

Regular Board Meeting
June 11, 2018, at 7:30 PM
Southern School District

Notice is hereby given of a meeting of the Board of Education, Southern School District #1 on June 11, 2018, at 7:30 PM at Southern Jr./Sr. High School Board Room in Wymore. A current agenda is also available at the office of the Superintendent.

I hereby certify that the above notice was posted in three public places as follows:

Southern Elementary School

Southern Jr./Sr. High School

U.S. Post Office in Wymore

- I. Call Meeting to Order
 - I.A. Roll Call
 - I.B. Notice of Nebraska Open Meetings Act Posted
- II. Approval of Minutes from the May 14, 2018, Regular Board Meeting
- III. Communications, Audiences, and Recognitions
 - III.A. Public comments will not be received after this period of time. Public comment period is limited to 5 minutes per person and a total of 30 minutes overall.
- IV. Financial Statement: Item for Discussion, Consideration, and/or Action
 - IV.A. Approval of Bills
 - IV.A.1. General Fund, Special Building Fund, Depreciation Fund, and Qualified Capital Purpose Undertaking Fund Claims
 - IV.A.2. Lunch & Activity Claims

- V. Support Service
 - V.A. Facility Update
 - V.B. Personnel Items
 - V.C. Technology Update
- VI. Administrative and Committee Reports
 - VI.A. Student Board Member Report
 - VI.B. Elementary Principal's Report
 - VI.C. Secondary Principal's Report
 - VI.D. Superintendent's Report
- VII. Items for Discussion, Consideration, and/or Action
 - VII.A. Consideration and approval of a resolution authorizing the issuance by the District of its Limited Tax School Building Bonds, Series 2018, in a principal amount not to exceed \$910,000 to finance the costs of abating actual or potential environmental hazards, accessibility barriers, life safety code violations, life safety hazards, or mold within and/or on existing school buildings and real property
 - VII.B. Approval of Policy 5045 - Student Fees
 - VII.C. Approval of Policy 5018 & 5057 - Parent and Guardian Involvement In Education Practices & District Title I Parent and Family Engagement Policy
 - VII.D. Policy Review - Policy 5001: Compulsory Attendance and Excessive Absenteeism
 - VII.E. Policy Review - Policy 5054: Student Bullying
 - VII.F. Approve the Resolution to Adopt a More Current and Revised Set of Policies
 - VII.G. Approve the Resolution to Adopt a More Current and Revised Set of 1000 Series Policies
 - VII.H. Option Enrollment Applications
 - VII.I. Executive Session: Annual Superintendent Evaluation - As Needed to Protect the Interest of the District & to Prevent Needless Injury to the Reputation of an Individual

VII.I.1. Convene in Executive Session: Annual Superintendent Evaluation

VII.I.2. Reconvene Meeting from Executive Session

VII.I.3. Approval of Any Action Deemed Necessary as a Result of
Executive Session

VIII. Adjournment

Notice of Regular Board Meeting
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Southern School District #1

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 - A. Approval of Bills
 - B. General Fund, Special Building Fund, Depreciation Fund, and Qualified Capitol Purpose Undertaking Fund Claims
 - C. Lunch and Activity Claims
- V. Support Service
 - A. Facility Update
 - B. Personnel Item
 - C. Technology Update
- VI. Administrative and Committee Reports
 - A. Student Board Member Report
 - B. Elementary Principal's Report
 - C. Secondary Principal's Report
 - D. Superintendent's Report
- VII. Items for Discussion, Consideration, and/or Action
 - A. Consideration and approval of a resolution authorizing the issuance by the District of its Limited Tax School Building Bonds, Series 2018, in a principal amount not to exceed \$910,000 to finance the costs of abating actual or potential environmental hazards, accessibility barriers, life safety code violations, life safety hazards, or mold within and/or on existing school buildings and real property
 - B. Approval of Policy 5045: Student Fees
 - C. Approval of Policy 5018 & 5057: Parent & Guardian Involvement In Education Practices and District Title I Parent and Family Engagement Policy
 - D. Policy Review – Policy 5001: Compulsory Attendance and Excessive Absenteeism
 - E. Policy Review – Policy 5054: Student Bullying
 - F. Approve the Resolution to Adopt a More Current and Revised Set of Policies
 - G. Approve the Resolution to Adopt a More Current and Revised Set of 1000s Series Policies
 - H. Option Enrollment Applications
 - I. Executive Session: Annual Superintendent Evaluation
- VIII. Adjournment

The next Regular Board meeting is scheduled for 7:30 p.m., July 9, 2018, at Southern Jr./Sr. High School Board Room in Wymore. The Board of Education will usually adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary and may elect to amend the agenda as deemed necessary.

NEBRASKA OPEN MEETINGS ACT

§ 84-1407. ACT, HOW CITED

Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

§ 84-1408. DECLARATION OF INTENT; MEETINGS OPEN TO PUBLIC

It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret. Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

§ 84-1409. TERMS, DEFINED

For purposes of the Open Meetings Act, unless the context otherwise requires:

(1) (a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and (b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

§ 84-1410. CLOSED SESSION; WHEN; PURPOSE; REASONS LISTED; PROCEDURE; RIGHT TO CHALLENGE; PROHIBITED ACTS; CHANCE MEETINGS, CONVENTIONS, OR WORKSHOPS

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body; (b) Discussion regarding deployment of security personnel or devices; (c) Investigative proceedings regarding allegations of criminal misconduct; (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

§ 84-1411. MEETINGS OF PUBLIC BODY; NOTICE; CONTENTS; WHEN AVAILABLE; RIGHT TO MODIFY; DUTIES CONCERNING NOTICE; VIDEOCONFERENCING OR TELEPHONE CONFERENCING AUTHORIZED; EMERGENCY MEETING WITHOUT NOTICE; APPEARANCE BEFORE PUBLIC BODY

(1) Each public body shall give reasonable advance publicized notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public body and to the public. Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (a) twenty-four hours before the scheduled commencement of the meeting or (b) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if: (a) Reasonable advance publicized notice is given; (b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used; (c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference; (d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference; and (e) No more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by means of videoconferencing or telephone conference.

Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, of the governing body of a public power and irrigation district, or of the Nebraska Brand Committee may be held by telephone conference call if: (a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, Nebraska Brand Committee, or member public agencies of the entity or pool covers more than one county; (b) Reasonable advance publicized notice is given which identifies each telephone conference location at which an educational service unit board member, a council member, a member of a community college board of governors, a member of the governing body of a public power

district, a member of the governing body of a public power and irrigation district, a member of the Nebraska Brand Committee, or a member of the entity's or pool's governing body will be present; (c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or entity or pool or at a place which will accommodate the anticipated audience; (d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used; (e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call; (f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice; (g) The telephone conference call lasts no more than two hours; and (h) No more than one-half of the board's, council's, governing body's, committee's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that a governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing.

Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified in the public notice. Telephone conference calls, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) 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 and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. 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 by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness other than a member of the public body to appear before the public body by means of video or telecommunications equipment.

§ 84-1412. MEETINGS OF PUBLIC BODY; RIGHTS OF PUBLIC; PUBLIC BODY; POWERS AND DUTIES

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall 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. The body may require any member of the public desiring to address the body to identify himself or herself.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if: (a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction; (b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience; (c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making a telephone conference call available at an instate location to members, the public, or the press, if requested twenty-four hours in advance; (d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state; (e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; (f) Reasonable arrangements are made to provide viewing at other instate locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and (g) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) The public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

(8) Public bodies shall make available at the meeting or the instate location for a telephone conference call or videoconference, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

§ 84-1413. MEETINGS; MINUTES; ROLL CALL VOTE; SECRET BALLOT; WHEN

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

§ 84-1414. UNLAWFUL ACTION BY PUBLIC BODY; DECLARED VOID OR VOIDABLE BY DISTRICT COURT; WHEN; DUTY TO ENFORCE OPEN MEETING LAWS; CITIZEN'S SUIT; PROCEDURE; VIOLATIONS; PENALTIES

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

UPDATED EFFECTIVE MAY 2017



www.NASBonline.org

MINUTES
BOARD OF EDUCATION
May 14, 2018
7:30 PM

I. Call Meeting to Order

Vice President Harlan Rickers called the meeting to order at 7:37 p.m. and the following members were present: Branson Husa, Carol Pralle, Harlan Rickers, and Jim Zvolanek. The following administrators were presents: Jerry Rempe & Christopher Prosocki. The following visitors were present: Paul Grieger and Jeff Argo.

Reasonable advance publicized notice of the meeting was given according to law by publishing, a designated method for giving notice of the school district. Reasonable advance notice was simultaneously given to board members and a copy of their acknowledgement of receipt of notice and the agenda attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

I.A. Roll Call

I.B. Notice of Nebraska Open Meetings Act Posted

Vice President Harlan Hickens announced that a complete copy of the Nebraska Open Meetings Act is posted in the back of the board of education meeting room.

II. Approval of Minutes from the April 9, 2018, Regular Board Meeting

Motion to approve minutes from the April 9, 2018, Regular Board Meeting. This motion, made by Carol Pralle and seconded by Jim Zvolanek, passed.

yes: 4, no: 0, Absent: 2

III. Communications, Audiences, and Recognitions

Motion to excuse Dave Zimmerman and Emily Shockley. This motion, made by Branson Husa and seconded by Jim Zvolanek, passed.

yes: 4, no: 0, Absent: 2

III.A. Public comments will not be received after this period of time. Public comment period is limited to 5 minutes per person and a total of 30 minutes overall.

Paul Grieger, from D.A. Davidson, talked to the school board about the possible use of Qualified Capital Purpose Undertaking Funds (QCPUF) to address mold abatement and prevention projects and to address ADA issues.

IV. Financial Statement: Item for Discussion, Consideration, and/or Action

C.D. Bids for the month were as follows:

Security First Bank, Blue Springs Special Funds:

0.87% Wymore State Bank, Special Funds: 0.92%

IV.A. Approval of Bills

IV.A.1. General Fund, Special Building Fund, Depreciation Fund, and Qualified Capital Purpose Undertaking Fund Claims

Motion to approve the general fund, special building fund, depreciation fund, and qualified capital purpose undertaking fund claims. This motion, made by Branson Husa and seconded by Harlan Rickers, passed.

yes: 4, no: 0, Absent: 2

IV.A.2. Lunch & Activity Claims

V. Support Service

V.A. Facility Update

John Linder provided the school board with a written report over upcoming summer activities, working with Dr. Prosocki and the ALICAP insurance adjuster to address some damage from the recent hail storm, and preparing for graduation.

V.B. Personnel Items

Jessica Weyer, an elementary paraprofessional, submitted her resignation for the end of the 2017-2018 school year. Due to the funding shortfall the district faces and the recent passage of LB 1000, Dr. Prosocki is not going to fill this paraprofessional position for next year.

V.C. Technology Update

Dr. Prosocki noted that LB 1000, which requires a bond election under Public Facilities Construction & Finance Act, was passed and signed into law by the governor. LB 1000 ends the technology bond program in Nebraska for school districts. The passage of LB 1000 will disrupt the district's strategic plan for the acquisitions of iPads/Laptops and the district will not be able to move forward with the proposed one-to-one laptop initiative next year because of the new budget restrictions. Moving forward, this will require Southern to make technology purchases through the general fund and it will create a substantial impact on an already strained budget since many technology programs that both staff and students currently utilize are fixed costs from year to year.

VI. Administrative and Committee Reports

VI.A. Student Board Member Report

VI.B. Elementary Principal's Report

The elementary principal reported on the following items: the completion of state testing, fun and field day activities, kindergarten roundup, and summer school in July.

VI.C. Secondary Principal's Report

The secondary principal reported on the following items: the new staff for the fall have been observing the current teachers during the spring, some possible changes to ESU 5 alternative school, class officer elections, and the seniors being awarded \$114,000 in scholarships.

VI.D. Superintendent's Report

Dr. Prososki reported on the 2017 AQuESTT Performance Progress Report, the activity fund deficit, and the recent drug dog visit. Dr. Prososki noted that the Jr./Sr. High School will have an early out on April 8, 2019 because the district will host MUDECAS junior high quiz bowl. Dr. Prososki said a letter will go home in the fall to inform parents of the upcoming schedule change. Dr. Prososki also reported on a \$15,000 donation from Security First Bank for the gym floor project next summer, the updated facility use application and the updated fitness center use application, the final legislation report from the 105th session, an update on some of the hail storm damage around the district, and upcoming presentations. Dr. Prososki reported on property value changes from the previous year, safety and security information, changes to our school nurse program next fall, and the upcoming superintendent evaluation in June. Lastly, Dr. Prososki noted that with the recent passage of LB 1000, it will also disrupt the district's long-range facility plan. In an effort to fix leaking roofs that were not affected by the recent hail storm and to rectify ADA issues, Dr. Prososki presented the board with an option of use Qualified Capital Purpose Undertaking Funds (QCPUF) to address these matters. Pending board approval in June or in July, the district overall tax levy would drop by \$0.01 to \$0.02 cents next year. Dr. Prososki also noted that he does not want to pursue a levy override and drastically raise the current district's mill levy with commodity prices being so low and the uncertainty surrounding the Beatrice 6 case in Gage County.

VII. Items for Discussion, Consideration, and/or Action

Dave Zimmerman arrived at the board meeting at 8:17 p.m.

VII.A. Set Activity Prices for the 2018-2019 School year

Motion to keep the activity prices for the 2018-2019 school year the same (\$5 for an Adult & \$4 for a Student). This motion, made by Harlan Rickers and seconded by Carol Pralle, passed.
yes: 5, no: 0, Absent: 1

VII.B. Set Breakfast, Lunch, & Milk Prices for the 2018-2019 School Year

Motion to raise both the breakfast and the lunch prices by \$0.05 for 2018-2019 school year (Breakfast Prices Grades K-12 - \$2.00, Lunch Prices K-6 - \$2.90, Lunch Prices 7-12 - \$3.00, Breakfast Prices Adult - \$3.00, and Lunch Prices Adult - \$3.55). This motion, made by David Zimmerman and seconded by Branson Husa, passed.
yes: 5, no: 0, Absent: 1

VII.C. Authorize a line of Credit with Security First Bank

Motion to authorize a line of credit with Security First Bank. This motion, made by David Zimmerman and seconded by Branson Husa, passed.
yes: 5, no: 0, Absent: 1

VII.D. Set the Annual Student Fees Policy Hearing for June 11, 2018, at 7:10 p.m. in the Board Room in Wymore, Nebraska

Motion to set the annual student fees policy hearing for June 11, 2018, at 7:10 p.m. in the board room in Wymore, Nebraska. This motion, made by Branson Husa and seconded by Carol Pralle, passed.

yes: 5, no: 0, Absent: 1

VII.E. Set the Annual Parental Involvement Policy Review Hearing and Set the Annual Title I Parental Involvement Policy Review Hearing for June 11, 2018, at 7:20 p.m. in the Board Room in Wymore, Nebraska

Motion to set the annual parental involvement policy review hearing and set the annual Title I parental involvement policy review hearing for June 11, 2018, at 7:20 p.m. in the board room in Wymore, Nebraska. This motion, made by Branson Husa and seconded by Jim Zvolanek, passed.
yes: 5, no: 0, Absent: 1

VII.F. Option Enrollment Applications

VIII. Adjournment

Motion to adjourn the meeting at 8:33 p.m. This motion, made by Branson Husa and seconded by David Zimmerman, passed.

yes: 5, no: 0, Absent: 1

The next Regular Board meeting is scheduled for June 11, 2018, at Southern Jr./Sr. high School Board Room in Wymore. The Board of Education will usually adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary and may elect to amend the agenda as deemed necessary.

BY

President of the Board of Education
Of this School District

ATTEST

Secretary of the Board of Education
of this School District



ESSA FINANCIAL CODING 2018/19

***Bryce Wilson
Janice Eret
Bill Biven***



Why is NDE Requiring ESSA Coding?

- ESSA requires States to report financial data by schools within a district by 2018/19
 - *to provide per pupil costs per building*
- Increase transparency to assure all students in district receive appropriate services

Every Student Succeeds Act (ESSA)



Why is NDE Requiring ESSA Coding?

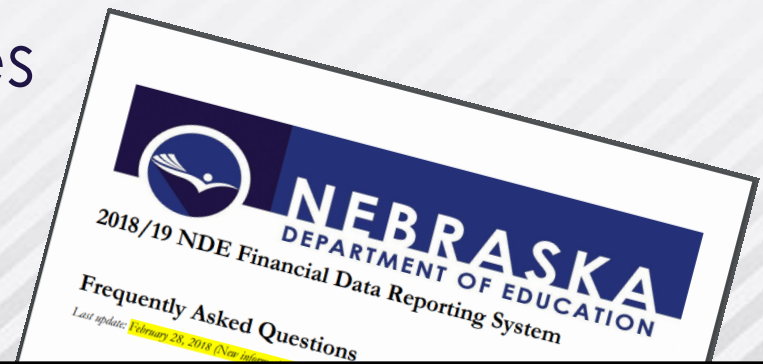
- Aligning with the Federal Coding Provides:
 - Increased information for data requests
 - More accurate data for Federal Reporting which impacts Federal Funding

Every Student Succeeds Act (ESSA)



NDE Recommendations for Conversion

- Review documents on 2018/19 Financial Coding Information Page on FOS Webpage:
 - Frequently Asked Questions (FAQ)
 - ESSA Function & Object Code Descriptions
 - 2016/17 Accounts Cross-Walked to 2018/19 Account Codes



NDE Recommendations for Conversion

- Work closely with your software vendor during the conversion process.
 - Ask your vendor to provide training
- Discuss project with other districts using the same accounting software.
 - Share tips and suggestions
- Call/email NDE for guidance.



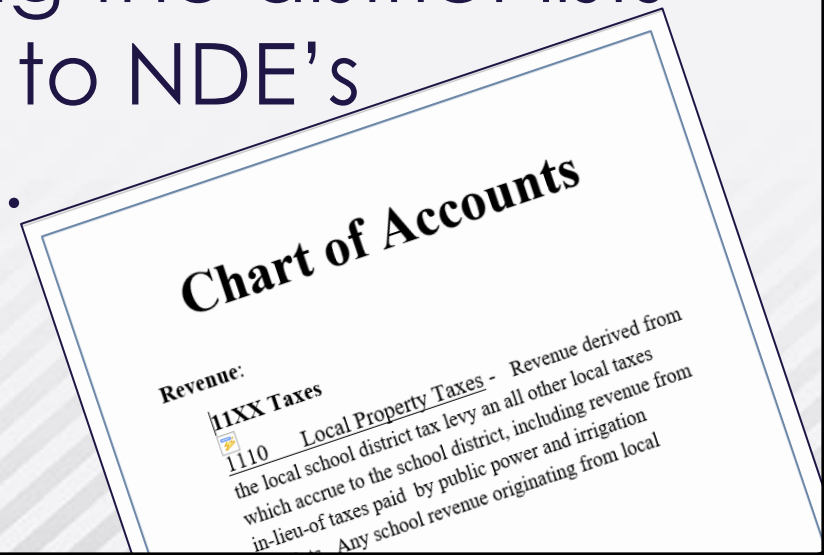
Conversion to ESSA Coding

1. *Create lists of all account elements currently used & align to new ESSA codes.*
 - ✓ Revenue (District Level Only)
 - ✓ Disbursements (District & School Levels)
 - ✓ Object Codes

Current Function Code	Current Function Name	ESSA Function Code	New Function Name	Function Definition	Notes
1280	SPED – Unified Sports	1295	SPED – Unified...	Special Education...	
2150	Safety & Security	2660	Security	Maintaining...	
		2670	Safety	Maintaining...	

Conversion to ESSA Coding

2. Add new accounts with definitions.
3. Mark out or don't include the codes that will not be used.
4. Confirm by comparing the district lists of account elements to NDE's Crosswalk Document.



Conversion to ESSA Coding

5. Create new Chart of Accounts with the account elements in Excel.
6. Contact your vendor to see if they can import new Chart of Accounts into software.
 - Depends on vendor

You won't use all the Codes!



Coding School Fund Disbursements

District Level -000	School Level -0XX
Employee Benefit	General
Contingency	Depreciation
Bond	School Nutrition
Cooperative	Activities
	Special Building
	QCPUF
	Student Fee

Use New Coding Structure for All Funds

School Codes

www.education.ne.gov/dataservices/nssrs-resources/#District_School_Codes

Co-Dist	District Name	Phone	Co-Dist-Sch	School Name	Type of School
01-0003	KENESAW PUBLIC SCHOOLS	(402)752-3215	01-0003-001	KENESAW SECONDARY SCHOOL	SECONDARY
01-0003	KENESAW PUBLIC SCHOOLS	(402)752-3215	01-0003-002	KENESAW ELEMENTARY SCHOOL	ELEMENTARY
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-001	HASTINGS SENIOR HIGH SCHOOL	HIGH SCHOOL
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-002	HASTINGS MIDDLE SCHOOL	MIDDLE SCHOOL
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-003	ALCOTT ELEMENTARY SCHOOL	ELEMENTARY
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-004	HAWTHORNE ELEMENTARY SCHOOL	ELEMENTARY
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-005	LINCOLN ELEMENTARY SCHOOL	ELEMENTARY
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-006	LONGFELLOW ELEMENTARY SCHOOL	ELEMENTARY
01-0018	HASTINGS PUBLIC SCHOOLS	(402)461-7500	01-0018-008	RAYMOND A WATSON ELEM SCHOOL	ELEMENTARY

Upload File

Data Years	Agency ID	Account	Amount
20182019	12-0125-001	-01-2-01100-111	52002
20182019	12-0125-002	-01-2-01100-111	37852
20182019	12-0125-003	-01-2-01100-111	32256
20182019	12-0125-004	-01-2-01100-111	46585
20182019	12-0125-005	-01-2-01100-111	31645
20182019	12-0125-006	-01-2-01100-111	54652

- Example shows individual school's expenditures for **Teacher Salaries (111)** for **Regular Education (01100)**
- Day to day financial software will likely not appear in this structure.

Upload File

Data Years	Agency ID	Account	Amount
20182019	12-0125-001	-01-2-01100-111	52002
20182019	12-0125-002	-01-2-01100-111	37852
20182019	12-0125-003	-01-2-01100-111	32256
20182019	12-0125-004	-01-2-01100-111	46585
20182019	12-0125-005	-01-2-01100-111	31645
20182019	12-0125-006	-01-2-01100-111	54652

- District Financial Software will format district's financial data to meet NDE Requirements for upload
- Commas will separate each category
- A leading dash **must precede** every account number
 - *To provide additional identification for expenses*

Expanded Account Codes

- Increased level of identification by adding digits to **end** of fund, disbursement/revenue, function and object codes.

-01-2-01100-211 Regular Instruction
Group Insurance
Teacher/Professional Staff

-01-2-011001-2112 Regular Instruction - Math
Group Insurance - Health
Teacher/Professional Staff

Expanded Account Codes

Check with your vendor!

**Max of 255
Characters**

**Can be
Alpha or
Numeric**

**Add to
Fund,
D/R,
Function,
or Object
Code**

**Must
follow
the NDE
Codes**

**No
Additional
Hyphens**

**During Upload Process, NDE Financial Data
Reporting System rolls amounts up into NDE
Function Code by School**

Expanded Account Codes

Data Years	Agency ID	Account	Amount
20182019	12-0125-000	-01-2-01100-210	254992
20182019	12-0125-001	-01-2-01100 21-2106	52002
20182019	12-0125-002	-01-2-01100 21-2106	37852
20182019	12-0125-003	-01-2-01100 21-2106	32256
20182019	12-0125-004	-01-2-01100 21-2106	46585
20182019	12-0125-005	-01-2-01100 21-2106	31645
20182019	12-0125-006	-01-2-01100 21-2106	54652

District Financial Software identifies by school:

-01-2-01100**21-2106**

Function Code 01100**21** Regular Ed – Journalism 3

Object Code 210**6** Group Insurance – Dental

NDE Financial Reporting System records by school:

-01-2-01100-210 Regular Education - Group Insurance

Regular Employees vs. Temporary Employees

Regular Employee

- Permanent Employee
- Full-time, Part-time, prorated portions
- Full-time Substitute Teacher
- **Receives Benefits**

Temporary Employee

- Employee hired on a temporary or substitute basis
- Full-time, part-time, prorated portions
- **Receives No Benefits**

Categories of District Personnel

XX0

- Non-Instructional Staff

XX1

- Teachers/Professional Staff

XX2

- Instructional Aides/Assistants

XX3

- Substitute Teachers

XX4

- Technical Staff

XX5

- Superintendent

XX6

- Professional Non-Certificated Staff

Categories of District Personnel

Non-Instructional

- Non-Certificated
- Support Staff
 - Clerical
 - Transportation
 - Custodial
 - Kitchen
 - Other

Teachers/Professional

- Certificated Staff
- Teachers
- Principals
- Assoc/Deputy Supts
- Guidance Counselors
- School Psychologists
- Full-Time Substitutes

Categories of District Personnel

Instructional Aides & Assistants

- Non-Certificated
- Classroom assistants
- Para-Professionals

Substitute Teachers

- Individuals hired to serve as a substitute teacher on temporary basis

Superintendent

- Appears only in Disbursement Function 2320 Executive Admin

Categories of District Personnel

Technical Staff

- Staff who provide technical support for district
- Programmers
- Analysts
- Include certificated individuals if working in Tech Department

Professional Non-Certificated Staff

- Chief Financial officer
- Legal Counsel
- Business Manager
- HR Manager
- Technology Director
- Network Administrator

Salary Object Coding

105

- Superintendent
- Only in Function 2320 - Executive Administration

11X

- Regular Employees

12X

- Temporary Employees
- Substitute Teachers

13X

- Overtime Employees
- Portion paid for overtime earned

14X

- Sabbatical Leave Paid

15X

- Additional Compensation Paid
- Coaches, Activity Sponsors, Covering Classes

159

- Stipends paid to staff for additional duties beyond contract

Employee Benefit Coding

20X

- Has been removed

21X

- Employer's Share of all Group Insurances
- Health, Dental, Long Term Disability

22X

- Employer's Share of Social Security paid by District

23X

- Employer's Share of Retirement Contributions
- Includes Amount Paid for Employees - Federal Programs

24X

- On-Behalf Payments paid by State or other government on behalf of school district to benefit active employees.

Employee Benefit Coding

25X

- Tuition Reimbursement to Employees Based on District Policy.

26X

- Unemployment Compensation

27X

- Worker's Compensation

28X

- Health Benefits
- Employee's Annual Deductible, HSA, EAP

29X

- Employee Benefits not Classified above.
- Car Allowances, Housing, Moving Expenses, Paid Parking

Group Insurance vs Health Benefits

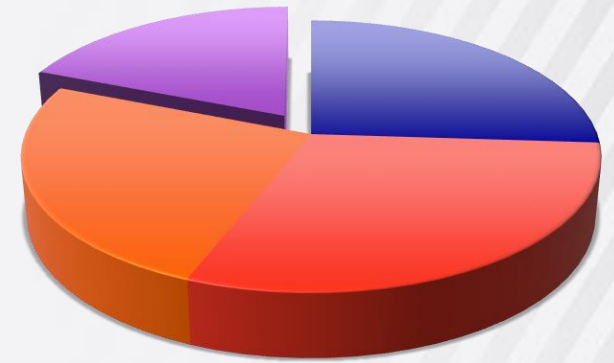
21X

- District's Share of any type of Group Insurance
- Additional Identifiers can be added

28X

- District Paid Expenditures
- Employee Annual Deductible
- HSA contributions
- EAP Costs

Allocating District Expenses



School level allocations

- Districts determines amount for each school
 - ✓ Account reported with school number (12-0125-**003**)
 - ✓ *More accurate information*
- NDE automatically allocates by ADM if reported with district number (12-0125-**000**)
 - ✓ Districts can change NDE allocations if not appropriate

Allocating District Expenses

Expense Allocated by District (\$200,000)

- Criteria Determined by District.

Data Year	Agency ID	Account	Amount
201819	12-0125-000	-01-2-02620-622	0
201819	12-0125-001	-01-2-02620-622	79350
201819	12-0125-002	-01-2-02620-622	62300
201819	12-0125-003	-01-2-02620-622	58350

Expense Allocated by NDE (\$200,000)

- Based on ADM of school

Data Year	Agency ID	Account	Submitted Amount	Allocated Amount
201819	12-0125-000	-01-2-02620-622	200000	0
201819	12-0125-001	-01-2-02620-622	0	85350
201819	12-0125-002	-01-2-02620-622	0	74300
201819	12-0125-003	-01-2-02620-622	0	40350

**NDE
Allocation
Process**

Major Changes in Coding

- All Instructional Programs in 1000s
- Safety & Security are separate disbursement functions
- Maintenance & Operation are separate disbursement functions
- Pupil Transportation Categories
 - Regular Ed/SPED/BA5 SPED/Learning Community Related
 - Vehicle Operations
 - Monitoring Services
 - Vehicle Servicing & Maintenance
 - Other Student Transportation Services (Contractors)

Pupil Transportation Coding

2017/18 Code

01-2-02750-140

Function: Regular Ed
Pupil Transportation

Object: Salary –
Clerical Staff &
Drivers

2018/19 Code

-01-2-02710-110

Function: Vehicle
Operation – Regular
Education

Object: Non-
Instructional Salaries

Bus Driver Salary

Pupil Transportation Coding

2017/18 Code

01-2-02750-300

Function: Regular Ed
Pupil Transportation

Object: Purchased
Services

2018/19 Code

-01-2-02730-430

Function: Vehicle
Servicing &
Maintenance—
Regular Ed

Object: Repairs &
Maintenance Services

Replace Brakes on School Bus

Pupil Transportation Coding

2017/18 Code

01-2-02750-300

Function: Regular Ed
Pupil Transportation

Object: Purchased
Services

2018/19 Code

-01-2-02790-510

Function: Other
Student Transportation
Services – Regular Ed

Object: Student
Transportation
Services

Transportation Contractor Fees

Major Changes in Coding

- Federal Program Disbursements now 6000's
 - Federal Program Receipts remain 4000s
- Inter-Fund Loans (Taxing Funds)
 - Assigned 9000 Function Code
 - For tracking purposes only
 - Not included as Revenue or Disbursement
 - Not included in Per Pupil Costs
- Contracted Services coded to SPED is now Support Services - Student

Formerly SPED Contracted Services

Support Services - Student

- Psychological Services
- Occupational Therapy
- Physical Therapy
- Speech Pathology/Audiology
- Visually Impaired

***Will be included in the SPED Final
Financials for 2018/19***

ESSA Coding in NDE Systems

- SPED Final Financial Report
 - Reprogram this summer for 2018/19 collection in October 2019.
- GMS
 - ESSA coding will be incorporated into GMS for the 2018/19 year



NEBRASKA
DEPARTMENT OF EDUCATION

Welcome to the Grants Management System

AFR Flat File

- Programmer Language
- Unformatted file can be read in Word or Notepad
- Financial software exports district's financial information into flat file format
- District will save exported file and upload into NDE Financial Data Reporting System

DATA YEARS, AGENCY ID, A COUNT, AMOUNT

20182019,12-0125-001,01-2-01100-111,625689

20182019,12-0125-002,01-2-01100-111,155689

20182019,12-0125-003,01-2-01100-111,215689

Uploading AFR Flat File

http://afr.education.ne.gov/uploadafrfile_Test

AFR Flat File Upload - TEST

Print the [Instructions](#) before submitting the Annual Financial Report.

If you need help identifying your NDE assigned District and School ID's, they are available here:

[District and School Code's](#)

Make sure the AFR spreadsheet has been saved and closed before attempting to upload it below.

To submit the 2018/19 Annual Financial Report:

1. Click the Browse button below to find your 2018/19 AFR Flat File (CSV) on your local system.
2. Select the 2018/19 AFR Flat File (CSV) file.
3. Click the Upload button to submit the 2018/19 AFR Flat File (CSV) to NDE for initial validation.
(See the [Instructions](#) for detailed information.)

No file chosen

Record Limit: 2,000,000

Review your AFR

[Return to Upload Test Page](#)

AFR Flat File Upload - TEST

01 General Fund ▼

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL ▼

Show Single District or School

Expenditure Allocations by School

Per Pupil Costs

Beginning Ending Balances

Review AFR Information

Review your AFR

[Return to Upload Test Page](#)

AFR Flat File Upload - TEST

01 General Fund

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL

Show Single District or School

Expenditure Allocations by School

Per Pupil Costs

Beginning Ending Balances

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL

Hide Zero Values

Account	Def ⁿ	Description	Total
01-2-01100-000	?	REGULAR INSTRUCTION	5,966,298.00
01-2-01115-000	?	CAREER ACADEMY PROGRAMS (RULE 47)	3,901,141.00
01-2-01125-000	?	REGULAR INSTRUCTIONAL PROGRAMS SCHOOL AGE (FLEX-SPENDING)	3,171,774.00
01-2-01150-000	?	LIMITED ENGLISH PROFICIENCY PROGRAMS	600,746.00
01-2-01160-000	?	POVERTY PROGRAMS	2,225,245.00
01-2-01190-000	?	EARLY CHILDHOOD EDUCATIONAL PROGRAMS	1,663,472.00
01-2-01195-000	?	REGULAR INSTRUCTIONAL PROGRAMS BELOW AGE FIVE (FLEX-SPENDING)	517,192.00
01-2-01200-000	?	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS - SCHOOL AGE	27,719,734.00
01-2-01291-000	?	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS - AGES 3-5	12,275,782.00

General Fund Expenditures



Review your AFR

[Return to Upload Test Page](#)

AFR Flat File Upload - TEST

01 General Fund ▼

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL ▼

Per Pupil Costs - ADM



Show Single District or School

Expenditure Allocations by School

Per Pupil Costs

Beginning Ending Balances

Per Pupil Page

[Return to previous page](#)

Table 1 Buildings & Contents (3%)

					Allocated from District		
			Value of Building	Value of Contents	Value of Building	Value of Contents	Total
Edit	District	78-0001-000	14,379	1,839			
Edit	School	78-0001-001	6,450,000	1,020,000	4,062	520	\$7,474,582
Edit	School	78-0001-002	9,670,000	1,530,000	6,767	865	\$11,207,632
Edit	School	78-0001-003	16,120,000	2,550,000	3,550	454	\$18,674,004
			\$32,254,379	\$5,101,839	\$14,379	\$1,839	\$37,356,218

it (Per Pupil) Costs

Table 2 Average Daily Membership

			ADM
District	78-0001-000	ASHLAND-GREENWOOD PUBLIC SCHS	850
School	78-0001-001	ASHLAND-GREENWOOD HIGH SCHOOL	240
School	78-0001-002	ASHLAND-GREENWOOD ELEM SCHOOL	400
School	78-0001-003	ASHLAND-GREENWOOD MIDDLE SCH	210

Table 3

Per Pupil Page

Table 3

20200 Total Adjusted Current Expense

District	78-0001-000	ASHLAND-GREENWOOD PUBLIC SCHS	\$
School	78-0001-001	ASHLAND-GREENWOOD HIGH SCHOOL	\$
School	78-0001-002	ASHLAND-GREENWOOD ELEM SCHOOL	\$
School	78-0001-003	ASHLAND-GREENWOOD MIDDLE SCH	\$

Table 4

99850 Annual Cost Per Pupil ADM

District	78-0001-000	ASHLAND-GREENWOOD PUBLIC SCHS	\$1,320
School	78-0001-001	ASHLAND-GREENWOOD HIGH SCHOOL	\$935
School	78-0001-002	ASHLAND-GREENWOOD ELEM SCHOOL	\$842
School	78-0001-003	ASHLAND-GREENWOOD MIDDLE SCH	\$2,673

Review your AFR

[Return to Upload Test Page](#)

AFR Flat File Upload - TEST

01 General Fund ▼

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL ▼

Show Single District or School

Expenditure Allocations by School

Per Pupil Costs

Beginning Ending Balances

Beginning Ending Balances



Beginning & Ending Balances

AFR Flat File Upload - TEST

01 General Fund ▼

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL ▼

Show Single District or School

Expenditure Allocations by School

Per Pupil Costs

Beginning Ending Balances

78-0001-001 | ASHLAND-GREENWOOD HIGH SCHOOL

	Beginning Balances			Ending Balances		
	Cash on Hand	Cash at County Treasurer	Total	Cash on Hand	Cash at County Treasurer	Total
01 General Fund	0.00	28.00	28.00	0.00	2,337.00	2,337.00
02 Depreciation Fund	1,604.00		1,604.00	0.00		0.00
03 Employee Benefit Fund	0.00		0.00	0.00		0.00

Additional Reports Available

- General Fund Allocation Calculations
- General Fund Revenue
- General Fund Disbursement Calculations – District & School Level
 - Total Current Expense
 - Adjustments to Current Expense
 - Total General Fund Expenditures
 - Total Disbursements
- Disbursements and Revenue for other Funds

Upload Flat File

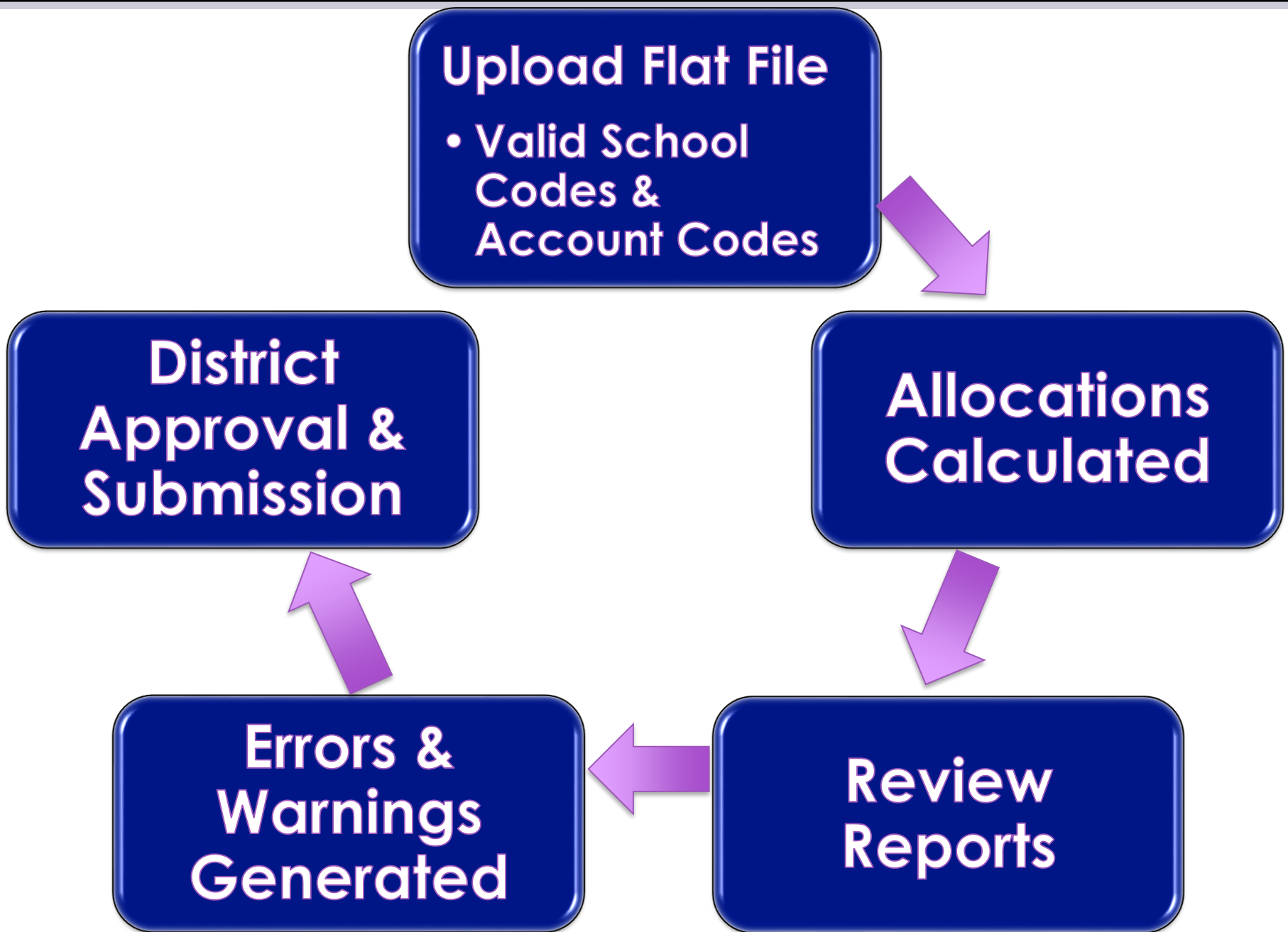
- Valid School Codes & Account Codes

District
Approval &
Submission

Allocations
Calculated

Errors &
Warnings
Generated

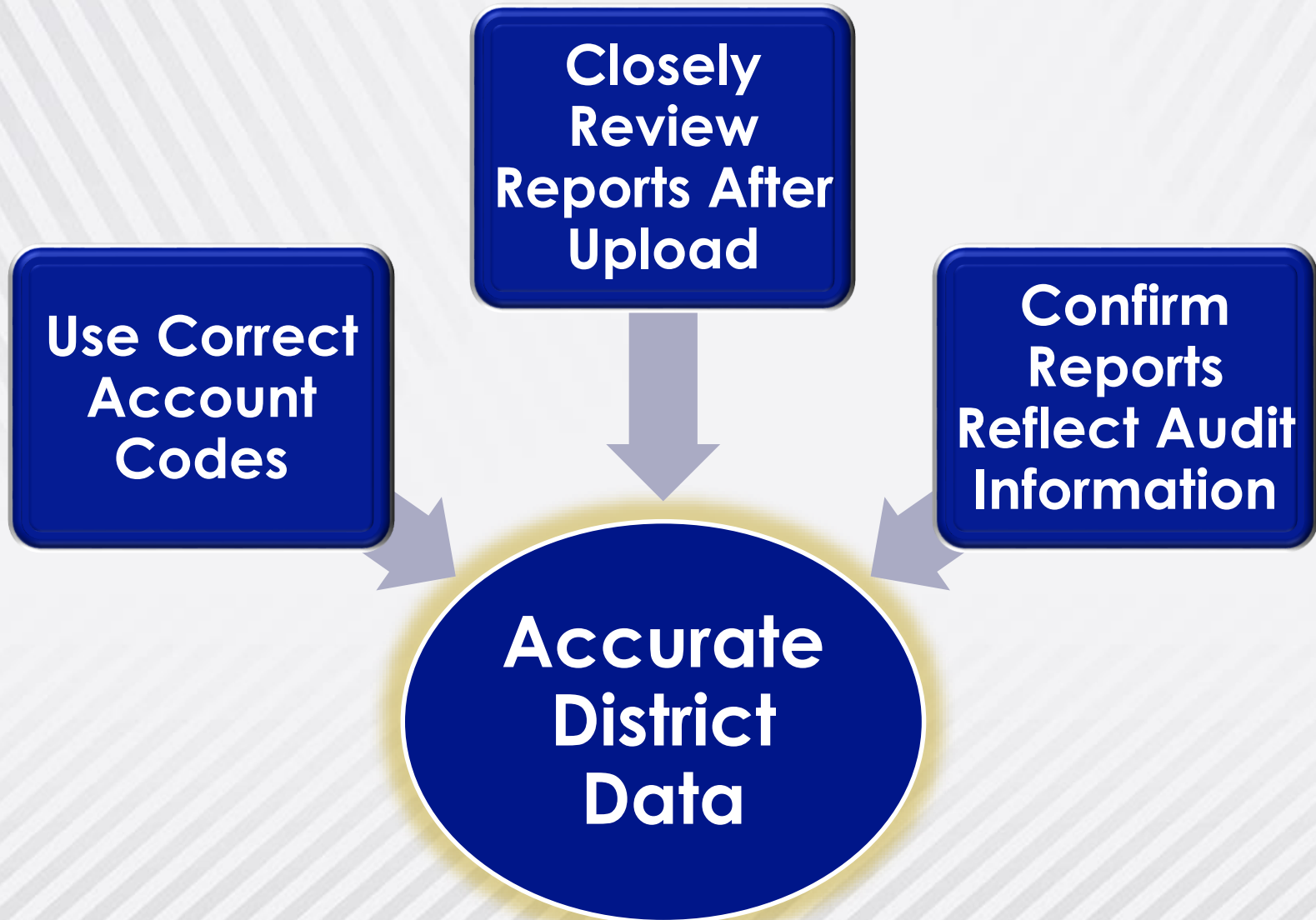
Review
Reports



Upload Process

- Corrections/revisions needed?
 - Update financial software
 - Export new flat file and save
 - Re-upload flat file into NDE Financial Data System
- Changes cannot be made directly into the NDE Financial Data System

Successful Uploads



District Audits

- Based on district level transactions
- New schedule in specific format and order:
 - Functions
 - Fund Totals
 - Fund Beginning & Ending Balances

Verify financial info matches district audit when uploaded into NDE Financial Data Reporting System



Questions



Bryce Wilson

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Janice Eret

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Bill Biven

402-471-0526

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5045 Student Fees

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

A. Definitions.

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

B. Listing of Fees Charged by this District.

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

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

2. Safety Equipment and Attire.

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

3. Personal or Consumable Items.

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

4. Materials Required for Course Projects.

The district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.

5. Extracurricular Activities.

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

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

- Student activity card \$30
Covers admission to all extracurricular events
- Student participation fee \$0
Required of all students who participate in athletics and/or other extracurricular activities
- Future Business Leaders of America \$100
- National Honor Society \$100
- Cheerleading, Drill Team, Flag Corps Students must purchase uniforms and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the school district for these items will be \$350.
- Football Students must provide their own football

- | | |
|--|--|
| | shoes, undergarments, and mouth guards |
|--|--|
- | | |
|--------|--|
| ▪ Golf | students must provide their own golf shoes, undergarments, and clubs |
|--------|--|
- | | |
|------------|--|
| ▪ Softball | students must provide their own shoes, gloves, and undergarments |
|------------|--|
- | | |
|----------------|------|
| ▪ Science Club | \$50 |
|----------------|------|
- | | |
|------------|------|
| ▪ Art Club | \$50 |
|------------|------|
- | | |
|----------------|------|
| ▪ Spanish Club | \$50 |
|----------------|------|

6. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district’s high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

7. Transportation Costs.

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

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

8. Copies of Student Files or Records.

The district will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of **\$0.15** per page for reproduction of student records.

9. Participation in Before-and-After-School or Pre-Kindergarten Services.

The district will charge reasonable fees for participation in before-and-after school or pre-kindergarten services offered by the district pursuant to statute.

The maximum dollar amount charged by the district for these services shall be \$0.

10. Participation in Summer School or Night School.

The district will charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses.

The maximum dollar amount charged by the district for summer and night school shall be \$0.

11. Charges for Food Consumed by Students.

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

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

- Breakfast Program – Grades K-8
 - Regular Price \$2.00
 - Reduced Price \$0.30

- Breakfast Program – Grades 9-12
 - Regular Price \$2.00
 - Reduced Price \$0.30

- Lunch Program – Grades K-8
 - Regular Price \$2.90
 - Reduced Price \$0.40

- Lunch Program – Grades 9-12
 - Regular Price \$3.00
 - Reduced Price \$0.40

12. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- Band Students must provide their own instruments and marching band shoes, which must be white, rubber-soled sneakers

- Swing Choir Students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$200

13. Contributions for Junior and Senior Class Extracurricular Activities.

Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular

activities, the school district will ask each student to make a contribution to their class's fund. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$25.

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

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

E. Voluntary Contributions to Defray Costs.

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

F. Fund-Raising Activities

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

G. Student Fee Fund.

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

Adopted on: 6-11-2018

Revised on: _____

Reviewed on: _____

5018

Parent and Guardian Involvement In Education Practices

The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
 - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
 - b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
 - c. A parental request to review specific standardized and criterion-referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NSCAS assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
 - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.

- b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
 - a. Building principals may excuse a student from any single school experience at the parent's written request.
 - b. When appropriate, alternative experiences will be provided for the student by the school.
4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
 - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.

- b. State Assessments

The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.

- c. National Assessment of Educational Progress

As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of

students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.

The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least three days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.

7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.
 - a. The principal must approve all surveys intended to gather information from students before they are administered to students.
 - b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

Adopted on: 6-11-2018

Revised on: _____

Reviewed on: _____

5057

District Title I Parent and Family Engagement Policy

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

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

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

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

improve achievement. A goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.

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

This policy shall be reviewed annually at the annual meeting where concerned parties can have a conversation about possible changes to the Parent and Family Engagement Policy.

Adopted on: 6-11-2018

Revised on: _____

Reviewed on: _____

5001 Compulsory Attendance and Excessive Absenteeism

Required Attendance

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Exceptions

This policy does not apply when attendance is made impossible or impracticable by severe weather conditions or by the temporary illness of the student or a child whom the student is parenting.

A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child. A copy of the required affidavit is attached to this policy.

Discontinuing Enrollment – 5 Year Old Students

The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to January 1 of the current school year shall submit a signed, written request and to the superintendent using the form which is attached to this policy. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to reenroll in this school district until the beginning of the following school year unless otherwise required by law.

Discontinuing Enrollment – 16 and 17 Year Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may confirm the validity of the submission with the State Department of Education.

Attendance Officer

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee.

Excused Absences

The following absences will be considered excused if they are confirmed by communication to the school from the student's parent/guardian:

1. Physical or mental illness of the student (a physician's verification is required after four (4) consecutive days of absence for illness)
2. Severe weather
3. Medical appointments for the student
4. Death or serious illness of the student's family member

5. Attending a funeral, wedding or graduation
6. Appearance at court or for other legal matters
7. Observance of religious holidays of the student's own faith
8. College planning visits
9. Personal or family vacations

Excessive Absenteeism

When a student receives 5 unexcused absences or the hourly equivalent in any semester, the Attendance Officer will follow the attached procedure for addressing barriers to the student’s attendance.

When a student is absent more than twenty days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer may/must file a report with the county attorney of the county in which the student resides. For example, if the student accumulates 23 days of excused absences due to documented illness and is tardy one time, the Attendance Officer must file a report with the appropriate county attorney.

Adopted on: _____
Revised on: _____
Reviewed on: 6-11-2018

Collaborative Plan Addressing Barriers to Attendance

Student Name: _____ Student Grade: _____

Building Assignment: _____

Classroom/Homeroom Teacher: _____

Number of student absences at time of meeting: _____

What are the primary reasons the student has been absent:

Based on that information, meeting participants considered the following issues:

- Illness related to physical or behavioral health of the child
- Educational Counseling
- Referral to community agencies for economic services
- Family or individual counseling
- Assisting the family in working with other community services
- Referral to student assistance team for possible Section 504 or IDEA eligibility
- Other: _____

Attendance Plan

Based on the above considerations, this attendance plan will be put into place:

Steps to be taken by school staff:

Steps to be taken by student:

Steps to be taken by parent/guardian:

Steps to be taken by third parties:

Parent/Guardian*: _____

Student: _____

Attendance Officer: _____

Social Worker or School Administrator: _____

Other (indicate title): _____

Other (indicate title): _____

Other (indicate title): _____

Other (indicate title): _____

Notice to family: Nebraska law requires students to be in attendance at school each day that such school is open and in session, except when excused by school authorities or when illness or severe weather conditions make attendance impossible or impracticable. Nebraska law also requires school officials to investigate any possible violation of this requirement.

Please note that if your student accrues more absences than are allowed by the board of education's policy, the school district may refer the child to the county attorney for action under Neb. Rev. Stat. § 43-247(3)(a) and (b).

I have received a copy of this Plan, including the above notice:

Parent/Guardian*: _____

Student: _____

**If parents/guardians are not present at the meeting, please attach documentation showing that the school made reasonable efforts to invite the parents.*

5054 Student Bullying

Definition of Bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators are authorized to use both of these definitions to determine whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

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

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

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

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district’s day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

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

Support for Students Who Have Experienced Bullying. Regardless of where the bullying occurred, the district will consider whether victims of bullying are suffering an adverse educational impact and, if

appropriate, will refer those students to the district's student assistance team.

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

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

Adopted on: _____

Revised on: _____

Reviewed on: 6-11-2018

Resolution for Revisions of Southern School Board Policies

Whereas, the organization, management, and control to the Southern Public Schools is vested in its Board of Education; and

Whereas, the organization, management, and control of Southern Public Schools is articulated through its adopted board policies; and

Whereas, the Board of Education has determined to systemically update its policies by reviewing each section of policies in order; and

Whereas, there may be conflicting organizational, managerial, or control policies while the Board of Education is in the process of systematically updating its policies;

Now, therefore, be it resolved that, as the board of Education adopts a more current and revised set of policies, the most recently adopted policies shall supersede any prior conflicting policy.

1000 Series Policies

INDEX

- 1001 General Policy Statement
- 1002 Creation and Amendment of Board of Education Policies
- 1003 Mission Statement

1001 General Policy Statement

The organization, management, and control of this school district is vested in its board of education ("board"). To guide the board and school district operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.

Written board policies serve the following purposes:

1. Formally articulating the board's goals and long-term objectives.
2. Providing district administrators and staff with guidance in making decisions that affect students, employees and patrons of the district.
3. Informing the public of the manner that the board and district will conduct its business and its relationships with staff, pupils, parents and patrons.

To avoid unnecessary rigidity, these policies are stated in general terms. With the exception of statutory requirements or instances when the specific application of a policy is essential to the long-term welfare of the district, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.

The policies are not the only guidelines for district operations. Specific regulations, procedures, and practices also help guide and govern actions and decisions. They must be consistent with policies, but serve a different purpose.

Exceptional Circumstances

The board cannot foresee every situation that may arise, and circumstances will occur when these policies provide inadequate guidance. In such circumstances, the superintendent should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

Validity of Policies

Each policy and its provision should be interpreted so that it is valid under applicable law. If a court determines that a provision of a policy is invalid, such invalidity shall not affect the remaining provisions of that policy.

Adopted on: 6-11-2018

Revised on: _____

Reviewed on: _____

1002
Creation, Amendment, and Distribution of Board of Education Policies

Each of these policies shall become the official policy of the school district when the board has approved it by majority vote of the members present at any lawfully convened meeting of the board.

It shall generally be the practice of the board to adopt or amend any policy after a single reading at any regular or special board meeting. However, the board may, in its discretion, review policies at multiple meetings prior to taking action.

Each policy shall bear the date when it was adopted, revised or reviewed.

The superintendent shall distribute copies of these policies to all members of the board, maintain a master copy in the central office, and see to it that the policies are maintained on the school district's web site.

Annual Review

The board shall review all policies at least once every three years. Nebraska statutes require an annual review and/or hearing to solicit public comment on these specific policies:

Parental Involvement Policy

Title I Parental Involvement Policy

(NOTE: These first two are distinct parental involvement policies, and both must be reviewed annually.)

Student Fees Policy

Bullying

Multicultural Education

Student Assessment

Teacher Evaluation

Student Academic Performance

Safety and Security Committee

Attendance and Excessive Absenteeism

The board may update or add policies as needed. The board shall determine the number of copies of policies to be made and their distribution. The superintendent shall maintain an up-to-date master copy of the policies in the main administrative office. Unless otherwise directed by the board, the master copy shall be considered the official district policy manual.

Adopted on: 6-11-2018

Revised on: _____

Reviewed on: _____

1003
Mission Statement

The Southern School District, in cooperation with families and communities, prepares students through educational experiences, to be responsible, respectful and safe citizens in our continually changing world.

Belief Statements

The School Will:

- Inspire students to contribute to society as knowledgeable, responsible, and cultured citizens.
- Provide a safe, positive, and supportive learning environment with high expectations for student achievement.
- Provide students the opportunity to learn, grow, and succeed.

The Students Will:

- Learn the value of leadership and how to be independent thinkers.
- Become confident and goal-oriented lifelong learners in college and career readiness skills.
- Be confident in their abilities, recognize their accomplishments, and learn from their experiences.

Southern School District #001
School Improvement Steering Committee

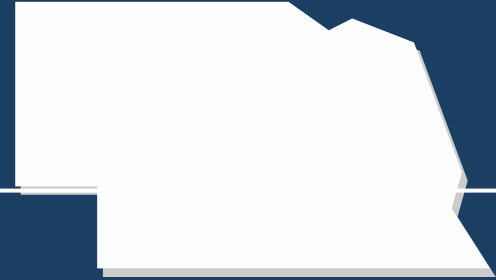
Adopted on: 6-11-2018

Revised on: _____

Reviewed on: _____

NASB

Nebraska Association of School Boards



Superintendent Evaluation – VIII

<u>Standard #3: Board Relations</u>	Meets Expectations	Needs Improvement	Not Applicable
1. Provides leadership to maintain the board's focus on student achievement.			
2. Attends and participates in all board meetings unless specifically excused by the board from its consideration of the superintendent's performance, contract, or salary.			
3. Develops in cooperation with the board president the agenda for each board meeting.			
4. Ensures that all board meetings are legally conducted and communicated to the public in accordance with the Nebraska Open Meetings Act.			
5. To the greatest extent possible, ensures that the board has adequate information and sufficient time to make critical decisions on behalf of the district.			
6. In cooperation with the board president, develops and maintains an annual board calendar that ensures timely consideration of: (a) routine matters requiring board approval, (b) follow-up reports requested by the board, (c) regular updates on district goals and the school improvement plan, (d) regular updates on student achievement data, and (e) continuous policy review.			
7. Ensures that administrative recommendations to the board identify: (a) the situation necessitating the recommendation, (b) how the recommendation relates to district and/or school improvement goals and district policies, (c) the options reviewed and the reason for selecting this recommendation, (d) the benefit that is expected to result from the implementation, (e) the personnel that will be involved in or affected by the implementation, (f) the immediate and long-term cost of the implementation (g) how the staff will measure the results of the implementation, and (g) how and when progress will be reported to the board (see AIM document for format).			
8. Using agreed-upon methods, communicates with the board between meetings to ensure that all members have current information about district issues and activities.			

Comments:

1. Areas for commendation

SUPERINTENDENT EVALUATION: BOARD SUMMARY

Board President Signature

Date

Superintendent Signature

Date

SUPERINTENDENT GOALS FORM

Date of Adoption: _____

Review Period from _____ to _____

The signatures below indicate that the school board and superintendent have agreed on performance requirements for the superintendent, the indicators that the school board will examine to determine whether the superintendent has met each requirement, and the information the school board will need in order to measure performance.

Performance Goal #1: *(Goal Statement)*

Indicators: *(The superintendent will ...)*

Evidence need to measure progress or achievement:

Board President Signature

Superintendent Signature

Date

Date