

**Wakefield Community School  
Board of Education Regular Meeting  
Monday, August 11, 2025 Immediately following Student Fee Hearing  
Posted Locations:**

**Wakefield Post Office  
BankFirst  
Wakefield Republican  
School Main Entrance**

**Posted Date: 08/07/2025**

The Board of Education Regular Meeting convened in open and public session on Monday, August 11, 2025 at Immediately following Student Fee Hearing in the Board of Education Room at the Media Center  
802 Highland Street  
Wakefield, NE 68784.

President Brown informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

**ATTENDANCE TAKEN AT Immediately following Student Fee Hearing:**

**Present:** Josh Dorcey, Dex Driskell, Erik Haglund, Jeffrey Keagle, Sherri Lundahl, Eric Riewer.  
Present: 6.

Opening Procedures

Call to Order

Open Meetings Act

Pledge of Allegiance

School District Mission Statement

Roll Call

Awards and Special Recognition

Reports

Administrators

Secondary Principal

Director of Student Services Report

Superintendent/Elementary Principal Report

Board Committee Reports

Board Policy

Building, Sites & Transportation

Business & Finance

American Civics, Curriculum & Technology

Negotiations & Public Relations

Strategic Planning

Recognition of Visitors/Communication from the Public

WEA

Discussion and Action Items

Consent Agenda

Motion to approve the Consent Agenda Passed with a motion by Josh Dorcey and a second by Eric Riewer.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Minutes of the previous meeting

Financial Reports

Hold for discussion and take appropriate action on a request for early graduation approval from Wakefield High School by Kinslee Metzler.

I move to approve the early graduation request made by Kinslee Metzler Passed with a motion by Sherri Lundahl and a second by Josh Dorcey.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action to approve the 2025-2026 Parent-Student Handbook.

Move to approve the 2025-2026 Parent-Student Handbook and revisions as presented Passed with a motion by Eric Riewer and a second by Erik Haglund.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, discuss and take appropriate action to approve the 2025-2026 Staff Handbook.

Move to approve the 2025-2026 Staff Handbook and revisions as presented Passed with a motion by Josh Dorcey and a second by Eric Riewer.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, discuss and take appropriate action to approve the 2025-2026 Tier 2 and Tier 3 Guidance Handbook

Move to approve the 2025-2026 Tier 2 and Tier 3 Guidance Handbook as presented Passed with a motion by Sherri Lundahl and a second by Eric Riewer.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, discuss and take appropriate action to approve the 2025-2026 Activities Manual.

Move to approve the 2025-2026 Activities Manual as presented Passed with a motion by Josh Dorcey and a second by Eric Riewer.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, discuss, and take appropriate action to reaffirm Policy 5057: Parental Involvement in the Title I Program.

Move to reaffirm and approve Policy 5057: Parental Involvement in the Title I Program as written. Passed with a motion by Josh Dorcey and a second by Erik Haglund.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, discuss, and take appropriate action to affirm Policy 5018 Parent Involvement in Education Practices.

Move to reaffirm Policy 5018 Parent Involvement in Education Practices as written and reviewed. Passed with a motion by Eric Riewer and a second by Josh Dorcey.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, discuss, and take appropriate action regarding Policy 5045: Student Fees

Move to approve Policy 5045: Student Fees as updated, reviewed, and written. Passed with a motion by Jeffrey Keagle and a second by Erik Haglund.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Review, modify, or reaffirm, Board Policy 5054: Bullying.

Move to reaffirm policy 5054 Passed with a motion by Eric Riewer and a second by Dex Driskell.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on a contract for early childhood services with Wayne Community Schools

I move that the Board enter Executive Session for the purpose of discussing a contract for early childhood services with Wayne Community Schools, in order to protect the confidentiality of student information as required by law at 6:20pm Passed with a motion by Jeffrey Keagle and a second by Josh Dorcey.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

I move to approve the presented contract with Wayne Community Schools for early childhood services. Passed with a motion by Eric Riewer and a second by Jeffrey Keagle.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action to receive, review, and approve the payment of bills received after the Regular August board meeting, and authorize the transfer of funds from the General Fund to the Depreciation Fund.

Move to approve the Administration to review and approve the payment of bills received after the board meeting on August 11, 2025, and to transfer funds from the General Fund to the Depreciation Fund if appropriate. Passed with a motion by Josh Dorcey and a second by Erik Haglund.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

Upcoming Dates and Times

Set the date and time for the next regular meeting

Adjournment

Motion to adjourn the meeting at 6:35pm Passed with a motion by Josh Dorcey and a second by Erik Haglund.

Josh Dorcey: Yea

Dex Driskell: Yea

Erik Haglund: Yea

Jeffrey Keagle: Yea

Sherri Lundahl: Yea

Eric Riewer: Yea

Yea: 6, Nay: 0

**Board of Education Report**  
**7-12 Principal**  
**8-11-25**

1. **7-12 Enrollment Numbers: 7th- 40 8th- 31 9th- 39 10th- 37 11th- 35 12th- 43  
Total: 225**
  
2. **Guiding Principle IV:** Enhance student, family, and community engagement with learning experiences that are culturally inclusive and relevant for each student. Student success and engagement rely on positive partnerships and relationships to fundamentally improve the outcomes for each student, school, district, and community. **The Positivity Project Conference in Savannah, Georgia was a valuable experience. Thank you for allowing us to attend! When visiting with other high school principals about the implementation of P2, I learned that other principals are challenged with the same things I am. I also listened to a presenter and one of the actions that this principal does on a daily basis at the beginning of each day is to stop in each classroom and say Good morning and ask if they need anything. I want this to become a predictable event for staff and students to see me every morning around 8:05a.m.**
  
3. **HS students will be given August 14 and August 15 to make any Drop/Add to their class schedules. At the end of the day on August 15th, Drop/Add are done.**
  
4. **HS FB, VB and Cross Country practices are underway starting today. Football Sports Drink Scrimmage will be Friday, August 22, 2025 starting at 7p.m. at Gardner Stadium. Volleyball Sports Drink Scrimmage will be August 19, 2025 starting at 6:30p.m. in the main gymnasium. VB Jamboree game vs. Winside will be Thursday, August 21, 2025 at Winside starting at 5:30p.m.**
  
5. **Guiding Principle IV:** Enhance student, family, and community engagement with learning experiences that are culturally inclusive and relevant for each student. Student success and engagement rely on positive partnerships and relationships to fundamentally improve the outcomes for each student, school, district, and community. **In June, I spent time making updates to the Parent/Student Handbook ranging from Valedictorian eligibility, JH requirements for advancement to next grade level, and Alcohol, Tobacco, and Controlled Substances section.**
  
6. **Upcoming Dates:**  
-Homecoming is scheduled for the week of September 15, 2025 Football will play Wisner-Pilger on Friday, September 19th and Volleyball will play Howells-Dodge on Tuesday, September 16th at home.

Director of Student Services Report  
August, 2025-2026 School Year  
Angie Zach

### **Guiding Principle I: Infrastructure and Shared Leadership**

**Objective:** Establish a vision for achieving educational equity through core beliefs and norms, team structures and routines, clarity of roles and data-based decision-making process, professional learning, and system alignment.

- In collaboration with Mr. Farup, an instructional model, appraisal, and evaluation tool was drafted this summer. It will be presented to the District Leadership Team for feedback followed by presenting to all staff for feedback. The model is an alignment of Universal Design for Learning, Explicit Instruction, Marzano, and 7 Steps to a Language-Rich, Interactive Classroom.
- New staff orientation was held August 6th and 7th. We will have 4 staff participating in our teacher mentor program this year.

### **Guiding Principle II: Layered Continuum of Supports**

**Objective:** Provide tiered supports to meet the social, emotional, behavioral, physical, environmental, and academic needs of the whole child to ensure student growth.

- I attended the Positivity Project national conference in July. I along with four other staff members presented during a breakout session at the conference. We presented activities from our first year of implementation as well as data and how P2 aligns with our continuous improvement plan. Our presentation was well received with great participation from our audience.
- An email was sent to certified staff to create a HAL program planning team. This school year, the planning team will focus on creating a framework for the program with implementation beginning the 2026-2027 school year.

### **Guiding Principle IV: Communication and Collaboration**

**Objective:** Enhance student, family, and community engagement with learning experiences that are culturally inclusive and relevant for each student. Student success and engagement rely on positive partnerships and relationships to fundamentally improve the outcomes for each student, school, district, and community.

- During our administration meetings, we have been brainstorming ways to connect to the community. We will be doing a monthly newsletter and quarterly community events.

**Board Meeting  
Superintendent Report  
Mr. Farup  
August 11, 2025**

**Summer projects:**

- Playground concrete DONE!
- North Elementary Hallway classroom carpet DONE!
- Phone/Intercom Installation: New Phones are installed. The intercom system is waiting for backordered speakers.
  
- In July, I had the opportunity to attend the **Positivity Project (P2) National Conference**, a gathering of educators and leaders committed to building stronger school communities through intentional character education. The Positivity Project is a research-based program rooted in the science of positive psychology. Its mission is to empower students to build positive relationships and recognize that “Other People Matter.” Through a focus on 24 character strengths, P2 provides a common language and consistent framework for fostering respect, empathy, and resilience in all school stakeholders.

When fully embraced, P2 can transform school culture by:

- **Creating a Shared Vocabulary** – Students and staff use common terms to describe positive traits, making it easier to notice and celebrate strengths in themselves and others.
- **Strengthening Relationships** – By intentionally highlighting the importance of “Other People Matter,” students and staff develop deeper, more authentic connections.
- **Improving Climate and Behavior** – A positive focus helps reduce negative behaviors, increase engagement, and foster a more supportive learning environment.
- **Aligning with School Improvement Goals** – P2 supports academic and social-emotional growth, aligning seamlessly with continuous improvement efforts and MTSS frameworks.

At the conference, four of our staff members and I were honored to present during a breakout session. Our presentation showcased activities from our **first year of P2 implementation**, along with student engagement data and evidence of how P2 aligns with our **Continuous Improvement Plan**. We shared practical examples, such as morning meeting prompts, cross-grade P2 partner activities, and integration of character strengths into academic lessons.

The session generated strong participation and positive feedback from educators across the country, many of whom expressed interest in adapting our ideas for their own schools. This was both affirming and energizing, reinforcing that our work with P2 is not only making a difference in Wakefield but also inspiring others to take intentional steps toward cultivating a positive school culture in their communities.

- In the MTSS framework, Communication and Collaboration is critical to ensuring that all stakeholders—students, families, staff, and community members—are active partners in the learning process. This standard emphasizes building trust, promoting two-way communication, and creating opportunities for families and the community to engage in meaningful ways with the school’s mission and goals.

To increase our district’s effectiveness in this area, the administrative team has been actively developing strategies to improve outreach and strengthen relationships. Key initiatives include:

- Launching a Monthly District Newsletter – This publication will share updates on student learning, highlight successes, and communicate important information to families and the community in a consistent and accessible way.
- Hosting Quarterly Community Events – These events will provide opportunities for families, community members, and staff to connect, collaborate, and celebrate student learning. Each event will be intentionally designed to be culturally inclusive and relevant to our diverse student population.
- Creating Opportunities for Feedback and Dialogue – Through surveys, listening sessions, and direct outreach, we will invite stakeholder input to ensure school initiatives are responsive to community needs.

By intentionally strengthening communication channels and fostering authentic partnerships, we aim to build a school culture where every student feels supported, every family feels informed and valued, and the community plays an active role in our shared mission of student success.

## **2025–2026 Key Initiatives and Focus Areas:**

### **1. Restorative Practices**

Restorative practices focus on building strong relationships and fostering a sense of community within our school. Rather than relying solely on traditional discipline, this approach encourages reflection, accountability, and dialogue. Our goals include:

- Strengthening relationships among students, staff, and families
- Implementing restorative circles and conferences
- Reducing exclusionary discipline (e.g., suspensions) while increasing student engagement
- Promoting a culture of empathy, responsibility, and conflict resolution

## 2. Empowering District PBIS Practices

We are working to strengthen and align our Positive Behavioral Interventions and Supports (PBIS) program to reinforce a proactive, consistent, and supportive approach to student behavior.

Enhancements this year will focus on:

- Reinforcing school-wide expectations with consistent language and visuals
- Using data to guide behavior supports and interventions
- Celebrating positive behavior through recognition systems and incentives
- Aligning PBIS efforts with our restorative practices and MTSS framework
- Building staff capacity to reteach, model, and reinforce behavioral expectations effectively

## 3. The Positivity Project (P2)

Now entering its second full year, P2 continues to support our students' social-emotional learning and character development. P2 empowers students to recognize their own character strengths and those in others, aligning with our broader school improvement goals. Key components include:

- Classroom lessons focused on 24 character strengths
- Opportunities to embed strengths-based language into our school culture
- Reinforcement of a positive, respectful learning environment
- Resources for staff to model and highlight character in instruction and relationships
- Strengthening tier 1 student achievement outcomes by supporting social emotional development

## 4. Renaissance Platform: eduCLIMBER, Star Assessments, and FastBridge

The Renaissance suite of tools supports data-driven instruction, intervention, and continuous progress monitoring. As we expand our use of the platform this year, we'll focus on:

- **eduCLIMBER** – A centralized data dashboard for academic and behavioral data to support MTSS decision-making
- **Star Assessments** – Universal screeners in reading and math for grades K–12 to identify student learning levels and growth
- **FastBridge** – Diagnostic and progress monitoring tools to guide tiered interventions for students needing additional support

## 5. NDE External Visit Preparation – March 16–17, 2026

Wakefield Community Schools will undergo a five-year **External Visitation** as part of Nebraska's continuous school improvement process. Our preparation will include:

- Updating and aligning our **CIP goals, narratives, and artifacts** to reflect progress
- Documenting evidence of impact in instructional practice, student learning, and staff collaboration
- Engaging staff in reflection and readiness activities throughout the year
- Hosting and participating in stakeholder input sessions
- Highlighting our district's strengths and areas of growth to the NDE visiting team

## 6. Instructional Model and Evaluation System

This year, we will collaborate to align our instructional model and evaluation system with several evidence-based frameworks, supporting consistent, high-quality teaching. Our model will include tools we have introduced and supported during our CIP journey:

- **Seven Steps to a Language-Rich Interactive Classroom** – Embedding structured academic language opportunities into every lesson
- **Universal Design for Learning (UDL)** – Designing lessons with multiple means of engagement, representation, and expression to reach all learners
- **Explicit Instruction** – Clear, structured teaching that includes modeling, guided practice, and checks for understanding

- **Nebraska Teacher Performance Framework** – State-aligned expectations for effective teaching
- **Marzano Instructional Framework** – A research-based guide to developing and refining instructional strategies

This comprehensive alignment will support instructional coaching, evaluation, and professional development.

## **7. MTSS Framework and Teaming Structures**

We are continuing to develop our **Multi-Tiered System of Support (MTSS)** framework to provide academic and behavioral support for all students. Key efforts include:

- Creating and refining **grade-level and intervention teams** to analyze student data and determine interventions
- Aligning intervention blocks, resources, and schedules to meet student needs
- Incorporating academic, behavioral, and SEL data into decision-making
- Building staff capacity in progress monitoring, Tier 2/3 supports, and team collaboration

**Wakefield Community School  
Board of Education Regular Meeting  
Tuesday, July 15, 2025 5:30 PM**

Posted Locations:

• Wakefield Post Office • BankFirst • Wakefield Republican • School Main Entrance

Posted Date: 07/10/2025

The Board of Education Regular Meeting convened in open and public session on Tuesday, July 15, 2025 at 5:30 PM in the Media Center at 802 Highland Street, Wakefield, NE 68784.

President Keagle informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

**Opening Procedures**

- Call to Order
- Open Meetings Act
- Pledge of Allegiance
- School District Mission Statement
- Roll Call

**Attendance Taken at 5:30pm:**

**Present:** Josh Dorcey, Dex Driskell, Erik Haglund, Jeffrey Keagle, Sherri Lundahl, Eric Riewer.

Present: 6.

**Reports**

**Superintendent Report – Mr. Farup**

- Completed summer projects: playground concrete, new carpet is installed, portable classrooms have been removed, intercom installation is schedule for July 21, phone system installation is scheduled for August 7
- We will kick things off with our preservice days beginning Monday, August 11, and students will return on Thursday, August 14. Board Committee Reports

**Discussion and Action Items**

**Consent Agenda**

Motion to approve the Consent Agenda passed with a motion by Dorcey and a second by Riewer.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

Bills were reviewed by the Finance Committee and approved as follow: General: \$597,843.40; Lunch: \$33,268.41; Payroll: \$290,629.46; Activities: \$12,123.64.

**Hold for discussion and take appropriate action on an administrative recommendation regarding setting the price of meals for the 2025-2026 school food program.**

**Proposed 2025-2026**

**Breakfast Program - Grades PreK - 12**

Regular Price.....	\$2.15 (\$0.15 increase)
Reduced Price.....	\$0.40 (\$0.10 increase)
Milk.....	\$0.45 (\$0.05 increase)

**Lunch Program - Grades PreK - 6**

Regular Price.....	\$3.10 (\$0.10 increase)
Reduced Price.....	\$0.40
Milk.....	\$0.45 (\$0.05 increase)

**Lunch Program - Grades 7-12**

Regular Price.....	\$3.55 (\$0.05 increase)
Reduce Price.....	\$0.50 (\$0.10 increase)
Milk.....	\$0.45 (\$0.05 increase)

4th-12th grade students desiring a second entrée(s) will be charged an additional \$1.25, whether they elect to take one item or all the entrees offered for seconds. Additional milk is available at an extra cost of \$0.45 per carton.

Motion to set prices for breakfast, lunch, and milk for the 2025-2026 school year, as discussed passed with a motion by Dorcey and a second by Haglund.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

**Discuss and take appropriate action on an administrative recommendation regarding the appointment of a Title IX compliance officer**

Motion to appoint Superintendent Matt Farup as the Title IX compliance officer for the 2025-2026 school year passed with a motion by Dorcey and a second by Riewer.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

**Discuss and take appropriate action on the participation in the state and federal hot lunch program with the Elementary Principal, Matt Farup, serving as the elementary hearing officer, and High School Principal, Matt Brenn, as the high school hearing officer.**

Motion to appoint Matt Farup as the elementary hearing officer and Matt Brenn as the high school hearing officer for the state and federal hot lunch program for 2025-2026 school year Passed with a motion by Sherri Lundahl and a second by Erik Haglund.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

**Discuss and take appropriate action on the appointment of Mrs. Becky Gothier as the Recording Secretary/Board Treasurer for 2025-2026 school year**

Motion to approve the appointment of Becky Gothier as the Recording Secretary/Board Treasurer for 2025-2026 school year passed with a motion by Dorcey and a second by Keagle.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

**Hold for review and discussion an administrative report regarding district Multicultural Policy 6020, offerings and programs.**

Policy 6020: In every curriculum area and at all grades, the school district will provide programs that foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize the rich diversity of the population of the United States. The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations. The superintendent shall provide the board with a report on the status of the district's multicultural education program annually.

Motion to affirm the District's Multicultural Education policy 6020, offerings, and programs as presented passed with a motion by Dorcey and a second by Haglund.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

**Discuss and take appropriate action on the appointment of Mrs. Niki Haglund, High School Secretary, as the determining official for all hot lunch applications received from students in grades 7-12, and the appointment of Mrs. LaVon Anderson, elementary secretary, as the determining official for all hot lunch applications received from students in grades PreK-6.**

Niki and LaVon utilize the USDA digital school lunch application process that determines student eligibility from NDE regarding free and reduced lunch eligibility. This process now affords immediate application determination using the state's digital program.

Motion to appoint Niki Haglund and LaVon Anderson as the determining officials for high school and elementary school lunch applications for the 2025-2026 school year passed with a motion by Haglund and a second by Driskell.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0

**Board Member training session presented by Marcia Herring, Director of Board Leadership for the Nebraska Association of School Boards, including a review of Board Role and Responsibilities and policy.**

Marcia Herring of NASB reviewed the 9 standards of board governance. Board members had an opportunity to ask questions pertaining to each of the standards.

**Upcoming Dates and Times** – *all times and dates are tentative and may change*

- Regular Board Meeting – August 11 at 5:30pm
- Meet & Greet – August 12, 5:00 – 7:00pm
- Annual Board Membership Meeting – August 27

**Adjournment**

Motion to adjourn the meeting at 8:20pm passed with a motion by Dorcey and a second by Riewer.

Yea: Dorcey, Driskell, Haglund, Keagle, Lundahl, Riewer

Yea: 6, Nay: 0



Sherri Lundahl, Board Secretary



Becky Gothier, Recording Secretary

# Wakefield Community School

## Cash Summary Report

Accounting Cycle: FY24-25; Beginning Period: Period 11 (07/01/2025 - 07/31/2025) ; Ending Period: Period 11 (07/01/2025 - 07/31/2025) ; Show Prior Year Expense/Encumbrance: No; Prior Year Ending Balance for Beginning Balance: No; Include Transactions after the Last Period: None; Exclude Closing Entries: Yes; Include Unposted Transactions: No; Created On: 8/8/2025 4:40:04 PM

Fund	Description	Beginning Balance	Revenue	Expenditure	Other	Ending Balance	Encumbrances	Liabilities	Available
01	General Fund	\$3,615,827.42	\$123,631.97	(\$804,423.23)	\$138.52	\$2,935,174.68	(\$123,081.86)	\$0.00	\$2,812,092.82
02	Depreciation Fund	\$133,670.21	\$324.41	\$0.00	\$0.00	\$133,994.62	\$0.00	\$0.00	\$133,994.62
03	Employee Benefit Fund	\$77,780.66	\$158.90	\$0.00	\$0.00	\$77,939.56	\$0.00	\$0.00	\$77,939.56
05	Activity Fund	\$21,136.34	\$0.00	\$0.00	\$0.00	\$21,136.34	\$0.00	\$0.00	\$21,136.34
06	School Nutrition Fund	\$9,036.59	\$68,764.47	(\$38,876.02)	\$0.00	\$38,925.04	(\$49.89)	\$0.00	\$38,875.15
07	Bond Fund	\$31,365.11	\$60.35	\$0.00	\$0.00	\$31,425.46	\$0.00	\$0.00	\$31,425.46
08	Special Building Fund	\$781,916.21	\$2,262.62	\$3,817.50	\$0.00	\$787,996.33	\$0.00	\$0.00	\$787,996.33
09	QCPUF Fund	\$2,847.27	\$6.05	\$0.00	\$0.00	\$2,853.32	\$0.00	\$0.00	\$2,853.32
11	Interim Fund	\$2,781.48	\$8.66	(\$100.00)	\$0.00	\$2,690.14	\$0.00	\$0.00	\$2,690.14
12	Student Fees Fund	(\$1,197.91)	\$0.00	\$0.00	\$0.00	(\$1,197.91)	\$0.00	\$0.00	(\$1,197.91)
<b>Sub Total</b>		<b>\$4,675,163.38</b>	<b>\$195,217.43</b>	<b>(\$839,581.75)</b>	<b>\$138.52</b>	<b>\$4,030,937.58</b>	<b>(\$123,131.75)</b>	<b>\$0.00</b>	<b>\$3,907,805.83</b>

**GENERAL FUND - #195103**  
**TREASURER'S REPORT AS OF JULY 31, 2025**

**BALANCE AS OF JULY 1, 2025** **\$3,615,827.42**

**REVENUE**

Various Summer	3,082.92	
Instrument Grant	70,503.00	
WSC Dual Credit	600.00	
Conf	1,582.79	
Perkins Grant Reimb - ACSA Conf	1,000.88	
ESU #1 - Summer Migrant Program Reimb	18,732.56	
Thurston County - Proceeds	518.36	
Dixon County - Proceeds	26,587.16	
Wayne County- Proceeds	15,489.78	
Bank - Interest	2,148.94	
Money Market - Interest	5,201.06	
<b>TOTAL REVENUE</b>		<b><u><u>\$145,447.45</u></u></b>

Money Market Investment 2,000,000.00

**EXPENSES**

July Payables	574,210.77	
July Payroll	251,889.42	
<b>TOTAL EXPENDITURES</b>		<b><u><u>\$826,100.19</u></u></b>

**TOTAL** **\$2,935,174.68**

**GENERAL FUND AS OF JULY 31, 2025** **\$2,935,174.68**

**SPECIAL BUILDING FUND  
TREASURER'S REPORT AS OF JULY 31, 2025**

<b>BALANCE AS OF JULY 1, 2025</b>	<b>\$781,916.21</b>
<b>REVENUE</b>	
Dixon County - Proceeds	199.80
Thurston County - Proceeds	5.35
Wayne County- Proceeds	71.16
Bank - Interest	165.94
Money Market Interest	1,820.37
<b>TOTAL REVENUE</b>	<b><u><u>\$2,262.62</u></u></b>
Money Market Investment	700,000.00
<b>EXPENSES</b>	
Void Milo Meyer Check from 2022	-3,817.50
<b>TOTAL EXPENDITURES</b>	<b><u><u>(\$3,817.50)</u></u></b>
<b>TOTAL</b>	<b><u><u>\$787,996.33</u></u></b>
<b>SPECIAL BUILDING FUND AS OF JULY 31, 2025</b>	<b>\$787,996.33</b>

**MONEY MARKET**

**TREASURER'S REPORT AS OF JULY 31, 2025**

<b>BALANCE AS OF MAY 1, 2025</b>	<b>\$0.00</b>
<b>REVENUE</b>	
Transfer from General Fund 5/15/25	2,000,000.00
Transfer from Depreciation Fund 5/16/25	100,000.00
Transfer from Special Building Fund 5/16/25	700,000.00
YTD Interest Earned	18,221.15
<b>TOTAL REVENUE</b>	<b><u><u>2,818,221.15</u></u></b>
<b>EXPENSES</b>	
<b>TOTAL EXPENDITURES</b>	<b><u><u>-</u></u></b>
<b>MONEY MARKET AS OF JULY 31, 2025</b>	<b>2,818,221.15</b>

# Wakefield Community School

## Budget Report - July 31, 2025

**\*\* Have not allocated district budget to line items\*\***

FUNCTION	July Expenses	Current Budget	Actuals (YTD)	Encumbrances (YTD)	Available	% of Budget Remaining
01100 - Regular Instruction	\$347,984.20	\$0.00	\$3,820,120.86	\$104,130.21		
01125 - Regular Instructional Programs School Age (Flex-Spending)	\$4,329.62	\$0.00	\$48,124.99	\$0.00		
01150 - Limited English Proficiency Programs	\$29,658.40	\$0.00	\$391,115.26	\$11,077.19		
01160 - Poverty Programs	\$22,697.34	\$0.00	\$366,080.01	\$0.00		
01190 - Early Childhood Educational Programs	\$12,620.64	\$0.00	\$291,665.93	\$686.25		
01200 - Special Education Instructional Programs - School Age	\$28,257.25	\$0.00	\$682,265.84	\$721.99		
01291 - Special Education Instructional Programs - Ages 3-5	\$0.00	\$0.00	\$7,968.73	\$0.00		
01300 - Summer School	\$125.27	\$0.00	\$5,923.05	\$0.00		
02120 - Guidance Services	\$17,059.67	\$0.00	\$129,318.88	\$0.00		
02130 - Health Services	\$2,288.03	\$0.00	\$73,821.17	\$817.30		
02140 - Psychological Services	\$0.00	\$0.00	\$741.42	\$0.00		
02141 - Psychological Services - SPED - School Age	\$1,870.19	\$0.00	\$85,125.81	\$3,164.21		
02151 - Speech Pathology and Audiology Services - SPED - School Age	\$0.00	\$0.00	\$66,727.50	\$0.00		
02161 - Occupational Therapy-Related Services - SPED - School Age	\$0.00	\$0.00	\$23,413.50	\$0.00		
02171 - Physical Therapy-Related Services - SPED - School Age	\$0.00	\$0.00	\$6,195.00	\$0.00		
02190 - Support Services - Student - Other	\$45.41	\$0.00	\$13,509.79	\$0.00		
02220 - Library or Media Services	\$1,868.35	\$0.00	\$2,195.52	\$465.00		
02290 - Other Support Services - Instructional Staff	\$0.00	\$0.00	\$4,500.87	\$0.00		
02310 - Board of Education	\$2,951.96	\$0.00	\$118,939.39	\$0.00		
02320 - Executive Administration	\$16,669.40	\$0.00	\$190,194.61	\$0.00		
02330 - District Legal Services	\$0.00	\$0.00	\$18,167.30	\$0.00		
02410 - Office of the Principal	\$29,227.18	\$0.00	\$383,830.21	\$0.00		
02490 - School Administration Other	\$4,265.34	\$0.00	\$31,602.55	\$0.00		
02510 - Fiscal Services	\$14,280.77	\$0.00	\$170,369.49	\$719.00		
02570 - Personnel Services	\$0.00	\$0.00	\$5,078.76	\$0.00		
02580 - Administrative Technology Service	\$36,045.31	\$0.00	\$198,432.15	\$0.00		
02610 - Operation of Buildings	\$89,288.45	\$0.00	\$467,222.26	\$1,300.71		
02630 - Care and Upkeep of Grounds	\$12,165.25	\$0.00	\$58,371.45	\$0.00		
02660 - Security	\$0.00	\$0.00	\$37,589.25	\$0.00		
02670 - Safety	\$0.00	\$0.00	\$1,299.79	\$0.00		
02710 - Vehicle Operation and Purchasing - Regular Education	\$5,777.43	\$0.00	\$167,308.84	\$0.00		
02712 - Vehicle Operation and Purchasing - School Age SPED	\$466.63	\$0.00	\$49,681.13	\$0.00		
02730 - Vehicle Servicing and Maintenance - Regular Education	\$2,491.68	\$0.00	\$61,139.97	\$0.00		
02732 - Vehicle Servicing and Maintenance - School Age SPED	\$0.00	\$0.00	\$112.44	\$0.00		
03400 - Categorical Grants from Corporations and Other Private Interests	\$36,472.59	\$0.00	\$100,481.41	\$0.00		
03535 - High Ability Learners	\$117.30	\$0.00	\$2,978.46	\$0.00		
03551 - Career Education	\$0.00	\$0.00	\$7,499.88	\$0.00		

<b>FUNCTION</b>	<b>July Expenses</b>	<b>Current Budget</b>	<b>Actuals (YTD)</b>	<b>Encumbrances (YTD)</b>	<b>Available</b>	<b>% of Budget Remaining</b>
06200 - Federal Services - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$14,990.68	\$0.00	\$158,246.83	\$0.00		
06212 - Federal Services - Title I, Part A Support for Improvement	\$2,755.85	\$0.00	\$30,635.50	\$0.00		
06408 - IDEA Part B Base & Enrollment Poverty Allocation	\$0.00	\$0.00	\$51,500.67	\$0.00		
06700 - Federal Services - Federal Vocational and Applied Technology Education (Carl Perkins)	(\$5,363.23)	\$0.00	\$40,051.00	\$0.00		
06925 - Federal Services - Title III ESSA - ELL	\$12,693.61	\$0.00	\$27,762.74	\$0.00		
06926 - Federal Services - Title III ESSA - Immigrant	\$322.66	\$0.00	\$3,585.91	\$0.00		
06992 - Federal Services - REAP	\$0.00	\$0.00	\$72,497.50	\$0.00		
08000 - Transfers (Outgoing)	\$60,000.00	\$0.00	\$100,000.00	\$0.00		
<b>General Fund Grand Total</b>	<b>\$804,423.23</b>	<b>\$10,109,900.00</b>	<b>\$8,573,393.62</b>	<b>\$123,081.86</b>	<b>\$1,413,424.52</b>	<b>13.98</b>
<b>General Fund Grand Total Prior Year</b>	<b>\$740,904.66</b>	<b>\$9,527,308.00</b>	<b>\$8,053,905.82</b>	<b>\$106,880.36</b>	<b>\$1,366,521.82</b>	<b>14.34</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 07/01/2025 to 07/31/2025.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>C</b>	<b>ORGANIZATIONS</b>							
301	POWER DRIVE			0.00	0.00	0.00	0.00	0.00
302	FFA			0.00	0.00	0.00	0.00	0.00
303	SPEECH			450.86	0.00	0.00	0.00	450.86
305	DISTRICT 7 FCCLA			6,401.24	0.00	0.00	0.00	6,401.24
306	MUSIC BOOSTERS			0.00	0.00	0.00	0.00	0.00
310	NATIONAL HONOR SOCIETY			2,822.21	0.00	0.00	0.00	2,822.21
315	FBLA			9,106.96	0.00	0.00	0.00	9,106.96
320	ANNUAL			7,360.59	0.00	0.00	0.00	7,360.59
330	FCCLA			1,312.72	300.00	0.00	0.00	1,612.72
335	STUCO			2,725.24	0.00	0.00	0.00	2,725.24
345	ONE ACT			1,174.34	0.00	0.00	0.00	1,174.34
346	ART CLUB			503.27	0.00	0.00	0.00	503.27
355	TROJAN ZONE			13,384.68	0.00	0.00	0.00	13,384.68
385	LIBRARY			1,874.76	0.00	0.00	0.00	1,874.76
395	HOMECOMING			0.00	0.00	0.00	0.00	0.00
401	CHEER SQUAD			0.00	0.00	0.00	0.00	0.00
501	COLOR GUARD			342.46	0.00	0.00	0.00	342.46
553	ELEMENTARY STUCO			558.42	0.00	0.00	0.00	558.42
578	SKILLS USA			-3,939.98	500.00	748.13	1,872.38	-2,315.73
581	FCA			242.50	0.00	0.00	0.00	242.50
CHEER	CHEER GROUP			2,054.45	586.16	0.00	0.00	2,640.61
EDURIS	EDUCATORS RISING			3,238.09	0.00	318.30	1,872.37	4,792.16
OWORLDC	ONE WORLD CLUB			2,792.92	0.00	120.00	0.00	2,672.92
SNACK	SNACK SHACK			750.00	0.00	0.00	0.00	750.00
<b>C Totals:</b>				<b>53,155.73</b>	<b>1,386.16</b>	<b>1,186.43</b>	<b>3,744.75</b>	<b>57,100.21</b>
<b>D</b>	<b>CONCESSIONS</b>							
400	CONCESSIONS			1,027.38	156.25	1,028.97	0.00	154.66
<b>D Totals:</b>				<b>1,027.38</b>	<b>156.25</b>	<b>1,028.97</b>	<b>0.00</b>	<b>154.66</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 07/01/2025 to 07/31/2025.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E	MISC							
		190	ACTIVITY PASSES	4,730.00	0.00	0.00	0.00	4,730.00
		350	SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
		390	STUDENT ASSISTANCE	3,477.96	0.00	0.00	0.00	3,477.96
		503	LOUNGE	-853.01	0.00	0.00	0.00	-853.01
		505	CHECKING INTEREST	1,212.31	-16.82	0.00	0.00	1,195.49
		510	CD Plus Interest	2,701.60	0.00	0.00	0.00	2,701.60
		520	ELEMENTARY	2,067.80	0.00	0.00	0.00	2,067.80
		540	POP FUND	5,704.27	0.00	0.00	0.00	5,704.27
		550	STUDENT FEES	0.00	0.00	0.00	0.00	0.00
		555	WAKEFIELD PLAYGROUND FUND	0.00	0.00	0.00	0.00	0.00
		560	MEMORIALS	200.00	0.00	0.00	0.00	200.00
		576	PE UNIFORMS	0.00	0.00	0.00	0.00	0.00
		577	STATE TOURNAMENTS	-38,157.62	0.00	886.26	0.00	-39,043.88
		901	D-Day Band Trip	396.43	0.00	0.00	0.00	396.43
		903	MUSIC TOUR	-3,222.68	0.00	0.00	0.00	-3,222.68
	BETTERB		BETTER BLENDED	4,830.37	0.00	0.00	0.00	4,830.37
	HAWAII		HAWAII MUSIC 2025	0.00	0.00	0.00	0.00	0.00
	VIDEOP		VIDEO PRODUCTION	314.83	0.00	0.00	0.00	314.83
<b>E Totals:</b>				<b>-16,597.74</b>	<b>-16.82</b>	<b>886.26</b>	<b>0.00</b>	<b>-17,500.82</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 07/01/2025 to 07/31/2025.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Z	Inactive							
	105	JH FOOTBALL		0.00	0.00	0.00	0.00	0.00
	115	JH VOLLEYBALL		0.00	0.00	0.00	0.00	0.00
	120	GIRLS GOLF		0.00	0.00	0.00	0.00	0.00
	135	JH BOYS BASKETBALL		0.00	0.00	0.00	0.00	0.00
	140	JH GIRLS BASKETBALL		0.00	0.00	0.00	0.00	0.00
	150	JH TRACK		-750.00	0.00	0.00	0.00	-750.00
	155	BOYS GOLF		0.00	0.00	0.00	0.00	0.00
	180	JH WRESTLING		0.00	0.00	0.00	0.00	0.00
	200	CLASS OF 2019		0.00	0.00	0.00	0.00	0.00
	205	CLASS OF 2020		0.00	0.00	0.00	0.00	0.00
	210	CLASS OF 2021		0.00	0.00	0.00	0.00	0.00
	211	CLASS OF 2022		0.00	0.00	0.00	0.00	0.00
	212	CLASS OF 2023		0.00	0.00	0.00	0.00	0.00
	220	CLASS OF 2006		0.00	0.00	0.00	0.00	0.00
	226	CLASS OF 2008		0.00	0.00	0.00	0.00	0.00
	227	CLASS OF 2009		0.00	0.00	0.00	0.00	0.00
	228	CLASS OF 2010		0.00	0.00	0.00	0.00	0.00
	229	CLASS OF 2011		0.00	0.00	0.00	0.00	0.00
	230	CLASS OF 2012		0.00	0.00	0.00	0.00	0.00
	231	CLASS OF 2013		0.00	0.00	0.00	0.00	0.00
	232	CLASS OF 2014		0.00	0.00	0.00	0.00	0.00
	233	CLASS OF 2015		0.00	0.00	0.00	0.00	0.00
	234	CLASS OF 2016		0.00	0.00	0.00	0.00	0.00
	235	CLASS OF 2017		0.00	0.00	0.00	0.00	0.00
	236	CLASS OF 2018		0.00	0.00	0.00	0.00	0.00
	300	VOCAL/INSTRUMENTAL CONTESTS		0.00	0.00	0.00	0.00	0.00
	325	TOTAD		0.00	0.00	0.00	0.00	0.00
	340	SPEECH & DRAMA		0.00	0.00	0.00	0.00	0.00
	360	CINCO DE MAYO		0.00	0.00	0.00	0.00	0.00
	365	VICA		0.00	0.00	0.00	0.00	0.00
	370	EMBROIDERY		0.00	0.00	0.00	0.00	0.00
	405	CONSTRUCTION		0.00	0.00	0.00	0.00	0.00
	502	YOUTH FOUNDATION		0.00	0.00	0.00	0.00	0.00
	551	5TH BUSINESS FAIR		0.00	0.00	0.00	0.00	0.00
	552	TITLE I CARNIVAL		0.00	0.00	0.00	0.00	0.00
	575	WAKEFIELD VB		0.00	0.00	0.00	0.00	0.00
	579	STUDENTS TRACK ACCOUNT		0.00	0.00	0.00	0.00	0.00
	583	CLASS OF 2007		0.00	0.00	0.00	0.00	0.00
	902	EDUCATION CLUB		0.00	0.00	0.00	0.00	0.00
<b>Z Totals:</b>				<b>-750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-750.00</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 07/01/2025 to 07/31/2025.

Site ID	Site Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Group ID	Group Name					
Activity ID	Activity Name					

	<b>WCS Activity Totals:</b>	13,048.82	40,313.34	4,478.35	0.00	48,883.81
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	Begin Balance	Transfers	Receipts	Disbursements	Adjustments	End Balance
WCS Checking:	13,048.82	0.00	40,313.34	4,478.35	0.00	48,883.81
WCS Investment:	0.00	0.00			0.00	0.00
WCS Bank Balances:	13,048.82		40,313.34	4,478.35	0.00	48,883.81

	<b>Report Activity Totals:</b>	13,048.82	40,313.34	4,478.35	0.00	48,883.81
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# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 07/01/2025 to 07/31/2025.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Tax Rate %	Tax Amount	
Tax Name	Tax Activity								
<b>WCS Wakefield Community School</b>									
002109	07/02/2025				Michael Foods	Michael Foods Donation			
578	SKILLS USA						500.00	0.00	500.00
175	GEN ATHLETICS						923.00	0.00	923.00
							Total For 002109:		1,423.00
002110	06/30/2025	07/07/2025			Bank Interest	INTEREST			
505	CHECKING INTEREST						-8.41	0.00	-8.41
							Total For 002110:		-8.41
002111	06/30/2025	07/07/2025			Bank Interest	INTEREST			
505	CHECKING INTEREST						-8.41	0.00	-8.41
							Total For 002111:		-8.41
002112	07/08/2025				EdRising/Skills USA	EdRising/Skills USA Firework			
175	GEN ATHLETICS						3,744.75	0.00	3,744.75
							Total For 002112:		3,744.75
002113	07/08/2025			1089	FCCLA Florida Trip MAYTE	FCCLA Florida Trip MAYTE			
330	FCCLA						300.00	0.00	300.00
							Total For 002113:		300.00
002114	06/20/2025	07/08/2025			Credit from Pepsi	Credit from Pepsi			
400	CONCESSIONS						156.25	0.00	156.25
							Total For 002114:		156.25
002117	07/16/2025			013020	Concessions	Cheer JR HighTrack Meet			
CHEER	CHEER GROUP						336.16	0.00	336.16
							Total For 002117:		336.16
002118	07/16/2025			2458	Wakefield Softball	Concessions worked Bronco			
110	VOLLEYBALL						100.00	0.00	100.00
							Total For 002118:		100.00
002119	07/16/2025			010203	Wakefield School Activities	Wakefield School Activities			
110	VOLLEYBALL						500.00	0.00	500.00
125	BOYS BASKETBALL						500.00	0.00	500.00
175	GEN ATHLETICS						30,000.00	0.00	30,000.00
							Total For 002119:		31,000.00
002120	07/21/2025			1252	Athletic Boosters Donation	Athletic Boosters Donation			
580	GOLF						250.00	0.00	250.00
							Total For 002120:		250.00
002121	07/21/2025			1251	Athletic Boosters Donation	Athletic Boosters Donation			
CHEER	CHEER GROUP						250.00	0.00	250.00
							Total For 002121:		250.00
002122	07/21/2025			1249	Athletic Boosters Donation	Athletic Boosters Donation			
145	TRACK						250.00	0.00	250.00
							Total For 002122:		250.00
002123	07/21/2025			1248	Athletic Boosters Donation	Athletic Boosters Donation			
130	GIRLS BASKETBALL						250.00	0.00	250.00

# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 07/01/2025 to 07/31/2025.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Amount	Tax Amount	
	Tax Name		Tax Activity		Tax Rate %		Tax Amount		
						Total For 002123:	250.00		
002124	07/21/2025			1247	Athletic Boosters Donation	Athletic Boosters Donation			
125	BOYS BASKETBALL						250.00	0.00	250.00
						Total For 002124:	250.00		
002125	07/21/2025			1246	Athletic Boosters Donation	Athletic Boosters Donation			
GIRLSW	GIRLS WRESTLING						250.00	0.00	250.00
						Total For 002125:	250.00		
002126	07/21/2025			1245	Athletic Boosters Donation	Athletic Boosters Donation			
170	WRESTLING						250.00	0.00	250.00
						Total For 002126:	250.00		
002127	07/21/2025			1244	Athletic Boosters Donation	Athletic Boosters Donation			
110	VOLLEYBALL						250.00	0.00	250.00
						Total For 002127:	250.00		
002128	07/21/2025			1243	Athletic Boosters Donation	Athletic Boosters Donation			
100	FOOTBALL						250.00	0.00	250.00
						Total For 002128:	250.00		
002129	07/25/2025				Volleyball Camps 2025	Volleyball Camps 2025			
110	VOLLEYBALL						1,020.00	0.00	1,020.00
						Total For 002129:	1,020.00		
						Site Total			40,313.34
						Report Total			40,313.34

# Check Summary

Sorted by Activity ID, Site ID.  
From 07/01/2025 to 07/31/2025.

Activity ID Site ID			Activity Name Site Name				
Check Number	Status	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>110</b>			<b>VOLLEYBALL</b>				
WCS			Wakefield Community School				
013018	Printed	07/14/2025	Ord Volleyball	1234		HS Volleyball Camp	600.00
013021	Printed	07/16/2025	Clarkson High School		VBCamp25		100.00
013023	Printed	07/24/2025	Howells-Dodge Consolidated Schools			Wakefield Volleyball 2025	34.00
013025	Printed	07/24/2025	Stadium Sports	70834		Youth Volleyball Camp Tshirts 2025	405.00
<b>Total:</b>							<b>\$ 1,139.00</b>
<b>175</b>			<b>GEN ATHLETICS</b>				
WCS			Wakefield Community School				
013022	Printed	07/22/2025	Awards Unlimited Inc	317097		Wakefield VB Invitational Trophy	237.69
<b>Total:</b>							<b>\$ 237.69</b>
<b>400</b>			<b>CONCESSIONS</b>				
WCS			Wakefield Community School				
013019	Printed	07/15/2025	Athletic Boosters			HS Track Invite 4/22/25 Concessions	692.81
013020	Printed	07/15/2025	Wakefield Cheer			HS Track Invite 4/22/25	336.16
<b>Total:</b>							<b>\$ 1,028.97</b>
<b>577</b>			<b>STATE TOURNAMENTS</b>				
WCS			Wakefield Community School				
013016	Printed	07/08/2025	VISA	23661G		Meal Recpt National Skills Conference	886.26
<b>Total:</b>							<b>\$ 886.26</b>
<b>578</b>			<b>SKILLS USA</b>				
WCS			Wakefield Community School				
013016	Printed	07/08/2025	VISA	23661G		Meal Recpt National Skills Conference	429.84
013024	Printed	07/24/2025	Independence Pyro Co	7182025		EdRising/Skills USA Fireworks	318.29
<b>Total:</b>							<b>\$ 748.13</b>
<b>EDURIS</b>			<b>EDUCATORS RISING</b>				
WCS			Wakefield Community School				
013024	Printed	07/24/2025	Independence Pyro Co	7182025		EdRising/Skills USA Fireworks	318.30
<b>Total:</b>							<b>\$ 318.30</b>
<b>OWORLDCLC</b>			<b>ONE WORLD CLUB</b>				
WCS			Wakefield Community School				
013026	Void	08/04/2025	City of Wakefield	7.29.25		Wakefield Swimming Pool One World Pool Party	120.00
<b>Total:</b>							<b>\$ 120.00</b>

# Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.  
From 07/01/2025 to 07/31/2025.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>WCS</b>	<b>Wakefield Community School</b>							
<b>A</b>	<b>ATHLETICS</b>							
	100	FOOTBALL		3,330.86	250.00	0.00	372.00	3,952.86
	110	VOLLEYBALL		1,912.50	1,870.00	1,139.00	551.00	3,194.50
	125	BOYS BASKETBALL		2,337.91	750.00	0.00	0.00	3,087.91
	130	GIRLS BASKETBALL		3,040.97	250.00	0.00	0.00	3,290.97
	145	TRACK		5,698.70	250.00	0.00	0.00	5,948.70
	160	NEW UNIFORMS		-3,581.91	0.00	0.00	0.00	-3,581.91
	170	WRESTLING		2,358.86	250.00	0.00	0.00	2,608.86
	175	GEN ATHLETICS		-47,062.15	34,667.75	237.69	-4,667.75	-17,299.84
	580	GOLF		717.64	250.00	0.00	0.00	967.64
	GIRLSW	GIRLS WRESTLING		1,464.56	250.00	0.00	0.00	1,714.56
		<b>A Totals:</b>		-29,782.06	38,787.75	1,376.69	-3,744.75	3,884.25
<b>B</b>	<b>CLASSES</b>							
	215	CLASS OF 2024		0.00	0.00	0.00	0.00	0.00
	216	CLASS OF 2025		1,882.38	0.00	0.00	0.00	1,882.38
	582	CLASS OF 2026		2,031.05	0.00	0.00	0.00	2,031.05
	584	CLASS OF 2027		1,164.09	0.00	0.00	0.00	1,164.09
	CLASS28	Class of 2028		593.67	0.00	0.00	0.00	593.67
	CLASS29	Class of 2029		109.96	0.00	0.00	0.00	109.96
	CLASS30	Class of 2030		214.36	0.00	0.00	0.00	214.36
		<b>B Totals:</b>		5,995.51	0.00	0.00	0.00	5,995.51

# Wakefield Community School

## Check Payments By Fund Report

Accounting Cycle: FY 24-25; Begin Date: 08/08/2025; End Date: 08/08/2025; Display Element Description: BUILDING; Check Type: Warrants; Sort By Element: FUND; Account Expression: [All]; Created On: 8/8/2025 1:47:11 PM

Sorted By	Value	Description		
FUND	01	General Fund		
Check Number	Check Date	Payee	Reason	Amount
	7/22/2025	VISA	National Skills USA Conf Baggage Fee	\$35.00
	7/22/2025	VISA	National Skills USA Conf Meal	\$20.00
	7/22/2025	VISA	National Skills USA Conf Uber	\$96.36
	7/22/2025	VISA	National Skills USA Uber	\$38.14
	7/22/2025	VISA	Conte a Paris Sketching Pencil (White)	\$73.20
	7/22/2025	VISA	Crayola 200 Piece Classpack Fine Tip Markers	\$52.99
	7/22/2025	VISA	Crayola 256 Classpack Broad Tip Markers	\$4.70
	7/22/2025	VISA	Crescent Illustration Board No. 100 Cold Press (32"x40")	\$343.50
	7/22/2025	VISA	Crescent Matboard (Smooth Black) 32"x40"	\$434.50
	7/22/2025	VISA	Cretacolor Graphite Pencil (2B)	\$5.97
	7/22/2025	VISA	Tombow MONO Knock Stick Erasers (Green)	\$83.40
	7/22/2025	VISA	Ranger Tim Holtz Distress Spray Stain (Antiqued Bronze)	\$11.98
	7/22/2025	VISA	Ranger Tim Holtz Distress Spray Stain (Black Soot)	\$17.97
	7/22/2025	VISA	Ranger Tim Holtz Distress Spray Stain (Walnut Stain)	\$11.98
	7/22/2025	VISA	Sennelier Oil Pastel Set (Landscape)	\$66.24
	7/22/2025	VISA	Sennelier Oil Pastel Set (Portrait)	\$71.35
	7/22/2025	VISA	Sharpie Fine Point Markers (Black)	\$129.60
	7/22/2025	VISA	Derwent Charcoal Pencil (Dark)	\$49.92
	7/22/2025	VISA	Gray Paper Stump Classpack	\$95.94
	7/22/2025	VISA	Paper Mate Pink Pearl Erasers (Box of 12)	\$219.12
	7/22/2025	VISA	Prismacolor Dual Ended Marker Set (Set A)	\$179.99
	7/22/2025	VISA	Prismacolor Premier Dual-Ended Markers (Set B)	\$267.31
	7/22/2025	VISA	Ranger Tim Holtz Distress Spray Stain (Aged Mahogany)	\$11.98
	7/22/2025	VISA	20-Volt 3.0 Ah MAX Lithium-Ion Premium Battery Pack (4-Pack)	\$157.91
	7/22/2025	VISA	20V Lithium-Ion 3-1/2" Max 21° Cordless Framing Nailer Kit, Cordless Brushless 7-1/4 in. Circular Saw with 5Ah Btry&Chgr	\$708.00
	7/22/2025	VISA	20V MAX Lithium-Ion 15-Degree Cordless Roofing Nailer Kit with 1-1/4 in. x 0.120-Gauge Coil Roofing Nails (7,200-Pack)	\$467.00
	7/22/2025	VISA	20V MAX XR Lithium-Ion Cordless 18-Gauge Brad Nailer with 20V MAX Compact Lithium-Ion 2.0Ah Battery Pack	\$312.59
	7/22/2025	VISA	20V MAX XR Lithium-Ion Cordless Brushless Fixed Base Compact Router with 6.0 Ah Battery Pack and Charger Kit	\$199.00
	7/22/2025	VISA	ATOMIC 20V MAX Cordless Brushless 4-1/2 in. Circular Saw (Tool Only)	\$199.00
	7/22/2025	VISA	ATOMIC 20V Max Lithium-Ion Brushless Cordless Compact 1/4 in. Impact Driver Kit with 2.0Ah Battery, Charger and Bag	\$179.00
	7/22/2025	VISA	Pneumatic 15-Degree Coil Corded Siding Nailer	\$329.00
	7/22/2025	VISA	Summer Program Photo Book	\$180.40
	7/22/2025	VISA	Conscious Discipline Workshop Meal	\$27.26
	7/22/2025	VISA	Tri-State SPED Conf Registration	\$305.00
	7/22/2025	VISA	Tri-State SPED Conf Registration	\$300.00
	7/22/2025	VISA	Tri-State SPED Conf Registration	\$300.00
	7/22/2025	VISA	Ali Hearn Conf Meal	\$30.96
	7/22/2025	VISA	P2 Conf Airfare Refund - M Rose	(\$511.37)

Check Number	Check Date	Payee	Reason	Amount
	7/22/2025	VISA	Nurse Conf Lodging	\$218.00
	7/22/2025	VISA	Ali Hearn Conf Meal	\$30.95
	7/22/2025	VISA	Tri-State SPED Conf Registration	\$300.00
	7/22/2025	VISA	AI Assistant for Acrobat	\$19.99
	7/22/2025	VISA	PO Box Renewal	\$266.00
	7/22/2025	VISA	Timecard Subscription	\$146.24
	7/22/2025	VISA	Boiler Emergency Shutoff Sign	\$103.64
	7/22/2025	VISA	Convertible Hand Trucks	\$344.29
	7/22/2025	VISA	Eakes Show Room Visit - Crystal Cafe	\$60.33
	7/22/2025	VISA	Scrub Brush	\$21.74
	7/22/2025	VISA	Semi-Gloss White Paint	\$84.97
	7/22/2025	VISA	Shipping	\$10.27
	7/22/2025	VISA	Swiffer Duster Refills	\$53.64
	7/22/2025	VISA	Yellow Traffic Paint	\$107.40
	7/22/2025	VISA	Bus Driving Training Meal - Mel's Diner	\$17.58
	7/22/2025	VISA	Fuel	\$29.30
	7/22/2025	VISA	Red Word Booklet - A - Dotted Letters	\$96.00
	7/22/2025	VISA	Shipping	\$11.52
		<b>VISA Total</b>		<b>\$7,426.75</b>
10215	8/8/2025	A to Z Designs, LLC	Summer School Business Tour	\$500.00
		<b>A to Z Designs, LLC Total</b>		<b>\$500.00</b>
10216	8/8/2025	ACE Hardware & Home	Ladder	\$109.99
10216	8/8/2025	ACE Hardware & Home	Painting Supplies	\$39.24
10216	8/8/2025	ACE Hardware & Home	Pipe Wrap	\$13.99
10216	8/8/2025	ACE Hardware & Home	Toilet Repairs	\$50.55
10216	8/8/2025	ACE Hardware & Home	Mice Repellent	\$38.17
		<b>ACE Hardware &amp; Home Total</b>		<b>\$251.94</b>
	8/8/2025	Amazon	40 Pack Heavy Duty Magnetic Clips - Whiteboard & Refrigerator Magnets, Non-Scratch, Ideal for School, Office, Home & Kitchen	\$14.95
	8/8/2025	Amazon	Discount	(\$7.47)
	8/8/2025	Amazon	Dtmasao 1/2 x 17.5 Inch 10 PCS Dowel Rods Wood Sticks Wooden Dowel Rods - Unfinished Bamboo Sticks - for Crafts and DIYers	\$11.10
	8/8/2025	Amazon	New Staff Orientation	\$69.66
	8/8/2025	Amazon	Paper Shredder	\$154.68
	8/8/2025	Amazon	Shipping	\$3.50
	8/8/2025	Amazon	Shipping	\$13.98
	8/8/2025	Amazon	500Pcs Small Screw Eye Pins	\$9.98
	8/8/2025	Amazon	Board2by Cork Board Bulletin Board 36 x 48, Silver Aluminium Framed 4x3 Corkboard, Foldable Office Board for Wall, Large Wall Mounted Notice Pin Board with 36 Push Pins for School, Home & Office	\$54.59
	8/8/2025	Amazon	Elmer's Liquid School Glue, Slime & Craft, Safe and Non-Toxic, Washable, White, 4 Ounces Each, Great for Making Slime, 12 Count - Ideal for Classroom, Home, Office, Teacher Supplies	\$32.16
	8/8/2025	Amazon	Pitsco Dragster Front GT-FX Wheels	\$32.00
	8/8/2025	Amazon	Pitsco Education GTRX Wheels	\$19.00
	8/8/2025	Amazon	REXBETI 12-Pack Utility Knife, Retractable Box Cutter for Cartons, Cardboard and Boxes, 18mm Wider Razor Sharp Blade, Smooth Mechanism, Perfect for Office and Home use	\$19.98
	8/8/2025	Amazon	Shipping	\$18.38

Check Number	Check Date	Payee	Reason	Amount
	8/8/2025	Amazon	The Ramona Collection, Vol. 1: Beezus and Ramona / Ramona the Pest / Ramona the Brave / Ramona and Her Father [4 Book Box set]	\$20.99
	8/8/2025	Amazon	Two Pocket Folders, RAZCC 100 Pack Two Pocket with Prongs, 3 Prong Folders Fit Letter Size Paper, Pocket Paper File Folders for School Office Home Business, Assorted 5 Colors	\$36.09
	8/8/2025	Amazon	Adtech W229-34ZIP100 Mini Hot Glue Sticks, 100 pack, Clear 100 Count	\$5.29
	8/8/2025	Amazon	Avery Full-Sheet Printable Shipping Labels	\$54.88
	8/8/2025	Amazon	Bulletin Board	\$170.40
	8/8/2025	Amazon	Discount	(\$7.46)
	8/8/2025	Amazon	Duccinp Painters Tape, 2 inch x 55 Yards x 2 Rolls White Painters Masking Tape for Indoor and Outdoor Use, Medium Adhesive Paint Tape for DIY Crafts, Arts, Painting, Easy Removal	\$11.39
	8/8/2025	Amazon	EXPO Dry Erase Markers Chisel Tip Black Low-Odor Perfect for Whiteboards Non-Porous Surfaces & Home Offices (Pack of 1 36 Count Total)	\$221.10
	8/8/2025	Amazon	New Staff Orientation	\$69.65
	8/8/2025	Amazon	Pizza and Taco Lunch Special: 6-Book Boxed Set: Books 1-6 (A Graphic Novel Boxed Set)	\$35.03
	8/8/2025	Amazon	Plastic Storage Bin - 6-Pack	\$179.70
	8/8/2025	Amazon	Shipping	\$17.47
	8/8/2025	Amazon	Stockroom Plus Small Writing Pads for Daily Lists, Notes (3.5 x 8.5 In, 12 Pack, 50 Sheets Each)	\$103.44
	8/8/2025	Amazon	The Boxcar Children Bookshelf (The Boxcar Children Mysteries, Books 1-12)	\$52.43
	8/8/2025	Amazon	EXPO Fine Tip Dry Erase Markers Low Odor Black Ink 36-Count Set Ideal for Classroom Office and Home Use	\$406.80
	8/8/2025	Amazon	EXPO Low Odor Dry Erase Markers Chisel Tip Assorted Colors 12 Count	\$161.46
	8/8/2025	Amazon	EXPO Low Odor Dry Erase Markers Chisel Tip Assorted Colors Pack of 36 - Ideal for Classrooms Offices & Home Offices	\$215.70
	8/8/2025	Amazon	Hot Glue Gun Kit, 40 Glue Sticks for Mini Glue Guns with Hardshell Carrying Case for School Crafts DIY Arts, Quick Home Repairs, Home School Project and Festival Decorations (20W)	\$11.39
	8/8/2025	Amazon	I Survived: Ten Thrilling Books (Boxed Set)	\$23.99
	8/8/2025	Amazon	My Weird School 21-Book Box Set	\$38.60
	8/8/2025	Amazon	Discount	(\$6.99)
	8/8/2025	Amazon	Medical Terminology for Health Professions, Spiral bound Version (MindTap Course List)	\$980.00
	8/8/2025	Amazon	Shipping	\$19.97
	8/8/2025	Amazon	The Giver - Student Packet by Novel Units	\$4.98
	8/8/2025	Amazon	The Giver - Teacher Guide by Novel Units	\$12.99
	8/8/2025	Amazon	The Giver: A Newbery Award Winner (Giver Quartet, 1)	\$154.00
	8/8/2025	Amazon	Shipping	\$6.99
	8/8/2025	Amazon	Storage Caddy	\$13.99
	8/8/2025	Amazon	141A W1410A Black Toner Cartridge Set 2-Pack High Yield with Chip Replacement for HP 141A W1410A 141X W1410X Toner Cartridges Compatible with HP Laser Jet Pro M110w MFP M139w M140w Series Printer Ink	\$39.99
	8/8/2025	Amazon	Printer Toner	\$39.99
		<b>Amazon Total</b>		<b>\$3,540.74</b>
10217	8/8/2025	Appearra	Mops & Towels	\$339.87
10217	8/8/2025	Appearra	BB Towels	\$66.19
		<b>Appearra Total</b>		<b>\$406.06</b>
10218	8/8/2025	Bomgaars	Sprayers	\$33.98

Check Number	Check Date	Payee	Reason	Amount
10218	8/8/2025	Bomgaars	Weed Spray	\$71.37
		<b>Bomgaars Total</b>		<b>\$105.35</b>
10219	8/8/2025	City of Wakefield	BB Utilities	\$46.00
10219	8/8/2025	City of Wakefield	Utilities	\$108.50
10219	8/8/2025	City of Wakefield	BB Utilities	\$220.22
10219	8/8/2025	City of Wakefield	PF Utilities	\$20.07
10219	8/8/2025	City of Wakefield	Stadium Utilities	\$96.01
10219	8/8/2025	City of Wakefield	Utilities	\$4,371.90
		<b>City of Wakefield Total</b>		<b>\$4,862.70</b>
10220	8/8/2025	CodeHS	Pro Teacher License HS	\$4,150.00
10220	8/8/2025	CodeHS	Teacher PD Membership	\$395.00
		<b>CodeHS Total</b>		<b>\$4,545.00</b>
10221	8/8/2025	Cornhusker International Trucks, Inc	Bus Window Glass	\$298.57
		<b>Cornhusker International Trucks, Inc Total</b>		<b>\$298.57</b>
10222	8/8/2025	Cubby's Inc.	Van Fuel	\$226.19
10222	8/8/2025	Cubby's Inc.	Gator Fuel	\$8.89
10222	8/8/2025	Cubby's Inc.	Bus Diesel	\$230.05
10222	8/8/2025	Cubby's Inc.	Van Fuel	\$180.56
		<b>Cubby's Inc. Total</b>		<b>\$645.69</b>
10223	8/8/2025	David, Emily A	National Skills USA Conf Meal Reimb	\$48.28
		<b>David, Emily A Total</b>		<b>\$48.28</b>
10224	8/8/2025	Eakes Office Solutions	Carpet Cleaner	\$84.86
		<b>Eakes Office Solutions Total</b>		<b>\$84.86</b>
10225	8/8/2025	Egan Supply Co.	Minuteman Tsunami Wet/Dry Vac	\$1,300.71
10225	8/8/2025	Egan Supply Co.	Supplies	\$1,562.02
		<b>Egan Supply Co. Total</b>		<b>\$2,862.73</b>
10226	8/8/2025	Ekberg Auto Parts, Inc.	Armorall/Shop Towels	\$62.48
10226	8/8/2025	Ekberg Auto Parts, Inc.	Creeper	\$61.99
10226	8/8/2025	Ekberg Auto Parts, Inc.	Rubberized Undercoat	\$75.43
		<b>Ekberg Auto Parts, Inc. Total</b>		<b>\$199.90</b>
10227	8/8/2025	Ekberg Auto Repair	Wheel Caps	\$150.00
		<b>Ekberg Auto Repair Total</b>		<b>\$150.00</b>
10228	8/8/2025	Erb Auto Glass	Chip Repair	\$270.00
10228	8/8/2025	Erb Auto Glass	Windshield Replacement	\$295.00
		<b>Erb Auto Glass Total</b>		<b>\$565.00</b>
10229	8/8/2025	ESU #1	Laminating	\$54.00
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$19,064.33
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$25,765.00
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$21,766.00
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$5,073.75
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$1,330.00
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$48.00
10229	8/8/2025	ESU #1	Fourth Quarter SPED Billing	\$11,029.50
		<b>ESU #1 Total</b>		<b>\$84,130.58</b>
10230	8/8/2025	ESU Coordinating Council	Swank - Public Performance Site License with K12 Streaming - Annual Building with 501-1000 Students	\$1,275.00
10230	8/8/2025	ESU Coordinating Council	Fortimail	\$311.61
		<b>ESU Coordinating Council Total</b>		<b>\$1,586.61</b>
10231	8/8/2025	Fire Protection Services, LLC	Fire Protection Services	\$1,320.00

Check Number	Check Date	Payee	Reason	Amount
		<b>Fire Protection Services, LLC Total</b>		<b>\$1,320.00</b>
10232	8/8/2025	Harris School Solutions	AptaFund Software Subscription	\$8,580.10
		<b>Harris School Solutions Total</b>		<b>\$8,580.10</b>
10233	8/8/2025	Imagine Learning	IS Teaching per Semester Course (18 wks) (14 day drop/add grade period)	\$19,250.00
10233	8/8/2025	Imagine Learning	Odysseyware 6-12 Comprehensive Concurrent User	\$965.00
		<b>Imagine Learning Total</b>		<b>\$20,215.00</b>
10234	8/8/2025	JourneyEd.com. Inc.	Adobe-VIP License	\$500.00
		<b>JourneyEd.com. Inc. Total</b>		<b>\$500.00</b>
10235	8/8/2025	Kiewit Luminarium	Summer School Field Trip	\$620.00
		<b>Kiewit Luminarium Total</b>		<b>\$620.00</b>
10236	8/8/2025	KSB School Law, PC LLO	Legal Services	\$40.00
		<b>KSB School Law, PC LLO Total</b>		<b>\$40.00</b>
10237	8/8/2025	Little Red Hen Theatre	Summer Migrant Program	\$315.00
10237	8/8/2025	Little Red Hen Theatre	Summer School Business Tour	\$500.00
		<b>Little Red Hen Theatre Total</b>		<b>\$815.00</b>
10238	8/8/2025	Matheson Tri-Gas Inc	ITE Gases	\$666.49
		<b>Matheson Tri-Gas Inc Total</b>		<b>\$666.49</b>
10239	8/8/2025	Miller Building Supply	Insulation Foam	\$41.89
10239	8/8/2025	Miller Building Supply	Pumice Stone	\$11.55
10239	8/8/2025	Miller Building Supply	Lampholder	\$11.19
10239	8/8/2025	Miller Building Supply	Spray Bottle	\$6.58
10239	8/8/2025	Miller Building Supply	Spray Paint	\$55.14
		<b>Miller Building Supply Total</b>		<b>\$126.35</b>
	8/8/2025	Mobile Modular	Classroom Return	(\$2,612.50)
	8/8/2025	Mobile Modular	Portable Classroom Removal	\$104,933.60
		<b>Mobile Modular Total</b>		<b>\$102,321.10</b>
10240	8/8/2025	NASB ALICAP	Workers Compensation	\$28,058.00
10240	8/8/2025	NASB ALICAP	Workers Compensation	\$18,095.00
10240	8/8/2025	NASB ALICAP	Workers Compensation	\$9,470.00
		<b>NASB ALICAP Total</b>		<b>\$55,623.00</b>
10241	8/8/2025	National School Forms Inc	Absent-Tardy Slips (Padded)	\$70.00
10241	8/8/2025	National School Forms Inc	Shipping	\$25.56
		<b>National School Forms Inc Total</b>		<b>\$95.56</b>
10242	8/8/2025	NCS Pearson Inc	KABC-II Normative Update Kit (Print)	\$435.33
10242	8/8/2025	NCS Pearson Inc	Shipping	\$1.14
10242	8/8/2025	NCS Pearson Inc	WPPSI-IV Q-Interactive Starter Kit	\$127.50
10242	8/8/2025	NCS Pearson Inc	DAL Schools Complete for Small Districts (Digital)	\$2,075.00
10242	8/8/2025	NCS Pearson Inc	DAL Schools MHS Ed 2025 SM Dists (Connors & ASRS)	\$170.00
10242	8/8/2025	NCS Pearson Inc	DAL Schools Plus for Small Districts (Digital)	\$350.00
10242	8/8/2025	NCS Pearson Inc	Shipping	\$5.24
		<b>NCS Pearson Inc Total</b>		<b>\$3,164.21</b>
10243	8/8/2025	NE Safety Center	Category C - School Bus Endorsement	\$230.00
		<b>NE Safety Center Total</b>		<b>\$230.00</b>
10244	8/8/2025	Nebr Assoc Of School Boards	Board Retreat	\$1,739.20
		<b>Nebr Assoc Of School Boards Total</b>		<b>\$1,739.20</b>
10245	8/8/2025	noRedInk Corp	Annual Subscription	\$1,572.50
		<b>noRedInk Corp Total</b>		<b>\$1,572.50</b>

Check Number	Check Date	Payee	Reason	Amount
10246	8/8/2025	Olson's Pest Technicians	Pest Control	\$120.00
		<b>Olson's Pest Technicians Total</b>		<b>\$120.00</b>
	8/8/2025	Pitney Bowes, Inc.	Postage Machine Rental	\$533.73
		<b>Pitney Bowes, Inc. Total</b>		<b>\$533.73</b>
10247	8/8/2025	Pitsco, Inc.	Balsa Wood MegaPack	\$330.00
10247	8/8/2025	Pitsco, Inc.	Shipping	\$52.80
		<b>Pitsco, Inc. Total</b>		<b>\$382.80</b>
10248	8/8/2025	Ponca State Park	Summer School Field Trip	\$228.00
		<b>Ponca State Park Total</b>		<b>\$228.00</b>
10249	8/8/2025	Ramsey Education	Foundations in Personal Finance - 4th Edition - 1 Year - Silver Bundle	\$949.62
		<b>Ramsey Education Total</b>		<b>\$949.62</b>
10250	8/8/2025	Ray's Mid-Bell Music, Inc.	Band Instruments - Grant Funded	\$64,232.92
		<b>Ray's Mid-Bell Music, Inc. Total</b>		<b>\$64,232.92</b>
10251	8/8/2025	Rochester 100, Inc.	Nicky's Communicator Spanish/Bilingual (Metallic Maroon)	\$598.50
10251	8/8/2025	Rochester 100, Inc.	Shipping	\$38.91
		<b>Rochester 100, Inc. Total</b>		<b>\$637.41</b>
10252	8/8/2025	RTI	Managed Print Agreement	\$982.90
10252	8/8/2025	RTI	Managed Print Agreement	\$982.90
10252	8/8/2025	RTI	HP EliteBook 660 G11 16" Notebook - WUXGA - Intel Core Ultra 5 135U - vPro Technology - 16 GB - 512 GB SSD - English Keyboard - Pike Silver - Intel Chip - 1920 x 1200 - Windows 11 Pro - Intel - In-plane Switching (IPS) Technology - Front Camera/Webcam - I	\$17,463.18
10252	8/8/2025	RTI	HP EliteBook 660 G11 16" Notebook - WUXGA - Intel Core Ultra 5 135U - vPro Technology - 16 GB - 512 GB SSD - English Keyboard - Pike Silver - Intel Chip - 1920 x 1200 - Windows 11 Pro - Intel - In-plane Switching (IPS) Technology - Front Camera/Webcam - I	\$16,215.81
		<b>RTI Total</b>		<b>\$35,644.79</b>
10253	8/8/2025	Scholastic Inc	Digital Subscription to Junior Scholastic for 7th grade Social Studies	\$306.00
		<b>Scholastic Inc Total</b>		<b>\$306.00</b>
10254	8/8/2025	Sport Safe Testing Service Inc	Random Drug Testing	\$410.00
		<b>Sport Safe Testing Service Inc Total</b>		<b>\$410.00</b>
10255	8/8/2025	Staples	Cardstock	\$287.35
10255	8/8/2025	Staples	Cardstock	\$287.35
10255	8/8/2025	Staples	Colored Copy Paper	(\$480.20)
10255	8/8/2025	Staples	Colored Copy Paper	\$315.90
		<b>Staples Total</b>		<b>\$410.40</b>
10256	8/8/2025	Supreme School Supply Co.	Shipping	\$19.11
10256	8/8/2025	Supreme School Supply Co.	Teacher Daily Reference	\$160.00
		<b>Supreme School Supply Co. Total</b>		<b>\$179.11</b>
10257	8/8/2025	Teaching Strategies	Gold Nebraska Bundle	\$336.25
		<b>Teaching Strategies Total</b>		<b>\$336.25</b>
10258	8/8/2025	The Majestic Theatre	Theater Rental	\$849.00
		<b>The Majestic Theatre Total</b>		<b>\$849.00</b>
10259	8/8/2025	Turnitin	Turnitin Feedback Studio Enterprise	\$2,378.04
10259	8/8/2025	Turnitin	Turnitin Originality Enterprise	\$493.71
		<b>Turnitin Total</b>		<b>\$2,871.75</b>
10260	8/8/2025	ULINE	4x6 Rug	\$433.00

Check Number	Check Date	Payee	Reason	Amount
10260	8/8/2025	ULINE	Folding Tables	\$1,071.17
10260	8/8/2025	ULINE	Shipping	\$101.71
		<b>ULINE Total</b>		<b>\$1,605.88</b>
	8/8/2025	Verizon	Mobile Hot Spots	\$201.54
		<b>Verizon Total</b>		<b>\$201.54</b>
10261	8/8/2025	Wakefield Health Care Center	Summer School Business Tour	\$500.00
		<b>Wakefield Health Care Center Total</b>		<b>\$500.00</b>
10262	8/8/2025	Wakefield Home & Closet	Summer School Business Tour	\$500.00
		<b>Wakefield Home &amp; Closet Total</b>		<b>\$500.00</b>
10263	8/8/2025	Wakefield Republican, The	Summer School Business Tour	\$500.00
		<b>Wakefield Republican, The Total</b>		<b>\$500.00</b>
10264	8/8/2025	Wakefield School Activities	Summer Afterschool BBall Camp	\$500.00
		<b>Wakefield School Activities Total</b>		<b>\$500.00</b>
10265	8/8/2025	Wakefield School-Interim	Papercutter Sharpening	\$100.00
		<b>Wakefield School-Interim Total</b>		<b>\$100.00</b>
10266	8/8/2025	Waste Connections of Nebraska Inc	Garbage Service	\$1,050.99
10266	8/8/2025	Waste Connections of Nebraska Inc	Rolloff Service	\$533.05
		<b>Waste Connections of Nebraska Inc Total</b>		<b>\$1,584.04</b>
10267	8/8/2025	Wayne Herald	Back to School Ad	\$132.00
		<b>Wayne Herald Total</b>		<b>\$132.00</b>
	8/8/2025	WoodRiver Energy LLC	Natural Gas	\$482.93
		<b>WoodRiver Energy LLC Total</b>		<b>\$482.93</b>
10268	8/8/2025	WSC Planetarium	Summer School Field Trip	\$300.00
		<b>WSC Planetarium Total</b>		<b>\$300.00</b>
<b>Sub Total</b>				<b>\$424,337.44</b>

Sorted By	Value	Description
FUND	06	School Nutrition Fund

Check Number	Check Date	Payee	Reason	Amount
	8/8/2025	Amazon	17A Toner Cartridge CF217A - Replacement for HP 17A CF217A to Compatible with Laserjet Pro M102w M130nw M130fw M130fn M102a M130a Pro MFP M130 M102 Series Printer (New Version, 4 Blacks)	\$49.89
		<b>Amazon Total</b>		<b>\$49.89</b>
6017	8/8/2025	Appeara	Aprons, Mops & Towels	\$95.66
		<b>Appeara Total</b>		<b>\$95.66</b>
	8/8/2025	Cash-Wa Distributing	Food/Supplies	\$555.04
	8/8/2025	Cash-Wa Distributing	Food	\$3,106.80
	8/8/2025	Cash-Wa Distributing	Food/Supplies	\$8,250.44
	8/8/2025	Cash-Wa Distributing	Q1 2025 Scholar Dollars	(\$1,804.52)
	8/8/2025	Cash-Wa Distributing	Q4 2024 Scholar Dollars	(\$1,682.60)
	8/8/2025	Cash-Wa Distributing	Shortage	(\$46.29)
		<b>Cash-Wa Distributing Total</b>		<b>\$8,378.87</b>
6018	8/8/2025	Hiland Dairy	Milk	\$642.67
		<b>Hiland Dairy Total</b>		<b>\$642.67</b>
6019	8/8/2025	Miner, Terri L	3 Compartment Containers	\$33.96
		<b>Miner, Terri L Total</b>		<b>\$33.96</b>

Check Number	Check Date	Payee	Reason	Amount
<b>Sub Total</b>				<b>\$9,201.05</b>
<b>Sorted By</b>	<b>Value</b>	<b>Description</b>		
FUND	08	Special Building Fund		
Check Number	Check Date	Payee	Reason	Amount
8000	8/8/2025	BankFirst	Energy Loan Payoff	\$38,307.51
8000	8/8/2025	BankFirst	Lease Purchase Payoff	\$159,463.25
8000	8/8/2025	BankFirst	Energy Loan Payoff	\$220.26
8000	8/8/2025	BankFirst	Lease Purchase Payoff	\$1,939.69
		<b>BankFirst Total</b>		<b>\$199,930.71</b>
<b>Sub Total</b>				<b>\$199,930.71</b>
<b>Grand Total</b>				<b>\$633,469.20</b>

# Wakefield Community School

## Payroll Voucher By Vendor Report

Accounting Cycle: FY24-25; Voucher: 080725,080725 HSA; Vendor: [All]; Order By: Vendor; Account Type: Liability; Created On: 8/7/2025 5:53:23 PM

Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	585254		Aflac	\$88.66
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	Aflac - Short Term Disability		\$88.66
<b>Sub Total</b>					<b>\$88.66</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725 HSA	Security Bank	585254		Allie Holcomb - HSA	\$268.50
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	HSA Allie Holcomb		\$268.50
<b>Sub Total</b>					<b>\$268.50</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	585254		American Fidelity	\$6,904.66
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	Amer Fidelity - Accident 125		\$507.50
081425	8/14/2025	01-00941-000	Amer Fidelity - Cancer		\$62.00
081425	8/14/2025	01-00941-000	Amer Fidelity - Cancer 125		\$278.40
081425	8/14/2025	01-00941-000	Amer Fidelity - Critical Illness		\$98.82
081425	8/14/2025	01-00941-000	Amer Fidelity - Disability		\$156.56
081425	8/14/2025	01-00941-000	Amer Fidelity - Hospital Indemnity		\$217.28
081425	8/14/2025	01-00941-000	Amer Fidelity - Term Life		\$308.35
081425	8/14/2025	01-00941-000	Amer Fidelity - Whole Life		\$45.82
081425	8/14/2025	01-00941-000	Child Care 125		\$891.66
081425	8/14/2025	01-00941-000	Med Reimb 125		\$3,938.30
081425	8/14/2025	06-00941-000	Amer Fidelity - Accident 125		\$28.30
081425	8/14/2025	06-00941-000	Amer Fidelity - Cancer		\$35.50
081425	8/14/2025	06-00941-000	Amer Fidelity - Cancer 125		\$82.00
081425	8/14/2025	06-00941-000	Med Reimb 125		\$254.17
<b>Sub Total</b>					<b>\$6,904.66</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	585254		Blue Cross and Blue Shield of NE	\$108,777.36
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00903-000	BCBS Empl Dental 125		\$33.10
081425	8/14/2025	01-00903-000	BCBS Empl Health 125		\$2,336.22
081425	8/14/2025	01-00903-000	BCBS Employer Hlth		\$421.25
081425	8/14/2025	01-00941-000	BCBS Empl Dental 125		\$1,727.24
081425	8/14/2025	01-00941-000	BCBS Empl Health 125		\$1,488.92
081425	8/14/2025	01-00941-000	BCBS Employer Dental		\$2,010.80
081425	8/14/2025	01-00941-000	BCBS Employer Hlth		\$97,647.34
081425	8/14/2025	06-00941-000	BCBS Empl Dental 125		\$54.82
081425	8/14/2025	06-00941-000	BCBS Employer Dental		\$60.26
081425	8/14/2025	06-00941-000	BCBS Employer Hlth		\$2,997.41
<b>Sub Total</b>					<b>\$108,777.36</b>

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Brandy Langley - HSA	\$127.87
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Brandy Langley		\$127.87
<b>Sub Total</b>					<b>\$127.87</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Brittany Vinchattle - HSA	\$360.55
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Brittany Vinchattle		\$360.55
<b>Sub Total</b>					<b>\$360.55</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Caitlin Smith - HSA	\$360.55
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Caitlin Smith		\$360.55
<b>Sub Total</b>					<b>\$360.55</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Chris Pieper - HSA	\$127.87
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Chris Pieper		\$127.87
<b>Sub Total</b>					<b>\$127.87</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Colton McCreary - HSA	\$127.87
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Colton McCreary		\$127.87
<b>Sub Total</b>					<b>\$127.87</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Connie Wageman - HSA	\$268.50
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Connie Wageman		\$268.50
<b>Sub Total</b>					<b>\$268.50</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725	Security Bank	585254	10212	Erin M McCartney	\$725.00
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	Loberg Chapter 13		\$725.00
<b>Sub Total</b>					<b>\$725.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725	Security Bank	585254		Federal Reserve KC	\$266,952.45
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	Direct Deposit		\$258,887.04
081425	8/14/2025	06-00941-000	Direct Deposit		\$6,080.80
081125	8/14/2025	01-00941-000	Direct Deposit		\$1,984.61
<b>Sub Total</b>					<b>\$266,952.45</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725 HSA	Security Bank	585254		Kim Barge - HSA	\$127.87
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	HSA Kim Barge		\$127.87
<b>Sub Total</b>					<b>\$127.87</b>

Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	585254	10213	Madison National Life	\$2,928.89
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00903-000	Addtl Life Ins		\$64.06
081425	8/14/2025	01-00903-000	Life Ins Employer		\$37.75
081425	8/14/2025	01-00903-000	Long Term Disability		(\$14.73)
081425	8/14/2025	01-00941-000	Addtl Life Ins		\$186.65
081425	8/14/2025	01-00941-000	Dependent Life Ins		\$2.10
081425	8/14/2025	01-00941-000	Life Ins Employer		\$770.25
081425	8/14/2025	01-00941-000	Long Term Disability		\$1,836.70
081425	8/14/2025	06-00941-000	Life Ins Employer		\$29.25
081425	8/14/2025	06-00941-000	Long Term Disability		\$16.86
<b>Sub Total</b>					<b>\$2,928.89</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725 HSA	Security Bank	585254		Megan Virgil - HSA	\$360.55
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	HSA Megan Virgil		\$360.55
<b>Sub Total</b>					<b>\$360.55</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	585254		MG Trust Company	\$4,687.86
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	403b Plan		\$175.00
081425	8/14/2025	01-00941-000	403b Plan ROTH		\$3,485.00
081425	8/14/2025	01-00941-000	403b Plan ROTH - 10%		\$486.37
081425	8/14/2025	01-00941-000	403b Plan ROTH - 5%		\$541.49
<b>Sub Total</b>					<b>\$4,687.86</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725 HSA	Security Bank	585254		Michelle Galles - HSA	\$460.55
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	HSA Michelle Galles		\$460.55
<b>Sub Total</b>					<b>\$460.55</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725 HSA	Security Bank	585254		Michelle Kotas - HSA	\$127.87
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	HSA Michelle Kotas		\$127.87
<b>Sub Total</b>					<b>\$127.87</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	589845		Nebraska Department of Revenue	\$12,347.62
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	State Withholding - NE		\$12,114.81
081425	8/14/2025	06-00941-000	State Withholding - NE		\$206.12
081125	8/14/2025	01-00941-000	State Withholding - NE		\$26.69
<b>Sub Total</b>					<b>\$12,347.62</b>
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount
080725	Security Bank	585254		Nebraska Retirement System	\$59,147.19
Register	Register Paid Date	Account Code	Deduction		Amount
081425	8/14/2025	01-00941-000	NPERS		\$54,881.09
081425	8/14/2025	01-00941-000	NPERS Incr Contribution		\$2,609.94
081425	8/14/2025	06-00941-000	NPERS		\$1,214.96
081425	8/14/2025	06-00941-000	NPERS Incr Contribution		\$57.77
081125	8/14/2025	01-00941-000	NPERS		\$366.02
081125	8/14/2025	01-00941-000	NPERS Incr Contribution		\$17.41
<b>Sub Total</b>					<b>\$59,147.19</b>

Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725 HSA	Security Bank	585254		Paulina Vallejo - HSA	\$127.87	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	HSA Paulina Vallejo		\$127.87	
<b>Sub Total</b>					<b>\$127.87</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725 HSA	Security Bank	589845		Richard Chavanu - HSA	\$127.87	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	06-00941-000	HSA Richard Chavanu		\$127.87	
<b>Sub Total</b>					<b>\$127.87</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725	Security Bank	589845		Security Bank	\$82,440.37	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	Federal Withholding		\$25,090.07	
081425	8/14/2025	01-00941-000	FICA		\$45,021.80	
081425	8/14/2025	01-00941-000	Medicare		\$10,529.18	\$80,641.05
081425	8/14/2025	06-00941-000	Federal Withholding		\$226.34	
081425	8/14/2025	06-00941-000	FICA		\$979.16	
081425	8/14/2025	06-00941-000	Medicare		\$229.00	\$1,434.50
081125	8/14/2025	01-00941-000	FICA		\$295.68	
081125	8/14/2025	01-00941-000	Medicare		\$69.14	\$364.82
<b>Sub Total</b>					<b>\$82,440.37</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725 HSA	Security Bank	585254		Shannon Carroll - HSA	\$768.50	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	HSA Shannon Carroll		\$768.50	
<b>Sub Total</b>					<b>\$768.50</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725 HSA	Security Bank	585254		Tara Valenzuela - HSA	\$360.55	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	HSA Tara Valenzuela		\$360.55	
<b>Sub Total</b>					<b>\$360.55</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725 HSA	Security Bank	585254		Teresa Soderberg - HSA	\$127.87	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	HSA Teresa Soderberg		\$127.87	
<b>Sub Total</b>					<b>\$127.87</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725	Security Bank	585254		Texas Life Insurance Company	\$429.65	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	Amer Fidelity - TX Life		\$335.95	
081425	8/14/2025	06-00941-000	Amer Fidelity - TX Life		\$93.70	
<b>Sub Total</b>					<b>\$429.65</b>	
Voucher Number	Bank Name	Account Number	Check Number	Vendor	Amount	
080725 HSA	Security Bank	585254		Tory McCreary - HSA	\$268.50	
Register	Register Paid Date	Account Code	Deduction		Amount	
081425	8/14/2025	01-00941-000	HSA Tory McCreary		\$268.50	
<b>Sub Total</b>					<b>\$268.50</b>	

<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725	Security Bank	585254		Vision Service Plan	\$1,111.99
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00903-000	Vision 125		\$175.27
081425	8/14/2025	01-00941-000	Vision 125		\$895.90
081425	8/14/2025	06-00941-000	Vision 125		\$40.82
<b>Sub Total</b>					<b>\$1,111.99</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
080725	Security Bank	585254	10214	Washington National Insurance Co	\$60.90
<b>Register</b>	<b>Register Paid Date</b>	<b>Account Code</b>	<b>Deduction</b>		<b>Amount</b>
081425	8/14/2025	01-00941-000	WA Natl - Cancer Ins 125		\$60.90
<b>Sub Total</b>					<b>\$60.90</b>
<b>Grand Total</b>					<b>\$548,342.76</b>



## 5066: Early Graduation

**General Policy.** Students most effectively obtain the skills and experience necessary to graduate from high school by completing grades 9 through 12 over the course of 4 years. Unless otherwise permitted by Board policy or other applicable law, students must finish all 4 grade levels in order to graduate.

**Requirements for Application.** In unique circumstances, the Board may waive the four-year attendance requirement for high school graduation, provided that the student has met the requirements of this policy.

Students must make an application to the high school principal before they may seek permission to graduate early from the Board. The principal may consult with appropriate instructional and guidance staff members in making the determination. The student shall submit a completed application two semesters prior to the early graduation date or administrative approval may waive the application deadline prior to the start of their senior year. The student's application must include:

1. A written graduation plan that reflects the student will meet all academic requirements necessary to graduate on or before the proposed graduation date;
2. A transcript showing that the student has no grade lower than "C" in any required course;
3. A detailed essay that (a) addresses the reasons for seeking early graduation and (b) articulates the student's post-graduation plans, including goals and objectives justifying the need to graduate early; and
4. A letter from a parent/guardian supporting the application.

The student may submit any additional materials which support the student's efforts to graduate early. Such materials may include, but are not required to include: letters of support from staff and community members; proof of admission in a postsecondary program; and/or any other materials which the student believes to support the student's application.

**Consideration by the Board of Education.** Upon successful completion of the requirements for application the principal will make a written recommendation to the Board based on the submitted application from the student. The Board will consider but is not bound by the principal's recommendation. Along with the application, the Board may consult with members of the administration, staff, or anyone else the Board deems appropriate. The Board will grant a student's application only if it determines that the student is best served by permitting the student to graduate early.

**Participation in District Activities.** Early graduates will be considered graduates of the district at the time the Board confers such status upon them. Therefore, early graduates will no longer be considered members of the student body and will forfeit those rights and privileges accorded such students with the exception of being able to participate in graduation.

*Adopted on: 07/14/2014*  
*Revised on: 02/8/2018*  
*Reviewed on: 04/08/2024*

**5067: Student Assistance Team or Comparable Problem-Solving Team**

Pursuant to the Rules of the Nebraska Department of Education, the school district uses a general education student assistance team ("SAT") or a

Dear Mr. Brenn and Mr. Farup,

After returning from a music trip in Europe this summer, I have realized that I would like to return to Europe. I had the opportunity to sing and perform in five different countries across Europe over the span of two and a half weeks. I got the privilege of singing a solo in hundred year old churches which really changed my perspective on music and culture. Upon my return, I realized that I have a desire to graduate a year early from high school with the class of 2026. Following my early graduation, I plan to head to college with the intent of studying abroad. While putting my application together in order to present my case to the school board, it has come to my attention that I am ten credits short for my Career Technical Education (CTE) courses. I met with Mrs. Rose, and she informed me that the policy stated that I may ask for that requirement to be waived. The only way for me to meet that credit requirement would be to drop choir and fill it with a CTE course. If necessary, it could be done. However, I am formally requesting that you please waive my missed CTE credits so that I am able to stay in choir as choir is extremely important to me. Choir is something that I am incredibly passionate about and singing is a talent I plan to pursue in the future. Therefore, I believe it is critical for me to remain in this course. I have had 20 of the 30 CTE credits satisfied and I believe I have had a good exposure to CTE courses. I know what my plan is for after high school and I believe that choir will benefit me more than any shop, business, or family consumer science class would. Please consider my request; thank you so much for your time and consideration.

Sincerely,

Kinslee Metzler

Dear Mr. Farup, Mr. Brenn, Mrs. Rose and members of the school board,

We are writing this letter in support of our daughter, Kinslee Metzler, and her intention to apply and graduate this school year with the class of 2026. While this decision did not come lightly or without much thought, reflection, and prayer on our part and hers; we have all determined and agreed that this is where God is leading Kinslee and we are very excited to see where this next path leads her.

After returning from a 17 day music trip this summer across Europe, it was evident to us that she had explored, grown, and thoughtfully reflected on where and what she desires to do in her next phase of life. Part of this path includes returning to study abroad and continue to learn and understand the world on a grander scale, both through academics and music. Her current plan is to apply to college to study pre-law and continue her music performance through choir at the collegiate level. We have currently explored University of Nebraska at Kearney as well as Wayne State College where she will apply for the KLOP/RLOP programs. Both of these programs have multiple opportunities for her to return to Europe and continue her studies. We have also verified that Kinslee would still be eligible for the KLOP and RLOP programs as an early graduate.

Kinslee is a responsible and conscientious student, with excellent grades and study skills. We are confident in her ability to manage the combined workload of junior/senior year requirements successfully. We are prepared to assist her when needed and allow her autonomy to begin that transition to college studies. We have also sought out and identified dates/places for her to take the ACT this fall, as to allow her time to receive scores and apply to college in a timely manner. We know there will be other deadlines/requirements to meet as she begins and continues this school year and we are prepared to assist her and the school to ensure a smooth and successful transition.

We have discussed and understand the pros and cons of accelerating her graduation, and we are 100% confident this is the right decision for Kinslee. Years ago, when she began Kindergarten, she was in a very unique place as preschool guidelines and enrollment birthdates had recently changed, and therefore she was in a "transitional" Kindergarten year, as were many of her classmates with summer birthdays. Over the years, we have watched her grow into a very responsible, organized and driven young woman. She has maintained a 4.0 GPA while working two jobs and continuing to participate in many school activities. All of these attributes leave Chad and I feeling very confident in the decision to graduate early.

We thank you so much for taking the time to review her application and support her next steps as she looks forward to an exciting last year and becoming a proud alumni of Wakefield Community Schools.

Sincerely,

Chad and Susan Metzler

I am Kinslee Metzler. I have been a student at Wakefield Community Schools since Kindergarten. Prior to Kindergarten I attended Kiddie College at Wayne State College. As I have progressed through the Wakefield school system, I have had many opportunities that have led me to where I am today. As a result of some of these school activities, I have been fortunate to also explore other endeavors outside of Wakefield Community Schools. One of these opportunities came this last summer as I traveled to Europe to sing, study, and experience the cultures of England, France, Switzerland, Germany, and Austria. Following this opportunity it became very evident to me that I have a passion to continue learning and exploring the world. Therefore I began discussing with my parents the opportunity to graduate early with the class of 2026 and enroll in college upon graduation. I am very fortunate to have had wonderful teachers, activity sponsors, and coaches who have prepared me to graduate with the class of 2026. I am a very detailed and organized person which will benefit me as I incorporate English 12 and Government into my class schedule. While I know I will have a full load, I am confident that I can handle the academic load requirement to graduate early while also maintaining my 4.0 gpa.

Following graduation I plan to enroll in college majoring in Prelaw. Last year I attended Law Day in Kearney and gained valuable insight about studying law in college. I plan to apply for the KLOP scholarship program with the intent to attend law school upon my completion of the undergrad program. I have double checked and verified that I would still be eligible for the KLOP scholarship program even being an early graduate. In addition to studying law, I will also be pursuing opportunities in college to sing and perform collegiately. Both the academic and activity paths I will pursue in college will

allow me to study abroad and continue to learn about other cultures in the world. I am very excited to take these next steps in my school career.

Along with merging my junior and senior classes, I know there are deadlines and requirements that need to be met. One of the first items will be to take the ACT. My parents and I have already located a testing center in both September and October for me to take this test. This will allow me an opportunity to have a score for my college applications. There will be other deadlines and requirements to meet as the school year progresses, and my parents and I will make sure that all are met and completed successfully.

I want to thank all my teachers, sponsors, and coaches for preparing me for this opportunity. I'm excited for where this next path in life will take me, and grateful to all of you for taking the time to review my application.

# Kinslee's Written Early Graduation Plan

## **English - 40 credits**

20 done to meet requirement

English 9 (10)

English 10 (10)

20 remaining

English 11 and English 12 will be taken during the 2025-2026 school year (20 additional credits)

## **Math - 30 credits**

20 done to meet requirement

Algebra 1 (10)

Geometry (10)

10 remaining

Advanced Algebra will be taken during the 2025-2026 school year (10 additional credits)

## **Science - 30 credits**

20 done to meet requirement

Physical science (10)

Biology (10)

10 remaining

Anatomy/Physiology will be taken during the 2025-2026 school year (10 additional credits)

## **Social Studies - 30 credits**

20 done to meet requirement

World History (10)

Geography (10)

10 remaining

Government and American History will be taken during the 2025-2026 school year (20 additional credits)

## **Speech - 5 credits**

This will be taken during the 2025-2026 school year (5 credits)

## **Personal Finance - 5 credits**

5 credits remaining

Personal Finance will be taken during the 2025-2026 school year (5 credits)

### **Fine Arts - 10 credits**

Met requirements with

Choir 9 (10)

Choir 10 (10)

Advanced Mediums (10)

Intro to Drawing (10)

Choir 11 will be taken during the 2025-2026 school year (10 additional credits)

### **Physical Education/Health - 10 credits**

Met requirements with

PE 9 (5)

Health (5)

### **Career & Technical Education - 30 credits**

20 done to meet requirements

Intro to Hospitality & Event Planning (5)

Travel & Tourism (5)

Information Technology Fundamentals (5)

Intro to Business (5)

10 remaining

Personal Finance will be taken during the 2025-2026 school year (5 additional credits)

5 missing

\*asked for this to be waived by administration

### **Other**

10 credits done to meet overall credits

Spanish 1 (10)

10 remaining to meet overall credits

Spanish 2 will be taken during the 2025-2026 school year (10 additional credits)

### **Junior/Senior year will be:**

- 1) English 12
- 2) Personal Finance & Speech
- 3) American History
- 4) Government
- 5) Anatomy/Physiology

- 6) Choir
- 7) Advanced Algebra
- 8) English 11

\*Spanish 2 will be taken independently during the 2025-2026 school year

I am currently sitting at 170 credits. With this plan I will graduate with **250 credits** meeting the graduation credit requirement of **240 credits**.

# **Wakefield Community School Activities Handbook**



**Rules and Regulations  
2025 - 2026**

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<b>Section Four: Code of Conduct</b>	<b>Pg. 23-27</b>
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## **Introduction**

Student participation in extracurricular activities has been linked to improved attendance, higher academic achievement, and greater student self-confidence and self-esteem. Wakefield Community Schools provides students with the opportunity to participate in a comprehensive activities program that includes athletics, fine arts, and select clubs or organizations associated with academic areas.

Although the school district believes strongly in the value of student activities, participation in the activities program is a privilege, not a right. Students must obey the rules set out in this handbook and any additional rules created by their coach or activity sponsor. This handbook is advisory and does not create a "contract" with parents, students, or staff. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

**Please read this handbook carefully. Students and their parents are responsible for complying with all of the rules and procedures detailed in this booklet.**

**Parents must sign the acknowledgement and permission to participate form at the end of this handbook before their student will be permitted to participate in the activity programs of the district.**

The provisions in this handbook are subject to change at the sole discretion of the Board of Education. From time to time, you may receive updated information concerning changes in the handbook. These updates should be kept within the handbook so that it is up to date. If you have any questions regarding this handbook, please contact the Superintendent for assistance.

## **NONDISCRIMINATION IN EDUCATION PROGRAMS AND ACTIVITIES**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Name: Matt Farup  
Title: Superintendent  
Address: 802 Highland Street  
Telephone: 402-287-2012 Ext. 254  
E-mail: mfarup@wakefieldschools.org

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Policy **3053** – Nondiscrimination

### **Designation of Coordinators**

Any person having inquiries concerning the district's compliance with Title VI (discrimination or harassment), Title IX (gender equity), Section 504 of the Rehabilitation Act and the Americans with Disability Act, Homeless student laws, or Safe and Drug Free Schools and Communities should contact the Wakefield Community Schools Administrative Office.

## **SECTION ONE: GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM**

### **Academic Eligibility**

Students who are enrolled in a private, denominational or parochial school may not participate in extracurricular sports and activities sponsored by the public school district if they participate in extracurricular sports and activities offered by the private, denominational or parochial school. Exempt school students may participate in extracurricular sports and activities if they are enrolled in at least 5 credit hours per semester. Exempt school students who are not enrolled in at least 5-credit hours may not participate in extracurricular sports and activities. All part-time students must meet all other eligibility requirements set by the board, administration, and coach/sponsor prior to participating in the sport or activity. (Board Policy 5003)

The school district will notify a participant and his or her parents whenever the participant is declared academically ineligible.

Students may not participate in any activity, performance or practice while serving a short-term suspension, long-term suspension, or expulsion from school.

### **Attendance at Practices and Contests**

Participants in the activities program are expected to attend and be on time at all practices and meetings scheduled by the coach or sponsor. Participants may be excused for absences resulting from a participant's illness, a death in the family, a doctor's appointment, a court appearance, or other absences that are arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. A participant who is unable to attend a scheduled practice, meeting, or game must contact the coach or sponsor in advance. Students who are absent from school due to illness are not required to provide the coach or sponsor with additional notification of the student's absence from practice.

Students who are absent from school for any part of the day will not be permitted to participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

If a participant misses a scheduled contest or performance, the coach or sponsor may impose discipline up to and including suspension of the

participant from the activity for the remainder of the season or length of the activity.

### **Closings**

Unless the administration determines that it is permissible for the activity to continue as scheduled, all activities will be cancelled or postponed in the event that school has been called off for inclement weather or any other reason as determined by the administration. Unless the administration determines that it is permissible for the activity to continue as scheduled.

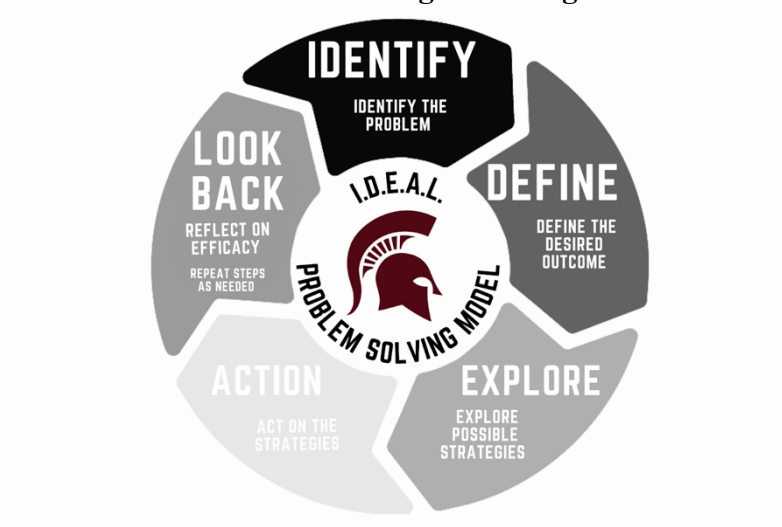
### **Colors**

The Wakefield Community School colors are Aggie Maroon & White. PMS 504- Aggie Maroon, PMS 430-Gray, White

### **Complaint Procedure**

To reduce conflicts in the school's activities program, students and/or their parents should use district's formal complaint procedure to manage conflicts about the program. The complaint procedure is printed in the school's student handbook and may be found on the district's website: [www.wakefieldschools.org](http://www.wakefieldschools.org) See attached problem solving form:

## Problem Solving Notes Page



**Date:**

**In attendance:**

1. **Identify problem:**

. **Define desired outcome:**

. **Explore possible strategies:**

. **Action (Act on strategies)**

**Timeline**

**Who is responsible**

- **Look back (if necessary)**  
**Review date:**

### **Practice Make-up**

Each sport or activity will develop and practice make-up plan and share that plan with parents and participants. This information will be shared with parents at the Fall and Winter Sports Meetings. Spring sports coaches will develop and submit their practice make-up plans to parents and parents must sign and return the document prior to the first Spring competition.

### **Homecoming and Prom**

The Homecoming dance is open to students and guests of Wakefield High School.

The Junior/Senior Prom is open to students and guests of the Wakefield High School junior and senior classes. Guests must follow all rules that the students must follow. Each student is responsible for his/her guest's conduct. Appropriate attire is required for these dances. No blue jeans, shorts, or T-shirts will be allowed at the banquet or dance for Prom. Black dress jeans will be acceptable.

### **Electronic Communication**

The school board supports the use of technology (Remind App or Sports You App) by coaches, extracurricular sponsors, and other staff members to communicate with students for legitimate educational, extracurricular, and other school-related purposes. However, electronic communication between students and teachers, sponsors, and coaches shall be appropriate at all times and shall not violate any law, district policies, or the Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education ("Rule 27"). **Please see the Social Media Policy For School District Employees for further explanation.**

### **Equipment**

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment

that has been checked out. Students should secure their athletic lockers with combination locks.

Cell phones are **not** allowed in locker rooms ever. The coaches for the specific activity are responsible for collecting and securing all participants cell phones until after practice or contests.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been check out to him/her and is lost or stolen.

### **Fundraising**

All school-sponsored fundraising activities must be approved by a member of the school district administration(Superintendent). Fundraising for any activity must comply with the district's policies, including applicable provisions specifically pertaining to Booster Clubs and PTOs for non-school-sponsored fundraising. Use of the school mascot shall not be permitted unless approved by the **Superintendent**.

### **Individual Training Rules and Rules of Conduct**

Head coaches or sponsors may develop additional training rules or rules of conduct for their activity. Students are responsible for knowing these rules and complying with them.

### **Initiations and Hazing**

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non-approved initiations is subject to discipline as permitted by policy and law.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are

not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

### **Injuries**

Participants who suffer any type of injury while involved in extracurricular activities must notify the coach or sponsor immediately. The coach or sponsor will then evaluate the injury and, if necessary, notify the participant's parents or seek immediate medical treatment.

If at any time during participation a doctor removes an athlete from participation because of an illness or injury, the athlete must have a written release from a doctor before participating again. The written release must be given to the coach or sponsor of the activity.

Note: The release requirement will be satisfied if the initial doctor's order specifies the duration of the student's restriction from participation and/or competition. Also see Concussion Awareness later in the manual.

### **Insurance**

The school district does not provide medical or other insurance coverage for students who participate in athletic contests or other activities. It is the parents' responsibility to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or other activities.

The school district makes an accident insurance plan available for purchase by participants and their families through an authorized insurance agent. Information about policies which families may purchase will be available prior to each sports season and at fall registration.

### **Lettering Requirements**

The following guidelines will be used in determining students' eligibility for lettering:

**Football:** Players must play in 25% or more of the varsity football games. For example: (1 varsity special teams play in a quarter= 1 varsity quarter played)

**Volleyball:** Player must earn a spot on the varsity roster. The player must play in 30% of team's total sets played and record a dig, ace, kill or block. No unexcused absences allowed.

**Basketball:** Varsity members must play in or more than 25% of the varsity quarters during the season.

**Golf:** The golfers must participate on the varsity squad in 5 or more varsity golf meets.

**Track:** Track participants must medal in one varsity meet either as an individual or as a member on a relay team.

**Wrestling:** A wrestler may earn a varsity letter during the season when he or she has met 4 of the following criteria:

1. Finish the season in good standing. (90% practice attendance/minimum of a 2.5 GPA)
2. Win a varsity match (forfeits and byes do not count)
3. Compete in more than half of the varsity tournaments and/or duals.
4. Volunteer during Wakefield Kids Wrestling Club practices and tournaments.
5. Coach's recommendation for the varsity letter.
6. Make agreed to weight at every scheduled weigh-in.  
Due to injury, illness, or other circumstances, an athlete who is in the coach's estimation would have lettered may receive a letter.

**Student Managers:** The student manager must complete the season and have the recommendation of the head coach of the sport involved.

### **Instrumental and Vocal Music**

1. Participants must have a current average of 94% or better, and have had a 94% or better for the previous 3 quarters. Criteria for earning an "A" are posted in the music room and/or are available from the instructor.
2. Participants must demonstrate high quality rehearsal and performance habits, exhibit and encourage a positive attitude

toward the music program, and demonstrate strong positive leadership skills.

3. Participants must attend all scheduled rehearsals, performances, and contests unless previously excused by the director.
4. Participants who have one "B" in any one of the previous 3 quarters may, at the discretion of the director, be allowed to make up for the "B" by earning 20 points in the fourth quarter. A list of approved activities and corresponding point values is available from the director.
5. Participants with any quarter of a "C" or more than one quarter with a "B" will not be eligible to letter in the activity.

**Speech:** The criteria for receiving a letter for Speech Competition will be based on the participant's commitment to preparation and participation. In order to letter, a participant must earn a minimum of 200 points. Points can be earned in the following ways:

1. Practice / Rehearsal with Speech Coach - up to 10 points per practice session; extemporaneous speakers must verify prep time equivalent to 10 practice sessions.
2. Performance - 20 points for performing at each speech meet, including invitationals, conference, district, and state.
3. If a participant attends a meet but scratches for any reason, no points will be earned and 10 points will be deducted from his/her point total.
4. If a participant does not show up for a meet for which he/she has been entered, 50 points will be deducted from his/her point total unless a parent or guardian has notified the Speech Coach with a valid excuse for the reason that the participant missed the meet.
5. If one person of an OID or Duet Acting group does not attend a meet for which he/she has been entered, he or she will lose 10 points. The remaining members of the group will be awarded 10 points for attendance even though they cannot perform.
6. Novice speech team members will earn 10 points for attending speech meets with the team, even though they are not competing, providing they support and encourage team members by watching their events.
7. Any participant who is reprimanded by a contest director for improper behavior at a speech meet will be penalized 50 points. If this happens more than once during any part of the season, the participant will be removed from the team.

Parents of removed team members will be notified of the removal and the reasons for the removal.

### **Mascot**

The official emblem for boys' and girls' athletic teams is the Spartan Head. The mascot cannot be used for non-school-sponsored purposes unless approved by the Superintendent.

### **Practices**

The individual head coach or sponsor, in cooperation with the high school principal, will schedule all starting times of practices. All participants are expected to be ready at the time set by the coach or sponsor.

To be eligible to practice, a participant must satisfy the following requirements:

1. Submit to the coach or sponsor a signed physical form and Activities Code that verifies that a physical examination has been completed and that the student and parent(s) understand the school's position regarding the use or possession of alcohol, tobacco, and other related drugs.
2. Furnish the high school principal with proof of insurance.

### **Secret Organizations**

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

### **Student Manager, Helpers, or Activity Aids**

Students wishing to serve as student volunteers for extracurricular activities must gain the permission of the activity coach or sponsor. Student volunteers must comply with all of the rules and procedures contained in this handbook.

### **Sunday and Wednesday Night Activities**

In order to provide students sufficient time away from school for family-related activities, the school will endeavor not to schedule activities on Wednesday evenings or on Sundays. Practices will be organized so that all participants are showered, dressed, and/or leave the facilities by 6:00 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night.

The school does not allow Sunday practice sessions, except when a varsity team, group of students, or individual is scheduled to compete or perform on a Monday. Practices scheduled for a Sunday must have the prior approval of the activities director or building principal.

### **Transportation**

All participants are expected to ride to and from away activities by means of approved school transportation.

A participant may ride home with his or her parent/guardian only if the parent/guardian personally contacts the sponsor at the activity and completes the Travel Release document adopted by Wakefield Community School. A participant may ride home with an adult if the participant's parent/guardian has signed the Travel Release document adopted by Wakefield Community Schools. Parents are discouraged from requesting to take their children home after an away contest or performance. Travel to and from an event provides time for the students to further develop a strong team concept.

Golf practices that are held in Wayne, students will be allowed to drive themselves to the Wayne Country Club as long as participants have returned the Student Driver Permission, Agreement, and Waiver Form. A legal guardian must sign the document in order for the participant to transport himself or herself to practice.

Attached is a copy of the document:



### **Student Driver Permission, Agreement, and Waiver Form Wakefield Community Schools**

Parent/Guardian Agreement and Liability Waiver

I, the undersigned parent(s)/guardian(s), permit my child ("the Student"),

\_\_\_\_\_, to drive to and from Wayne and Wakefield Golf courses for scheduled practices or matches. In granting my permission, I agree to the following

- As stated in the School's enrollment contracts, all Wakefield students are classified as "minors" for Wakefield School purposes, even if they are over 18 years of age. I am responsible for the Student as parent/guardian.
- The Student has a current/valid NE state driver's license; the vehicle's registration, insurance, and inspection are up to date, and the Student is insured on the vehicle.
- The parent(s)/guardian(s) and/or the Student and/or the driver assume the risk of harm, injury or death to the Student or others, and that by voluntarily allowing the Student to operate his/her own vehicle, the parent(s)/guardian(s) and the Student will hold Wakefield School and its officers and employees free from all liability.
- I agree that I am responsible for deciding when it is safe/unsafe to allow the Student to drive to/from Wakefield School (e.g. poor weather, sickness, fatigue), regardless of any other factors such as Wakefield School's decisions on "snow days" or "delays."
- I understand that the Student agrees to drive safely and in accordance with all laws and regulations on and off the Wakefield School campus.
- I understand that the Student must drive straight to the designated location, the student cannot stop off at any other location on their way to practice, must arrive to practice on time, must not leave practice early without the consent of a parent/guardian, and must not in any way abuse the privilege of driving to/from Wakefield School.
- I agree that the student is prohibited from driving other students other than legal siblings to or from practice.
- I agree that the Student is prohibited from driving other students to and from designated locations without express, written consent and release of liability from all parents/guardians involved, including myself.
- I understand that the Student's car is effectively "off-limits" (no loitering in/around the car) during the practice.
- I agree that the Student has read and agrees to these provisions and the rules in the student agreement.
- I agree that Wakefield School, at its sole discretion, may revoke the Student's privilege to drive to and from practice for any reason.

Parent/Guardian Name (print) Parent/Guardian Signature Date:

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### Student Agreement

I, the undersigned Student, have read and agree to the provisions above. I understand that driving to and from Wakefield School to the Wayne Golf Course is a privilege and carries serious responsibilities. I understand that my car is effectively “off-limits” during practice. I agree, under the responsibility of my parent(s)/guardian(s), that driving is a serious responsibility, that I will obey laws and regulations on and off-campus, and that I will in no way abuse the privilege to drive to and from school. I understand that my privilege to drive to and from Wakefield School to the practice location can be revoked at any time and for any reason at the School’s sole discretion.

Student’s Name (print) and Student’s Signature and Date:

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### **Weight Room**

The weight room has been developed to help each athlete, student, or adult in the community maintain a level of physical fitness. No one may use the weight room or equipment without proper supervision. The school will develop a schedule for use of the weight room by athletes during the school year and during the summer months. Weight lifting in the summer months must include all athletes in grades 7-12 wishing to compete in athletics.

The weight room is a high demand area within the school facilities. The following guidelines will help determine the priorities in reference to use if more than one group desires to use the facility at the same time:

1. Physical education instruction
2. By the team sports, which are in season
3. Conditioning programs for athletes not currently out for a sport
4. Summer conditioning programs

5. Adult education

**School Supplied Technology for Coaches**

Sports teams are allowed to use iPads or computers to upload stats or results from contests. Coaches that have obtained a device from the Athletic Director or Mrs. Ziska, must return that device at the time of the scheduled Coaching Evaluation. This really pertains to coaches that work outside the building, thus assisting the school district in getting the supplied technology and accessories returned.

**SECTION TWO:  
AVAILABLE ACTIVITIES**

**Athletic Teams**

Basketball (boys and girls)  
Football  
Golf (boys with the option of girls competing with the boys)  
Track (boys and girls)  
Volleyball  
Wrestling (boys and girls)

**Art Club**

Membership is open to those students who wish to work on out of class projects such as painting windows in classrooms and painting pictures and designs on the art room walls.

**Band**

The school district sponsors marching band, pep band, and jazz band in addition to concert band. Participants must be enrolled in band class in order to be eligible to participate in these groups.

**Cheer Squad**

Participants are selected by the sponsor(s) or judges appointed by the sponsor. Members of the cheer squad will attend all home and selected away athletic contests.

**Drama Club**

Play Production is an NSAA sponsored activity open to all students in grades 9-12. The season for Play Production starts in the Fall and ends at the beginning of the Winter season.

### **Family Career and Community Leadership of America (FCCLA)**

FCCLA is an integral part of the Family and Consumer Sciences department. Members should have taken or presently be taking a family and consumer sciences class. Program emphasis for FCCLA is on leadership development, family cooperation and communication, community service and peer education.

### **Future Business Leaders of America (FBLA)**

FBLA is an integral part of the vocational business department and membership is limited to those students with at least one semester of work in the business education field. One of the primary objectives of FBLA is developing leadership and responsibility.

### **SkillsUSA**

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. We help each student excel. A nonprofit national education association, SkillsUSA serves middle-school, high-school and college/postsecondary students preparing for careers in trade, technical and skilled service occupations.

### **National Honor Society**

The National Honor Society is a national organization that recognizes student character, scholarship, leadership, and service to the school.

Student members shall be selected from the junior and senior classes by the high school faculty. Ten percent of the Junior and Senior classes will be selected each year. The results of the selection will be announced at an honors convocation.

[Include any other information regarding your specific Honor Society chapter/program as you deem appropriate. The National Association recommends several details be included about your program in the [National Honor Society Handbook](#).]

### **Student Council**

The purpose of student government is to arouse the spirit of loyalty toward the school, to promote good citizenship, to sponsor school activities, to extend the spirit of good fellowship throughout the student body, to foster a spirit of cooperation between the students and faculty, and to seek to

develop a spirit of cooperation, good will, and better understanding with other schools. The organization, operation, and scope of the student government shall be administered by the Superintendent or designee.

### **One World Club**

One World Club promotes student empowerment, helps to improve awareness of diverse issues and makes a positive impact in our community and the lives of its members. It is open to students in grades 9-12.

### **Educators Rising**

Educators Rising consists of students in grades 9-12 that are interested in becoming teachers/coaches.

### **Speech Team**

Students compete in 12 different categories of competition. These include debate, current events speaking, and several theatre-type acting events.

### **Student Publications**

The yearbook is published by the Art, English, and Business class along with the help of its teacher. The annual is financed partially by funds raised from the sale of the books, school sports photography, and Yearbook Ads.

The school newsletter is "Trojan Times." It is published each month by the Art, English, and Journalism classes and their teacher. It is financed in part by advertising and subscription.

## **SECTION THREE: NEBRASKA STATE ACTIVITY ASSOCIATION RULES**

### **Eligibility**

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found online at <https://nsaahome.org/constitution-bylaws/>. A summary of the major rules is given below. Contact the principal, activities director or the activity sponsor or coach for an explanation of the complete rule.

1. Student must be a *bona fide* student of their member school and have not graduated from any high school.
2. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
3. Student is ineligible if nineteen years of age before August 1 of current school year. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
4. Student must be enrolled in some high school on or before the eleventh school day of the current semester.
5. Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
6. Student must have been enrolled and received twenty hours of credit in school the immediate preceding semester.
7. **Guardianship does not fulfill the definition of a legal parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her legal parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling.
8. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eight, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student

elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.

9. **Student eligibility related to domicile can be attained in the following manners:**
  - a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
  - b. If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.
  - c. If a student elects to remain at the same high school initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.
  - d. **If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.**
10. Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall at the transfer high school. Those students whose name does not appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
11. Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2023-24 school year prior to May 1, 2023; for the student to be eligible, the school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2023. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students who did

not have their enrollment forms signed, delivered, and accepted prior to May 1, 2023, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

12. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.
13. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp, or school. (\*Refer to NSAA Bylaw 3.5.1.1 for exception in Swimming and Diving.)
14. A student shall not participate on an all-star team while a high school undergraduate.
15. A student must maintain his/her amateur status.

### **NSAA Sportsmanship Rules**

Students must abide by the Nebraska School Activities Association Sportsmanship Rules. A complete copy of these rules can be found at <http://www.nsaahome.org/nsaaforms/pdf/manualsp.pdf>. Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official, or spectator, or any acts that may endanger the personal safety of individuals involved, or acts which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school acts in a manner constituting unsportsmanlike behavior during competition the member school and/ or individuals shall be subject to penalties. A student, participant, patron, and/or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

### **Coaching Online Rules Meetings and Certification Trainings**

All head coaches of an NSAA sanctioned sports are required to complete an online rules meeting. If this online rules meeting is not completed by the set deadline by the NSAA, head coaches will be required to pay the fine set by the NSAA with their own money. All head and assistant coaches are required to complete the following training videos via the NFHS link on the NSAA Website: Sudden Cardiac Arrest, Heat Acclimatization, and Concussion. These trainings must be renewed every three years as required by the NSAA, but the Wakefield Community School district requires all coaches to complete the Concussion training annually.

## **SECTION FOUR: CODE OF CONDUCT**

All students associated with Wakefield Community Schools and participating in extracurricular or school sponsored activities (including all NSAA activities) are required to avoid conduct that is detrimental to the integrity of, and public confidence in, the school. Rules promoting lawful, ethical, and responsible conduct serve the interests of all people associated with the school. Illegal and irresponsible conduct puts people at risk, tarnishes the reputation of the offender and everyone else associated with the school, and undermines the public support and respect of the school district.

**Standard of Conduct.** Participation in school-sponsored or extracurricular activities is a privilege and not a right. Participants must follow board policy, this code, and all the training rules and rules of conduct of the coaches and/or activity sponsors. Students participating in school-sponsored or extracurricular activities are held to a high standard. Students are expected to conduct themselves in a way that is lawful, responsible, promotes the values upon which the school is based, and that brings credit to themselves and the school. Students who fail to live up to the required standard of conduct are guilty of detrimental conduct and subject to discipline under all school policies, the general student code of conduct, and these Activity Participation Rules.

**Coach and Sponsor Rules.** Coaches and/or activity sponsors shall establish training rules or rules of conduct for participation in or attendance at the activity or event. General training rules or rules of conduct shall be established prior to the activity or event. This Code shall control in the event that there is a conflict with coach or sponsor rules.

**Prohibited Conduct.** Students in school-sponsored and/or extracurricular activities may not engage in the following conduct:

1. Receipt of a criminal citation by law enforcement for any reason.
2. Conviction of a crime in adult court or the adjudication of a criminal charge in juvenile court.
3. Any behavior that is illegal under the laws of Nebraska or the United States of America regardless of whether it results in a criminal charge or conviction.
4. Any conduct that substantially interferes with the educational process or disrupts the activity or event.
5. Possession, consumption, use, distribution, or being under the influence of alcohol, illicit drugs, tobacco, controlled substances, or any lookalike or imitations thereof; or being in the presence of alcohol, illicit drugs, controlled substances, or any lookalike or imitations

thereof that are being possessed, consumed, used, or distributed by any person under twenty-one (21) years of age without parental supervision. "Lookalike or imitations" means substances such as K2 and products like electronic nicotine delivery systems, vapor pens, etc. (Note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the use or abuse of any substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis, inebriation, excitement, or irrational behavior, or in any manner changing, distorting, or disturbing the auditory, visual, mental, or nervous processes).

6. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.
7. Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault.
8. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post, or text message images and material intended to hurt or embarrass another person.

This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks, or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums; posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages, or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target.

9. Using any Internet or social networking websites to make statements, post pictures, or take any other actions that are indecent, vulgar, lewd, slanderous, abusive, threatening, harassing, or terrorizing.
10. Violating any school policy, handbook provision, or a coach's or activity sponsor's training rules or rules of conduct.
11. Dressing or grooming in a manner which is (A) dangerous to the student's health and safety or a danger to the health and safety of others, (B) lewd, indecent, vulgar, or plainly offensive, (C) materially and substantially disruptive to the work and discipline of the school or an extracurricular activity, (D) interpreted to advocate the use of illegal drugs or other substances by a reasonable observer.
12. Failing to report for an activity at the beginning of a season unless excused by the coach or activity sponsor.
13. Failing to attend scheduled practices and meetings unless excused by the coach or activity sponsor.

**Option A (Calendar Year):** Such conduct is prohibited year-round regardless of whether it occurs on-campus or off-campus. However, punishment for violations that occur during the summer break shall be administered by the coach at his or her discretion.

**Discipline.** Students who violate any provision of these Activity Participation Rules may be subject to discipline up to and including expulsion from extracurricular activities and school sponsored events. (including but not limited to graduation ceremony and related activities). These disciplinary consequences and this Activity Code of Conduct are in addition to and do not prejudice, diminish, impede, or reduce any discipline that is authorized by the Nebraska Student Discipline Act, NEB. REV. STAT. §§ 79-254 to 79-294, Board Policy, or the Student Handbook. Disciplinary action may include a probationary period and conditions that must be satisfied prior to or following reinstatement. Administrators and coaches will take the following into consideration when making disciplinary decisions:

1. Any prior or additional misconduct;
2. The nature and seriousness of the offense;
3. The motivation for the offense;
4. The amount of violence involved;
5. The student's demeanor and attitude regarding the violation;
6. The actual, threatened, or potential risk to the student and others due to the student's behavior;
7. Whether the student has compensated or will compensate the victim in the event of property damage or personal injury;
8. Whether the circumstances of the violation are likely to recur;
9. The student's willingness to participate in evaluations, counseling, or other programs;
10. Any mitigating factors;
11. Any other relevant factors.

If suspended, the student must continue to participate in practices and conditioning during the suspension if required by the coach or activity sponsor. The failure to comply with the practice and conditioning requirement will make the student ineligible for reinstatement to the activity.

**Evaluation, Counseling, and Treatment.** Apart from any other disciplinary procedures, students who violate any provision of these rules may be required to undergo a formal clinical evaluation at the administration's discretion. Based upon the results of that evaluation, the student may be encouraged or required to participate in an education program, counseling, or other treatment deemed appropriate by the evaluating professional.

**Reporting of Incident.** Students shall report any violation of these rules to the coach, principal, or superintendent no later than 30 minutes after the beginning of the next school day after the violation has occurred. Failure to report an incident will constitute a violation of these rules and will be taken into consideration in making disciplinary determinations under this policy.

**Discipline Procedures.** Prior to any disciplinary action under this activities code, the following procedures shall be followed:

As used in this "Discipline Procedures" section, "Investigator" means the coach or activity sponsor of the team or activity in which the student is

participating, or any teacher, school official, or school representative whom the Principal or the Superintendent has authorized to perform the duties and responsibilities of "Investigator" as described below.

1. The Investigator shall make an investigation of alleged violation and provide an opportunity for the student to present his or her version of the facts surrounding the alleged violation.
2. The Investigator shall consider all information obtained as a result of the investigation, including information obtained from the student, and shall render a decision regarding disciplinary action. Within a reasonable period of time of the Investigator's decision, the student and his/her parent or guardian shall be given written notice of the disciplinary action taken by the Investigator.

**Review of Investigator's Decision.** A student or the student's parents may, within five (5) school days of the notice of disciplinary action from the Investigator, notify the **Superintendent** in writing of their request for a review of the coach or activity sponsor's determination. The **Superintendent** or his or her designee shall review the situation and render a decision within three (3) school days from the date of the request for review. The superintendent's decision shall be in writing and shall be final.

**Misrepresentations.** Any misrepresentation of fact by a student regarding any alleged violation of these rules shall be considered a separate violation of these rules, and the student shall be subject to additional disciplinary action.

**Questions.** Any parent or student who has questions about board policy, this code, training rules, or rules of conduct of coaches or activity sponsors, or their interpretation or application shall consult with the activities director and/or the superintendent.

**Assistance.** Students are encouraged to consult with their coach, an administrator, a counselor, or a teacher to obtain access to educational, counseling, and other programs and resources that may be available to help avoid misconduct that may result in discipline under this policy.

## **A Parent's Guide to Concussions**

### **WHAT IS A CONCUSSION?**

A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked-out") to suffer a concussion.

### **CONCUSSION FACTS**

- It is estimated that more than 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System).
- Concussions occur most frequently in football, but girl's lacrosse, girls' soccer, boy's lacrosse, wrestling, and girls' basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months.
- Concussions can cause symptoms that interfere with school, work, and social life.
- Athletes who have symptoms from a concussion should not return to sports because they are still at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.

### **WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?**

#### Signs Observed by Parents or Guardians

- Can't recall events prior to hit or fall
- Can't recall events after hit or fall
- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes

### Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

## **WHAT SHOULD I DO IF I THINK MY CHILD HAS HAD A CONCUSSION?**

An athlete who is suspected of having a concussion must be removed from play immediately, whether it is in a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk of further injury, and even death. Parents and coaches are not expected to be able to “diagnose” a concussion, as that is the job of a medical professional. However, they must be aware of the signs and symptoms of a concussion and if they are suspicious, the child must stop playing:

### **WHEN IN DOUBT – SIT THEM OUT!**

Every athlete who sustains a concussion needs to be evaluated by a health care professional who is familiar with sports concussions. Parents should call their child’s physician, explain what has happened, and follow the physician’s instructions. A child who is vomiting, has a severe headache, or has difficulty staying awake or answering simple questions should be taken to the parent’s doctor or emergency room immediately.

## **WHEN MAY AN ATHLETE RETURN TO PLAY FOLLOWING A CONCUSSION?**

No athlete who has suffered a concussion should return to play or practice the same day. Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

Concerns about athletes who return to play too quickly have led state lawmakers in Oregon and Washington to pass laws stating that **no athlete shall return to play on the day he or she suffered a concussion and the athlete must be cleared by an appropriate health care professional before he or she are allowed to return to play in games or practices.** The laws also mandate that coaches receive education on recognizing the signs and symptoms of concussion.

Once an athlete is free of symptoms of a concussion and is cleared to return to play by a health care professional knowledgeable in the care of sports concussions, he or she should proceed with activity in a step-wise fashion to allow the brain to readjust to exertion. On average, the athlete will complete a new step each day. The return-to-play schedule should proceed as below following medical clearance:

*Step 1:* Light exercise, including walking or riding an exercise bike. No weight-lifting.

*Step 2:* Running in the gym or on the field. No helmet or other equipment.

*Step 3:* Non-contact training drills in full equipment. Weight training can begin.

*Step 4:* Full contact practice or training.

*Step 5:* Game play.

If symptoms occur at any step, the athlete should cease activity and be re-evaluated by a health care provider.

### **HOW CAN A CONCUSSION AFFECT SCHOOLWORK?**

Following a concussion, many athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short and long-term memory, concentration, and organization.

In many cases, it is best to reduce the athlete's class load after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days or perhaps a longer period of time if needed. Decreasing the stress on the brain soon after a concussion may reduce symptoms and shorten the recovery period.

### **WHAT CAN YOU DO?**

- Both you and your child should learn to recognize the "Signs and Symptoms" of a concussion as listed above.
- Emphasize to administrators, coaches, teachers, and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season's sports.

## **OTHER FREQUENTLY ASKED QUESTIONS:**

### **Why is it so important that an athlete not return to play until they have completely recovered from a concussion?**

An athlete who has not fully recovered from an initial concussion is very vulnerable to recurrent, cumulative, and even catastrophic consequences of a second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return-to-play decisions are carefully made. No athlete should return to sport or other at-risk participation when symptoms of a concussion are present and recovery is ongoing.

### **Is a "CT scan" or MRI needed to diagnose a concussion?**

Diagnostic testing which includes CT ("CAT") and MRI scans are rarely needed following a concussion. While these are helpful in identifying life-threatening brain injuries (e.g., skull fracture, bleeding, swelling), they are not normally used, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete's story of the injury and the health care provider's physical examination.

### **What is the best treatment to help my child recover more quickly from a concussion?**

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television, and phones (including text messaging) may exacerbate the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms decrease, you may allow increased use of computers, phone, video games, etc., but the access must be reduced if symptoms worsen.

### **How long do the symptoms of a concussion usually last?**

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases, symptoms may last for several weeks or even months. Symptoms such as headache, memory problems, poor concentration, and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

## **How many concussions can an athlete have before he or she should stop playing sports?**

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances surrounding each individual injury, such as the way the injury happened and length of symptoms following the concussion are very important and must be considered when assessing the athlete’s risk for further and potentially more serious concussions. The decision to “retire” from sports is a decision best reached following a complete evaluation by your child’s primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

## **I’ve read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?**

The issue of “chronic encephalopathy” in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time, we have very little knowledge of the long-term effects of concussions that happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or sheer force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to carefully manage each concussion.

Adapted from A Parent’s Guide to Concussion in Sports, National Federation of High School Associations.

Some of this information has been adapted from the CDC’s “Heads Up: Concussion in High School Sports” materials by the NFHS’s Sports Medicine Advisory Committee. Please go to [www.cdc.gov/ncipc/tbi/Coaches\\_Tool\\_Kit.htm](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm) for more information.

## **AUTHORIZATION AND ACKNOWLEDGEMENT**

### **WARNING: SERIOUS CATASTROPHIC AND PERHAPS FATAL INJURY MAY RESULT FROM ATHLETIC PARTICIPATION**

Many forms of athletic competition result in violent physical contact among players, the use of equipment that may result in accidents, strenuous physical exertion, and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate in spite of those risks. No amount of instruction, precaution, or supervision will eliminate these risks. Students have suffered accidents resulting in death, paraplegia, quadriplegia, and other very serious permanent physical impairment while playing sports. By granting permission for your student to participate in athletic competition, you, the parent or guardian, acknowledge that such risk exists. Students will be instructed in proper techniques to be used in athletic competition and in the proper utilization of all equipment worn or used in practice and competition. Students must adhere to that instruction and utilization and must refrain from improper uses and techniques.

I understand the statement above and I understand that by allowing my student to participate in athletic events, I assume the risk that he/she may be injured, perhaps severely.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Printed Name of Parent

\_\_\_\_\_  
Date

### ACKNOWLEDGEMENT OF CONDUCT CODE

I understand that as a student representing the school district in activities, I am obligated to comply with the athletic handbook, including the code of conduct. **Option A:** This means that I may not possess, use, or be at parties in the presence of alcohol, illicit drugs, or controlled substances at any time during the calendar year. I understand that this policy applies both during the school year and in the summer. **Option B:** This means that I may not possess, use, or be at parties in the presence of alcohol, illicit drugs, or controlled substances at any time during the school term. **Option C:** This means that I may not possess, use, or be at parties in the presence of alcohol, illicit drugs, or controlled substances at any time during the activity season. I understand that if I violate the code of conduct or other rules in this handbook, I may be suspended from participation in all co-curricular activities and/or school sponsored activities or events.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Printed Name of Student

\_\_\_\_\_  
Date

I understand that my student is obligated by this handbook, including the statements above.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Printed Name of Parent

\_\_\_\_\_  
Date



## **5057: District Title I Parent and Family Engagement Policy**

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

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

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

1. An annual meeting to which all parents of participating children will be invited to inform parents of their school's participation under this part, to explain the requirements of this part, and the right of the parents to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards, type and extent of participation, parental input in educational decisions, coordination and integration with other Federal, State, and district programs, and evaluations of progress.
3. Opportunities for participation in parent involvement activities such as training to help parents work with their children to improve achievement. A goal of parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, parents with limited literacy, are economically disadvantaged, are of a racial or minority background or parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.
5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.

6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.
7. Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

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

*Adopted on: 06/14/2010*

*Revised on: 07/10/2018*

*Reviewed on: 08/09/2021*

## 5018: Parent and Guardian Involvement In Education Practices

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

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
  - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
  - b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
  - c. A parental request to review specific standardized and criterion-referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
  - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.
  - b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
  - a. Building principals may excuse a student from any single school experience at the parent's written request.
  - b. When appropriate, alternative experiences will be provided for the student by the school.
4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.

5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
  - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.
  - b. State Assessments  
State and federal law simultaneously require students to take state assessments, with few exceptions, but also permit parents or guardians to request to opt their students out of these assessments. Approval of opt out requests is contrary to the mandatory testing laws, so the District cannot “approve” the request. Parents who do not present their child for testing will result in the child receiving the lowest score possible on the assessment.
  - c. National Assessment of Educational Progress  
As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.

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

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

*Adopted on: 06/14/2010*  
*Revised on: 11/12/2020*  
*Reviewed on: 08/09/2021*

## 5045: Student Fees

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

### 1. Definitions

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

### 2. Listing of Fees Charged by this District

- a. **Guidelines for Clothing Required for Specified Courses and Activities.** Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.
- b. **Safety Equipment and Attire.** The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.
- c. **Personal or Consumable Items.** The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.
- d. **Materials Required for Course Projects.** The district will provide students with the materials necessary to complete all basic curricular projects. In courses

where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will either furnish the materials, purchase the materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.

- e. **Technological Devices.** The district will provide students with the technological devices necessary to complete all basic curricular projects.
- f. **Extracurricular Activities.** The district may charge students a fee to participate in extracurricular activities to cover the district’s reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

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

- Student activity card \$30  
*Covers admission to all home extracurricular events*
- Student participation fee \$0
- Future Business Leaders of America \$20  
dues, cost of attendance  
state & national conventions  
are the student's responsibility.
- National Honor Society \$20
- Football \$20  
students must provide their  
own football shoes, undergarments,  
and mouthguards
- Golf \$20  
students must provide their own golf  
shoes, undergarments, and clubs
- Track, Volleyball, Wrestling  
& Basketball \$20  
students must provide their own  
shoes and undergarments
- FCCLA \$20  
dues, cost of attendance  
state & national conventions  
are the student's responsibility.
- Skills USA \$20  
dues, cost of attendance  
state & national conventions  
are the student's responsibility.
- FFA \$40  
dues, student must purchase their own  
FFA jackets, official dress

- g. Post-Secondary Education Costs.** Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit only or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution. The costs of these items will naturally vary, but the maximum dollar amount of the fee is anticipated to be \$200 per course
- h. Transportation Costs.** The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

The maximum dollar amount of the transportation fee charged by this district shall be \$10.

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

The district will charge a fee of \$.10 per page for reproduction of student records.

- j. Participation in Before-and-After-School or Pre-Kindergarten Services.** The district may charge reasonable fees for participation in before-and-after school or pre-kindergarten services offered by the district pursuant to statute.

The maximum dollar amount charged by the district for these services shall be \$300/month.

- k. Participation in Summer School or Night School.** The district may charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses. The maximum dollar amount charged by the district for summer and night school shall be \$200.
- l. Charges for Food Consumed by Students.** The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

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

**Breakfast Program – Grades PreK-12**

Regular Price	\$2.15
Reduced Price	\$0.40
Milk Price	\$0.45

**Lunch Program – Grades PreK-6**

Regular Price	\$3.10
Reduced Price	\$0.40
Milk Price	\$0.45

**Lunch Program – Grades 7-12**

Regular Price	\$3.55
Reduced Price	\$0.50
Milk Price	\$0.45
Seconds	\$1.25

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

- Band Students must provide their own instruments and marching band shoes as detailed by the instrumental music teacher.
- Color Guard Students must purchase outfits and shoes selected by the sponsor and/or student group.

**n. Contributions for Junior and Senior Class Extracurricular Activities.** Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class's fund. This contribution is completely voluntary. Students who chose not to contribute

to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$100.

### **3. Waiver Policy**

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

### **4. Distribution of Policy**

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

### **5. Voluntary Contributions to Defray Costs**

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

### **6. Fund-Raising Activities**

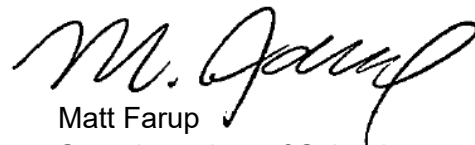
Students may be permitted or required to engage in fund-raising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fund-raising activities are not eligible under this policy for waiver of the costs or fees which the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

### **7. Student Fee Fund**

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

## CERTIFICATION

On the 11th day of August, 2025, the Board of Education of Wakefield Public Schools held a public hearing on a proposed student fee policy. The hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2025-2026 school year. This student fee policy was then adopted by a majority vote of the school board at an open public meeting conducted in compliance with the Open Meetings Act.



Matt Farup  
Superintendent of Schools

*Adopted on: 6/14/2010*  
*Revised on: 08/11/2025*  
*Reviewed on: 8/11/2025*

## 5054: Student Bullying

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

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

**Reporting Bullying.** Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

**Bullying Investigations.** School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

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

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

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

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

**Support for Students Who Have Experienced Bullying.** Regardless of where the bullying occurred, the district will consider whether victims of bullying are suffering an adverse educational impact and, if appropriate, will refer those students to the district’s student assistance team.

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

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

*Adopted on: 06/14/2010*

*Revised on: 10/12/2020*

*Reviewed on: 8/9/2021*