a temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student who is acting out to walk to a safe location. Physical restraint does not include incidental touching that comes along with movement inside a classroom, lunch line, or other areas of the school building where maintaining order is required.

*Mechanical restraint* refers to the use of any device or equipment to restrict a student's freedom of movement. The term does not include devices implemented by trained school personnel, or utilized by a student that have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed, such as:

- Adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment to allow greater freedom of mobility than would be possible without the use of such devices or mechanical supports;
- Vehicle safety restraints when used as intended during the transport of a student in a moving vehicle;
- Restraints for medical immobilization; or
- Orthopedically prescribed devices that permit a student to participate in activities without risk of harm.

*Chemical restraint* refers to the administration of medication for the purpose of restraint, but does not include the administration of medication in accordance with the directions and prescription of a physician with the consent of the student's parent or guardian.

*Seclusion* refers to the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving. It does not include a timeout, which is a behavior management technique that is part of an approved program, involves the monitored separation of the student in a non-locked setting, and is implemented for the purpose of calming.

## **Use of Restraint and Seclusion**

The use of chemical restraint is strictly prohibited. The use of any seclusion or restraint intervention for punitive or disciplinary purposes is strictly prohibited. Similarly, the use of any technique that constitutes corporal punishment, which is the infliction of bodily pain as a penalty for disapproved behavior, is strictly prohibited. Seclusion and/or restraint shall not be used for the convenience of staff or as a substitute for an educational program. When restraint or seclusion is used to respond to the danger of harm posed by a student's behavior, the intervention shall be discontinued as soon as the danger of harm has dissipated.

The use of physical restraint, mechanical restraint, and seclusion is permitted in a manner consistent with this policy:

- as reasonably necessary where the student's behavior risks causing physical harm to self, others, and property;
- in accordance with the student's IEP, Section 504, or behavior intervention plan; *or*
- as otherwise prescribed, recommended, or suggested by a medical or related services provider.

## **Procedures**

No technique shall restrict a student's breathing, deprive a student of basic needs, or unnecessarily expose a student to physical pain or discomfort.

Seclusion shall not be used for students who are severely self-injurious or suicidal. When seclusion is utilized as permitted by this policy, the following procedures shall be followed:

- The student shall be monitored by an adult in close proximity who is able to regularly observe the student;
- The confining space shall be approved for such use, unless the use of such a space is impossible or impracticable under the circumstances;

- The confining space shall be appropriately lighted, ventilated, and heated or cooled; *and*
- The confining space shall be free from objects that unreasonably expose the student or others to harm.

If a pattern of behavior emerges that requires or is anticipated to require the use of restraint and/or seclusion for the student, the appropriate educators and/or team members shall review what assessments, evaluations, supports, services, programs, or placements are appropriate in light of the student's needs and circumstances.

### **Recording and Reporting**

Each incident of restraint or seclusion must be recorded and reported as required by the building administrators.

### **Training**

All staff members shall be provided notice of this policy and will be trained on its contents. The Superintendent or his or her designee will identify school staff members likely to implement the restraint or seclusion interventions authorized by this policy and arrange for those individuals to receive appropriate training on the appropriate implementation of such interventions and the use of other behavioral supports and interventions.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6034 Concussion Awareness**

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

The School District will:

- a. Require all coaches and trainers to complete a training course approved by the Chief Medical Officer—on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury.
- b. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
  - 1 The signs and symptoms of a concussion;
  - 2 The risks posed by sustaining a concussion; and
  - 3 The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

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

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

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

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

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

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

Students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered. The school's "return to learn protocol" shall follow the model provided by the Nebraska Department of Education. Nothing in this policy or the referenced protocol shall entitle a student who has sustained a concussion to an individualized plan under Section 504 of the Rehabilitation Act, although staff will refer students who have sustained a concussion for evaluation under Section 504 as appropriate.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 6035

### **Athletic Contest Participation by Sixth Graders**

If there are fewer than 12 boys or 12 girls in the combined enrollment of the seventh and eighth grades when those grades are part of the elementary school system, sixth grade students may participate in athletic contests between schools, within a school system, or between school systems if the school administration judges that it is appropriate after taking into consideration the competition's nature and value to the students, its physical requirements and dangers, and the sixth grade students' ages, physical and mental abilities, maturity, skills, and preparation for the competition. Otherwise, pupils in kindergarten through the sixth grade may not participate in any kinds of athletic contests between schools, within a school system, or between school systems except as provided in this policy or as otherwise allowed by law. This prohibition does not apply to annual field or play days.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 6036

### Reading Instruction and Intervention Services

The purpose of this policy is to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. It is the school district's goal that each student be able to read at or above grade level by third grade.

**Effective Reading Teachers.** It is the intent of the school district to employ teachers for kindergarten through third grade who are effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement.

**Reading Assessment.** The school district will administer a reading assessment approved by the Nebraska Department of Education three times during the school year to all students in kindergarten through third grade. Exceptions to this requirement include:

- Any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years;
- Any student receiving special education services for whom such assessment would conflict with the individualized education plan; and
- Any student receiving services under a plan pursuant to the requirements of section 504 of the federal Rehabilitation Act of 1973, 29 U.S.C. 794, or Title II of the federal Americans with Disabilities Act of 1990, 42 U.S.C. 12131 to 12165, as such acts and sections existed on January 1, 2018, for whom such assessment would conflict with such section 504 or Title II plan.

The first assessment for kindergarten students must occur within the first 45 calendar days that school is in session of each school year. For all other grades, the first assessment must occur within the first 30 calendar days that school is in session of each school year.

Diagnostic assessments used within a supplemental reading intervention program do not require Nebraska Department of Education approval.

**Deficiency Identification.** Any student in kindergarten through third grade performing below the threshold level as determined by the Nebraska Department of Education shall be identified as having a reading deficiency for purposes of the Nebraska Reading Improvement Act and this policy. A student who is identified as having a reading deficiency shall remain identified as having a reading deficiency until the student performs at or

above the threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act or this policy shall prohibit a school district from identifying any other student as having a reading deficiency.

**Supplemental Reading Intervention Program.** The school district will provide a supplemental reading intervention program to ensure that students can read at or above grade level at the end of third grade. The school district may work collaboratively with a reading specialist at the Nebraska Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs. Each supplemental reading intervention program must be:

- Provided to any student identified as having a reading deficiency;
- Implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
- Made available as a summer reading program between each summer for any student who has been enrolled in grade one, grade two, or grade three or in a higher grade and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer reading program. The summer reading program may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or offered online.

The supplemental reading intervention program may also include:

- Reading intervention practices that are evidence-based;
- Diagnostic assessments to identify specific skill-based strengths and weaknesses a student may have;
- Frequent monitoring of student progress throughout the school year with instruction adjusted accordingly;
- Intensive intervention using strategies selected from the following list to match the weaknesses identified in the diagnostic assessment:
  - Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
  - Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
  - Daily targeted individual or small-group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;

- Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent-guided home reading; or
- Access to before-school or after-school supplemental reading intervention with a teacher or tutor who has specialized training in reading intervention.

**Parent/Guardian Notification.** The school will give notice in writing or by electronic communication to the parent(s) or guardian(s) of any student identified as having a reading deficiency within 15 working days of such identification that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

**Reading Improvement Plan.** Any student who is identified as having a reading deficiency will receive an individualized reading improvement plan, that shall include a supplemental reading intervention program, no later than 30 days after the identification of the reading deficiency. The reading improvement plan may be created by the teacher, the principal, other pertinent school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program to remedy the reading deficiency. The student must receive reading intervention services through the supplemental reading intervention program until the student is no longer identified as having a reading deficiency.

**Reading Progress.** Each student in kindergarten through third grade and his or her parent(s) or guardian(s) will be informed of the student's reading progress within a reasonable time after the school district receives the results from the student's approved reading assessment.

**NDE Professional Learning System.** The Nebraska Department of Education provides a professional learning system. The elementary school(s) and early childhood education programs approved by the State Board of Education will ensure that teachers who teach children from four years of age through third grade are aware of the professional learning system and are adequately trained regarding evidence-based reading instruction to effectively instruct students in reading.

**NDE Report.** On or before July 1 of each year, the school district will provide the required information relating to dyslexia to the Nebraska Department of Education.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6037**

### **Selection and Review of Library Media**

The board approves curriculum and curriculum-related materials for the district with input from administrators and staff. Those processes are covered in other board policies. Staff members seeking to procure materials for use during instruction must follow board policy, practices, and directives. Those items are not covered by this policy.

The district procures library books and other media available to students that are not part of a specific class or curriculum. For purposes of this policy, those will be called library materials. This policy addresses the selection and review of library materials, regardless of their source. This policy applies regardless of whether library materials are purchased using district funds, donated, or shared at no cost to the district.

**No Right to Materials.** The board supports having excellent educational opportunities for students, including availability of library materials used to enrich the educational experience. However, the board and administration are responsible for considering materials based on a variety of factors and legal obligations. There is no right to force any material to be included or excluded. Staff requesting library materials do so only within the course and scope of their employment with the district.

**Selection Process.** The selection and approval of new library materials must comply with the district's general requisition, donation, and budgeting requirements. To ensure materials selected are appropriate for the district's students and consistent with the district's legal obligations, the following process applies to selection of library materials.

The superintendent will establish a library material review committee on an as-needed basis, consisting of at least one administrator, one teacher, and the librarian or media specialist. If the district has no assigned librarian or media specialist, then the committee will include two administrators and a teacher. The superintendent may appoint any teacher he or she deems appropriate based on availability and expertise related to the requested materials.

The school librarian, media specialist, or any individual requesting inclusion of library materials is responsible for submitting the request in writing to the library material review committee. The request must include the following

1. Name of the book, material, or resource;

2. The author, publisher, and supplier of the material;
3. The physical medium (*i.e.*, book, magazine, video, game, digital subscription, etc.);
4. The cost of the material;
5. A summary of the content of the material, including how it supports age-appropriate learning objectives, enriches the curriculum, and/o supports student development and learning;
6. The material's accolades, such as presence on best seller lists, awards won, and recommendations from professional library journals and organizations with a focus on K-12 school library materials; and
7. Whether any of the content in the material represents a perspective that may not be universal, such as a political, religious, or social perspective for which disagreement or differences of opinion exist. The summary should include a description of these items.

The committee will review the requested materials within the timeframe established by the superintendent. In the event the committee does not agree on a particular request, the administrator makes the final determination. There is no appeal from this determination.

**Requested Review of Library Materials.** A concerned parent of a current student or patron living within the school district boundaries may request the review of a specific library material (*i.e.*, a specific book, magazine, etc.) or portion of a specific library material. The parent or patron must first discuss their concern with the building principal and explain their concern regarding the library material. If there is no principal assigned to that building, the parent or patron should discuss their concern with the superintendent. The board believes most concerns will be resolved in this manner.

If the parent or patron is unsatisfied after the informal review and discussion with the relevant administrator, they may request a review in writing. To request a review, the individual must complete the Library Material Review Request form and submit it to the superintendent.

The superintendent will review the request with the board curriculum committee within a reasonable time after receiving it. The committee may consult with or seek input from the school's librarian or media specialist, staff, and legal counsel at its discretion. The committee will make a recommendation to the board to remove the material, keep the material, restrict access to the material to students based on age or grade level, or make any other determination or recommendation the committee deems appropriate. The board will review the request, consider the committee's

recommendation, and make a determination regarding the requested review. The decision regarding the review will be communicated to the requester in writing by the superintendent.

The decision of the board is final, and there is no appeal regarding the review of library material.

**Additional Rules for Library Media Review.** Unless the superintendent decides otherwise, the library material will remain in circulation while a review is pending. Unless otherwise required by law, no library material will be reviewed again within 4 years after a requested review is completed. Any parent or patron requesting review of multiple library materials may only request a maximum of 5 materials to be reviewed at one time, and a new request cannot be submitted until the prior review is completed and notice of the determination is provided to the requesting party. Nothing in this policy prohibits the superintendent or their designee from reviewing library material outside of the review process contained in this policy and taking any action the superintendent or their designee deems appropriate.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6038 Artificial Intelligence**

As used in this policy, artificial intelligence tools (“AI Tools”) mean machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChaptGPT, Google Bard, and other chatbots.

The board recognizes that among other resources, when properly used, AI Tools may provide valuable source information to students and teachers in relation to the district’s academic curriculum and assignments. Student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers will decide for each individual assignment the extent to which students may use AI Tools for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.
2. Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.
3. If a student uses any AI Tools in connection with a school assignment, the student must comply with the following:
  - a. The student must explicitly disclose to the teacher in writing that the student used an AI Tool and the specific AI Tool used.
  - b. In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give proper attribution to the AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not

necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

- c. In no instance may the output from one or more AI Tools be copied and placed within a student’s work as if the student wrote such section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.
4. A student’s failure to meet the requirements stated in this policy will constitute a violation of the district’s prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
  5. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6039**

### **Repeat of Grade at Parent-Guardian Request**

Parents and guardians may request that their student repeat a grade level under the following conditions:

#### **Students in Kindergarten through Fourth Grade**

Parents and guardians of students in kindergarten through fourth grade may request that their student repeat the grade level that the student has just completed under the following conditions:

- 1) If the student is at least one year below grade level and behind the child's typically developing peers in reading, English, and language arts such that the child does not possess the necessary academic skills required to succeed in reading, English, and language arts at grade level for the next grade to which the student would otherwise advance; or
- 2) If the student was absent fifty percent or more of the days in which school was in session for students during the school year which the student has just completed; or
- 3) If the student experienced a severe mental or physical illness resulting in hospitalization of two or more weeks during the school year.

#### **Students in Fifth through Twelfth Grade**

Parents and guardians of students in fifth through twelfth grade may request that their student repeat the grade level that the student has just completed if the student was absent fifty percent or more of the days in which school was in session for students during the school year which the student has just completed.

#### **Procedure for Parent Requests for Student Grade Repetition**

Parents and guardians who seek to have their student repeat the grade level just completed must submit a written request to the student's building principal no earlier than the day after the last scheduled student attendance day of the school year, (summer school if enrolled) and no later than two weeks after that date. This deadline may be waived by the superintendent for good cause shown. The request must include written documentation that provides evidence that the parents or guardians believe substantiate that the

conditions outlined above have been met.

The principal shall promptly forward the request to the superintendent or his/her designee, along with any building-level information about the student which the principal believes will be relevant to the superintendent or designee in responding to the parents' or guardian's request.

The superintendent or designee shall review the request and promptly schedule a meeting with the parents or guardians. At this meeting, the superintendent or designee shall identify any alternative educational opportunities available to the student, including remedial instruction if applicable, and verify any special education supports available to the student. If the child's parent or guardian still intends to have such child repeat a grade, the parent or guardian shall complete a form prescribed by the Nebraska Department of Education and return the form to the office of the superintendent of schools.

Upon completion of the form and if all requirements pursuant to this policy are met, the school district shall have the child repeat the child's grade for the next school year.

Nothing in this policy modifies the school district's policies on mandatory attendance and reporting excessive absenteeism to the county attorney or other members of law enforcement. Likewise, nothing in this policy shall dictate or direct the provision of special education or related services, including but not limited to any IEP team decision about the appropriate educational placement of a child with a disability under Rule 51 of the Nebraska Department of Education.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 6040

### **Prekindergarten (Preschool or Early Childhood) Program**

The school board establishes a program to provide prekindergarten services to resident and non-resident students, also referred to as an early childhood or preschool program. The school district will provide the program in compliance with state law and 92 NAC 11 (Nebraska Department of Education "Rule 11"). The availability of the program is subject to the district being able to employ and retain appropriate and qualified personnel.

**Purpose.** The purpose of the program is to promote the social, emotional, intellectual, language, physical, and aesthetic development and learning for the children served and to promote family development and support.

**Age Participation.** The program will be available to children of the following ages:

- Children who are 3 years of age before July 31 of the enrollment year;
- Children who are 4 years of age at the start of the enrollment year; and
- Children who are 5 years of age at the start of the enrollment year, so long as they do not turn 6 years of age prior to January 1 of that year (subject to the participation limitation below).

All enrollment is subject to capacity limitations and enrollment priorities established in this policy. Three-year-old children will only be offered half-day attendance.

**Five-Year-Old Participation.** Participation of 5 year old students who will not turn 6 prior to January 1 of the enrollment year will be dependent on GOLD assessment data, teacher recommendation, parent input, and/or other contributing factors.

**Capacity Limitation.** The maximum capacity for the program is 40 children. In the event where the total number of children registered for the program by July 15 rises above \_\_\_\_\_, the district will only offer the program to children with the following priority for enrollment:

- Resident children required by law to be enrolled;
- Resident 4-year-olds;
- Resident qualified five-year-old students; and
- Resident three-year-olds;
- Non-resident students may be admitted in the same order of priority listed above, if resident students do not fill the available spots in the program

If the program is at capacity after July 15, further enrollment applications will be denied. Exception: If a child required by law to be enrolled moves into the district and the program is at capacity, the child will be enrolled in the program. The youngest child in the class that is not required to be enrolled will be withdrawn from the program.

**Program Coordinator.** The program will be coordinated by an individual qualified by law to be a Program Coordinator.

**Program and Staff Requirements.** All teachers and administrators in prekindergarten programs must hold a valid certificate or permit to teach issued by NDE except as otherwise allowed by law or Rule 11.

**Participation and Inclusion.** Participation of children and families in the program will be voluntary. The program will not exclude children verified as having disabilities and will include to the extent possible children of diverse social and economic characteristics.

**Birth Certificates.** Within 30 days of enrollment, parents or guardians must submit a certified copy of the child's birth certificate or other documentation in compliance with the Missing Children Identification Act (sections 43-2001 through 43-2012).

**Instructional Hours.** Each class in the program will operate a minimum of 12 instructional hours per week during the school year. Programs receiving grant funds pursuant to state law will operate a minimum of 450 instructional hours per school year.

**Fees.** The district may charge a fee for its program in accordance with the Policy 5045 - Student Fees, provided that the fee may not exceed the actual cost of the program. If the district charges a fee, it will also use a sliding fee scale in order to maximize the participation of economically and categorically diverse groups. The district may waive fees on the basis of need.

**General Reports.** The head administrator will include information about the program in the NDE approved data system. All early childhood data is due as specified by the data system calendar.

**Early Childhood Program Report.** An Early Childhood Program Report Form will be submitted annually by October 15 on the form required by NDE.

**Planning.** Each program will have a planning period that complies with the requirements of Rule 11.

**Coordination with Existing Programs and Funding Sources.** The district will develop, and keep on file, a written plan to show that the program will be coordinated or contracted with existing programs in compliance with Rule 11 requirements. The district will develop and keep on file a written plan to coordinate and use a combination of local, state, and federal funding sources including, but not limited to, those listed in Rule 11 in order to maximize the participation of economically and categorically diverse groups of children and to ensure that participating children and families have access to knowledge of comprehensive services that may be available.

**Additional Rule 11 Requirements.** Rule 11 includes additional requirements that are not included in this policy, including but not limited to requirements addressing family development and support; developmentally and culturally appropriate curriculum, practices, and assessment; evaluation and quality assurance; program staff; child/staff ration and group size; facilities, equipment, health, and safety; meals and snacks, immunizations; supervision; toileting; infants and toddlers; Sixpence programs; and home-based programs. The district will comply with these additional requirements that are applicable to the program.

**Special Education Act Compliance.** Nothing in this policy allows the school district to fail to meet its responsibilities under the Special Education Act (section 79-1110 through 79-1167). To the extent there is any conflict between this policy or Rule 11 with the Special Education Act, the Act shall control.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6042 Projection Maps**

The school district will only use the Gall-Peters projection map or a similar cylindrical equal-area projection map or the AuthaGraph projection map for display or use in the classroom. Use of the Mercator projection map is prohibited unless:

1. The Mercator projection map is used in conjunction with other projection maps in a teaching exercise to demonstrate that all maps are flawed in some way and different map projections serve different functions and may affect how individuals view the world; or
2. The Mercator projection map is part of any:
  - a. book or material obtained prior to July 19, 2024; or geographic information system; or computer program that renders a three-dimensional representation of Earth based primarily on satellite imagery, such as Google Earth or similar software; and
  - b. a Gall-Peters projection map or similar cylindrical equal-area projection map or an AuthaGraph projection map is displayed in the classroom or shown to students during the lesson in which a Mercator projection map is used.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6043**

### **Sharing Mapping Data**

This policy shall provide for the sharing of information to public safety agencies in order to implement effective emergency response protocols.

**Definition.** Mapping data means maps relating to the school buildings or school property with data for an efficient emergency response.

**Sharing of Mapping Data.** Mapping data shall be shared in an electronic or printable format with public safety agencies that provide emergency services to district property to assist those agencies in responding to an emergency on district property.

**Requirements Related to Mapping Data.** Mapping data shared with public safety agencies pursuant to this policy shall meet the following requirements:

- The mapping data shall be compatible with and able to be integrated into software platforms used by public safety that provide emergency services to the specific school for which the data is provided without requiring:
  - The purchase of additional software by such public safety agencies; or
  - The integration of third-party software to view the data;
- The mapping data shall be a finished map product in a file format easily accessible using a standard or open-source file reader, depending on the needs of the school and the public safety agency;
- The mapping data shall be provided in a printable format;
- The mapping data shall be verified for accuracy, during production and annually, through a walk-through of the school campus;
- The mapping data shall give an indication of what direction is true north;
- The mapping data shall include accurate floor plans overlaid on accurate, verified aerial imagery of the school campus;
- The mapping data shall contain site-specific labeling that matches the structure of school buildings, including room labels, hallway names, external door or stairwell numbers, locations of hazards, key utility locations, key boxes, automated external defibrillators, and trauma kits using standard labeling rules set by the State Department of Education;
- The mapping data shall contain site-specific labeling that matches the school grounds, including parking areas, athletic fields, surrounding

roads, and neighboring properties using standard labeling rules set by the State Department of Education; and

- The mapping data shall be overlaid with a grid and coordinates.

**Annual Certification or Updates.** The district shall annually:

- Certify to the appropriate public safety agencies that the mapping data provided pursuant to this policy is accurate; or
- If such information has changed, provide the appropriate public safety agencies with updated mapping data.

**Reimbursement.** The Superintendent shall apply to the State Department of Education in the manner prescribed by the Commissioner of Education for a grant to cover the costs of providing payment to vendors on behalf of the school district to facilitate the implementation of mapping data in accordance with this policy. Such application shall include a copy of this school policy, an estimate from a vendor on the cost of providing such mapping data that meets the requirements of this policy, and any other information the department may require. Alternatively, the Superintendent may apply to and contract with the district's educational service unit in the manner prescribed by the educational service unit for purposes of covering the costs of facilitating mapping data in accordance with this policy.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**6044**

**Participation and Assignment of Athletic Teams**

**Designation of Athletic Team or Sport.** The terms male, female, and coed are defined as provided by state law. All athletic and sports teams of the district are hereby designated as male, female, or coed as follows:

<b>Sport/Team</b>	<b>Designation</b>
Football	Male Teams
Volleyball	Female
Cross Country	Male and Female Teams
Golf	Male and Female Teams
Basketball	Male and Female Teams
Wrestling	Male and Female Teams
Track	Male and Female Teams
Track and Unified Track	Male, Female, and Coed Teams
Bowling and Unified Bowling	Male, Female, and Coed Teams
Baseball	Male
Softball	Female

**Participation on Assigned Teams.** Males shall not participate on teams designated for females. Females may only participate on male teams when there is no female team offered or available for such sport. Males and females may participate on coed teams and in coed events as long as their participation is consistent with the eligibility and other rules of that team or event.

**Determination of Student Sex.** To determine eligibility, a student and the student’s parent or guardian shall provide the district with confirmation of the student’s sex on a document signed by a doctor or signed under authority of a doctor.

**Conduct of Visitors and the Public.** Visitors and members of the public attending district interscholastic team activities are expected to comply with all district policies and practices, including sportsmanship rules.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 6045

### **Behavioral Intervention**

**General Approach.** The district utilizes a tiered system of support to foster a positive school climate and culture, encourage appropriate student behavior, and provide the necessary supports for academic and behavioral success.

**Interaction with Student Discipline Policy.** This policy does not replace the Student Discipline policy or limit the District's authority under the Student Discipline Act when behaviors warrant action under that policy or Act.

**Classroom Removal.** Students may be removed from the classroom if the student poses a threat to their own safety, the safety of others, or the environment or if the student's behavior is disruptive to the learning environment. When appropriate, prior to removal staff should consider the use of de-escalation techniques, behavior redirection, or other Tier 1 or Tier 2 or comparable interventions.

When classroom removal is appropriate, the District will consider whether the student requires additional support to transition back to the classroom and continue to monitor the student's behavior to adjust interventions and supports as needed.

**Required Training.** The School District, independently or through the educational service unit, will develop and provide behavioral awareness and intervention training to employees with behavioral management responsibilities. Each employee with behavior management responsibilities must complete the behavioral awareness and intervention training during the 2026-27 school year or during the first year of employment with the district. The length of such training will be at least 1 hour every three years. Examples of training may include BITS 101 & 102.

**Behavioral Awareness Point of Contact (BAPC).** Each school building must designate one or more school employees as a BAPC. Each BAPC must have knowledge of community services providers and other resources available for students and families. Each BAPC must coordinate access to support services for students.

The BAPC will be identified on the district website and in the school directory.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_