

## St. Paul's Liaison Committee Meeting

Monday, August 7, 2017 3:00 PM Central

HS CONFERENCE ROOM

705 N 9th Street  
Arlington, NE 68002

### 1. Roll Call

Committee Members present include: Luanne Sundberg, Lynn Johnson  
Also present: Dr. Larry Wooster, St. Paul's Principal; Craig Hegemann, St. Paul's School Board President; Ann Jamison - Arlington Public School Assistant Special Education Director

### 2. Nonpublic Consultation - Special Education

Ann Jamison and Lynn Johnson presented specific information including child find practices, determination of proportionate share of federal funds, and delivery of special education services for St. Paul's students. This meeting serves as a documented nonpublic consultation meeting.

### 3. Review public school calendar

Those present discussed and shared respective school calendars.

### 4. Discuss shared federal Title programs

Those present discussed how the Title IIA and Title IIIA monies are allocated, distributed, and managed.

### 5. Transportation - Shuttle and Routes

Those present discussed the current shuttle bus policy and the day to day operation of the shuttle bus. All parties expressed content with the current arrangement. An agreement signed by both parties is in place.

### 6. District Opt-In Policy

Those present discussed Arlington Public Schools current option enrollment policy and capacities. Lynn shared how the policy is implemented.

### 7. Textbook Loan Program - Rule 4

A discussion was held on the inventory of textbooks that are currently loaned and on site at St. Paul's and that an effort will be made to coordinate this program between the two entities as prescribed by the policy.

### 8. Inclement Weather - Eagle Alert

Those present agreed to continue with the notification practices that are currently being used as it pertains to school closings and/or late starts relative to weather related conditions.

### 9. Communications - Daily Announcement, Green Sheet

The current practice is for Arlington Public Schools to email the daily high school announcements and the elementary green sheets to St. Paul's. We discussed continuing this practice. Also discussed was the involvement of St. Paul's students in the extracurricular programs at Arlington Public Schools. Both parties view the current arrangement as positive for our students.

10. Technology Support

Those present discussed the ways in which the public school provides technology support. We also discussed continuing to include St. Paul's in training and professional development as feasible.

11. Recommendation to the board as a result of this meeting:

There is no recommendation being made to the board as a result of this meeting.

# 2017 – Arlington Public Schools – 2018

AUGUST 2017						
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SEPTEMBER 2017						
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OCTOBER 2017						
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DECEMBER 2017						
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31						

## August 2017

August 8 and 9..... New Staff Orientation  
 August 10, 11 and 14.....Teacher Inservice/Workday  
 August 15.....First Day of Class

## September 2017

September 4.....Labor Day (No School)  
 September 5.....Teacher Inservice (No School)

## October 2017

October 16.....Parent/Teacher Conferences  
 (Elementary 5:00-8:00 p.m.)  
 October 18.....Parent/Teacher Conferences  
 (Middle School/High School 5:30-8:00 p.m.)  
 October 19.....Parent/Teacher Conferences  
 (Elementary 5:00-8:00 p.m./MS/HS 5:30-8:00 p.m.)  
 October 17.....End of Quarter (44 Days)  
 October 20.....No School

## November 2017

November 22-24.....No School  
 November 27.....School Resumes

## December 2017

December 21 and 22.....1:30 p.m. Dismissal  
 December 22.....End of Quarter (44 Days)  
 December 23-27.....NSAA Moratorium  
 December 25-29.....Winter Break-No School

## January 2018

January 1-3.....Winter Break-No School  
 January 4.....School Resumes  
 January 15.....Teacher Inservice (No School)

## February 2018

February 5.....Parent/Teacher Conferences  
 (Elementary 5:00-8:00 p.m.)  
 February 7.....Parent/Teacher Conferences  
 (Middle School/High School 5:30-8:00 p.m.)  
 February 8.....Parent/Teacher Conferences  
 (Elementary 5:00-8:00 p.m./MS/HS 5:30-8:00 p.m.)  
 February 9.....No School  
 February 19.....Teacher Inservice (No School)

## March 2018

March 9.....No School  
 March 13.....End of Quarter (45 Days)  
 March 29 and 30.....Spring Break

## April 2018

April 2.....Spring Break (No School)  
 April 3.....School Resumes

## May 2018

May 4.....1:30 p.m. Dismissal  
 May 23 and 24.....1:30 p.m. Dismissal  
 May 24.....End of Quarter (45 Days)  
 May 25.....Teacher Inservice (No School)

Four (4) snow days built in. Final student day will range from May 18 to May 24.  
 Calendar Approved BOE 2/13/2017

**First Day School**

New Teacher Inservice	1:30 p.m. Dismissal
No School/Inservice	Parent/Teacher Conference
No School	Quarter/Semester

# EAGLES

Students Days	
1 <sup>st</sup> Quarter =	44
2 <sup>nd</sup> Quarter =	44
<b>Total 1<sup>st</sup> Semester</b>	<b>88</b>
3 <sup>rd</sup> Quarter =	45
4 <sup>th</sup> Quarter =	45
<b>Total 2<sup>nd</sup> Semester</b>	<b>90</b>
<b>Total</b>	<b>178</b>

JANUARY 2018						
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MARCH 2018						
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APRIL 2018						
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MAY 2018						
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**Seniors last day is Wednesday, May 16.  
 Graduation is 1 p.m., Sunday, May 20.**

Business OperationsTransportation

The Arlington Public Schools' transportation system shall comply with existing Nebraska statutes and state department rules and regulations.

Arlington Public Schools shall provide school bus transportation for resident students attending Arlington Public Schools who live at least one mile from the school and outside of city limits. Students who live within the city limits may be transported to a location along a route if there is room on the bus. The transportation system shall provide a service promoting safe and healthful pupil transportation and contribute to the operational economy and efficiency of Arlington Public Schools.

Arlington Public Schools shall also provide transportation without cost for resident children who attend St. Paul's Lutheran School. Such transportation shall extend only from some point on the regular public school bus route nearest or most easily accessible to their homes to and from a point on the regular bus route nearest or most easily accessible to St. Paul's Lutheran School. Transportation for St. Paul's students is only provided at times when transportation is being provided for Arlington Public School students.

Option students may be bused if they live directly on a school district regular bus route or parent/guardians transport their child(ren) to some point on the regular bus route as determined by the district to be safe and there is room on the bus.

Nonresident students attending St. Paul's Lutheran School may be bused if they live directly on the school district regular bus route or parent/guardians transport their child(ren) to some point on the regular bus route as determined by the district to be safe and if the desired pupil capacity on the bus is maintained. Such transportation shall extend only from some point on the regular public school bus route nearest or most easily accessible to their homes to and from a point on the regular bus route nearest or most easily accessible to St. Paul's Lutheran School. There will be an annual fee assessed for these services. The fee is 'in addition' to the shuttle bus fees assessed by St. Paul's. Resident students and option students will be given priority consideration when determining capacities.

A student may be required, at the board's discretion, to transport to a location for pick-up and drop-off without reimbursement as per state law.

School buses and district vans shall be used to transport pupils to and from school for school activities.

School district buses will not operate when weather conditions or other natural elements make it unsafe to do so. The final judgment as to when conditions are unsafe to operate will be made by the

superintendent. The superintendent will be assisted by the actual "on location" decisions and reports of the transportation director.

Standing authorization shall be granted by the board to school administrators, school nurses and other personnel designated by the superintendent to transport students in private vehicles when, in the opinion of the school personnel, this is necessary.

#### Transportation – Safe Driving Record Standard

Standard for Pupil Transportation Vehicle Drivers: Each person who is required to have a permit to operate a pupil transportation vehicle for this School District shall meet all requirements to hold and continue to hold a pupil transportation operator's permit. One of the requirements for obtaining such a permit is that the person has a record of satisfactory driving as determined by Board policy. Each person who transports students on an irregular basis and who is not required to hold a pupil transportation operator's permit shall have a record of satisfactory driving as determined by Board policy. For such persons mentioned above, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 10 years; or,
3. Reckless driving or willful reckless, within the immediate prior 10 years; or
4. Accumulation of five or more points under the motor vehicle operator's license point system within the immediate prior four years. In the event the person has accumulated three or four points within the immediate prior four years, the determination of whether the person has a satisfactory driving record shall be made by the Superintendent or Superintendent's designee based on the nature and proximity of the offense as it relates to safe transportation.

Standard for Drivers of Other School Vehicles: Each person who drives a school vehicle other than a pupil transportation vehicle and does not transport students in the vehicle shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. In the event that the person's employment position requires driving vehicles as a function of the person's employment, the employment may be terminated in the absence of a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 5 years; or,
3. Reckless driving or willful reckless, within the immediate prior 5 years; or
4. Accumulation of six or more points under the motor vehicle operators' license point system within the immediate prior four years. In the event the person has accumulated 3, 4, or 5 points within the immediate prior four years, the determination of whether the person has a satisfactory driving

record shall be made by the Superintendent or Superintendent's designee based on the nature and proximity of the offense as it relates to safe transportation.

The record of satisfactory driving standards shall apply to all new employees from and after adoption of this policy. Existing employees shall be subject to the same standards, provided that the Superintendent or Superintendent's designee may determine to permit an exception based on the existing employee's record of satisfactory driving while employed with the District and the nature and proximity of prior driving offenses as such offenses relate to safe transportation.

Legal Reference: Neb. Rev. Stat. §79-318, §79-601, §79-602, §79-607, §79-608, §79-611  
Neb. Rev. Stat. Section §60-4, 182 (Point System)  
Title 92, Nebraska Administrative Code, Chapter 91

Date of Adoption: March 13, 2017

StudentsOption EnrollmentA. Process and Time Lines to Option In

For a student to attend Arlington Public Schools as an option enrollment student, the student's parent or legal guardian must submit an application to the Board of Education of the Arlington Public School District between September 1 and March 15 for enrollment during the following and subsequent school years (the "application period").

Upon receipt of an application, the Superintendent or the Superintendent's designee shall provide the resident school district with the name of the applicant on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission.

**Provisions for Waiver of Application Deadline:**

The application deadline will be waived by the School Board for applications to option into the Arlington Public School District, provided that the application contains a release approval from the resident district and satisfies any other requirements of law. Further, the application deadline shall not be waived if the application is for enrollment in any program, class, grade level or school building or in any special education programs operated by this School District which have been determined by the School Board to be at capacity in accordance with the capacity standards (Appendix "1"), and no waiver of the deadline shall be made for such an application regardless of whether such capacity determinations are declared invalid for any reason.

B. Rejection of Applications; Reasons

1. Capacity: An option enrollment application shall be rejected in the event the capacity of a program, class, grade level, or school building or the availability of appropriate special education programs operated by the School District would be exceeded by acceptance of the application, and an option enrollment application shall be rejected in the event the application is for enrollment in a program, class, grade level, or school building which has been declared unavailable to option students due to lack of capacity.
2. Timeliness: An option enrollment application shall be rejected in the event the application is not filed on a timely basis and the filing deadline has not been waived.
3. Previous Option Enrollment: An option enrollment application shall be rejected in the event the student has previously filed an option enrollment application for enrollment in any School District and has had such application accepted, unless a statutory exception to the "one-time" rule is applicable to the student's circumstance.

4. Other Reasons: An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the School Board determines: The application is not submitted on a form prescribed by the State Department of Education, is not completely and accurately filled in, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the School District within the time lines indicated; or in the event acceptance of the application is not required by law. Matters which are legally prohibited from being considered as standards for acceptance or rejection of applications (including "previous academic achievement, athletic or extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings" and further including, without limitation, race, national origin, and gender) shall not be considered as reasons for acceptance or rejection.

C. Priority of Acceptance

Priority shall be accorded in the following order: (1) first, to those applications required to be given priority by law, (2) second, to those with a sibling in attendance at Arlington Public Schools, with priority within this group being given to those who had earliest filed applications, and (3) third to those without an option student sibling in attendance at Arlington Public Schools, with priority within this group to those who had earliest filed applications.

Filing date determinations are made by the Superintendent, or the Superintendent's designee. In the event applications within a group are received at the same or substantially the same time, priority as between such same-date applications shall be determined on the basis of random drawing.

D. Determination of Capacity

The School Board will determine and set, on an annual basis, the maximum number of option enrollment applications the School District will accept in any program, class, grade level or school building or in any special education programs operated by this School District, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this School District will contract based on existing contractual arrangements, and availability of appropriate special education programs, and may declare a program, class or school unavailable to option students due to lack of capacity. Such determinations may be made in the form of an Appendix "1" to this Policy. The determination and declaration made for any school year shall continue in effect for the next and subsequent school years unless otherwise determined and/or declared.

E. Releases for Options Out

**Provisions for Release:**

A request for release of a resident student of the Arlington Public School District who submits an enrollment option application after March 15 or any other statutory deadline will be

granted unless the release shall not be granted if the administration is considering or has recommended expulsion of the student at the time the application is filed, and the administration determines it is appropriate to complete the expulsion process.

The Superintendent or the Superintendent's designee is hereby authorized to execute such releases on behalf of the School Board and the School District, subject to subsequent ratification by the School Board.

F. Notification of Acceptance or Rejection

In the case of an application to option enroll into the Arlington Public School District, the Superintendent or the Superintendent's designee shall notify, in writing, the parent or legal guardian of the student and the resident school district whether the application is accepted or rejected on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission.

If an option enrollment application or a request for release is rejected by the Arlington Public School District, the Superintendent or the Superintendent's designee shall provide written notification to the parent or guardian stating the reasons for the rejection and the process for appealing such rejection to the State Board of Education. Such notification shall be sent by certified mail.

G. Applications Subsequent to Relocations or Mergers

An option enrollment application does not require a release and shall be accepted or rejected within forty-five days after filing in the following circumstances:

1. the student relocated to a different resident school district after February 1, or
2. the student's option school district merged with another district effective after February 1, and
3. the application is for attendance during the immediately following and subsequent school years.

H. Status of Option Student

A student who is admitted under the enrollment option program shall be treated as a resident student, and in such regard shall be required to provide such enrollment information and documentation as is required for enrollment of other students (e.g., certified birth certificate and evidence of physical examination, visual evaluation and immunization), shall be required to be enrolled on a full-time basis, and shall be required to adhere to student conduct rules. The building assignment for an option student, as well as classroom and grade level assignments, shall be determined by the administration.

An option student shall not be entitled to transportation except as required by law. Transportation or transportation reimbursement will be provided in the following circumstances:

1. The Arlington Public School District may, upon mutual agreement with the parent or legal guardian of an option student, provide transportation to the option student on the same basis as provided for resident students. The school district may charge the parents of each option student transported a fee sufficient to recover the additional costs of such transportation.
2. Option students who qualify for free lunches are eligible for either free transportation or transportation reimbursement from the option school district.
3. For option students receiving special education services, the transportation services required in the student's Individualized Education Plan shall be provided by the resident school district.

I. Information Regarding Schools, Programs, Policies and Procedures.

As part of the option enrollment program, the administration shall make information about the Arlington Public Schools and its school, programs, policies and procedures available to all interested persons and shall have a copy of the option enrollment policy and regulations available at each school building.

Legal Reference: Neb. Rev. Stat. §§ 79-232 to 79-246

Date of Adoption: August 8, 2016