

**Wayne Community Schools
Board of Education Regular Meeting Minutes
June 13, 2016**

The regular meeting of the Wayne Board of Education was held at 611 West 7th Street, Wayne, NE, 68787, on Monday, June 13, 2016 at 5:00 PM. Notice of the meeting and place of agenda was posted at Wayne Community Schools, posted in The Wayne Herald, and online: wayneschools.org. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

Mrs. Wendy Consoli: Present
Mr. Rod Garwood: Present
Mr. Scott Hammer: Present
Mr. Ken Jorgensen: Present
Dr. Carolyn Linster: Present
Dr. Jeryl Nelson: Present

I. Call the Meeting to Order

The meeting was called to order at 5:00 p.m. in the Jr/Sr High School Library, Room 407.

I.a. Pledge of Allegiance

I.b. Announce Open Meeting Act Posting and Location - Wayne Community Schools, Wayne Public Library, and Wayne Post office.

I.c. Action on Absence and Roll Call

I.d. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.

Motion to approve agenda as presented passed with a motion by Mrs. Wendy Consoli and a second by Mr. Rod Garwood.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

I.e. Consent Agenda

Motion to approve consent agenda as presented. passed with a motion by Mr. Rod Garwood and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

I.e.I. Approval of Minutes of Previous Meetings

I.e.II.Approval of Financial Reports and Claims

I.f. Personnel

II. Communications from the Public (Policy 1209) and Requested Presentations -

II.a. Wayne Community Schools Foundation

Wayne Community Schools Foundation donated \$7,500 to the high school for the purchase of new choir robes. The Wayne Community Schools Board of Education has also agreed to contribute \$5,000 towards this purchase.

III. Action Items

III.a. Old Business

III.a.I. Second Reading of 2016-17 Jr/Sr High School Handbook

Motion to approve the second reading of the 2016-17 Jr/Sr High Student Handbook, as presented passed with a motion by Mr. Ken Jorgensen and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

III.b. New Business

III.b.I. Acceptance of Foundation Gift

Motion to accept the gift of \$7,500 for the purchase of new choir robes for our high school vocal music program passed with a motion by Mr. Rod Garwood and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

The Board thanked the Wayne Community Schools Foundation for their \$7,500 gift to be used to help purchase new choir robes.

III.b.II. Life and AD&D, Long-Term Disability

Motion to approve the quoted premiums from Mutual of Omaha for Life, AD & D, and Long-term Disability Insurance, as presented passed with a motion by Mr. Rod Garwood and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

The Board approved the quoted premiums from Mutual of Omaha for Life, AD&D, and Long-term Disability Insurance.

III.b.III. ESU Food Cooperative Purchasing

Motion to approve the 2016-17 annual Food Service Supply Agreement from the ESU Coordinating Council, as presented passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

The Board approved the Annual Food Service Supply Agreement from the ESU Coordinating Council for the 2016-2017 school year.

III.b.IV. First Reading of 2016-17 Elementary Handbook

Motion to approve the first reading of the 2016-17 Elementary School Handbook, as presented passed with a motion by Mr. Ken Jorgensen and a second by Mr. Scott Hammer.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

Mr. Plager discussed some of the changes for the K-6 Elementary Handbook and answered questions from the Board concerning items in the handbook.

IV. Administration and Board Committee Reports:

IV.a. Administration - Written reports were provided by Administration. Copies of their reports are available at the District Office upon request.

IV.a.I. Superintendent

IV.a.I.1. School Budget Update

Mr. Lenihan presented an expense projection of the 2016-2017 school budget and stated the budget will be finalized soon.

IV.a.I.2. School Survey - Breakfast, Lunch, and Substitute Teacher Rates

Mr. Lenihan did a survey of the local area schools to compare our breakfast, lunch, and substitute rates and found that Wayne Community Schools compares well with them. He suggested Wayne Community Schools keep all of the rates, breakfast, lunch, and substitute teacher, the same as the previous year.

IV.a.I.3. Blue Devil Character Education Program

This program will acknowledge positive character traits in the students. If a student goes above and beyond the normal expectations, they will be awarded a card that will be turned in to their principal or the superintendent for a Blue Devil Buck. This "buck" can be redeemed at the concession stand for an item of the student's choice.

Younger students may have an alternative option to choose from. Each month will have a different character trait that will be identified.

IV.a.I.4. Creating A Collaborative Culture to Improve Teaching and Learning - Phil Warrick-Marzano Administrative Leadership Series at ESU 1

The administrative staff attended a two day Marzano training workshop at ESU 1 in Wakefield. Administrators worked on the staff appraisal process. Training will continue throughout the school year.

IV.a.II. High School Principal

Mr. Hanson told the Board that the choir trip to Chicago went very well. He thanked the teachers and sponsors for the great opportunity for the students.

IV.a.III. Special Education Director

Mr. Hight reported on the CPI refresher courses for all of the staff. He noted that he has seen a drop in the In School and Out of School Suspensions since beginning the Crisis Prevention Intervention. Mrs. Beair told the Board that there will be no state writing tests the 2016-2017 school year. The Early Learning Center qualifies for the USDA Community Eligibility Provision which means the breakfast and lunches are free for the preschool students for the next four years.

IV.a.IV. Elementary Principal

Mr. Plager stated that the end of year went well. He thanked the WEB for giving each student a free book at the end of the school year.

IV.a.V. Junior High Principal/A.D.

Mr. Lenihan gave the Jr. High School report due to the absence of Mr. Ruhl. Strength conditioning is going well. State Track went well and our athletes did well. The curtain in the Elementary School gym has been installed. The basketball hoop risers have been installed and we are waiting for the electrical to be completed.

IV.b. Board Committees

IV.b.I. Foundation and Community Relations - Ken Jorgensen, Rod Garwood, Carolyn Linster, Mark Lenihan, Rocky Ruhl, Lindsay McLaughlin

An All-class Reunion is set for Chicken Days weekend. There will be a Cluck-Cluck Golf tournament. Mr. Weber is putting together an All-Alum Band for the Chicken Days parade. School tours, including Hahn School, will be conducted over the weekend. There will be a band playing Saturday evening. One Week of Giving will be in August. This will not take the place of Booster Club card sales or Music Booster sales. More details on this will be coming.

IV.b.II. Curriculum and Americanism - Wendy Consoli, Caroly Linster, Jeryl Nelson, Misty Bear

Wayne Community Schools received a letter from the State Board of Education stating that our school system is accredited for the 2016-2017 school year.

IV.b.III. Facility/Safety - Travis Meyer, Scott Hammer, Ken Jorgensen, Rod Garwood, Mark Hanson

Mr. Meyer said that summer work is going well. The old lockers are all removed and all of them have been taken. The new lockers have not arrived yet. There will be some concrete work done in replacing broken pieces of sidewalks. He thanked all of his crew for the work they are doing this summer.

IV.b.IV. Policy/Title IX - Wendy Consoli, Scott Hammer, Jeryl Nelson, Russ Plager

Mr. Lenihan told the Board that the Perry Law Firm sent back the template of our school policies. He told the Board that the committee will be going over the policies this summer to align our policies with the numbering system of the state.

IV.b.V. Finance (Inc. Transportation & Budget) - Mark Lenihan, Scott Hammer, Rod Garwood, Ken Jorgensen, Rochelle Nelson

Mr. Lenihan presented the Vehicle Mileage Report to the Board.

IV.b.VI. Negotiations - Jeryl Nelson, Carolyn Linster, Wendy Consoli, Mark Lenihan

Dr. Nelson stated that the committee ordered a Comparability Study for the next step in negotiations.

V. Boardsmanship

Dr. Linster discussed things from the State Law Conference she attended on June 10, 2016.

V.a. Summer Retreat - Early Learning Center, July 18, 5:00 p.m.

V.b. WAED Partners Meeting - June 28th 5:30 - 7:30 PM

VI. Future Agenda Items

Second Reading of K-6 Handbook, First Reading of Teacher Handbook, Third Budget Work Session, ILCD Annual Policy Review, Acknowledgement of Superintendent as CEO of District (Policy 2101), Student Fees (Policy 5400), Parental Involvement (Policy 5002), Anti-bullying (Policy 5319)

VII. Executive Session (If Needed)

VIII. Action Taken from Executive Session (If Needed)

IX. Adjournment

Motion to Adjourn Meeting passed with a motion by Mr. Scott Hammer and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli: Yes, Mr. Rod Garwood: Yes, Mr. Scott Hammer: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

The meeting adjourned at 6:20 p.m. The next Board of Education meeting will be Monday, July 11, 2016, in the Jr/Sr High School Library, Room 407.

Deb Daum, Secretary

Minutes
Board of Education Regular Meeting
May 09, 2016

The regular meeting of the Wayne Board of Education was held at the Jr/Sr High School Library, Room 407, Wayne, Nebraska, on Monday, May 09, 2016 at 5:00 PM. Notice of the meeting and place of agenda was posted at the Wayne High School, Wayne Elementary School, Early Learning Center, Wayne Post Office, and Wayne Public Library, online: meeting.nasbonline.org. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

Attendance Taken at 5:00 PM:

Present Board Members:

Mrs. Wendy Consoli
Mr. Rod Garwood
Mr. Scott Hammer
Mr. Ken Jorgensen
Dr. Carolyn Linster
Dr. Jeryl Nelson

I. Call the Meeting to Order

Discussion:

The meeting was called to order at 5:00 p.m., Monday, May 9, 2016.

I.a. Pledge of Allegiance

I.b. Announce Open Meeting Act Posting and Location - Wayne Community Schools, including Early Learning Center, Wayne Public Library, and Wayne Post office.

I.c. Action on Absence and Roll Call

I.d. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.

Motion Passed: Motion to approve agenda, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mr. Ken Jorgensen.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

I.e. Consent Agenda

Motion Passed: Motion to approve consent agenda, as presented, passed with a motion by Mr. Rod Garwood and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

I.e.I. Approval of Minutes of Previous Meetings

I.e.II. Approval of Financial Reports and Claims

I.f. Personnel

II. Communications from the Public and requested presentations - Policy 1209

II.a. Community Facility Task Force Report - Mr. Lenihan

Discussion:

Mr. Lenihan spoke to the Board about the two meetings that were held in March and April to discuss the projected building project. He presented to the Board the information that was given at each of the meetings. He told the Board that the groups attending were made up of community members, Wayne State College personnel, Wayne Community Schools personnel, and members of the Ag community. The Board agreed with Mr. Lenihan in postponing a bond referendum for a building project for the 2016-17 school budget year.

III. Action Items

III.a. Old Business

III.a.I. Second Reading of Policy 2201 - Administration - Employment of Principals and Other Administrative Personnel

Motion Passed: Motion to approve the second reading of Policy 2201 - Administration - Employment of Principals and Other Administrative Personnel, as presented, passed with a motion by Mr. Ken Jorgensen and a second by Mr. Rod Garwood.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

III.a.II. Second Reading of Policy 2202 - Administration - Evaluation of Principals and Other Certificated Administrative Personnel

Motion Passed: Motion to approve the second reading of Policy 2202 - Administration - Evaluation of Principals and Other Certificated Administrative Personnel, as presented, passed with a motion by Mr. Ken Jorgensen and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

III.a.III. Second Reading of Policy 4006 - Personnel - Certificated - Release from Contract

Motion Passed: Motion to approve the second reading of Policy 4006 - Personnel - Certificated - Release from Contract, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mr. Scott Hammer.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes

Dr. Carolyn Linster Yes
Dr. Jeryl Nelson Yes

III.a.IV. Second Reading of Policy 4010 - Personnel - Certificated Employees

Motion Passed: Motion to approve the second reading of Policy 4010 - Certificated Employees, as presented, passed with a motion by Mr. Ken Jorgensen and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli Yes
Mr. Rod Garwood Yes
Mr. Scott Hammer Yes
Mr. Ken Jorgensen Yes
Dr. Carolyn Linster Yes
Dr. Jeryl Nelson Yes

Discussion:

This policy will be formally submitted to the Nebraska Department of Education.

III.a.V. Second Reading of Policy 5002 - Students - Parent Involvement

Motion Passed: Motion to approve the second reading of Policy 5002 - Students - Parent Involvement, as presented, passed with a motion by Mr. Rod Garwood and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli Yes
Mr. Rod Garwood Yes
Mr. Scott Hammer Yes
Mr. Ken Jorgensen Yes
Dr. Carolyn Linster Yes
Dr. Jeryl Nelson Yes

III.a.VI. Second Reading of Early Learning Center Handbook

Motion Passed: Motion to approve the second reading of the 2016-17 Early Learning Center Handbook, as presented, passed with a motion by Mr. Scott Hammer and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli Yes
Mr. Rod Garwood Yes
Mr. Scott Hammer Yes
Mr. Ken Jorgensen Yes
Dr. Carolyn Linster Yes
Dr. Jeryl Nelson Yes

III.b. New Business

III.b.I. Health Insurance Quote

Motion Passed: Motion to approve the quote from Aetna with an estimated monthly fee of \$108,553.73 for health insurance for the 2016-17 school year, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli Yes
Mr. Rod Garwood Yes
Mr. Scott Hammer Yes
Mr. Ken Jorgensen Yes

Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Mr. Lenihan and the Board thanked Mr. Steve Muir for all the work that was done for this. Mr. Muir stated that our current insurance company, Coventry, was purchased by Aetna. He also thanked the Board for the opportunity to do business with Wayne Community Schools.

III.b.II. Dental Insurance Quote

Motion Passed: Motion to approve the dental quote from Ameritas, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mr. Rod Garwood.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Mr. Lenihan stated that this is the same dental plan through Ameritas that the employees already have.

III.b.III. AdvancED Accreditation Fee

Motion Passed: Motion to approve the fee of \$2,475.00 for the AdvancED Accreditation for the 2016-17 school year, as presented, passed with a motion by Mr. Ken Jorgensen and a second by Mr. Scott Hammer.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

This is an annual fee for AdvancED Accreditation.

III.b.IV. First Reading of 2016-17 Jr/Sr Handbook

Motion Passed: Motion to approve the first reading of the 2016-17 Jr/Sr Handbook, as presented, passed with a motion by Mr. Rod Garwood and a second by Mr. Ken Jorgensen.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Mr. Hanson and Mr. Ruhl discussed some of the changes being made to the 2016-17 Jr/Sr High School Handbook. New forms will be added to the handbook. This will make it more efficient for the parents to sign.

III.b.V. Classified Staff Salary Schedule 2016-2017

Motion Passed: Motion to approve the Classified Staff Salary Schedule for 2016-17, as presented, passed with a motion by Mr. Rod Garwood and a second by Mr. Ken Jorgensen.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The scale shows an increase of 3% on base salaries. Off-scale employees will receive a \$0.32 per hour increase.

III.b.VI. Gym Doors Quote

Motion Passed: Motion to approve the quote from Metal Doors & Hardware Co. for \$26,065.00 for the Jr/Sr High School gym doors, as presented, passed with a motion by Mr. Scott Hammer and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Mr. Travis Meyer discussed the quotes on the new gym doors. The price includes installation of the doors. The doors will be installed this summer. Money to pay for the new doors will come out of the Depreciation account.

III.b.VII. TS Gold Kindergarten Assessing

Motion Passed: Motion to approve TS Gold Assessments for Kindergarten students for the 2016-17 school year, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Mr. Ken Jorgensen.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

Mr. Russ Plager discussed that the Kindergartners will not be taking the MAP testing any longer. The assessment system will align with the State Standards and will provide better communication to parents. The cost of this assessment is a little cheaper than the MAP assessment. The teachers will be trained free of charge.

III.b.VIII. High School Social Studies Textbooks Quote

Motion Passed: Motion to approve the quote from Houghton Mifflin Harcourt for \$7,853.76 and from Pearson for \$8,637.41, as presented, passed with a motion by Mr. Scott Hammer and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The new textbooks will now complete the Social Studies curriculum. The books come with great on-line support. The Curriculum Committee reviewed the purchase of the new text books.

III.b.IX. Policy Review Service

Motion Passed: Motion to approve the implementation of the Policy Review Service from the Perry Law Firm, as presented, passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

This Policy Review Service, from Perry Law Service, has been discussed at previous meetings. The policy service will look into our policies and let us know if there are any changes that need to be made.

III.b.X. Gift Acceptance from Wayne Athletics Boosters

Motion Passed: Motion to approve the gift from the Wayne Athletic Boosters and approve the quote from Beiermann Electric for \$6,690.00 for the electrical installation for the new equipment, as presented, passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Wendy Consoli.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The Wayne Athletic Boosters have donated a substantial gift to Wayne Community Schools. The donation came through the Wayne Community Schools Foundation. The Board approved the bid from Beiermann Electric to handle the cost of the electrical installation for the new equipment in the High School and Elementary School. The Board thanked the Boosters for the gift.

IV. Administration and Board Committee Reports:

IV.a. Administration - Written reports were provided by Administration. Copies of their reports are available at the District Office upon request.

IV.a.I. Superintendent

IV.a.I.1. Line Item Budget

Discussion:

This is a preliminary line-item budget for expenses for the 2016-2017 school year. The projected numbers show less than a 1% increase. Mr. Lenihan stressed that the numbers are not definite. Mr. Lenihan thanked Rochelle Nelson for the work that was put into this.

IV.a.I.2. AdvancED Report

Discussion:

The progress assessment shows the updated assessments to the school. The Progress Assessment shows the levels of the review have improved. The state reviewers were impressed with the work the staff put into the improvements.

IV.a.I.3. End of Year Teacher In-Service and Staff Appreciation

Discussion:

There will be a refresher CPI training for the staff. Wayne State College will do a co-teacher training for Student Teachers. There will be an Appreciation Lunch on Monday, May 23 for all staff. The Board is invited to attend the lunch.

IV.a.I.4. NSAA Update

Discussion:

Mr. Lenihan gave the Board NSAA updates.

IV.a.I.5. Lower Elkhorn NRD update

Discussion:

Mr. Lenihan told the Board that he attended the Lower Elkhorn NRD meeting concerning the projected reservoir project. He pointed out the estimated annual tax loss amount that Wayne Community Schools could be losing. He will keep the Board updated on any further developments.

IV.a.II. High School Principal

Discussion:

Mr. Hanson told the Board of the Senior breakfast, time capsule, and graduation practice. He stated that the diplomas have been signed. The last day for the students will be Friday, May 20 with a noon dismissal.

IV.a.III. Special Education Director

Discussion:

Mrs. Bear told the Board that plans are finalized for a three week migrant program. The Board asked Mrs. Bear and Ms. Stepp to give a brief discussion on how the preschool students have progressed from the beginning of the year. Mrs. Bear met with the Nebraska Department of Education and stated that NDE is very impressed with the work that has gone into the Early Learning Center. NDE is very impressed with the community outreach. Early Learning Center will be a model preschool for other districts to have as an example to start their own preschools. Mr. Hight reported on the Spring Sprints track meet. There were about 75 athletes from 15 different schools participating. He made comment on the people telling him how great it was that other classes came down to cheer the athletes on. The Board recessed at 6:27 p.m. for the Honor Coffee.

IV.a.IV. Elementary Principal

Discussion:

The meeting resumed at 6:59 p.m. Mr. Plager spoke about the AQUESST conference in Kearney. He told the Board the Elementary has been busy with field trips and events. Bike to School Day was a success.

IV.a.V. Junior High Principal/A.D.

Discussion:

Mr. Ruhl stated that there are a lot of end of the year things going on. There will be a Parent/Athlete meeting next week. The Athletic Banquet is Tuesday, May 17.

IV.b. Board Committees

IV.b.I. Foundation and Community Relations - Ken Jorgensen, Rod Garwood, Carolyn Linster, Mark Lenihan, Rocky Ruhl, Lindsay McLaughlin

Discussion:

Dr. McLaughlin told the Board about the Devil Dash on June 11. All-School reunion will be over Chicken Days weekend. There will be a committee meeting next week to discuss the One Week of Giving fund raising initiative.

IV.b.II. Curriculum and Americanism - Wendy Consoli, Carolyn Linster, Jeryl Nelson, Misty Bear

Discussion:

No report.

IV.b.III. Facility/Safety - Travis Meyer, Scott Hammer, Ken Jorgensen, Rod Garwood, Mark Hanson

Discussion:

Mr. Meyer stated that the gym and building are being used quite a bit over the summer. Lockers will be removed and new ones installed this summer. The new lunch tables will be delivered on May 23.

IV.b.IV. Policy/Title IX - Wendy Consoli, Scott Hammer, Jeryl Nelson, Russ Plager

Discussion:

No report.

IV.b.V. Finance (Inc. Transportation & Budget) - Mark Lenihan, Scott Hammer, Rod Garwood, Ken Jorgensen, Rochelle Nelson

Discussion:

The Cash Summary Report was discussed.

IV.b.VI. Negotiations - Jeryl Nelson, Carolyn Linster, Wendy Consoli, Mark Lenihan

Discussion:

No report.

V. Boardsmanship

V.a. Graduation

Motion Passed: Motion to receive the list of 2016 Graduates, as presented, passed with a motion by Mrs. Wendy Consoli and a second by Dr. Jeryl Nelson.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes

Dr. Jeryl Nelson Yes

Discussion:

The Board received the list of 2016 Wayne Community Schools graduating class.

V.b. School Law Seminar, June 9-10, Kearney, NE

Discussion:

The registration deadline is June 3, 2016.

V.c. Honor Coffee - 6:30 p.m.

Discussion:

The Daughters of the American Revolution Essay State winner, Mid-State Conference Academic Team 2015-16, NJAS Regional Science Fair, State Science Fair winners, UNMC Science Meet, State Power Drive, Pierce Honor Band, and Spanish Honor Society students were recognized at the Honor Coffee.

V.d. Summer Retreat - July 11, 2016 - 3:00 p.m.

Discussion:

Mr. Lenihan would like the Board to look at July 18, 2016, to hold the Summer Retreat. July 11, 2016, will not work for all of the Board members.

VI. Future Agenda Items

VI.a. Breakfast and Lunch Rates for 2016-2017

VI.b. Second Reading of 2016-17 Jr/Sr High School Handbook

VI.c. Substitute Teacher Rates for 2016-17

VI.d. First Reading of Elementary Handbook 2016-17

VI.e. Second Budget Work Session

VII. Executive Session (If Needed)

VIII. Action Taken from Executive Session (If Needed)

IX. Adjournment

Motion Passed: Motion to Adjourn Meeting passed with a motion by Mrs. Wendy Consoli and a second by Mr. Scott Hammer.

Mrs. Wendy Consoli	Yes
Mr. Rod Garwood	Yes
Mr. Scott Hammer	Yes
Mr. Ken Jorgensen	Yes
Dr. Carolyn Linster	Yes
Dr. Jeryl Nelson	Yes

Discussion:

The meeting was adjourned at 7:18 p.m. The next regular Board of Education meeting will be Monday, June 13, 2016, at the Wayne Jr/Sr High School library.

Deb Daum, Secretary

Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
01 - GENERAL FUND					
	00015707	06/08/2016	ADVANCED (Georgia)	16-17 Accreditation Fees	2,475.00
	00015708	06/08/2016	Aksarben Suites - Omaha	State Track Lodging (9 rooms)	2,250.00
	00015709	06/08/2016	Alpha Rehabilitation, P.C.	May Services	259.71
	00015709	06/08/2016	Alpha Rehabilitation, P.C.	May Services	48.36
	00015710	06/08/2016	American Broadband CLEC	K-12 & Prek phone, cable inter	261.26
	00015710	06/08/2016	American Broadband CLEC	K-12 & Prek phone, cable inter	317.60
	00015711	06/08/2016	Artificial Rain LLC	irrigation maint & rep	247.68
	00015712	06/08/2016	Assoc. For Supervision & Curriculum Dev.	R.Ruhl Membership	59.00
	00015713	06/08/2016	Beiermann Electric	HS, replace outside lights	552.50
	00015713	06/08/2016	Beiermann Electric	HS, replace outside lights	2,355.58
	00015714	06/08/2016	Black Hills Energy	Utilities	81.80
	00015714	06/08/2016	Black Hills Energy	Utilities	217.00
	00015715	06/08/2016	Bullseye Fire Sprinkler, Inc.	irrigation maint & rep track	1,353.55
	00015716	06/08/2016	Chemsearch	cont Water Treatment	982.90
	00015717	06/08/2016	City Of Wayne	Baseball lights	524.33
	00015717	06/08/2016	City Of Wayne	utilities	329.08
	00015717	06/08/2016	City Of Wayne	utilities	6,745.34
	00015717	06/08/2016	City Of Wayne	utilities	1,097.09
	00015717	06/08/2016	City Of Wayne	utilities	1,079.49
	00015717	06/08/2016	City Of Wayne	utilities	5,821.18
	00015718	06/08/2016	Constellation NewEnergy Gas Div., LLC	utilities	143.05
	00015718	06/08/2016	Constellation NewEnergy Gas Div., LLC	utilities	516.02
	00015719	06/08/2016	Curtis& Coleen Jeffries (Copy Write	Grad prog., T.supply	14.16
	00015719	06/08/2016	Curtis& Coleen Jeffries (Copy Write	Grad prog., T.supply	468.00
	00015720	06/08/2016	Deneil Parker	May Accompanist	256.25
	00015721	06/08/2016	Diamond Center	Grad plaques	194.60
	00015722	06/08/2016	Egan Supply Co.	cust supp, bags, gloves, floor	158.46
	00015722	06/08/2016	Egan Supply Co.	cust supp, bags, gloves, floor	540.25
	00015722	06/08/2016	Egan Supply Co.	cust supp, bags, gloves, floor protectors	65.60
	00015722	06/08/2016	Egan Supply Co.	cust supp, bags, gloves, floor	129.00
	00015723	06/08/2016	First National Bank Omaha	Baseball pants	137.40
	00015723	06/08/2016	First National Bank Omaha	HS T. Supp, HS Text books	244.70
	00015723	06/08/2016	First National Bank Omaha	HS T. Supp, HS Text books	21.67
	00015724	06/08/2016	FrancoTyp-Postalia, Inc.	Postage meter qtlly rent	179.85
	00015725	06/08/2016	Gill Hauling, Inc.	samotatopm sanitation	535.00
	00015726	06/08/2016	Grossenburg Implement, Inc.	Tractor maint & Rep	676.47
	00015727	06/08/2016	Guarantee Roofing & Sheet Metal, Inc.	EL & HS Maint & rep	227.50
	00015727	06/08/2016	Guarantee Roofing & Sheet Metal, Inc.	EL & HS Maint & rep	695.00
	00015728	06/08/2016	Joan Hansen	Milege, Meals at NETA in April	183.30
	00015729	06/08/2016	JRossTech	vision services	1,110.00
	00015730	06/08/2016	J.W. Pepper & Son Inc.	Dist music	32.97
	00015730	06/08/2016	J.W. Pepper & Son Inc.	Dist music	46.49
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sped	190.12
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sp grounds	102.28
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sp HS prin	26.40
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sp HS	269.69
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sp Pickup	140.15
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sp HS	76.00
	00015731	06/08/2016	Lutt Oil	Supt, Dr Ed, Field Tr, Ath, Sp	36.00

Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00015731	06/08/2016	Lutt Oil	Supt, <u>Dr Ed.</u> Field Tr, Ath, Sp	108.34
	00015732	06/08/2016	Marco Technologies LLC	May Printer overages	30.08
	00015732	06/08/2016	Marco Technologies LLC	printer overage fees	160.07
	00015732	06/08/2016	Marco Technologies LLC	copy center supplies	246.84
	00015733	06/08/2016	Marco, Inc.	copier & Printer lease	362.97
	00015733	06/08/2016	Marco, Inc.	copier & Printer lease	2,989.00
	00015734	06/08/2016	Mark Lenihan	Class Reimbursement	1,293.75
	00015735	06/08/2016	Mid States School Bus, Inc.	XS Fuel, Field Tr, Speech, Mus <i>Ath 7/8</i>	1,556.66
	00015735	06/08/2016	Mid States School Bus, Inc.	XS Fuel, Field Tr, Speech, Mus <i>Ath HS</i>	3,953.31
	00015735	06/08/2016	Mid States School Bus, Inc.	XS Fuel, Field Tr, <u>Speech</u> , Mus <i>7/8</i>	472.31
	00015735	06/08/2016	Mid States School Bus, Inc.	XS Fuel, Field Tr, Speech, Mus	1,071.35
	00015735	06/08/2016	Mid States School Bus, Inc.	XS Fuel, <u>Field Tr</u> , Speech, Mus <i>EL</i>	2,378.46
	00015735	06/08/2016	Mid States School Bus, Inc.	XS Fuel, Field Tr, Speech, Mus <i>Dist Trained</i>	1,054.25
	00015736	06/08/2016	Mosaic @ Bethphage Village	April Services	3,512.28
	00015736	06/08/2016	Mosaic @ Bethphage Village	May Services	3,518.52
	00015737	06/08/2016	Nebraska Link	Dist Learning Line	627.00
	00015738	06/08/2016	Nebraska School Activities Assoc.	16-17 Activities Reg	240.00
	00015739	06/08/2016	Northwest Evaluation Association	Custom Statereports	150.00
	00015740	06/08/2016	Pac 'n' Save	Facs, Sped, Prek Grad, <u>Build</u> <i>Softener Salt</i>	540.48
	00015740	06/08/2016	Pac 'n' Save	Facs, Sped, Prek Grad, Build <i>H2O</i>	15.00
	00015740	06/08/2016	Pac 'n' Save	<u>Facs</u> , Sped, Prek Grad, Build <i>HS</i>	119.97
	00015740	06/08/2016	Pac 'n' Save	<u>Facs</u> , Sped, Prek Grad, Build <i>7/8</i>	129.52
	00015740	06/08/2016	Pac 'n' Save	Facs, <u>Sped</u> , Prek Grad, Build <i>EL</i>	21.63
	00015740	06/08/2016	Pac 'n' Save	Facs, <u>Sped</u> , Prek Grad, Build <i>7/8</i>	16.20
	00015740	06/08/2016	Pac 'n' Save	Facs, Sped, <u>Prek Grad</u> , Build	50.81
	00015741	06/08/2016	Percussion Source/West Music	repairs	310.32
	00015742	06/08/2016	Perry, Guthery, Haase &	May Services	750.00
	00015743	06/08/2016	Plunkett's Pest Control	pest control	208.67
	00015744	06/08/2016	Susan Holdstedt (DBA S&H Tax Service)	Juen 125 Fees	155.00
	00015745	06/08/2016	S.D. 17 Lunch Fund	April Prek Meals	325.60
	00015745	06/08/2016	S.D. 17 Lunch Fund	May Prek Meals	171.00
	00015746	06/08/2016	S.D. 17 Petty Cash Account	T.Supplies Art	169.14
	00015746	06/08/2016	S.D. 17 Petty Cash Account	Art Supp, Prek build	19.98
	00015746	06/08/2016	S.D. 17 Petty Cash Account	M.Beair Prek reg	25.00
	00015746	06/08/2016	S.D. 17 Petty Cash Account	Art Supp, Prek build	9.90
	00015747	06/08/2016	Shopko Stores Operating Co., LLC	<u>prek grad</u> , Sped supply	53.96
	00015747	06/08/2016	Shopko Stores Operating Co., LLC	prek grad, <u>Sped supply</u>	27.46
	00015748	06/08/2016	Siouxland Music Therapy	Music Therapy	500.00
	00015749	06/08/2016	State Nebraska Bank and Trust Co.	activity checks	70.06
	00015750	06/08/2016	Verizon Wireless	phone	116.29
	00015751	06/08/2016	Wayne Herald/Morning Shopper	Web, Legal, <u>Grad</u> , Family, News	325.00
	00015751	06/08/2016	Wayne Herald/Morning Shopper	Web, Legal, Grad, Family, News	100.00
	00015751	06/08/2016	Wayne Herald/Morning Shopper	Web, Legal, Grad, <u>Family</u> , News	70.00
	00015751	06/08/2016	Wayne Herald/Morning Shopper	Web, <u>Legal</u> , Grad, Family, News	354.86
	00015751	06/08/2016	Wayne Herald/Morning Shopper	Web, Legal, Grad, Family, <u>News to Hers</u>	224.48
	00015752	06/08/2016	Wildcat Lanes	life skills bowling classes	27.00
	00015752	06/08/2016	Wildcat Lanes	life skills bowling classes	13.00
	00015752	06/08/2016	Wildcat Lanes	life skills bowling classes	192.00
	000EFT69	06/08/2016	State Nebraska Bank and Trust Co.	Bank fees	146.78

01 - GENERAL FUND Totals: 63,459.13

ALL Data

Checks for Payment Listing

Arranged by:
Check Number

Direct	Dep.	Check	Check Date	Payable To	Description	Amount
	09 - Depreciation					
		00015787	06/10/2016	Virco Inc.	EL Desks (10)	805.60
					09 - Depreciation Totals:	805.60
					Report Total:	805.60

ALL Data

Checks for Payment Listing

Arranged by:
Check Number

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
01 - GENERAL FUND					
	00015788	06/10/2016	Providence Medical Center	1/2 Trainer Services	20,000.00
				01 - GENERAL FUND Totals:	20,000.00
				Report Total:	20,000.00

ALL Data

Checks for Payment Listing

Arranged by:
Check Number

Direct	Dep.	Check	Check Date	Payable To	Description	Amount
	01 - GENERAL FUND					
		00015789	06/10/2016	Trane U.S. Inc.	Maint & Service Agreement 16-1	13,823.00
					01 - GENERAL FUND Totals:	13,823.00
					Report Total:	13,823.00

Checks for Payment Listing

Direct	Dep.	Check	Check Date	Payable To	Description	Amount
	01 - GENERAL FUND					
		00015753	06/09/2016	Arnie's Ford	Dr Ed, prepare and inspect car	17.04
		00015753	06/09/2016	Arnie's Ford	repair and inspect vehicles	225.02
		00015753	06/09/2016	Arnie's Ford	repair and inspect vehicles	667.35
		00015753	06/09/2016	Arnie's Ford	Dr Ed, prepare and inspect car	31.49
		00015753	06/09/2016	Arnie's Ford	Dr Ed, prepare and inspect car	193.04
		00015753	06/09/2016	Arnie's Ford	Dr Ed, prepare and inspect car	17.04
		00015754	06/09/2016	B & H Photo-Video	ES t. supply/coop order	12.58
		00015755	06/09/2016	Bomgaars	Prek, Drills, Maint, Ind Tech,	41.58
		00015755	06/09/2016	Bomgaars	Prek, Drills, Maint, Ind Tech, <i>Grounds</i>	173.78
		00015755	06/09/2016	Bomgaars	Prek, Drills, Maint, Ind Tech, <i>Cust Supp</i>	80.95
		00015755	06/09/2016	Bomgaars	Prek, Drills, Maint, Ind Tech,	11.99
		00015755	06/09/2016	Bomgaars	Prek, Drills, Maint, Ind Tech, <i>Build</i>	35.99
		00015755	06/09/2016	Bomgaars	Prek, <u>Drills</u> , Maint, Ind Tech,	521.96
		00015756	06/09/2016	Carhart Lumber Company	office supp, t. <u>supply</u>	15.16
		00015756	06/09/2016	Carhart Lumber Company	office supp, t. supply	5.29
		00015757	06/09/2016	Darlene Lilienkamp	Meal for May Wksh in columbus	9.99
		00015758	06/09/2016	Eakes Office Solutions	office supply	21.99
		00015759	06/09/2016	Egan Supply Co.	Cust supply, <u>floor wax</u>	5,386.85
		00015759	06/09/2016	Egan Supply Co.	Cust supply, floor wax	32.71
		00015759	06/09/2016	Egan Supply Co.	office supply/coop order	12.84
		00015760	06/09/2016	ESU #8	HS Sped Classes	646.43
		00015761	06/09/2016	Hauff Mid-America Sports Inc.	athl. equip./baseball	548.44
		00015762	06/09/2016	Helena Chemical Co.	grounds maint.	110.00
		00015763	06/09/2016	Houghton Mifflin Harcourt Publ. Co.	HS Amer. History textbooks	7,853.60
		00015764	06/09/2016	J.W. Pepper & Son Inc.	HS band music	124.99
		00015764	06/09/2016	J.W. Pepper & Son Inc.	JH band music	222.99
		00015764	06/09/2016	J.W. Pepper & Son Inc.	HS band music	55.00
		00015764	06/09/2016	J.W. Pepper & Son Inc.	JH band music	40.00
		00015765	06/09/2016	Librarians' Book Express LLC	ES libr. books	300.91
		00015766	06/09/2016	The Library Store	libr. supplies	10.70
		00015766	06/09/2016	The Library Store	libr. supplies	16.98
		00015766	06/09/2016	The Library Store	libr. supplies	5.30
		00015767	06/09/2016	Lookout Books	ES libr. books	196.50
		00015768	06/09/2016	MakeMusic, Inc.	band software	49.00
		00015768	06/09/2016	MakeMusic, Inc.	band software	100.00
		00015769	06/09/2016	Malisa McCoy	reimb./independent study cours	500.00
		00015770	06/09/2016	Matt Wachter	Prek grad pictures	15.00
		00015771	06/09/2016	Midwest Technology Products	ind. tech. supply/coop order	59.22
		00015772	06/09/2016	Moore Medical LLC	ind. tech. supply/coop order	24.40
		00015773	06/09/2016	Nebraska Council Of School	membership- <u>Ruhl</u> , <u>Hight</u>	585.00
		00015773	06/09/2016	Nebraska Council Of School	membership- <u>Ruhl</u> , <u>Hight</u>	510.00
		00015774	06/09/2016	Nebraska Library Commission	database subscription/libr.	3,489.00
		00015775	06/09/2016	Northeast NE Teacher Academy	2nd Semester Subs	160.00
		00015775	06/09/2016	Northeast NE Teacher Academy	2nd Semester Subs	1,125.00
		00015775	06/09/2016	Northeast NE Teacher Academy	2nd Semester Subs	1,475.00
		00015775	06/09/2016	Northeast NE Teacher Academy	2nd Semester Subs	65.00
		00015775	06/09/2016	Northeast NE Teacher Academy	2nd Semester Subs	545.00
		00015776	06/09/2016	Pearson Education Inc.	HS World Studies textbooks	8,557.43
		00015777	06/09/2016	Sarah Paustian	sped mileage	19.44

Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00015778	06/09/2016	School Pride	HS guidance supply	45.00
	00015779	06/09/2016	Spara Tool	Preschool supply/coop order	7.58
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	36.96
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	8.25
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	15.33
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	8.25
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	484.00
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	8.25
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	89.28
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	48.00
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	159.30
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	7.66
	00015780	06/09/2016	Staples Advantage	supplies/equip. - coop order	48.00
	00015781	06/09/2016	TAESE/USU	reg./Tri-State Law Conf.-Bear	490.00
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Sped mtg meal (2)</i>	31.85
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Low Cont Lodge Bear</i>	349.76
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Prek</i>	217.25
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>east Pecking grant</i>	662.11
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI	23.00
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Comp Rep. Parts</i>	76.98
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Refresh course supplies</i>	1,622.29
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Comp Rep Parts</i>	76.98
	00015782	06/09/2016	U.S. Bank	Prek, Sped, Facs, Supt, CPI <i>Comp Rep Parts</i>	76.98
	00015783	06/09/2016	Vel's Bakery	end-of-year staff luncheon	1,020.00
	00015784	06/09/2016	William V. Macgill & Co.	health supplies	589.99
	00015785	06/09/2016	Works Computing, Inc.	switch replacement for network	847.00
	00015785	06/09/2016	Works Computing, Inc.	switch replacement for network	231.00
	00015785	06/09/2016	Works Computing, Inc.	switch replacement for network	462.00
	00015786	06/09/2016	Wayne State College	16-17 Use of facilities	30,000.00
01 - GENERAL FUND Totals:					72,668.02
Report Total:					72,668.02

Check Summary Report

Date: 05/01/2016 thru 05/31/2016

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
15-9619	V	05/27/2016	CHAD JANKE	VOID	REFUND/DR. ED. CLASS -	-225.00
16-10315	O	05/02/2016	STATE NEBRASKA BANK	Athletics	BA - ARLINGTON & THURSTON CO.	600.00
16-10316	O	05/02/2016	STATE NEBRASKA BANK	Athl./TR	JH TR INVITE, 5/3	1,950.00
16-10317	O	05/02/2016	O'NEILL PUBLIC SCHOOLS	Athletics	B-4 DIST. TR, 5/12	135.00
16-10318	O	05/02/2016	WISNER-PILGER SCHOOLS	"	ENTRY FEE, JH TR INVITE, 5/19	125.00
16-10319	O	05/02/2016	BATTLE CREEK PUBLIC	"	ENTRY FEE, B CLUB TR INVITE, 5/5	160.00
16-10320	O	05/02/2016	CHARTWELLS	Juniors	PROM BANQUET	2,214.50
16-10321	O	05/02/2016	SHARON WARNKE-BATTLES	Dance	REIMB./COPIES MADE AT copy write	34.45
16-10322	O	05/02/2016	SUE BURYANEK	NHS	REIMB./SUPPLIES FOR seatbelt check	8.63
16-10323	O	05/02/2016	NASSP/NHS	NHS	NHS MEMBERSHIP	385.00
16-10324	O	05/03/2016	DIAMOND CENTER	St. Council	ENGRAVING ON PLAQUES	11.10
16-10325	O	05/03/2016	COURTNEY MAAS	Grades	REIMB./SUPPLIES FOR plant write	8.99
16-10326	O	05/03/2016	KATHY OSTRAND	Grades	REIMB./CARD STOCK	14.94
16-10327	O	05/03/2016	ROB SWEETLAND	BB	REIMB./EQUIP.	150.96
16-10328	O	05/03/2016	REGAL AWARDS	BA	APPAREL	345.00
16-10329	O	05/03/2016	GODFATHER'S PIZZA	TR	TR CONCESSIONS	72.00
16-10330	O	05/03/2016	LINPEPCO - SIOUXLAND	TR	BEVERAGES	722.00
16-10331	O	05/03/2016	LINPEPCO - SIOUXLAND	St. Council	VENDING MACHINE	129.20
16-10332	O	05/03/2016	RUSS FLAMIG	Athletics	STARTER/JH TR INVITE, 5/3	220.00
16-10333	O	05/03/2016	FIRST NATIONAL BANK	Omaha Athl./JH Science	2 Great Lakes FB Clinic 5th Science Cup	886.87
16-10334	O	05/03/2016	AWARDS UNLIMITED, INC.	Athletics	JH RIBBONS	13.10
16-10335	O	05/03/2016	UNIVERSITY OF SOUTH	St. Council	SCHOLARSHIP - ANNA Huberg	400.00
16-10336	O	05/03/2016	UNL	"	SCHOLARSHIP - COLBY Keiser	400.00
16-10337	O	05/03/2016	CARDINAL BOYS	Basketball BB	SUMMER LEAGUE	250.00
16-10338	O	05/03/2016	NORFOLK YMCA	"	SUMMER LEAGUE	550.00
16-10339	O	05/03/2016	BOMGAARS	Power Drive/Musical	supplies	142.62
16-10340	O	05/05/2016	STATE NEBRASKA BANK	Resources	SPRING SPRINTS, 5/6	650.00
16-10341	O	05/06/2016	MID-STATE CONFERENCE	Athletics	CONF. SOCIAL/AWARDS night	112.00
16-10342	O	05/06/2016	VOCABULARY SPELLING	Grades	ONLINE RENEWAL	52.95
16-10343	O	05/06/2016	OMAHA SKUTT HIGH SCHOOL	Athletics	ENTRY FEE - DIST. GOLF, 5/17	115.00
16-10344	O	05/06/2016	FLOWERS AND WINE	Dance/Gr./Athletics		149.50
16-10345	O	05/09/2016	MID-BELL MUSIC, INC.	Band	RESALE ITEMS	50.34
16-10346	O	05/09/2016	PAC 'N' SAVE	Musical/WEB/Seb Shop/Speech		71.66
16-10347	O	05/09/2016	CLOSE UP FOUNDATION	Close Up	TRIP PAYMENTS	11,176.00
16-10348	O	05/09/2016	JESSICA HENDERSON	Dance	REIMB./SUPPLIES	329.75
16-10349	O	05/09/2016	HYPE SOCKS, LLC	Athletics	LOGO SOCKS	1,194.56
16-10350	O	05/09/2016	DAVE HIX	Boys Golf	REIMB./RANGE BALLS	42.70
16-10351	O	05/10/2016	DALE HOCHSTEIN	TR	REIMB./TR & CONCESSIONS	208.97
16-10352	O	05/10/2016	NBDA	BB	SUMMER LEAGUE	200.00
16-10353	O	05/10/2016	DRESS REHEARSAL	Musical	COSTUME RENTAL	643.50
16-10354	O	05/10/2016	PIZZA HUT	Art Club	MTG. 3/29/16	65.90
16-10355	O	05/16/2016	BRIDGET KRINGS	Athl./Speech	SPEECH JUDGING	115.00
16-10356	O	05/16/2016	SUE BURYANEK	HS Libs.	REIMB./READING PERIOD	52.29

Check Summary Report

Date: 05/01/2016 thru 05/31/2016

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
16-10357	O	05/16/2016	AMERICAN CANCER SOCIETY	NHS	DODGEBALL FUNDRAISER	152.00
16-10358	O	05/18/2016	STATE NEBRASKA BANK	TR	LIONS CLUB TRACK MEET, 5/18	950.00
16-10359	O	05/18/2016	ROB MILLER	Athletic	PRESENTATION 5/26, travel exp.	1,699.54
16-10360	O	05/20/2016	MELISSA URBANEC	Boys Golf	REIMB./BOYS GOLF SACK	75.00
16-10361	O	05/23/2016	LEE BROGIE	JH Science	REIMB./ISEF EXPENSES	319.35
16-10362	O	05/23/2016	WORLD AFFAIRS SEMINAR	" "	REG. - LEE BROGIE	680.00
16-10363	O	05/24/2016	RICK WINCH	Athletic	BASEBALL FIELD WORK	250.00
16-10364	O	05/31/2016	JOSH JOHNSON	Girls Golf	REIMB./TEAM FUNCTION	185.36
16-10365	O	05/31/2016	UNIVERSITY OF SOUTH	W.E.B.	SCHOLARSHIP FOR ANNA Loberg	500.00
16-10366	O	05/31/2016	NCA	Athletic	2016-17 MEMBERSHIP REG.	1,275.00

Report Total: 31,020.73

Jr./Sr. High Student handbook changes for 2016-17

Add to front forms – Free and Reduced lunch sharing permission form, Chrome Book student pledge, and the Acceptable use form for computers and network.

Page 1 – Change to match board policy on non-discrimination.

Page 3 – Remove Dave Hix and replace Lee Brogie with Dave Wragge. Remove Tom Larson

Page 6 – 10 - Correct heading styles.

Page 8 – Correct wording on #3 and #4, and #6. Eliminate #6,9, and 10 under study hall.

Page 9 – spelling error (device) also device on P. 8.

Page 9 & 10 - Remove the bottom section of page 9 and take out all of page 10.

Page 11 - Bold 80% while in ISS or OSS.

Page 15 – Add to the top paragraph. These consequences apply to incidents that happen at school, at home or away events and while being transported in a bus or other school vehicle. Also on P. 15 add Terroristic threat to A5 and A6.

Page 19 – add to letter H1 – or inappropriate social media posts generated from on or off campus that interfere with the school day. Under H3 change to may notify police.

Page 20 – I6 remove wording “assigned by an administrator.

Page 22 – add to I26 - inappropriate use of computer or electronic devise to the discipline pages. Add an I27 – For locker abuse consequences.

Page 26 – add, It is recommended that work be made up in a 7-10 day period.

Page 27 – Add student will pay for damage to the book or replacement cost.

Page 128 – It is the students responsibility to keep the lockers neat, clean and organized. Lockers should be kept closed and locked at all times. No tape, glue or sticker are allowed on the inside or outside of lockers. Magnetic decorations will be allowed. All lockers will have combination locks. Students are not to share locker combinations with anyone.

Page 29 – Add that book bags should not be brought into the lunchroom during lunchroom hours.

Page 33 – Lunch prices???

Page 36 – Bold 70% and below for downs list.

Page – 37 – Remove Quill and Scroll club.

Page 38 – Bold the age range for dances.

Page 42 – Correct names for 504 and Safe and drug free schools. Take out Jill Pickinpaugh and A. Rasmussen.



Mutual of Omaha

WAYNE PUBLIC SCHOOLS

LIFE AND AD&D

Rate Guarantee Period - September 1, 2016 to September 1, 2018

Life

Current Monthly Premium	Renewal Monthly Premium	Renewal Monthly Premium Change
\$1,036.78	\$1,036.78	\$0.00

Class Description

All eligible active full-time Certified Employees, Superintendents, Principal, Assistant Pricipal or Business Manager

All other eligible active full-time employees

All eligible active full-time Certified Employees, Superintendents, Principal, Assistant Pricipal or Business Manager

All other eligible active full-time employees

All eligible retired employees

Employee Rate Basis - per \$1,000

Lives	Volume	Current Rate	Renewal Rate
120	\$3,514,500	\$0.295	\$0.295

AD&D

Current Monthly Premium	Renewal Monthly Premium	Renewal Monthly Premium Change
\$72.00	\$72.00	\$0.00

Employee Rate Basis - per \$1,000

Lives	Volume	Current Rate	Renewal Rate
80	\$2,400,000	\$0.03	\$0.03



Mutual of Omaha

WAYNE PUBLIC SCHOOLS

LONG-TERM DISABILITY

Rate Guarantee Period - September 1, 2016 to September 1, 2018

LTD

Current Monthly Premium	Renewal Monthly Premium	Renewal Monthly Premium Change
\$1,205.29	\$1,283.06	\$77.77

Class Description

All eligible active full-time Certified Employees, Superintendents, Principal, Assistant Principal or Business Manager

All other eligible active full-time employees

Employee Rate Basis - per \$100 of Monthly Covered Payroll

Lives	Volume	Current Rate	Renewal Rate
87	\$388,805	\$0.310	\$0.330



1292 E. 4th St.
Ainsworth, NE 69210

“UNITED WE SAVE”

Phone: 402-387-1245
Email: coop@esucc.org

May 12, 2016

Attention: Administrators and Food Service Managers

Special Invitation to Join the ESUCC Coop Purchasing Food Program

Dear Administrators and Food Service Managers,

ESUCC Coop Purchasing would like to invite your school to participate in the 2016-17 Food Program.

The Food Program is designed to save schools both time and money. This is accomplished by creating a compliant bid that provides a savings platform for the schools of Nebraska. The schools are asked to participate at a level that represents 60% of your food expenditure dollars less your commodities received through DHHS. There are no costs, out of pocket fees, or penalties associated with the program.

As the result of our bidding process, which ensures your school(s) are in compliance with both State and Federal food procurement guidelines, Sysco Foods is the current contracted supplier for next year's program. Sysco provides additional resources and strives to meet the needs of the member districts.

Currently there are 109 schools statewide participating in the program. If you would like references from schools of similar size or within your region, please contact us and we will provide them to you. Your support and participation in this program allows us to continue to provide this savings program to Nebraska schools.

If you have any questions about the program, or would like to meet in person please contact me at 308-995-0665. We know as budgetary and time demands continue to grow, concerted efforts are necessary for maximizing your district's time and money.

Sincerely,

Craig Peterson

Director

Nebraska ESU Cooperative Purchasing

craig.peterson@esucc.org



Cooperative Purchasing

**2016- 2017 Annual
Food Service Supply
Agreement**

Nebraska ESU Affiliated School: **WAYNE PUBLIC SCHOOL**
611 WEST 7TH STREET
WAYNE, NE 68787

Phone: _____ **District #:** _____ **County:** _____

Food Service Manager: _____ **ESU #:** _____

Superintendent: _____

1.) Agreement Period: **August 1, 2016 to July 31, 2017**

2.) Awarded Vendor: **Sysco**

3.) Terms & Conditions:

A. Minimum Drop Size for Free Delivery is **\$400 per order**

(All orders under \$400 will be subject to a \$25 per drop fee.)

(All orders in December and May not subject to minimum order amount.)

B. Anticipated Participation Level Calculation:

School 2014 NDE Reported Food Expenditures: 148939.00

Minus Commodities: 48931.85

Equals Calculation Amount: 100007.15

X 60%

Equals School Annual Anticipated Usage Amount: 60004.29

C. Monitoring Usage

1.) Usage will be monitored on a quarterly basis.

2.) Usage will be monitored based on School Annual Anticipated Usage Amounts.

3.) Expected usage by quarter:

1 st Quarter (Aug, Sep, Oct)	30% of Annual Anticipated Usage Amount
2 nd Quarter (Nov, Dec, Jan)	30% of Annual Anticipated Usage Amount
3 rd Quarter (Feb, Mar, Apr)	30% of Annual Anticipated Usage Amount
4 th Quarter (May, Jun, Jul)	5% of Annual Anticipated Usage Amount

D. Protocol for Under Usage

1.) Due to our contractual agreement with our Prime Vendor, schools must make a good faith effort to meet their purchasing threshold in order to receive the program benefits. If a school is unable to meet the anticipated usage then we will work with both the Prime Vendor and the School to come to an amicable resolution. There is no financial penalty for not meeting the 60% anticipated usage amount.

E. Cancellation

Schools choosing to withdraw from their participation in the state-wide Food Cooperative Purchasing Program will notify Nebraska ESU Cooperative Purchasing office in writing a minimum of sixty (60) days prior to desired withdrawal date.

Please select one of the following options:

_____ Our School **WILL** participate in this year's statewide cooperative food program

_____ Our School will **NOT** participate in this year's statewide cooperative food program

Reason: _____

To be filled out by school:

Agreed to this _____ day of _____, 2016.

School Superintendent

Please list all drops to be included for this school:

- | | |
|-----------|-----------|
| 1.) _____ | 2.) _____ |
| _____ | _____ |
| 3.) _____ | 4.) _____ |
| _____ | _____ |
| 5.) _____ | 6.) _____ |
| _____ | _____ |

NE Coop Office Use Only:

Agreed to this _____ day of _____, 2016.

Nebraska ESU Cooperative Purchasing representative

Parent-Student Handbook of Wayne Elementary School

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District Expectations

BE RESPONSIBLE/ BE PREPARED	<ul style="list-style-type: none"> ● Be on time ● Be ready to learn ● Have assignments complete and ready to hand in ● Have needed tools—pencils, colors, etc.
BE RESPECTFUL	<ul style="list-style-type: none"> ● To self ● To others ● To property
BE SAFE/DO THE RIGHT THING	<ul style="list-style-type: none"> ● Enter room quietly and get right to work ● Follow instructions the first time ● Complete work ● Listen, participate, and cooperate ● Keep hands, feet, and materials to self ● Take responsibility for your own learning and actions

WAYNE ELEMENTARY SCHOOL - CHARACTER TRAITS

Building Character with Kelso (K-5)	Learning for Life (Grade 6)
1: Respectful	1: Respectful
2: Caring	2: Responsibility
3: Fair	3: Honesty/Trust
4: Responsible	4: Caring/Fairness
5: Honest	5: Perseverance
	6: Self-Discipline
	7: Courage
	8: Citizenship

“Learning for Life”



Working in Partnership

- ✓ Contribute to society by becoming productive, respectful, successful, and engaged global citizens
- ✓ Demonstrate positive cooperation and problem-solving skills



Commitment to Excellence

- ✓ Demonstrate responsibility and ownership for learning by developing positive goals and working to achieve them
- ✓ Take pride in accomplishments and have the resilience to learn from both successes and failures
- ✓ Acquire a well-rounded and exceptional educational experience that incorporates critical thinking skills in all academic areas



Success in Life

- ✓ Develop an appreciation of diversity and a respect for self, others, and the environment
- ✓ Utilize technology in a responsible, effective manner to access, evaluate, and use information to solve problems and communicate ideas

Wayne Community Schools



Mission Statement

The mission of Wayne Community Schools, working in partnership with the families and communities it serves, is to develop well-educated life-long learners. Wayne Community Schools promotes academic excellence, creativity, and a love of learning, within a caring and secure environment. Utilizing a variety of instructional strategies, Wayne Community Schools is committed to the success of all students.

Introduction

Principal's Message

Welcome to Wayne Elementary School! I am very excited to have you as a member of our school community during the 2016-2017 school year. The information in this handbook will help you to learn more about the community you will be a part of this school year.

This handbook contains district policies and procedures that have been adopted by the Wayne Community School Board. Wayne Elementary School follows these policies and procedures in order to create a positive school culture where all students can learn. For your convenience, the handbook is also available to view on the district's webpage. In addition, the handbook has been reviewed and approved by the Wayne Board of Education.

I look forward to building positive relationships with students, staff, and parents this year. When strong partnerships exist between all stakeholders, students are ensured a high quality education that leads to a lifelong love of learning. This provides students with the hope and confidence to be successful throughout their life. Let's work together to have a terrific school year!

Sincerely,
Mr. Russ Plager
Elementary Principal

Wayne Elementary School Directory 2014-2015

Administration

Lenihan, Mark
Plager, Russ
Hight, Tucker
Beair, Misty
Hanson, Mark
Ruhl, Rocky

Office phone: 375-3854
Superintendent of Schools
Elementary School Principal
Assistant Principal/Special Ed.
Special Ed. Director
High School Principal
Jr. High Principal/
Athletic Director

Administrative Assistant

Sherman, Cindy
~~Jacob, Diana~~ TBD

Counselor K-8

Jenn Cliff

Technology

~~Larson, Tom~~
Promes, Ben

~~Technology Director~~
Technology Director

Elementary School Faculty

Kindergarten

Heikes, Tanya
Meyer, Lisa
Rockhill, Emily

First Grade

Maas, Courtney
Ostrand, Kathy
Thomas, Jennifer

Second Grade

Jaixen, Mike
Lutt, Jodi
Suehl, Cheryl

Third Grade

Garvin, Liz
Sims, Emily
Wendte, Carrie

Fourth Grade

Hix, Kim
Janke, Colleen
Stewart, Winter

Language Arts/ Math/Writing
Language Arts/Math/Science
Language Arts/Math/Social St.

Fifth Grade

Long, Diane
Trenhaile, Phyl
McPhillips, Jessica

Language Arts/ Math
Language Arts/Social St.
Language Arts/Science

Sixth Grade

Hoskins, Joyce
Niemann, Jill
Thompson, Heidi

Language Arts/ Math
Language Arts/Science
Language Arts/Social St.

Special Education

Dorcey, Jean
Peterson, Candace
Hobza, Cathy

Title

Hoffman, Ashley
Rethwisch, Rich

ESL

Lilienkamp, Darlene

Music

Anderson, Tracy
Jensen, Carrie
Jensen, Monica

5th and 6th Vocal Music
5th and 6th Band
K-4 Vocal Music

Library/Media

Hansen, Joan

Keyboarding

Rasmussen, Annette

Physical Education

Hoskins, Brad

Speech Therapist

Kara Heithold

Nurse

Carolyn Harder

K-12 Rights and Responsibilities

The Rights

of the Students are to:

- learn in a safe and caring environment.
- be treated with respect and dignity.
- be actively involved in learning.
- express their opinions appropriately

of the Staff Members are to:

- teach in a safe and caring environment.
- be treated with respect and dignity.
- teach and guide students.
- receive cooperation from students.

The Responsibilities

of the Administration are to:

- implement and consistently follow school-wide student management plan.
- provide opportunities to train all staff, parents/guardians, and students in the implementation of the student management plan.
- inform teachers and/or parents/guardians of disciplinary actions taken when applicable.
- develop a partnership with parents and community.

of the Teaching Staff are to:

- teach, model, and review appropriate learning skills in a positive environment.
- establish and implement classroom rules and procedures consistent with the student management plan.
- be consistent in administering consequences according to the student management plan.
- maintain communication with parents/guardians regarding student progress.
- develop a partnership with parents/guardians and community.

of the Students are to:

- be prepared to learn.
- participate in class.
- complete assignments on time.
- follow rules and regulations and accept the consequences of their actions.
- respect the rights and property of others.

of the Parents /Guardians are to:

- know the rules and consequences of the student management plan.
- teach respect, the school guidelines, and appropriate behavior.
- support school policy.
- develop a partnership with the school.
- support students' activities in school and the community.

of the Community are to:

- provide an atmosphere of safety and support for students.
- act as a cooperative partner of the school in an educational/business role.

SAFETY FOR THE CHILDREN

Grounds and Parking Lot

All traffic laws of the state apply to the operation of motor vehicles on the school grounds including the prohibition of passing a school bus loading or unloading pupils. Extreme care must be taken to prevent accidents. The school assumes no liability for damage, loss, or theft from vehicles.

East side is for parents/guardians to bring and pick up students. West side is for busses and the City Van to transport children.

Parents

1. Drive vehicles slowly, safely, and watch for children at all times.
2. Park only in designated areas. Do NOT park on crosswalks.
3. Keep bus areas (west side of school) clear from other traffic.
4. Model patience for your children.

Student Drop Off

Student drop off is on the east side of the school. Please travel south on Douglas street and drop off your student on the east side of the building. This is a one way street that will be monitored by the staff and police. Please do not travel east down 4th street to get to the east side of the building. 4th street is where teachers park before the school day. We do not want parents dropping off their children in this busy area due to safety concerns. In addition, when dropping off your student, please park as far south on Douglas St. as far as possible to allow multiple parents to drop off their children.

Student Pick Up

Student pick up is on the east side of the school. The following pick up procedures for each grade will help us make dismissal safe and timely. Our goal is to dismiss students in a manner that reduces instructional distractions, minimizes congestion in the commons area, and allows the staff to systematically get your students home safely.

Kindergarten

Parents of kindergarten students can enter the building at 3:15 p.m. and go directly to the gym. The kindergarten students that ride home with their parents will be walked to the gym by their teacher. They will dismiss the students to their parents to make sure that all students are safe.

1st/2nd Grade

Our 1st and 2nd grade students that ride home with their parents will be walked out the east doors of the building, and will be dismissed to their parents to make sure that all students are safe. Please do not enter the building before 3:20 p.m. unless you need to communicate with school personnel. This will help us avoid distractions at the end of the day, and it will keep the congestion in the commons area to a minimum.

3rd/4th/5th/6th Grade

Our 3rd, 4th, 5th, and 6th grade students will be dismissed by their teachers from their classroom. They will walk out the north doors, and the students will meet their parents outside. Please do not enter the building before 3:20 p.m. unless you need to communicate with school personnel. This will help us avoid distractions at the end of the day, and it will keep the congestion in the commons area to a minimum.

Meeting Spot

Our elementary students that need to meet up with their siblings in other grades will use the gym as their meeting spot. Parents of these students can enter the building at 3:15 and go directly to the gym to pick up their students.

Bus/Van/Rainbow/Activities Center

The students will be loaded and dropped off on the west side of the school.

Attendance

~~Regular attendance is encouraged in order for your child to make satisfactory educational progress. However, we feel a sick child should not be in school.~~

School Time

Regular school hours are 8:00 a.m. to 4:00 p.m. with students attending classes from 8:00 a.m. to 3:20 p.m. **Students should not enter the building before 7:30 a.m.** unless appointments have been made with teachers or administrators. Students are permitted in the building evenings or weekends only if directly supervised by a teacher or administrator.

Attendance Policy

Attendance refers to: attending all classes every day. The principal will determine excused and unexcused absences. **Parent/Guardian communication is required each day a student is gone.**

ABSENCES: Please call the office informing them of the reason your child will not be in attendance. (375-3854 or 375-2230). Police may be contacted to do a wellness check if there has been no communication. Pre-makeup slips must be used for all anticipated absences. ~~Parents will be contacted, by letter, between five and eight non-school related absences per semester.~~

As per Nebraska State Law, any student who has accumulated five (5) absences during any quarter of the school year shall have his/her attendance profile reviewed by the principal. An attendance letter, giving parents information will be sent. On the conclusion of this review, a determination will be made regarding further action, which may include **a collaborative plan meeting with an administrator. ~~monitoring an appeal for credit for 5th & 6th grades and a parent/principal conference.~~** During this conference, the nature of the absences will be discussed and a plan to remedy the situation will be established. **Absences due to extended illness and/or accidents will receive a letter but for remediation plan.**

A more detailed description of our attendance policy, which complies with LB 800, may be found in the Board of Education Policy and Regulations-Policy 5313.

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A more detailed description of our attendance policy, which complies with LB 800, may be found in the Board of Education Policy and Regulations-Policy 5313.

CORE Team

- This is a team at our building that is composed of administrators and support staff that collaborate in order to support families in the areas of tardies, attendance, and community resources. The team uses the following criteria and/or their professional judgement as they make decisions for our students:

5 days unexcused - monitor/call home/letter

5 unexcused tardies - monitor/call home/letter

10 days unexcused - monitor/call home/letter/set up collaborative plan

10 unexcused tardies - monitor/call home/letter/set up collaborative plan

15 days unexcused - monitor/call home/letter/set up collaborative plan/home visit/possibly refer to county attorney

15 unexcused tardies - monitor/call home/letter/set up collaborative plan/home visit/possibly refer to county attorney

20 days unexcused - monitor/call home/letter/set up collaborative plan/home visit/ refer to county attorney

20 unexcused tardies - monitor/call home/letter/set up collaborative plan/home visit/ refer to county attorney

Classification of Absences

When written excuses are turned into the office, the absence(s) will be classified as excused, unexcused, or school-related. The excused classification has the approval of the home and school and covers absences such as illness, death in the family, religious holidays, and medical appointments. Approval from home does not necessarily mean the school will approve the absence. After an excused absence, the student is responsible for completing any assignments missed, and he/she should inquire of the teacher about satisfactory arrangements for making up work missed. The student should not expect the teacher to initiate these arrangements; this is the student's responsibility. Full credit is given for work made-up satisfactorily.

An unexcused absence is defined as an absence from class or school for any portion of a period or day without proper authority from home and/or school. The penalty for an unexcused absence will be determined at the discretion of the administration. Once a student has arrived on school premises, he/she is supposed to be in school. Leaving the school campus without permission from the central office at any time after arrival is considered an unexcused absence and will be treated as such.

Make-Up Work - Extended Illness or Family Requests

If your child will not be in school, the parent/guardian must call the school preferably by 8:00. Assignment sheets and homework may be picked up at the office at 3:30 or earlier per/ parent request. ***If your child is too ill to come to school or leaves school for sickness, he/she may not attend after-school functions.***

If parent/guardian knows a vacation or family event will keep your child from attending school at any time, assignment sheets and homework must be completed before leaving unless otherwise approved by the teacher. Teachers must be notified to make necessary arrangements for future assignments. Children may be kept after school to get help from the teacher and to complete the necessary work.

TARDIES: Students who are tardy miss important instructional/educational time with their teacher and class. They may earn lower grades, or even fail due to missing instructional/educational time with their teacher and class. Tardy students:

- May be requested to remain after school to make up time missed (state statute 79-4173)
- May be referred to the elementary school's core team for excessive tardies.
- May be referred to Child Protective Services for parent neglect after six consecutive tardies and correspondence from principal to parent/guardian (state statute 79-301)
- May be referred to County Attorney's office for parent neglect after nine consecutive tardies and correspondence from principal to parent/guardian (state statute 79-201)

Leaving School

Students who must leave school for any reason during the school day must check out at the office before leaving. Students leaving school must be cleared in advance by a note or phone call from the student's parent or legal guardian. Upon returning to school that same day, students must check back in at the office. Students who leave without permission will be counted unexcused. **Adults are allowed to pick students if they are a parent/guardian with legal custody or the school has proper documentation that a particular adult is allowed to pick up the student.**

Transfer or Withdrawal from School

Any student who withdraws or transfers to another school in Nebraska or out of state should notify the central office prior to leaving. Records and transcripts will be forwarded to the appropriate school officials upon request. See the office for the appropriate checkout forms. Records will be held until the student has completed the checkout process.

General Information

Hot Lunch

Both breakfast and lunch are available for students each day. **We begin serving breakfast at 7:30 a.m. If your child arrives between 7:30 a.m. and 7:50 a.m., they will be receiving a hot breakfast. If your child arrives after 7:50 a.m., they will receive a grab 'n go breakfast, so they are not tardy to class.** The prices for elementary (K-6) breakfast and lunch for the 2015-2016 school year are: \$1.50 and \$2.45. Milk may be purchased separately for \$0.40 to drink with a sack lunch. **Food or drinks from outside school (Pizza Hut, Subway, McDonalds etc.) during school lunch hours (11:00 a.m. - 1:00 p.m.) are not allowed in the building. Students with a negative balance are not allowed to buy ala carte items. Parents are welcome to eat lunch with their child/children from September 1 to May 1. An adult visitor lunch costs \$3.45. Please make sure to call the school prior to 9:00 a.m. in order to get a correct lunch count if you plan on eating with your child.**

Birthdays

Birthdays are celebrated in homerooms through a variety of activities that do not include food. Please contact your child's homeroom teacher if you have any questions. **Invitations to parties are not to be distributed at school unless the entire class is invited. Office personnel may not share addresses, telephone numbers, or parents' names.**

Bucket Fillers

Character education traits are taught by teachers and the guidance counselor throughout the school year. Students may receive a Bucket Filler by any staff member for demonstrating Living Above the Line behavior. Recipients put his/ her Bucket Filler postcard in the office bucket, and at the end of each month the cards are mailed to the families.

Assemblies

Each month a school wide assembly is held as another way to celebrate the excellent work of our students and staff. Students' with birthdays and those who received Bucket Fillers are also recognized.

Instrumental Music for 5th and 6th Grades

The instrumental music department offers the student an opportunity to progress in all phases of musicianship. Beginning in fifth grade, students advance their development through participation in large ensembles, small ensembles, and solos. Additional activities exist for those who are interested.

Insurance

Several group plans of student accident insurance are available through the school. This insurance is not mandatory, but is highly recommended especially for those students who compete in inter-school athletics. Students are encouraged to choose the plan that best suits their needs.

Activity Tickets

Activity tickets are on sale at the beginning of the year at the office. Price of tickets will include: home games in football, basketball, wrestling, and volleyball. Tickets may be purchased up to and including the first football game of the season. Prices will be adjusted annually or as necessary.

Textbooks

Each student is responsible for the textbooks issued to him/her during the year. At the outset, teachers will check the text, note its condition, and keep record of which book each child is assigned. Should a book become lost or damaged, the following charges will apply: (a) lost book – new unit cost, (b) damage from writing, tearing or any other damage will be assessed and a fee will be issued at the discretion of the principal.

Bulletin Boards

Bulletin boards are maintained throughout the building for posting of general information and school announcements. All posters placed on the bulletin boards must be approved by the principal's office. Anyone who places a poster or bulletin on the bulletin board is responsible for its removal after it has served its purpose. Make it a habit to read bulletin board notices.

Change of Address or Phone Number or Parent Workplace

Should any student move to a new place of residence, the parent must notify the principal's office as soon as possible of address, phone number, or job changes.

Emergency Evacuation Lockout and Lockdown

Tornado, earthquake, and fire drills are conducted according to the requirements of state law. Procedures are posted in each classroom. Tampering with fire safety equipment or deliberately setting off fire alarm equipment is a serious offense. Such an act is grounds for suspension or expulsion and may be accompanied by a complaint filed with the State Fire Marshall.

Inclement Weather

In cases of storms or bad weather when it becomes necessary to close the school, students and parents are urged to tune radios to the local radio station, KTCH AM/FM, and listen for announcements. When it is known before school hours that school will be closed for that day, the radio announcement will generally be made several times between 6:30 and 8:00 A.M. When it becomes necessary to terminate school during the school day due to bad weather conditions, a radio announcement will be made about one hour prior to the dismissal of students and repeated several times after that. It is important to keep a current phone number on file as ALERT NOW phone messages will also be sent when necessary.

Lockers

Lockers are school property and are provided for student use in a manner similar to any other school property such as textbooks, desk, laboratory equipment or classrooms; therefore stickers, pictures etc. are not allowed on lockers. School officials may search a student's locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, a student shall be notified and given an opportunity to be present at the search. If, however, school authorities have a reasonable suspicion the locker contains materials that pose a threat to the health, welfare, and safety of students in the school or the school environment, a student's locker may be searched without prior warning.

Drug-Free Schools

School property is considered a drug free zone. Students should not have any drugs in their possession while on school grounds. In order to avoid misunderstandings, Wayne Community Schools would like to remind students and their parents that, even over-the-counter drugs such as acetaminophen, ibuprofen or cold and allergy remedies must not be kept and or used on school property without a parental note, dated and signed for the date the student is taking the medication. All over-the-counter medications as well as prescription medication need to be kept in the office unless proper documentation by parents, physician, and school nurse for self-medication is on record with the office and school nurse (IE; inhalers and Epipens). If you have any questions regarding medication at school, please contact the office or the school nurse.

The District implements regulations and practices which will ensure compliance with the Federal Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

This District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this School District.

Lost and Found

Students who have found an item should bring it to the office. Students who have lost an item should first check the places they have been during the day; if the item is not found, they should check the designated Lost and Found area. Parents may also check the lost and found items. Periodically throughout the year, all lost and found items will be taken to Micah's closet.

Messages/Deliveries

Routine messages will be relayed to students at a time that is non-interrupting to class. Only emergency messages will be hand delivered immediately. Teachers must know how your child is getting home and who will be picking them up. If this information changes, teachers must be made aware. Teachers may not have time to check emails or phone messages until students have left for the day, so call the office if the message is needed promptly. Students will be given a note to pick up personal flowers, presents, or balloon gifts from the office at the end of the school day. (Exceptions may be made for early dismissals.)

Telephones

Students may use a school office phone for emergency reasons only, with long distance calls approved by administration. Students are not to use cell phones in the school building. Cell phones must be turned off and left in students' backpacks. Cell phones may be used before 7:55 and after 3:20. Wayne Elementary School is not responsible for lost or stolen items.

Cell phone policy

1st Offense- The adult will confiscate the cell phone and take it to the office. The student can pick up his/her cell phone at the end of the day.
2nd Offense- The adult will confiscate the cell phone and take it to the office. The student can pick up his/ her cell phone at the end of the day. The student's parent/guardian will be called.
3rd Offense- The adult will confiscate the cell phone and take it to the office. The student's parent/guardian will be called, and he/she will have to pick up the cell phone in the office.
4th Offense-The adult will confiscate the cell phone and take it to the office. The student's parent/guardian will be called, and the student will be required to check in his/her cell phone in the office each day.

Sending, sharing, viewing, or possessing pictures, text messages, e-mails or other material of a sexual nature in electronic or any other form on a computer, cell phone, or other electronic device is strictly prohibited. Administration has the right to search computers, cell phones or other electronic devices that are in school or on school grounds that are suspected of having material of a sexual nature and /or other illegal content. If students are in possession of this material on their computers, cell phones or other electronic devices, their parents will be contacted and police may be notified. Students will be subject to detention and/or ISS/OSS up to 5 days for being in possession of and/or distributing material of a sexual nature and/or other illegal content.

Headsets/Electronic Devices

Headphones, radios, CD players, etc., are not to be used in the building without permission from a faculty member or administration.

Visitors **

All visitors must report to the office and obtain a visitor's pass from the principal or superintendent prior to visiting teachers, students, or school facilities. Parents are always welcome to visit the school and must check in at the office to receive assistance in locating students, rooms, or teachers.

Video Surveillance

The Board authorizes the use of video cameras and other passive electronic measures (such as motion detectors) for the purposes of ensuring the health, welfare, and safety of staff, students and visitors, safeguarding District facilities and equipment, and maintaining student discipline and an appropriate educational and work environment. For further detailed information, see Board Policy 9200 on the home web page.

****Student Visitors** will be allowed in the building only during non-class time hours (e.g., before/after school). These arrangements must be made in advance by calling the office prior to the student visitor arriving. Any student(s) attending regular classes must be officially registered at Wayne Elementary School.

Parent-Teacher Conferences

Parent-teacher conferences will be held during the first school quarter and the beginning of the third quarter. Refer to the school calendar for the schedule. Conferences with teachers, at any other time, are possible by calling the school office and making arrangements with one or more teachers as needed.

Grading and Reporting

Grade Reports are distributed at the end of each quarter (9-week period). Only semester averages are recorded on the student's transcript. Proficiency and deficiency reports may be sent to parents of some students during the quarter. Grades 4,5, and 6 receive midterm reports. All reports must be signed and returned to the homeroom teacher. Parent conferences may be requested in conjunction with these reports.

Student Services

School Counselor

The school counseling office is located on first floor, and students or parents who wish to consult with the counselor are encouraged to do so during regular school hours or by appointment. Whether the student wishes assistance with personal or academic matters the counselor is often able to provide answers to questions. ~~The school counselor may counsel your child one time per request by child/teacher/or principal. Any continuing counseling must have parental consent.~~

Health

A full-time nurse is on duty each school day for the schools in the district. The school nurse maintains students' health records, which are kept confidential. Students and their parents are urged to contact the school periodically to keep records current. The nurse performs general health screenings for each student on a yearly basis and parents or guardians of any student needing additional medical screenings will be contacted. Students with known health problems are noted and the course of their medical treatment is supported through Health Services.

WHEN SHOULD MY CHILD STAY HOME FROM SCHOOL?

We understand that it may be difficult to decide when a child should stay home from school due to illness, and we know that sometimes they need to "try it". Here are some reasons why you should definitely keep them home:

- 1) Fever-a temperature of 100 or greater. Children should be temp. -free 24 hours without temperature reducing medicine. (This means if your child gets sent home from school one day for a temperature of more than 100 we would not expect them in school the next day.)
- 2) Vomiting and or diarrhea- your child should stay home for several hours after their last meal "stays" in (after experiencing an episode of either vomiting or diarrhea).
- 3) Contagious Conditions such as rashes, (examples: ringworm, chickenpox, staph infections). With most contagious skin conditions we ask that you treat the condition * and cover the area with a bandage before they return to school. Other contagious conditions: strep throat, conjunctivitis (pink eye) Most of these are no longer considered contagious after 24 hours of treatment. ***Some conditions do require prescription medicine from a health care provider.**
- 4) Any condition your child has that does not get better with rest and home treatment- and makes them unable to participate in learning. Headache, excessive fatigue, lethargy, sore throat, excessive coughing, As always if you have any questions or concerns regarding this please contact us and we may be able to help you with your decision.
- 5) Any student requiring the use of crutches must have a doctor's note from the prescribing physician.

LAW REQUIREMENTS

Nebraska law requires each student, K-12 be protected against certain diseases. The state requirements can be obtained from the school nurse or office personnel. This information must be submitted before attending school. **Also required by law is evidence of a physical examination and visual evaluation** by a qualified health professional within six months prior to the entrance of a child in kindergarten, seventh grade, or in the case of transfer from out-of-state. If a student is not in compliance with these state laws, the parent must sign a waiver.

The nurse is required by law to assess vision, dental screening, weight and height. If there is a referral notice sent home from the results of any of these tests, please give it attention and feel free to call the nurse if you have a question.

State law also requires a copy of each child's completed **immunization records** and a copy of their **Birth Certificate** in the permanent records before attending school.

Guidelines for Administering Medication

The administration of prescription and/or non-prescription (over-the-counter) medications by school personnel is subject to the following conditions:

1. For the safety of all children, elementary students are **not** permitted to have medicine in their possession while at school-- unless previous authorization from parents, physician, **and** school nurse are on record.
2. Medication must be brought to school in the original container appropriately labeled by the pharmacy or physician.
3. All medications must be properly labeled with the child's name, medication name, directions for administration and possible side effects.
4. A signed and dated note from the parent or guardian must accompany all requests for students to receive medication at school.
5. In the case of a medication that the student takes on a regular basis, further documentation is required by the state and can be obtained through the school nurse. This documentation must be renewed annually.

*Please refer to Minor/Major chart under medications for consequences.

Concussions: Return to Learn Protocol

Students who sustain a concussion and return to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical staff until the student is fully recovered.

The school administration of Wayne Community Schools adopts the NDE Guidance entitled "Bridging the Gap from Concussion to the Classroom," and accompanying Appendix, as its return to learn protocol, with the recognition that each student who has sustained a concussion will require an individualized response.

Standards for Student Behavior

Treat others the way you want to be treated.

General Conduct—Choose to Live Above the Line and be a Bucket Filler—Do what is right ☺

Code of Conduct

Students are encouraged to help make their time at Wayne Elementary School both pleasant and beneficial. Students are expected to **Live Above the Line** and do what is right.

Following is the guide used by Wayne Elementary School to conduct disciplinary action. The code of conduct allows for interpretation by the administration due to circumstances and the severity of the incident.

Make Smart Choices~~Think Before Act

Choosing to not follow the conduct rules will require consequences—see MINOR/MAJOR chart.

1. Respect one another and always have appropriate actions.
2. Respect property at our school or any school or site visited during school sponsored events and all personal property.
3. Keep hands to oneself with only appropriate touching (high fives, side hugs).
4. Respect authority, and comply with direction of any adult school employee.
5. Always use appropriate and respectful language.
6. Wear appropriate clothes with positive sayings.
7. Show sportsmanship conduct toward visitors, our school's teams, or officials.
8. Watch athletic or music events sitting in the correct areas and leaving the gym when appropriate.

SHORT TERM SUSPENSION/EXPULSION

If students choose to Live Below the Line, consequences depending on the severity and number of incidences range from seminars, loss of privileges, detention, ISS, OSS or expulsion.

Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

- a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
- b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.
- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.
- e. A student who on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.

3. Expulsion:

a. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.

b. **Suspensions Pending Hearing.** When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

c. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.

d. **Alternative Education:** Students who are expelled may be provided an alternative education program that will enable the student to continue academic work for credit toward graduation. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.

e. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., “stayed”) for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.

f. **Students Subject to Juvenile or Court Probation.** Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal’s designee shall meet with the student’s probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal’s designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

4. **Other Forms of Student Discipline:** Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours, **requirement that a student serves time during regular hours**, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

Inappropriate Public Displays of Affection (IPDA): Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences for IPDA:

1. 1st Offense: Student will be confronted and directed to cease.
2. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified.
3. 3rd Offense: Student will be suspended from school for a minimum of 1 day, and parents and student will need to meet with Administrator(s) and/or counselor.

If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.

Student Dress

Our school is sensitive to the rapid changes in dress and grooming. However, we cannot accept those changes that depart from cleanliness, neatness, good taste, modesty, and decency. Questions about acceptable attire will be directed to building administrator. Students may need to change clothing when, or if, school authorities are convinced the dress code has been violated.

Dress code violations include:

1. Clothing containing messages considered to follow “Living Above the Line” and are positive to the classroom and to the school’s educational mission should be worn.
2. If undergarments show, the office will have additional clothing and belts.
3. No headwear including hats, caps, bandanas, and scarves in the building except for medical or religious purpose. Hooded sweatshirts shall be worn with the hood down.
4. Hazardous clothing to include chains, spikes, studs, etc. are not allowed.
5. Coats generally considered as cold weather garments (e.g., NFL team coats, winter parkas, etc., hooded garments not considered a sweatshirt) are not worn in class.
6. Any tops, whether tank tops, sleeveless, etc., must have straps over both shoulders, must cover the midriff and touch the top of the pants, skirt, shorts, etc., at all times and must cover the upper chest, and not be made of see-through material. The two finger rule will be applied to straps when appropriate.
7. Short shorts or mini-skirts are not allowed. **Use the fingertip rule for length of shorts or skirts.** Spaghetti straps, low cut blouses or backless tops are allowed according to administration discretion of age appropriate. Jeans with holes, slashes, or cuts are not allowed.
8. Due to safety in PE and at recess and quietness on stairs wear socks and shoes; children are not allowed to wear open toe shoes ie. flip flops or sandals.
9. **Wear weather appropriate clothing**

Major/Minor Behaviors

Minor Behaviors (Teacher Managed)	Major Behaviors (Office Managed)
<ul style="list-style-type: none"> ● Cheating (Non chronic) ● Insubordination (Low intensity/Non chronic) ● Disruption (Low intensity/Non chronic) ● Inappropriate language (Low intensity/Non chronic) ● Physical contact (Low intensity/Non chronic) ● Property Misuse (Low intensity/Non chronic) ● Electronic Devices ● Forgery (Non chronic) ● Talking ● Eating or drinking in class without permission ● No supplies ● Dress Code Violations ● Sleeping in class/head on desk ● Avoidance ● Name Calling/Teasing ● Disrespectful behavior (Tone/Body Language/Attitude) ● Gateway Behaviors 	<ul style="list-style-type: none"> ● Serious Threats ● Bullying/Cyberbullying ● Harassment ● Cheating (Chronic) ● Insubordination (High intensity/Chronic) ● Disruption (High intensity/Chronic)) ● Inappropriate Language (High intensity/Chronic) ● Inappropriate Language towards school personnel ● Physical Contact (High intensity/Chronic) ● Property Misuse (High Intensity/Chronic) ● Technology Violation ● Theft ● Forgery (Chronic) ● Unattended school area ● Leaving School ● Bomb Threat ● Weapon ● Alcohol/Drugs/Tobacco/Controlled Substances ● Medications ● Arson ● Fire alarm/Extinguishers ● Gambling

Wayne Elementary

Code of Conduct

The following guide is used by Wayne Elementary to conduct disciplinary action. The code of conduct allows for interpretation by the administration due to circumstances and the severity of the incident. All of the following actions are major behaviors that will be dealt with by the office in a developmentally appropriate manner.

Problem Behavior	Description	Possible Consequences (Depending on severity and/or number of offenses)
Serious Threats Bullying/ Harassment Cyberbullying	Student delivers disrespectful messages to another person that includes threats or intimidation, obscene gestures, pictures, or written notes. • Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense, verbal attacks based on ethnic origin disabilities, or other personal matters.	1. May ISS or OSS 1 to 3 days. Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 5 to 19 days/Contact parents/Mandatory counseling/May contact police/Possible recommendation for expulsion
Cheating	Academic dishonesty in any form.	1. Teacher modifies grade as appropriate/Deduction in grade for cheating/Teacher notifies parents. 2. 0 points for assignment for cheating/Teacher notifies parents/ISS 1-3 days 3. 0 points for assignment for cheating/Teacher notifies parents/ISS or OSS 1-5 days/Counseling for recurring offenses
Insubordination	Student engages in sustained (or high-intensity) failure to respond to adult request.	1. May ISS 1-3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3-5 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 3 to 19 days/Contact parents/Possible referral to counselor/May contact police/Possible recommendation for expulsion
Disruption	Student engages in sustained or high intensity disruption. Behavior causing an interruption during a class activity.	1. May ISS 1-3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 1 -3 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 3 to 19 days/Contact parents/Possible referral to counselor/May contact police/Possible recommendation for expulsion
Inappropriate Language	Student delivers abusive, profane verbal messages/gestures that include swearing, name calling, or use of words in an inappropriate way.	1. May ISS 1-3 days/Contact parents/ Possible referral to counselor 2. May ISS or OSS 1 -3 days/Contact parents/Possible referral to counselor 3. May OSS 3 to 19 days/Contact parents/Possible referral to counselor

Inappropriate Language to school personnel	Student delivers abusive, profane verbal messages/gestures that include swearing, name calling, or use of words in an inappropriate way directed towards school personnel.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police 3. May OSS 3 to 19 days/Contact parents/ Possible referral to counselor/May contact police /Possible recommendation for expulsion
Physical Contact	Student engages in actions involving serious physical contact where injury may occur towards students or adults, such as hitting, punching, hitting with an object, kicking, hair pulling etc. Student touches another person's private area, displays his/her own private areas, or exposes another person's private areas.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 2. May OSS 5 to 19 days/Contact parents/Possible referral to counselor/Possible recommendation for expulsion
Property Misuse	Student engages in an activity that results in damage, disfigurement, or destruction of property.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police/Restitution if necessary 2. May ISS or OSS 3 to 10 days/Contact parents/Possible referral to counselor/May contact police/Restitution if necessary
Technology Violation	Student engages in serious and inappropriate or fraudulent use of cell phone, computer, camera, or other technology device.	<ol style="list-style-type: none"> 1. Technology privileges may be revoked. 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 3. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police
Theft or Forgery	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name--wrongful possession of school or private material/knowingly received stolen property.	<ol style="list-style-type: none"> 1. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 2. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact police
Unattended school area	Student is in area at school that is unauthorized and is found to be doing inappropriate things.	<ol style="list-style-type: none"> 1. Conference with administrator 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact law police 3. May ISS or OSS 3 to 5 days/Contact parents/Possible referral to counselor/May contact law police
Leaving school	Student leaves school grounds without following procedure—letting office know.	<ol style="list-style-type: none"> 1. Conference with administrator 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/May contact police 3. May ISS or OSS 3 to 5 days/Contact parents/ Possible referral to counselor/May contact police
Bomb threat Weapon	Student has threatened or been part of bomb threat, brought a weapon to school, has possession of alcohol or drugs or is under the influence of	<ol style="list-style-type: none"> 1. OSS 5 to 19 days/Contact parents/Retain weapon or substance/Notify police/Possible referral to counselor/SCIP referral

Alcohol/Drugs	substance or placebo or look-alike. Student is offering or selling medications or controlled substance. Student has possession of drug paraphernalia and/or sale of.	2.Possible recommendation for expulsion/Contact parents/Retain weapon or substance/Notify police/Possible referral to counselor/SCIP referral
Firearm	Student brings a firearm on school property.	Mandatory 1 calendar year expulsion
Medications	Student carries medications—prescriptions on person or in bookbag.	1.Contact parents 2. May ISS or OSS 1 to 5 days/Contact parents/Possible referral to counselor/May contact police/SCIP referral
Arson	Student tries to set fire or does set fire on school grounds or in building.	1. OSS 5-19 days/Notify police/Contact parents/Possible referral to counselor/Contact fire marshal/Reimburse district for loss/Recommendation for expulsion.
Fire alarm /Extinguishers	Student tampers with fire alarm or extinguishers.	1.May ISS or OSS 1 to 5 days/Contact parents/May contact police or fire marshal/Reimburse district for loss 2. May ISS or OSS 5 to 10 days/Contact parents/May contact police or fire marshal/Reimburse district for loss
Tobacco	Student has possession of lighter, matches, tobacco products including,vaping, e-cigarettes, or is using these products on school grounds.	1.May ISS or OSS 1 to 5 days, Confiscate items/Contact parents/Possible referral to counselor/SCIP referral/May contact police 2. May ISS or OSS 5 to 10 days, Confiscate items/Contact parents/Possible referral to counselor/SCIP referral/May contact police
Gambling	Student is gambling or wagering with use of cards, dice, etc.	1.Conference with administrator/Contact parents/Possible referral to counselor/Loss of privilege 2. May ISS or OSS 1 to 3 days/Contact parents/Possible referral to counselor/Loss of privilege/SCIP referral

APPENDIX

State and Federal Programs

Notice of Nondiscrimination:

Students, parents, employees, volunteers, school patrons, applicants for student admission or employment, sources of referral of applicants for admission and employment, professional organizations holding collective bargaining or professional agreements with Wayne Community Schools, and all others who interact with Wayne Community Schools are hereby notified that the Wayne Community Schools does not discriminate on the basis of race, color, national origin, gender, age, marital status, religion, or disability in the admission, access to its facilities or programs, treatment, or employment in its programs or activities.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Designation of Coordinator(s):

Any person having inquiries concerning this district’s compliance with anti-discrimination laws or policies or other programs should contact or notify the following person(s) who are designated as the coordinator for such laws, policies or programs. The contact address for the coordinator is: Wayne Community Schools, 611 West 7th Street, Wayne, NE 68787, (402) 375-3150.

Law, Policy or Program	Issue or Concern	Coordinator
Title VI	Discrimination or harassment based on race, color, or national origin; harassment	M.Lenihan, Superintendent
Title IX	Discrimination or harassment based on gender equity	M. Hanson, H.S. Principal
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	M. Bear, Special Education Director
Homeless student laws	Children who are homeless	M. Lenihan, Superintendent
Safe and Drug Free Schools and Communities	Safe and drug free schools	R. Plager, Elementary Principal

ADMINISTRATIVE REGULATION
Admittance – Home School Educated Students

This regulation provides procedures for the admittance to Wayne Community Schools of students who have previously been in attendance at an exempt school or home school pursuant to Section 79-1701, Nebraska School Law.

These procedures apply only to students from exempt schools or home schools and are not applicable to students who have been in attendance at approved or accredited schools.

Thirty (30) Days

- A. Prior to the projected date for admission of a student from an exempt or home school to Wayne Community Schools, the parent or guardian will submit:
 - 1. A statement to school officials, of the receiving school (superintendent/principal), containing the name(s) and age(s) of all children requesting admittance and the name(s) of parents or guardian(s) containing assurances of access to enrollment, attendance, health and psychological records.
 - 2. A copy of materials which were submitted to the Nebraska Commissioner of Education under Section 004, Rule 13, Nebraska Department of Education prior to the opening or beginning of operation of the exempt or home school. Items included are: (1) a calendar for the school year; (2) a list of names of all instructional monitors; (3) a chart or written summary showing scope and sequence of the program of instruction; (4) a list of all classes or courses and the names of monitors for these classes; (5) chart of grade levels included in the exempt/home school.
 - 3. In order to verify information submitted in Section 004, Rule 13, Nebraska Department of Education, the receiving school (Wayne Community Schools), may deem it necessary to conduct achievement testing. School officials will contact the parent/guardian and a test(s), a time, and a procedure shall be mutually designated and established.

Should the testing be requested from a source outside the receiving school, cost for such testing shall be borne by the parents/guardians of the exempt/home school student(s).

4. Teachers of basic skill courses in language arts, mathematics, science, social studies and health for which exempt/home school students will enroll shall assist in the review of materials submitted by parents/guardians under Section 004, Rule 13, Nebraska Department of Education.
5. School officials of the receiving school may request an interview be conducted with parents and/or student(s) from the home/exempt school seeking admittance. The interview would serve as a supplemental tool in final placement of the student(s).
6. All above procedures must be completed prior to enrollment or exempt/home school student(s).

Grievance Procedure

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation ("discrimination") to the Superintendent, or in the case of students, to the guidance counselor or principal. See board policy 5318 for full policy.

Sexual Harassment and Discrimination

The Wayne Community School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated. Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's race, color, national origin, religion, disability, age, sex, or other protected category, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity. See Board Policy 5318 for full policy.

PUBLIC NOTICE

Notification of Rights under FERPA for Elementary and Secondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

- (1) The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask *Wayne School District* to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

(Optional) Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.)

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

HIPAA (Health Insurance Portability and Accountability Act, 1996)

Parents must give written consent to the health care provider before information can be released to the school.

Public Notification for Eliminating Discrimination And Denial of Services in Vocational Education Programs

“No person who falls under the jurisdiction of the Wayne School District shall on the basis of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity which is part of the Wayne School District program offerings.”

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents and students who are 18 or emancipated minors (“eligible students”) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protection areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of* –
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Harassment and Bullying Program – Levels

Purpose: All students have the right to attend Wayne Community Schools free from verbal and physical harassment and bullying. The purpose of the Harassment and Bullying Program is to protect students and staff from those who fail or refuse to comply with school guidelines regarding the treatment of others. Refer to pages 14-16 for disciplinary action.

DATING VIOLENCE PREVENTION

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

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

The district will provide appropriate training to staff and incorporate within its educational program age-appropriate dating violence education that shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships. (Policy 5420)

Staff Qualifications

Notice Concerning Staff Qualifications:

The No Child Left Behind Act of 2001 gives parents the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Wayne Community Schools will give parents the following information about their child's classroom teacher:

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under an emergency or provisional teaching certificate.
3. The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree.

We will also, upon request, tell parents whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

The request for information should be made to an administrator in your child's school building. The information will be provided to you in a timely manner. Finally, Wayne Community Schools will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the Act.

Policy 5002 Students Parent Involvement Policy

The district's policy is to welcome parental involvement in the education of their children. As a part of this policy, employees are expected to:

1. Provide parents timely information about their child's progress, and more frequent parent contacts where warranted by the student's academic and behavioral needs;
2. Make textbooks, completed tests and other curriculum materials available for review by parents upon request;
3. Permit parents access to their child's records according to law and school policy;
4. Encourage parents to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher, counselor or administrator, provided that such parent attendance be educationally appropriate and not disruptive to the educational program;
5. Assure that testing occurs to assure proper measurement of each child's educational progress and achievement;
6. Permit parents to excuse their child from testing, classroom instruction, and other experiences when possible and educationally appropriate;
7. Notify parents of student surveys in accordance with district policy, obtain parental permission for surveys where required by District policy or law, and allow parents to opt-out of such surveys in accordance with District policy and law; and
8. Encourage parents to express their concerns, share their ideas and advocate for their child's education.

Title I Parental Involvement

In accordance with the No Child Left Behind Act of 2001 relating to parental involvement applicable to parents of children enrolled in Title I programs, parents of Title I children shall be given the opportunity to participate

in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. Notification to the parent(s) or guardian(s) of a student's eligibility to participate in the Title 1 program and assessment information under which the student has qualified.
3. An explanation of the details for the child's participation: type and extent of participation and evaluation of progress.
4. Opportunities for parent training on ways to support children's learning.
5. Communication to parents about student progress to be provided in the language used in the home. Responses to parent concerns will be provided in a timely manner.
6. 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 the school district staff.
7. Each spring the Title 1 program will assess and review through the consultation with parents, the effectiveness of the program and re-design strategies for improvement. Opportunities will be given to parents to be involved in using these findings to plan, design, and implement the Title 1 program for the following year.

First Reading (New Revision): June 10, 2013

Date of Adoption (or Last Revision): July 8, 2013

Related Policies and Regulations: Administrative Regulations 5002 Legal Reference:

Last Review Date: July 13, 2015

ADMINISTRATIVE REGULATIONS 5002 STUDENTS
Wayne Community Schools Expectations Title I Student/Parent/Teacher Compact
"Learning For Life"

Students Promise:

- Return completed school work on time.
- Be at school on time unless I am sick.
- Be responsible for my own behavior.
- Try my best at all times.
- Respect and cooperate with other students and adults.

Family Promise:

- Provide a quiet place/time to do schoolwork and encourage my child to complete homework.
- Ensure my child gets adequate sleep and has a healthy diet.
- Make sure my child is at school on time.
- Communicate and work with teachers and staff to support and challenge my child.

School Promise:

- Teach necessary concepts to your child Be aware of the needs of your child.
- Regularly communicate with you on your child's progress.
- Provide a safe, positive learning environment for your child.
- Respect the cultural differences of students and their families.

Signing this demonstrates your willingness and eagerness to participate with us to ensure your child's success:

Student signature: _____ Date: _____
Parent signature: _____ Date: _____
Principal signature: _____ Date: _____

ADMINISTRATIVE REGULATION 5400

STUDENTS

Student Fee Waiver

To qualify for Student Fee Waiver the family must meet the federal guidelines to be eligible for the free and reduced lunch. A student does not have to be taking free and reduced lunch they just have to be eligible to do so.

To receive the Fee Waiver the following steps must be complete (prior to the fee being charged);

Step One – Complete and File with the school district “Free and Reduced Price School Meals Application” form (this form will be mailed out the beginning of the school year and is also available in the school district offices).

Step Two – Complete and File with the school district a “Sharing Information With Other Programs” form (this form will be mailed out the beginning of the school year and is also available in the school district offices).

For those students who qualify, a Fee Waiver can be used for providing a musical instrument.

Student Fees for Curricular Activities

None

Fee waivers are allowed for the students who qualify for free and reduced lunch. The Student Fee Waiver Application must be completed prior to the activity.

Student Fee Waiver Application

Students whose families meet the income guidelines for free and reduced price lunches are eligible to have expenses of certain fees, specialized equipment, specialized attire and project materials waived as provided by district policy. All information provided in connection with this application will be kept confidential. This waiver does not carry over from year to year and must be completed annually.

ALL INFORMATION REQUESTED ON THIS FORM MUST BE COMPLETED FOR THE FEE WAIVER APPLICATION TO BE PROCESSED

PLEASE PRINT

Date Completed: _____

Name of Parent or Guardian: _____

Street Address: _____

City, State, Zip Code: _____

<u>Student Name(s)</u>	<u>School Attending</u>	<u>Grade</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your signature below is required for the release of information regarding the student or student's family financial eligibility for the programs checked above. Without your signature, this application cannot be processed.

Signature of parent or guardian: _____

Specific fees, equipment, attire or materials to which this waiver applies:

Administrator's signature: _____

Students' Rights and Responsibilities

Nebraska State Law requires each school district develop rules and regulations regarding students' rights and responsibilities, Internet use and harassment then distribute copies to students and parents. The attached rules and regulations are in effect for the 2016-2017 school year. We request you return the Acknowledgment Sheet for our files. If you have any questions regarding the attached material, please feel free to contact the school.

The family of _____ had an opportunity to read the Elementary Handbook for Parents, which includes **Students' Rights and Responsibilities in Wayne Elementary Schools, the Internet Policy, and the Staff and Student Harassment Policy.**

Parent/Guardian Signature: _____ Date _____

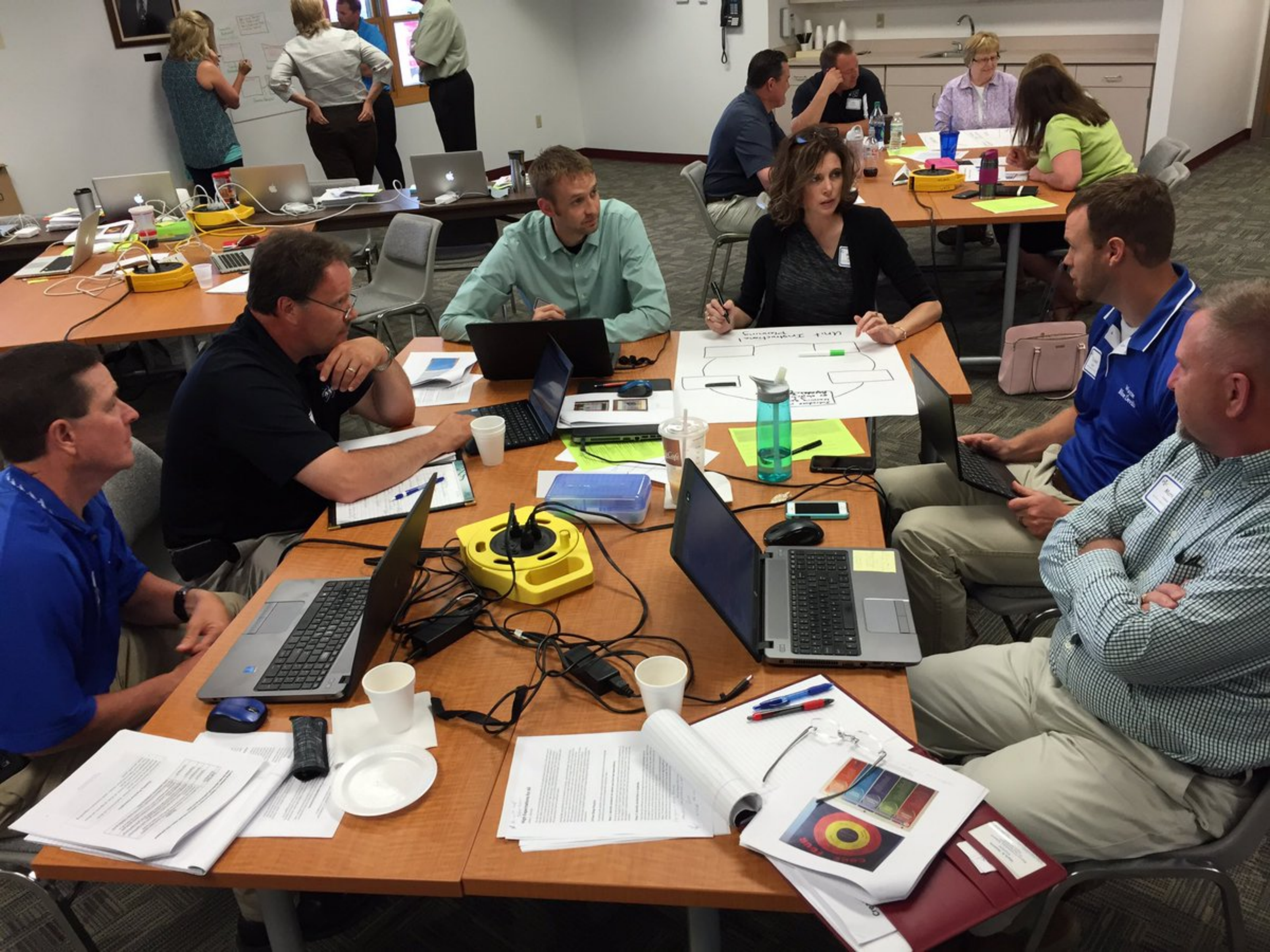
Student Signature(s): _____ Date _____

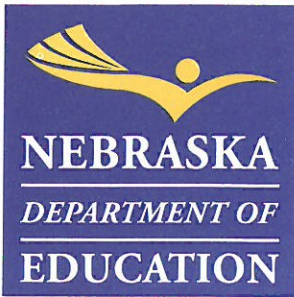
Please have a signature from each elementary child in your family.

NOTE: PLEASE RETURN THIS ENTIRE PAGE WITH ALL THE NECESSARY INFORMATION AND SIGNATURES COMPLETED SEVEN DAYS AFTER THE FIRST DAY OF ATTENDANCE.

<u>Disb & Transfers</u>	<u>Funct Num</u>	<u>14-15 actual</u>	<u>15-16 actual</u>	<u>16-17 projection</u>	<u>Comments</u>
All Instruction	1100	\$ 5,168,990.00	\$ 5,314,260.00	\$ 5,357,360.00	
SPED Inst Programs	1200	\$ 1,392,203.00	\$ 1,470,750.00	\$ 1,491,075.00	
Support serv - pupils	2100/2190	\$ 405,158.00	\$ 435,858.00	\$ 477,108.00	
Support serv - staff	2200	\$ 691,384.00	\$ 593,334.00	\$ 533,436.00	Dir. Position removed
Board of Ed	2310	\$ 81,925.00	\$ 56,925.00	\$ 56,925.00	Legal fee's moved to 2330 15/16
Exec Admin Serv	2320/2330	\$ 222,323.00	\$ 283,835.00	\$ 286,135.00	Leg. Fee's and Admin Asst added 15/16
Off of Prin	2400	\$ 590,093.00	\$ 667,926.00	\$ 658,892.00	New Asst. Prin. 15/16
Gen Admin/Bus serv	2510	\$ 365,642.00	\$ 412,461.00	\$ 429,961.00	Vol. Term Line added to this account
Foundation	2512	\$ 64,325.00	\$ 64,325.00	\$ 64,325.00	
Veh Acq	2520	\$ 31,600.00	\$ 31,600.00	\$ 33,500.00	
Maint & Op	2600	\$ 1,070,436.00	\$ 980,450.00	\$ 982,750.00	
Pup Trans	2750	\$ 340,000.00	\$ 340,000.00	\$ 345,000.00	
SPED Trans	2760/2765	\$ 47,255.00	\$ 49,610.00	\$ 49,610.00	Pre-k van driver added
Voluntary Term	2905	\$ 80,000.00	\$ -	\$ -	Vol. Term Line removed to 2510
Comm Serv	3000	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	
State Prog	3500		\$ -		
Fed Prog (ARRA)	4000	\$ 538,516.00	\$ 388,516.00	\$ 388,516.00	
Debt Serv	5000		\$ -		
Driver's Ed	6000	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
Adult Ed	7000				
Transfers	8000	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
Budgeted cash reserve					
Total		\$ 11,135,350.00	\$ 11,135,350.00	\$ 11,200,093.00	<i>> 1% increase/\$64,743</i>

May Bd. Mtg *> 1% increase/\$86,641*





Matthew L. Blomstedt, Ph.D., Commissioner
Scott Swisher, Ed.D., Deputy Commissioner

301 Centennial Mall South Tel: (402) 471-2295
PO Box 94987 Fax: (402) 471-0117
Lincoln, NE 68509-4987 Web: www.education.ne.gov

June 6, 2016

ADMINISTRATOR
WAYNE COMMUNITY SCHOOLS
611 W 7TH ST
WAYNE, NE 68787

Dear Administrator:

On June 3, 2016, the State Board of Education voted to classify your school system as Accredited for the period of July 1, 2016, through June 30, 2017. This action follows a recommendation of the State Accreditation Committee and is based upon records indicating that your school operated in compliance with the accreditation requirements in Rule 10 (*Regulations and Procedures for the Accreditation of Schools*) for the 2015-16 school year. This action confers upon your school system the legal right to fulfill provisions of the compulsory education law, to promote students, and, in public schools, to draw upon and expend tax funds.

We have appreciated the cooperation you have extended to us during the past year in the continued efforts to provide quality education to Nebraska students.

Sincerely,

A handwritten signature in black ink, appearing to read "Freida Lange", written in a cursive style.

FREIDA LANGE, Administrator
Accreditation and School Improvement

Board - May, 2016

Account	Description	Published Budget	Monthly Expenditures	Total Expenditures	Balance (Pub)	Percent Remaining
01-1100	Instruction	5,314,260.00	403,231.43	3,635,488.12	1,678,771.88	31.59
01-1200	Special Education	1,470,750.00	74,766.48	1,044,072.19	426,677.81	29.01
01-2100	Support Services -	435,858.00	28,704.17	261,844.40	174,013.60	39.92
01-2200	Support	593,334.00	36,253.46	239,588.68	353,745.32	59.62
01-2300	General Administration	340,760.00	21,762.76	214,394.61	126,365.39	37.08
01-2400	School Administration	667,926.00	50,761.75	450,027.05	217,898.95	32.62
01-2500	Business Support	508,386.00	21,384.16	358,434.54	149,951.46	29.50
01-2600	Buildings And Grounds	980,450.00	61,901.44	557,176.66	423,273.34	43.17
01-2700	Pupil Transportation	389,610.00	35,431.45	313,710.15	75,899.85	19.48
01-3000	Community Services	0.00	0.00	750.00	-750.00	0.00
01-3500	Grants - HAL, PreK,	5,500.00	5,507.75	99,178.24	-93,678.24	-1,703.24
01-4000	Federal Programs	388,516.00	17,619.53	244,375.69	144,140.31	37.10
01-6000	Summer School	20,000.00	0.00	594.68	19,405.32	97.03
01-8000	Transfers	20,000.00	0.00	0.00	20,000.00	100.00
		<u>11,135,350.00</u>	<u>757,324.38</u>	<u>7,419,635.01</u>	<u>3,715,714.99</u>	<u>33.36</u>

ALL Data

Cash Summary Report

Arranged by:
Fund ID

Date Range: 05/01/2016 thru 05/31/2016

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
01	GENERAL FUND							
	2,030,449.88	2,462,495.13	-757,324.38	0.00	3,735,620.63	0.00	-130.00	3,735,490.63
02	LUNCH FUND							
	195,017.86	-238.65	-44,181.88	0.00	150,597.33	0.00	0.00	150,597.33
03	Sinking Fund							
	264,885.86	44,901.07	-86,350.00	0.00	223,436.93	0.00	0.00	223,436.93
04	Bond Fund							
	381,731.36	112,925.85	0.00	0.00	494,657.21	0.00	0.00	494,657.21
05	Payroll Fund							
	30,273.92	228,324.08	-228,738.79	0.00	29,859.21	0.00	0.00	29,859.21
07	QUALIFIED CAPITAL PURPOSE							
	399,433.17	104,055.86	0.00	0.00	503,489.03	0.00	0.00	503,489.03
08	PETTY CASH							
	5,084.86	1,165.74	-224.02	0.00	6,026.58	0.00	0.00	6,026.58
09	Depreciation							
	262,457.12	0.00	-24,395.02	0.00	238,062.10	0.00	0.00	238,062.10
10	Cooperative Fund							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Totals:	3,569,334.03	2,953,629.08	-1,141,214.09	0.00	5,381,749.02	0.00	-130.00	5,381,619.02

Number	Vin Number	Capacity	Year	SPED	Make	Beginning Mileage	Ending Mileage	Total
18	2D4GP44L17R314281	7	2007	SPED	VAN	40773	44878	4105
19	2D4GP44LX7R314280	7	2007	SPED	VAN	50791	53339	2548
16	2FMZA52216BA23340	7	2006		VAN	80547	87140	6593
17	2FMZA52216BA23371	7	2006		VAN	94152	99003	4851
14	2FMZA52225BA58273	5	2005		VAN	113254	113585	331
20	1FBNE3BL1BDA36215	10	2011		VAN	41866	50597	8731
21	1FBNE3BLX8DA36214	10	2011		VAN	32539	38552	6013
	1FMJK1G548EF21696	7	2011		SUV	56475	67001	10526
	3GNEK12T74G210861	5	2004		SUV	94655	97828	3173
22	1FBNE3BL9BDB02901	10	2011		VAN	40146	47332	7186
	1FDWC35L23HB61893		2003		Van	11298	11489	191
	3FA6P0G79DR119878	5	2013		Car	29128	38095	8967
	2FMHK6C80EBD21233	6	2014	SPED	car	23700	34868	11168
	NM0GE9F75E1143372	7	2014		Van	12778	22107	9329
	1FAHP56U96A255387	5	2006		Car	38101	45705	7604
	Mileage Sold Vans	#						91316