

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION  
OF STERLING PUBLIC SCHOOLS, DISTRICT #33  
Monday, December 17, 2018

A regular meeting of the Board of Education of Sterling Public Schools was convened in open and public session on Monday, December 17, 2018, 7:25 PM at Sterling Public Schools. The roll was called and the following Board members were present or absent:

**Present:** Lois Agena, John Harms, Mike Hestermann, Mark Horstman, Stan Karr, Kevin McAuliffe, Rick Vollman, Cheri Wirthele.

Notice of the meeting was given in advance by posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The agenda was posted in accordance to board policy. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

- A. Call meeting to order and acknowledge Open Meetings Act
- B. Nebraska Open Meetings Law
- C. Pledge of Allegiance
- D. Publication of Meeting
- E. Roll Call
- F. Approval of agenda; Any changes to the agenda will need approval.
- G. Consent Agenda

Approve the consent agenda as presented Passed with a motion by Mike Hestermann and a second by Lois Agena.

Lois Agena:	Yea
John Harms:	Yea
Mike Hestermann:	Yea
Mark Horstman:	Yea
Stan Karr:	Yea
Kevin McAuliffe:	Yea
Rick Vollman:	Yea
Cheri Wirthele:	Yea

Yea: 8, Nay: 0

H. Galen Boldt, JCC Superintendent--Discussion of public meetings that occurred in the JCC District

I. Public Comment – To an item on the agenda

J. Board Committee Reports

K. Administration Reports

L. Action Items

1. Presentation and Acceptance of the Financial Audit Information for the 2017-2018 School Year

Move to accept the 2017-18 financial audit as presented by Jeff Deline with the Dana F. Cole Co. Passed with a motion by John Harms and a second by Rick Vollman.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Mark  
Horstman: Yea

Stan Karr: Yea

Kevin  
McAuliffe: Yea

Rick Vollman: Yea

Cheri Wirthele: Yea

Yea: 8, Nay: 0

2. Commendations

Move to approve the commendations as presented Passed with a motion by Cheri Wirthele and a second by Lois Agena.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Mark  
Horstman: Yea

Stan Karr: Yea

Kevin  
McAuliffe: Yea

Rick Vollman: Yea

Cheri Wirthele: Yea

Yea: 8, Nay: 0

3. Discuss and Consider Renewing Mrs. Dottie Heusman's Contract for the 2019-2020 school year

Move to approve the renewing of Superintendent Dottie Heusman's contract for the school year 19-20 Passed with a motion by Mike Hestermann and a second by Mark Horstman.

Lois Agena: Yea

John Harms: Yea

Mike Hestermann: Yea

Mark Horstman: Yea

Stan Karr: Yea

Kevin McAuliffe: Yea

Rick Vollman: Yea

Cheri Wirthele: Yea

Yea: 8, Nay: 0

M. Non-Action Items / Discussion Items:

1. Policy Review

2. NASB Monthly Update

3. First Reading Board Policy 5417 School Wellness and 5417AR (Administrative Regulations)

The Wellness Committee recently met to review the board policy to assure what was included in the policy is what is being followed within the school. Based on this information we discussed there were some updates that needed to occur. I have taken the time to make those changes. The changes are:

- Noting that the Healthy Schools Program Assessment will be completed to determine next steps.
- Added that the district will provide a list of suggested snacks for parents to use as guidelines.
- Changed the wording on vending machines to say they are not turned on during the day unless they are a water only machine.
- Added more specific information about kids having outdoor recess in order to get kids outside on a more regular basis.
- Added information about the Educator's Health Alliance and that the staff co-chairs will be promoting this for all staff with the help of administration.
- Changed the period of time to serve snacks before and after meals to 1-hour rather than 30-minutes.
- Made a few tweaks in regards to the wording of Schools to School.

I would like for the policy 5417 and 5417 Administrative Regulations to have first reading at the December meeting. I've attached the new policies and, if needed, you can access the previous policies on our website.

If you'd like to meet to discuss them, let me know. Thanks, Dot

P.S. The team members are; Laura Goracke, Ida Rose Sprague, Harold Richardson, Punkie Butts, Catrina Zentner (school nurse) and me. We are expanding the team and including an early childhood teacher, Board Member/Parent, DeeDee Phillips (Concession Stand Manager) and three students.



## **2 Attachments**

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## **2 Attachments**

5. Board Retreat Wednesday, January 16 from 6-9 with Marcia Herring from NASB

N. Closed Session - To discuss negotiations with the Sterling Education Association for the 2019-2010 contract year

O. Adjourn Closed Session and Reconvene in Open Session

P. Closed Session

Q. Adjourn

Adjourn the meeting at 9:37 p.m. Passed with a motion by Cheri Wirthele and a second by Lois Agena.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Mark  
Horstman: Yea

Stan Karr: Yea

Kevin  
McAuliffe: Yea

Rick Vollman: Yea

Cheri Wirthele: Yea

Yea: 8, Nay: 0

R. Future Agenda Items

The meeting was duly adjourned.  
DATED: Monday, December 17, 2018

JOHNSON COUNTY SCHOOL DISTRICT #33,  
a/k/a STERLING PUBLIC SCHOOLS

ATTEST:

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Secretary

## Sterling Public Schools

### Monthly Balance Forecast Report

Cycle: FY18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type:

Expenditure Revenue: Filter: ([Fund] = '01')

01 General Fund			
Expenditure			
Description	November	December	Total (Date)
01100 - Regular Instruction	(\$4,141.21)	(\$1,040.45)	(\$5,181.66)
01105 -	\$0.00	\$0.00	\$0.00
01190 - Early Childhood	\$0.00	\$0.00	\$0.00
01200 - Special Education	(\$29.23)	(\$993.81)	(\$1,023.04)
01291 - Special Education	\$0.00	\$0.00	\$0.00
01295 - Special Education	\$0.00	\$0.00	\$0.00
01300 - Summer School	\$0.00	\$0.00	\$0.00
02120 - Guidance Services	\$0.00	(\$324.00)	(\$324.00)
02130 - Health Services	\$0.00	\$0.00	\$0.00
02140 - Psychological Services	\$0.00	\$0.00	\$0.00
02142 - Psychological Services -	\$0.00	\$0.00	\$0.00
02143 - Psychological Services -	\$0.00	\$0.00	\$0.00
02150 - Speech Pathology and	\$0.00	\$0.00	\$0.00
02151 - Speech Pathology and	\$0.00	\$0.00	\$0.00
02152 - Speech Pathology and	\$0.00	\$0.00	\$0.00
02153 - Speech Pathology and	\$0.00	\$0.00	\$0.00
02161 - Occupational Therapy-	\$0.00	(\$1,456.00)	(\$1,456.00)
02171 - Physical Therapy-Related	\$0.00	(\$208.00)	(\$208.00)
02190 - Support Services -	(\$187.33)	\$187.33	\$0.00
02213 - Instructional Staff	\$0.00	\$0.00	\$0.00
02220 - Library or Media Services	\$0.00	\$0.00	\$0.00
02224 - Educational Television	\$0.00	\$0.00	\$0.00
02230 - Instruction-Related	\$0.00	(\$1,660.36)	(\$1,660.36)
02290 - Other Support Services -	(\$18.73)	\$0.00	(\$18.73)
02310 - Board of Education	\$0.00	(\$438.08)	(\$438.08)
02320 - Executive Administration	(\$3.00)	(\$50.00)	(\$53.00)
02410 - Office of the Principal	(\$15.69)	(\$635.00)	(\$650.69)
02490 - School Administration	(\$226.00)	\$0.00	(\$226.00)
02510 - Fiscal Services	\$0.00	(\$16,300.00)	(\$16,300.00)
02530 - Printing, Publishing, and	\$0.00	(\$1,376.51)	(\$1,376.51)
02580 - Administrative	(\$758.73)	(\$18.75)	(\$777.48)
02610 - Operation of Buildings	\$0.00	(\$4,087.47)	(\$4,087.47)
02620 - Maintenance of Buildings	(\$63.90)	(\$409.84)	(\$473.74)
02630 - Care and Upkeep of	\$0.00	(\$2,975.00)	(\$2,975.00)
02640 - Care and Upkeep of	(\$12.29)	\$0.00	(\$12.29)
02650 - Vehicle Operation and	\$0.00	\$0.00	\$0.00
02660 - Security	\$0.00	\$0.00	\$0.00
02680 - Operation and	\$0.00	\$0.00	\$0.00
02710 - Vehicle Operation and	\$0.00	(\$2,559.85)	(\$2,559.85)
02712 - Vehicle Operation and	\$0.00	(\$151.39)	(\$151.39)
02790 - Other Student	\$0.00	(\$125.00)	(\$125.00)
03100 - Food Services Operations	\$0.00	(\$1,815.26)	(\$1,815.26)

06200 - Federal Services - Title I, Part A FSSA Improving Basic	\$0.00	\$0.00	\$0.00
06210 - Federal Services - Title I, Part A Accountability FSSA	\$0.00	\$0.00	\$0.00
06404 - Federal Services - IDEA	\$0.00	\$0.00	\$0.00
06410 - Federal Services - IDEA	\$0.00	(\$336.00)	(\$336.00)
06992 - Federal Services - REAP	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>(\$5.456.11)</b>	<b>(\$36.773.44)</b>	<b>(\$42.229.55)</b>

Revenue			
Description	November	December	Total (Date)
01000 -	\$0.00	\$0.00	\$0.00
01100 - Taxes Levied/Assessed	\$0.00	\$28,842.80	\$28,842.80
01110 -	\$0.00	\$0.00	\$0.00
01115 - Carline Taxes	\$0.00	\$0.00	\$0.00
01125 - Motor Vehicle Taxes	\$0.00	\$8,400.92	\$8,400.92
01315 - Tuition From Educational	\$0.00	\$0.00	\$0.00
01370 - Preschool Tuition and	\$0.00	\$0.00	\$0.00
01510 - Interest on Investments	\$0.00	\$25.51	\$25.51
01740 - Fees	\$0.00	\$4,025.00	\$4,025.00
01900 -	\$0.00	\$400.00	\$400.00
01911 - Local License Fees	\$0.00	\$0.00	\$0.00
01920 - Contributions and	\$0.00	\$0.00	\$0.00
01990 - Miscellaneous Local	\$0.00	\$0.00	\$0.00
02110 - County Fines & License	\$0.00	\$626.66	\$626.66
02210 - ESU Receipts	\$0.00	\$2,741.39	\$2,741.39
03110 - State Aid	\$0.00	\$1,812.00	\$1,812.00
03130 - Homestead Exemption	\$0.00	\$0.00	\$0.00
03180 - Pro-Rate Motor Vehicle	\$0.00	\$151.74	\$151.74
03535 - Payment for High Ability	\$0.00	\$0.00	\$0.00
03700 - State Grants Through	\$0.00	\$0.00	\$0.00
04310 - REAP	\$0.00	\$0.00	\$0.00
04710 - Categorical Grants From	\$0.00	\$0.00	\$0.00
05301 - Insurance Adjustments	\$0.00	\$0.00	\$0.00
05690 - Other Non-Revenue	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$47,026.02</b>	<b>\$47,026.02</b>
<b>Grand Total</b>	<b>(\$5.456.11)</b>	<b>\$10,252.58</b>	<b>\$4,796.47</b>

## Sterling Public Schools

### Monthly Balance Forecast Report

Cycle: FY18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type: Expenditure,Revenue; Filter: ([Fund] = '02')

Deprectiaton			
Expenditure			
Description	November	December	Total (Date)
01200 - Special Education	\$0.00	\$0.00	\$0.00
02190 - Support Services -	\$0.00	\$0.00	\$0.00
02230 - Instruction-Related	\$0.00	(\$2,493.00)	(\$2,493.00)
02620 - Maintenance of Buildings	\$0.00	\$0.00	\$0.00
02660 - Security	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$0.00</b>	<b>(\$2,493.00)</b>	<b>(\$2,493.00)</b>
<b>Grand Total</b>	<b>\$0.00</b>	<b>(\$2,493.00)</b>	<b>(\$2,493.00)</b>

## Sterling Public Schools

### Monthly Balance Forecast Report

Cycle: FY18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type: Expenditure,Revenue; Filter: ([Fund] = '03')

03 Employee Benefit			
<b>Expenditure</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date</b>
02510 - Fiscal Services	\$0.00	\$0.00	\$0.00
09000 - Non-Program Expenditure	\$0.00	(\$523.50)	(\$523.50)
<b>Sub Total</b>	<b>\$0.00</b>	<b>(\$523.50)</b>	<b>(\$523.50)</b>
<b>Revenue</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date</b>
01990 - Miscellaneous Local	\$0.00	\$1,574.98	\$1,574.98
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$1,574.98</b>	<b>\$1,574.98</b>
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$1,051.48</b>	<b>\$1,051.48</b>

## Sterling Public Schools

### Monthly Balance Forecast Report

Cycle: FY18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type: Expenditure,Revenue; Filter: ([Fund] = '06')

06 Nutrition			
<b>Expenditure</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date)</b>
02610 - Operation of Buildings	\$0.00	\$0.00	\$0.00
02640 - Care and Upkeep of	\$0.00	\$0.00	\$0.00
03100 - Food Services Operations	\$0.00	(\$1,844.71)	(\$1,844.71)
<b>Sub Total</b>	<b>\$0.00</b>	<b>(\$1,844.71)</b>	<b>(\$1,844.71)</b>
<b>Revenue</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date)</b>
01720 -	\$0.00	\$9,561.75	\$9,561.75
01990 - Miscellaneous Local	\$0.00	\$0.00	\$0.00
03150 - State Reimbursement (of	\$0.00	\$10,448.07	\$10,448.07
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$20,009.82</b>	<b>\$20,009.82</b>
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$18,165.11</b>	<b>\$18,165.11</b>

## Sterling Public Schools

### Monthly Balance Forecast Report

Cycle: FY18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type: Expenditure,Revenue; Filter: ([Fund] = '07')

07 Bond			
<b>Expenditure</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date)</b>
05000 - Debt Service	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Revenue</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date)</b>
01100 - Taxes Levied/Assessed	\$0.00	\$3,282.49	\$3,282.49
01110 -	\$0.00	\$0.00	\$0.00
01115 - Carline Taxes	\$0.00	\$0.00	\$0.00
03180 - Pro-Rate Motor Vehicle	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$3,282.49</b>	<b>\$3,282.49</b>
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$3,282.49</b>	<b>\$3,282.49</b>

# Sterling Public Schools

## Monthly Balance Forecast Report

Cycle: FY 18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type:

Expenditure Revenue: Filter: ([Fund] = '08')

08 Special Building			
Expenditure			
Description	November	December	Total (Date)
04700 - Building Improvements	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Revenue			
Description	November	December	Total (Date)
01100 - Taxes Levied/Assessed	\$0.00	\$1,646.78	\$1,646.78
01110 -	\$0.00	\$0.00	\$0.00
01115 - Carline Taxes	\$0.00	\$0.00	\$0.00
03130 - Homestead Exemption	\$0.00	\$0.00	\$0.00
03132 - Personal Property Tax	\$0.00	(\$0.87)	(\$0.87)
03180 - Pro-Rate Motor Vehicle	\$0.00	\$8.65	\$8.65
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$1,654.56</b>	<b>\$1,654.56</b>
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$1,654.56</b>	<b>\$1,654.56</b>

# Sterling Public Schools

## Monthly Balance Forecast Report

Cycle: FY18-19; Begin Date: 11/21/2018; End Date: 12/07/2018; Account Type: Expenditure,Revenue; Filter: ([[Fund] = '09')

09 QCPUF			
<b>Expenditure</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date)</b>
05000 - Debt Service	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Revenue</b>			
<b>Description</b>	<b>November</b>	<b>December</b>	<b>Total (Date)</b>
01100 - Taxes Levied/Assessed	\$0.00	\$1,070.41	\$1,070.41
01110 -	\$0.00	\$0.00	\$0.00
01115 - Carline Taxes	\$0.00	\$0.00	\$0.00
03132 - Personal Property Tax	\$0.00	(\$0.57)	(\$0.57)
03180 - Pro-Rate Motor Vehicle	\$0.00	\$5.63	\$5.63
<b>Sub Total</b>	<b>\$0.00</b>	<b>\$1,075.47</b>	<b>\$1,075.47</b>
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$1,075.47</b>	<b>\$1,075.47</b>

Board of Education Regular Meeting Monday, November 19, 2018 7:30 PM Sterling Public Schools 250 Main Street Sterling, NE 68443

1. Call meeting to order and acknowledge Open Meetings Act by John Harms at 7:35 p.m.
2. Pledge of Allegiance
3. Roll Call: Present: John Harms, Mike Hestermann, Mark Horstman, Rick Vollman & Cheri Wirthele. Lois Agena arrived at 7:37 p.m.

4. Approval of agenda; Any changes to the agenda will need approval. No changes.

5. Consent Agenda

Move to approve the consent agenda as presented Passed with a motion by Mike Hestermann and a second by Rick Vollman.

Yea: Lois Agena John Harms. Mike Hestermann, Mark Horstmann, Rick Vollman & Cheri Wirthele

Yea: 6, Nay: 0

6. Public Comment: Connie Nemece and Stan Karr addressed the board.

7. Board Committee Reports. John Harms and Cheri Wirthele shared information about the board workshops they have attended.

8. Administration Reports. Reports were shared from Dottie Heusman, Scott Harrington, Brent Heusman and Addie Heusman.

9. Action Items

9.1. Commendations

Move to approve the commendations as presented Passed with a motion by Lois Agena and a second by Cheri Wirthele. Yea: Lois Agena John Harms. Mike Hestermann, Mark Horstmann, Rick Vollman & Cheri Wirthele Yea: 6, Nay: 0

9.2. Presentation and Acceptance of the Financial Audit Information for the 2017-2018 School Year. This was tabled until next meeting since auditor Jeff DeLine was not in attendance.

9.3. Review, Discuss and Set prices for selling MacBooks to 2019 graduating class in May 2019.

Move to approve the selling of one year old MacBooks to the class of 2019 graduates at the price of \$900 per computer Passed with a motion by Cheri Wirthele and a second by Rick Vollman. Yea: Lois Agena John Harms. Mark Horstmann, Rick Vollman & Cheri Wirthele. Nay: Mike Hestermann, Yea: 5, Nay:1

9.4. Discuss and possible action on Holiday Gifts for school employees

Move to approve the purchase of a ham for each school employee Passed with a motion by John Harms and a second by Mark Horstman. Yea: Lois Agena John Harms. Mike Hestermann, Mark Horstmann, Rick Vollman & Cheri Wirthele Yea: 6, Nay: 0

9.5. Review and Possible acceptance of a bid for Snow Removal for the 2018-2019 season

Move to approve the bid from Kale Heusman in the amount of \$75.00 per hour for the removal of snow for the 18-19 season Passed with a motion by Mike Hestermann and a second by Lois Agena. Yea: Lois Agena John Harms. Mike Hestermann, Mark Horstmann, Rick Vollman & Cheri Wirthele Yea: 6, Nay: 0

9.6. Review and Possible acceptance of bids for the sale of the 2003 Dodge Caravan Grand Sport.

Move to approve the bid from Ken Brinkman for \$400 for the purchase of the 2003 Dodge Caravan Grand Sport Passed with a motion by Mike Hestermann and a second by Mark Horstman. Yea: Lois Agena John Harms. Mike Hestermann, Mark Horstmann, Rick Vollman & Cheri Wirthele Yea: 6, Nay: 0

10. Non-Action Items / Discussion Items:

10.1. Discuss Superintendent's Contract for the Upcoming School Year. Mrs. Heusman reviewed the wording from her contract. Extending a contract for the upcoming year or years will be an action item for next month's meeting.

10.2. Review Upcoming Board Dates. The board reviewed upcoming events. The next regularly scheduled monthly meeting will be on Monday, December 17 @ 7:30 p.m.

11. Adjourn. Meeting adjourned at 9:11 p.m. by President Harms.

**Sterling Public Schools**

## Check Listing Report

Accounting Cycle: FY18-19; Begin Date: 11/20/2018; End Date: 12/07/2018;

Check Date	Check Number	Payee	Description	Amount
12/07/2018	28280	ADAMS SUPER FOODS	picked up beans for chilli	\$17.85
12/07/2018	28281	Aero Fence Co	Inv: 8679--Preschool fence and repair playground	\$2,975.00
12/07/2018	28282	Al's Johns	Inv: 21672/portajohn for practice field	\$30.33
11/27/2018	28272	BC/BS of Nebraska	Inv: correction for oct/nov payroll	\$818.74
12/07/2018	28283	BODEN, RON	Inv: november cell pay	\$25.00
12/07/2018	28284	BOLDT, LUKE	Inv: november cell pay	\$25.00
12/07/2018	28285	Boslau, Dennis	Inv: november cell pay	\$25.00
12/07/2018	28286	Brent Heusman	Inv: november cell pay	\$25.00
12/07/2018	28287	Buss Pest Control	Inv: 11/06/18	\$131.67
12/07/2018	28288	BYTESPEED, LLC	Inv: 0127365, aaaq114529 repairs	\$230.00
12/07/2018	28289	CAPITAL BUSINESS SYSTEMS, INC	Inv: 23757665 Monthly copy machines	\$1,376.51
12/07/2018	28290	CARPENTER, JAY	Inv: november cell pay	\$25.00
12/07/2018	28292	CenterPoint Energy Services Retail, LLC	Inv: 3461533	\$331.17
11/27/2018	28265	CORPORATE PAYMENT SYSTEMS	credit card payment	\$3,700.04
12/07/2018	28293	DANA F COLE & COMPANY, LLP	Inv: 3278190, Audit and corrections	\$16,300.00
12/07/2018	28294	Dottie Heusman	Inv: november cell pay	\$50.00
12/07/2018	28295	EGAN SUPPLY CO	2 cases of drain maintainer	\$151.20
12/07/2018	28296	ESU #4	Inv: 8880 lamination	\$31.83

12/07/2018	28296	ESU #4	Inv: mhq-302-28596 cipafilter upgrade	\$18.75
12/07/2018	28297	ESU #6	Inv: 11328	\$107.73
12/07/2018	28298	Ewell Educational Services	online education	\$165.00
12/07/2018	28299	Harrington, Scott	Inv: november cell pay	\$50.00
12/07/2018	28300	HARRIS SCHOOL SOLUTIONS	aaweb hosting. APTA	\$1,157.63
12/07/2018	28301	JET STOP INC.	Inv: 3843 Fuel	\$2,711.24
12/07/2018	28302	Johnson County Hospital	Inv: 09/2018. OT/PT	\$849.45
12/07/2018	28302	Johnson County Hospital	Inv: 10/2018 OT/PT	\$1,783.36
11/20/2018	28264	Kharissa Saathoff	Inv: flex spending reimbursement	\$1,314.31
12/07/2018	28303	Kharissa Saathoff	Inv: november flex reimbursement	\$523.50
12/07/2018	28304	Life Track Services	Graduation Surveys	\$324.00
12/07/2018	28305	Menards	closed 4 port, pex hydrant	\$126.97
12/07/2018	28306	Mindy Cross	Inv: november cell pay	\$25.00
12/07/2018	28307	NCECBVI	Inv: 0-323. Special Education Services	\$168.00
12/07/2018	28307	NCECBVI	Inv: O-306. Special Education Services	\$168.00
12/07/2018	28308	Nebraska Academy of Sciences	Inv: 3355-nas, inc for goracke. In-Service	\$30.00
12/07/2018	28309	Nebraska Association Of Scbd	Inv: horstman/karr workshop	\$178.00
12/07/2018	28310	Nebraska Council School Admin	Inv: 57445. Workshops	\$585.00
12/07/2018	28311	Nebraska Public Power Distric	power bill	\$2,361.40
12/07/2018	28312	Recycling Enterprises	Inv: 18A4038	\$60.00
12/07/2018	28313	Shanahan M & E	trip charge for maintenance	\$50.00

12/07/2018	28314	SOFTCHOICE CORPORATION	Yearly Subscription - Microsoft Office 365	\$925.20
12/07/2018	28315	Sterling Lumber Co	Supplies for Shop	\$53.42
12/07/2018	28316	SYSCO OF LINCOLN	Inv: 261212483	\$729.49
12/07/2018	28316	SYSCO OF LINCOLN	Inv: 261236533	\$2,239.23
12/07/2018	28317	Tecumseh Chieftain	Inv: 11/29/2018. Publishing	\$158.67
12/07/2018	28318	UNITE PRIVATE NETWORKS, LLC	Inv: 138427-usac schools of libraries	\$2,493.00
11/27/2018	28274	United States Postal Service	Inv: Copy of 10/10/2018	\$150.00
11/29/2018	28276	United States Postal Service	stamps for the year	\$600.00
12/07/2018	28319	VOICE NEWS	Inv: 198601 Publishing	\$101.41
12/07/2018	28320	VOSS LIGHTING	Inv: 10189924. New lightbulbs	\$237.00
12/07/2018	28320	VOSS LIGHTING	Inv: esucc-549302. New lightbulbs	\$948.00
12/07/2018	28321	Waymire Well Drilling, Inc.	Inv: 18r523. Repair parts	\$69.57
<b>Sub Total</b>			<b>TOTAL GENERAL &amp; LUNCH FUNDS</b>	<b>\$47,731.67</b>
		December 2018.	<b>Employer Paid Liabilities</b>	<b>45,046.20</b>
			<b>Employee Paid Liabilities</b>	<b>54,504.38</b>
			<b>Net Wages Paid</b>	<b>\$113,449.69</b>
			<b>GRAND TOTAL</b>	<b>\$260,731.94</b>







## **Community Input Survey Results**

### **Report to the Johnson County Central Board of Education**

Starting on October 23, 2018 at Harvest Bowl in Tecumseh and concluding on Monday, November 5, 2018 at Johnson County Central High School, the administrative staff at JCC conducted six(6) community input meetings to gather the thoughts and feelings of the constituents of the district. An attempt was made to conduct these meetings in the various communities supporting JCC including Tecumseh, Cook, Elk Creek and Talmage, as well as a special meeting held with a Spanish translator with all documents translated into Spanish.

There was a willingness for patrons to speak their minds. The discussion focus centered around four(4) questions:

1. JCC currently operates with facilities in two separate sites. What are your feelings regarding maintaining two sites?
2. What are your feelings regarding the maintenance of the current buildings at both sites?
3. JCC currently has no bonded indebtedness, meaning that we are free of the financial obligations that were needed to pay for the buildings as they were constructed. What are your thoughts about using a bond initiative to finance future construction or renovation?
4. If JCC builds new construction, what are your thoughts regarding the location of the new construction?

There was a general consensus that a strong feeling of community and school spirit was lacking. It was felt that the community around Johnson County Central needs a sense of togetherness and purpose. We and members of the community served by JCC school district, believe that rallying the community around the school can provide the nucleus for creating a sense of togetherness and purpose, and the impetus for hope and resurgence of pride in the JCC community.

We feel for the purposes of this report that we focus on those comments that led to a consensus.

Regarding **focus question number one (What are your feelings regarding maintaining two sites?)**: Bussing of students, bussing costs and staff efficiency was a common concern. There was a general concern for future enrollment and if the school district could provide a projected enrollment. There were also queries as to the future of the current buildings (sold/demolished/repurposed).

Regarding **focus question number two (What are your feelings regarding the maintenance of the current buildings at both sites?)**: We found no general consensus. However, the cost of maintenance of facilities was a common theme. Those comments ranged from continuing to maintain the current buildings (as new buildings would also need maintenance), to the thinking that it would be better and more cost effective to maintain new facilities as older buildings will only continue to deteriorate.

In regards to **focus question number three**, the general consensus was clear that a bond initiative should be put before the public. Many stakeholders communicated that they would need more information before they would be able to make a good informed vote on any topic.

**Focus question number four** brought no consensus. The location seemed to be contingent on where the individual resided within the district. There was also no consensus on whether or not the district renovated or built new. There were some concerns about proximity to the prison. What other school districts were planning for their own futures was a factor for some as to where buildings should go. Also, a location that would benefit the most students and families was a conversation point.

The public was asked to provide thoughts about why students optioned out of the Johnson County Central School District.

Public Perception for Option Enrolling out of District	Total Patrons with Similar Responses (out of 75)	Percent of Patrons with Similar Response
Location of Facilities	27	36%
Condition of Facilities	13	17%
Diversity in Student Population	8	11%
Poor Education	11	15%
Need to offer more programs or lack of success with sports programs	8	11%

One observation from the survey given at the end of the meetings: There seems to be significant support for “a move to put ALL PreK-12 education in the district on **one site**.”





To help you begin comparing the perspectives of the Community Members and the School District Staff, here are the % Yes columns from the Community Input Survey displayed side by side in a table.

	Community Members N=124	Staff Only N=83	Combined Results N=207
1. I would support additional taxation targeted to pay for <b>new construction</b> .	56%	82%	67%
2. I would support additional taxation targeted to pay for <b>renovation</b> of existing facilities.	47%	20%	36%
3. I would support a move to put ALL PreK-12 education in the district on <b>one site</b> .	72%	90%	80%
4. I would support building a brand new PreK-12 facility on one site.	60%	86%	71%
5. I would support building a brand new PreK-12 facility on one site <b>outside of the city limits</b> of either Cook or Tecumseh.	44%	62%	52%
6. I would support school programs for our children and grandchildren that looks to create an innovative school of the future.	87%	93%	90%
7. I understand the concept of a Career Academy.	88%	61%	77%
8. I would support school programs that include Career Academies as a Foundational part of JCC programming.	88%	72%	82%
9. I believe that building a new PreK-12 facility on one site would provide a positive sense of hope for the future of our county.	69%	90%	78%
10. I believe that the racial/ethnic diversity of Johnson County Central is a strength for our school district.	60%	74%	66%
11. I believe that Johnson County Central provides high-quality education for its students.	67%	79%	72%
12. I understand the concept of Option Enrollment.	94%	89%	92%
13. I believe that the loss of students to other districts through Option Enrollment is a result of the perception of low-quality education in the school district.	40%	28%	36%
14. I believe that the loss of students to other districts through Option Enrollment is a result of factors other than low-quality education at JCC.	61%	69%	64%

# Nebraskans United for Property Tax Reform and Education

Nebraska relies too heavily on property taxes to fund K-12 education. Adequate and sustainable funding of high-quality K-12 education, however, is imperative for Nebraska's future. To reduce our reliance on property taxes and also maintain vital investments in K-12 education, other revenue sources must be found. Below are proposed actions lawmakers can take to generate revenue and help offset our high reliance on property taxes. Several of the revenue changes listed were included in LB 1084 in 2018 while others are new.

## Provisions retained from LB 1084

### Elimination of the following sales tax exemptions:

Candy, soft drinks, and bottled water	\$29.40 million
Tangible personal property repair (motor vehicles)	\$18.71 million
Pet-related services	\$16.21 million
Real property remodeling, painting and repair and interior design for residential housing	\$12.86 million
Personal care services including hair care, massage, tanning, nail, spa, and tattoo services	\$12.38 million
Storage and moving services	\$8.55 million
Parking fees	\$3.88 million
Clothing cleaning and repair	\$2.59 million
Travel agency services	\$2.20 million
Membership and admissions to zoos and aquariums	\$1.84 million
Dating and escort services	\$1.11 million
Taxi, limousine, and other transportation services	\$983,000
Lawn care, landscaping, and gardening	\$209,000
Tele-floral	\$207,000
Tour operators	\$110,000
Historic automobile museums	\$105,000
Swimming pool cleaning and maintenance	Not available
Music, dance, golf, and other recreational services	Not available

### Other provisions from LB 1084:

Raise sales tax by ½ cent	\$137.50 million
End S-corp./ LLC exclusion on out-of-state earnings	\$82.90 million
Tax on internet sales	\$10.00 million
Add 7.84 percent surcharge on income above \$250k for individuals, \$500k for MFJ	\$44.00 million
Repeal special capital gains and extraordinary dividends exclusion	\$20.30 million
End tangible personal property tax exemption	\$16.50 million
Sunset New Markets Job Growth Investment Act Incentive Program	\$11.75 million
Reinstate alternative minimum tax on high-income earners	Not available

### Modified LB 1084 provisions:

Increase cigarette sales tax by \$1.50 per pack	\$109.41 million
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## New provisions not in LB 1084

Increase alcohol tax by \$0.10 per drink	\$121.33 million
Cap itemized deductions at 5% (exempting medical)	\$88.35 million
Add niobium and scandium rare mineral severance tax <sup>i</sup>	\$23.55 million
Increase real estate documentary stamp tax by 50 cents per \$1,000 valuation <sup>ii</sup>	\$5.10 million
End sales tax exemption on ride-sharing services such as Uber and Lyft	\$1.94 million <sup>iii</sup>
Repeal property tax exemption for fraternal benefits societies	\$292,000
End sales tax exemption for Airbnb type services	\$281,777 <sup>iv</sup>
Include e-cigarettes in the cigarette tax <sup>v</sup>	Not available
Close online travel service loophole <sup>vi</sup>	Not available

**Total estimated revenues generated by these provisions<sup>vii</sup> \$784,538,933**

## Suggested Revenue Distribution

### Revenue from the tax changes above would be distributed as follows:

Increase the Property Tax Credit Program <sup>viii</sup>	\$512.07 million
Increase reimbursement rate for special education from 51% to 80% <sup>ix</sup>	\$150.25 million
Restore allocated income tax returned to school districts from 2.3% to 20%	\$85.64 million
Create renter's credit component of Property Tax Credit Program	\$18.98 million
Increase the Earned Income Tax Credit from 10% to 15%	\$17.40 million
Conduct a school funding study similar to the one called for in LB 484	\$200,000

**Total estimated dollars distributed<sup>x</sup>**

**\$784,538,933**

### **LB 1084 items removed from new proposal:**

Measures proposed in LB 1084 that are not listed above include sales tax exemptions for auto and boat trades, newspapers, laundromats, school lunches, school events, museum art purchases, custom meat slaughtering, prepaid calling cards, purchases by zoos,<sup>xi</sup> investment advice, and real estate services on single-family homes. Another provision not included is the sunseting of the Nebraska Job Creation and Mainstreet Revitalization Act.

<sup>i</sup> This estimate was modeled after Wisconsin statute levels.

<sup>ii</sup> This would change the document stamp from \$2.25 to \$2.75 per \$1,000 valuation.

<sup>iii</sup> This measure would generate an estimated \$ 517,403.90 in local revenue.

<sup>iv</sup> This measure also would generate an estimated \$360,000 in local revenue.

<sup>v</sup> This measure would be modeled after Kansas's recently-passed e-cigarette tax.

<sup>vi</sup> This measure would be modeled after a New York statute.

<sup>vii</sup> Estimates regarding measures marked "Not available" are still being compiled. These measures stand to significantly increase the revenue total generated by these changes.

<sup>viii</sup> The tax on zoo memberships and tickets remain.

<sup>ix</sup> Estimate includes \$224,000,000 already going into the Property Tax Credit Program.

<sup>x</sup> This proposal assumes fully funding of TEEOSA based on statutory provisions effective for the 2019-21 biennium without change.

<sup>xi</sup> Estimates regarding measures marked "Not available" are still being compiled. These measures stand to significantly increase the revenue total generated by these changes and any additional funds collected would be distributed into the Property Tax Credit Program.

# Nebraskans United for Property Tax Reform & Education

## PRINCIPLE #1

### Adequate and sustainable funding of high quality K-12 education is imperative for the future of Nebraska.

- A well-educated workforce is essential for economic development and a high quality of life. <sup>1</sup>
- **Education** reduces poverty, boosts economic growth and increases income. In sum, education is one of the most important investments a state can make in its people and its future. <sup>2</sup>

## PRINCIPLE #2

### Tax reform which reduces the over-reliance on local property taxes is necessary to ensure our tax system is fair to all Nebraska taxpayers.

- Nebraska must reduce property taxes to ensure a fair and balanced tax system.
  - Nebraska ranks 48<sup>th</sup> in the country in the percentage of K-12 funding that comes from the state. <sup>4</sup>
  - Nebraska pays the 7<sup>th</sup> highest effective property tax rate in the nation. <sup>5</sup>
- To fund the state budget, we need a tax system that is fair and balanced for all Nebraska taxpayers. Nebraska's taxpayers need a significant reduction in property taxes.
  - Nebraska K-12 schools receive 33% of their funding from state sources while the national average is 46%. <sup>6</sup>
  - Nebraska K-12 schools receive 49% of their funding from local property taxes while the national average is 29%. <sup>6</sup>

**Nebraska Farm Bureau Federation**  
**Nebraska Council of School Administrators**  
**Nebraska State Education Association**  
**Nebraska Rural Community Schools Association**  
**Nebraska Women Involved in Farm Economics**  
**Nebraska Soybean Association**  
**Nebraska Corn Growers Association**  
**Gage County Property Tax Group**  
**Independent Cattleman of Nebraska**  
**Greater Nebraska Schools Association**  
**Schools Taking Action for Nebraska Children's Education (STANCE)**  
**Nebraska Association of School Boards**

**Nebraska Farmers Union**  
**Nebraska Pork Producers**  
**Center for Rural Affairs**  
**Project Extra Mile**  
**Nebraska State Grange**  
**American Heart Association**  
**Nebraska Pork Producers**  
**Nebraska Wheat Growers**  
**Milford School Board**  
**Holdrege Public Schools**

<sup>1</sup> *Educational Attainment as an Economist Driver for States, Regions and Communities*; Larry Good and Jeannine La Prad – Corporation for a Skilled Workforce, Michigan State University, 2013.

<sup>2</sup> *The economic case for education*, Ludger Woessmann, University of Munich, Journal of Education Economics, 2016.

<sup>3</sup> *Property Tax Truth*, NSEA Voice Magazine, February, 2017. *Property Taxes, State Aid and School Spending*, NSEA Research, January, 2017; Data Source: *Nebraska Department of Education Annual Finance Reports of School Districts, 1995-96 to 2015-16*.

<sup>4</sup> <http://www2.census.gov/govs/school/14f33pub.pdf> U.S. Census Bureau, Public Education Finance Report, June, 2016.

<sup>5</sup> *How High Are Property Taxes in Your State?* Tax Foundation, July, 2016; Data Source – 2014 American Community Survey, U.S. census Bureau data.

<sup>6</sup> U.S. Census Bureau, Public Education Finance, 2016 – Based on 2014 Survey Data.





**RANKINGS AND DEMOGRAPHIC INFORMATION:**

- 1) Nebraska ranked 19 highest spending per student (U.S. Census Bureau 2016)
- 2) Nebraska is 14th smallest state in population
- 3) Nebraska is 15th largest in geographic size
- 4) Nebraska is 8th smallest in population density

Nebraska spent \$12,299 per student, the 19th highest

% OF FUNDING SPENT IN THE **CLASSROOM**  
Nebraska ranks #3 in the nation with the highest percentage of funding going into the *classroom*.

(Only New York and Minnesota are higher).

NY = \$22,369 per student - 70.4% to classroom

MN = \$12,382 per student - 65.21% to classroom

NE = \$12,299 per student - 65.11% to classroom

SURROUNDING STATES

Nebraska = 65.11%

Iowa = 60.87%

Kansas = 60.87%

Missouri = 59.69%

Wyoming = 59.3%

South Dakota = 58.41%

Colorado = 56.64%

NATIONAL AVERAGE = 60.87%

(Source: U.S. Census Bureau 2016)

% OF FUNDING SPENT ON **SCHOOL ADMINISTRATION**

Nebraska is ranked #5 in the lowest percentage of funding going to *school administration*:

NY = \$22,369 per student - 3.63% on administration

MN = \$12,382 per student - 3.98% on administration

PA = \$15,418 per student - 4.24% on administration

MA = \$15,593 per student - 4.44% on administration

NE = \$12,299 per student - 4.73% on administration

(Source: U.S. Census Bureau 2016)

SURROUNDING STATES

Colorado = 7.26%

Kansas = 5.85%

Missouri = 5.81%

Iowa = 5.7%

Wyoming = 5.66%

South Dakota = 4.94%

Nebraska = 4.73%

NATIONAL AVERAGE = 5.53%

(Source: U.S. Census Bureau 2016)

**STATE SUPPORT FOR EDUCATION:**

Nebraska is 49th in the nation in state support of public education - 58.7% from local tax payers

(Source: U.S. Census Bureau 2016)

Only NH is higher at 61% (NH has no income tax!!!)

Other states with 50% or more from local tax payers include: CT, IL, ME, MD, MA, NJ, NY, OH,

PA, RI & VA.

(Also, SD and TX - have no income tax.)

SURROUNDING STATES

Nebraska = 58.7%

South Dakota = 56.3%

Colorado = 49.5%

Missouri = 49.2%

Iowa = 39.1%

Wyoming = 36.4%

Kansas = 27.4%

NATIONAL AVERAGE = 44.54%

(Source: U.S. Census Bureau 2016)

**FACILITIES FUNDING**

Only four states have *NO* role in helping local school districts pay for public school facilities.

\* Nebraska, Nevada, Oklahoma, and South Dakota \*

(Source - Texas Legislative Council - State Roles in Financing Public School Facilities)

**CHANGES IN THE STATE BUDGET FROM FISCAL YEAR 1998/99 TO 2018/19**

TEEOSA went from 26.04% of the total State General Fund to 21.87%

The University went from 17.32% of the total State General Fund to 14.06%

Medicaid went from 13.06% of the total State General Fund to 19.07%

Corrections went from 3.51% of the total State General Fund to 4.76%

*State Revenue has declined over the last two years from 4.305 Billion to 4.265 Billion*

# TALKING POINTS ...

## FOR EDITORIALS & LETTERS TO THE EDITOR

### STATE GOVERNMENT SPENDING GROWTH VS. COLLECTIVE SCHOOL SPENDING GROWTH SINCE 2009/10

Average State Government Spending Growth – Average growth per year has been 3.6%

#### Average Collective School Spending

Collective School General Fund Expenses – 3.25%

Collective School General Fund Distributions – 2.31%

Collective School Total Annual Cost – 3.32%

### STATE BUDGET GROWTH PERCENTAGE VS. COST PER PUPIL GROWTH

STATE growth per year	vs	SCHOOL cost per pupil growth per year
2012 = 4.66%		4.2%
2013 = 5.66%		2.7%
2014 = 6.97%		3.4%
2015 = 4.04%		2.6%
2016 = 3.27%		1.9%

### OFFER SOLUTIONS!

No one is more qualified to talk about your school district, your community, and your needs related to providing a quality education than you!

### TIPS FOR EFFECTIVE COMMUNICATION

Relationships are key ... Have the relationship before you need it!  
Best months to build the relationship are October and November.

Most bills are reactive - force your Senator to be proactive!

Have your facts straight when you approach a legislator.

Be respectful, keep your cool.

Imagine it happening to you at a school board meeting.

Set priorities!

Provide them with key data and information from your district.  
Share any positive growth or good news from past legislation.

With term-limits, your role in educating on education is more important than ever!

Communicate issues you're facing they have the ability to address.

### POLICY VS. STORY

SHARE YOUR STORY!  
(so someone else doesn't)

POLICY = NASB'S ROLE  
(WITH YOUR HELP!)

Legislation  
Change in standards

STORY = YOUR ROLE  
(ALL YEAR LONG!)

Students - Educators  
Successes - Challenges

Who you are

Who you employ

Role in your community

## CURRICULUM REPORT

Addie Heusman

December 17, 2018

- **December 21** - State Testing Results are released to the public.
  - For the first time in 3 years a new AQuESTT (Accountability for a Quality Education System, Today and Tomorrow) classification: Excellent - Great - Good - Needs Improvement
- Some things to keep in mind as results are released...
  - This was the first year that the test was an adaptive test similar to our Map Growth test that we have students take. That means that the test is reactive to the student's answer. Get the question right and a certain question pops up, get it wrong and a different question pops up. The number of questions available for this adaptive format will continue to increase in years to come. For my math brained mind, I'm curious how it will impact the comparison of scores from one student to another in this adaptive format.
  - According to the assessment office, the ELA (English Language Arts) scores are still low. They know there are a considerable amount of factors to why this could be; however they have hopes that scores will rise, as do we all!
  - They do hope for more immediate results in the future and say that in 2019 we should see some raw scores in the summer and by 2020, they hope for immediate results. A big HOWEVER from me, we have gotten several emails this fall about setbacks from the assessment office regarding not meeting their original deadlines so we should not get our hopes up. This is a new partnership between the MAP test company and our state test and I believe there are still kinks to be ironed out.
  - There is a lot of new information to process so while we see results, they probably provide more questions than answers at this point.
  - Dottie or I will be sharing our results with you over the holiday break.

## TRANSPORTATION/MAINTENANCE REPORT

Brent Heusman

December 17, 2018

- We have started our next round of 80 day inspections. I will let you know at our next meeting what repairs will be needed.
- The activity bus had an issue on the way to Friend for our BB game last Tuesday. Essentially the turbo gave out on the engine for whatever reason. It has been repaired and is ready to roll.
- Pairings for our upcoming BB tournaments will be coming out soon. I will let you know when we play over the holidays at our meeting.
- The Mudecas tournament brackets will come out on Saturday, December 22nd. Dottie or I will send you the bracket once they are released.
- Our 1994 boys team were Class A champions of the Mudecas Tournament and they will be honored as the 25 year champions at halftime of the Class A Boys game again this year. I plan to have letters mailed out to all team members just like I did last year. Coach Buller has been informed as well.
- I will be attending the 2nd NSAA District #1 meeting on Wednesday, January 9th. I will update you on any changes or discussion items at our next meeting.
- Here is the breakdown of awards from this past FB season.
  - All Conference - 1st Team Punter - Logan Jasa, 2nd Team Return Specialist - Tristan Dirks, Honorable Mention Offense - Tristan Dirks, Honorable Mention Defense - Logan Jasa
  - All District 1st Team Offense - Tristan Dirks, Kaleb Masur; 1st Team Kicker - Logan Jasa; 1st Team Defense - Logan Jasa; 2nd Team Offense - Trace Dirks; 2nd Team Punter - Logan Jasa; Honorable Mention Offense - Cameron VanGroningen
  - All State - Honorable Mention Offense - Kaleb Masur, Logan Jasa; Honorable Mention Defense - Logan Jasa

Scott Harrington

## December 17, 2018

- December 5th Early Out Professional Development
  - Debriefed on our Lockdown Drill
    - The Johnson County Sheriff's office was here to support and provide feedback during and after the drill.
    - Feedback we received from the drill: there are a couple of areas we need to look into to make sure we can communicate with that there is an issue, number each of our external doors, run-hide-fight, where to go if leaving the building, and what to do with cell phones are a few examples.
  - Went over Student Altercation Policy
    - After the Crete incident, teachers were curious what they should do if we have students get into a fight.
  - Juuling
    - We briefly discussed what it was and how kids are typically using it.
    - I posted a video in the staff Google Classroom for them to watch regarding vaping.
  - Finals Schedule
    - Finals will begin Wednesday afternoon.
    - Each class will have two periods back-to-back to complete their semester work.
    - [Finals Schedule](#)
  - Instructional Model Work
    - Mrs. Goracke led a group activity using the Goose Chase app
    - She basically set up a digital scavenger hunt where groups of teachers were tasked with working together to find or create examples of the instructional elements that make up our instructional model (Marzano).
    - Mrs. Goracke then led the staff in a discussion of bell ringers, formative assessment, and exit ticket type instructional activities supported by our instructional model.
    - She created a handout for reference of some of these activities for the teachers.
    - The teachers also have been accumulating their instructional model resources in a binder and I have been posting in the staff Google classroom for easy and quick reference.
  - The elementary concluded the day by working on PBiS
  - The secondary concluded the day by working on Intervention Plans
- Hams were picked up this morning and delivered to the staff today.

- Discipline Update:
  - I believe we have really good kids. Many of the behaviors we see here at school are things that are out of the hands of the students (situational).
  - At the beginning of the year, I go through the staff handbook with all staff and talk about how classroom discipline is the responsibility of the teacher.
  - However, if they need help, I am absolutely here and ready to help.
  - This year teachers are requested to fill out a [Google form for discipline incidents](#). These may be serious incidents that require my attention or they may just be minor incidents that could possibly build into larger incidents.
  - The data we are collecting this year helps us to better understand the issues and how we can help fix them.
  - So far this year, I have had the following issues:
    - Secondary Office Referrals: 32
    - Elementary Office Referrals: 43
    - In-School Suspensions: 9 (Disrespect, Physical Aggression, Theft, & Repeated Threats)

Dottie Heusman  
December 17, 2018

I attended the Legislative Preview Conference hosted by NCSA on December 12. This could prove to be a very interesting sessions. 88% of State Senators will have 4 years of experience or less when they reconvene on January 9th. As of now, the Governor has not appointed a State Senator for District 1 (SE NE) or District 49 (Gretna area). Attached you will also find two handouts from The Nebraskans United for Property Tax Reform and Education group that was provided at this meeting. This group was formed to help give options for funding school districts rather than relying only on property taxes.

I've attached the Talking Points Handout that was shared with Mark Horstman, Stan Karr, and I when we attended the New Board Member Workshop on December 5. This is great information for our community to know in regards to the state of education in Nebraska. I will include this in the District Report that will be sent to patrons in January. I am waiting for the NSCAS results to be officially released, December 21st, before publishing this report.

As you know, Brent, Scott and I had a meeting with the Freeman Superintendent, HS Principal and AD several months ago. One of the topics that they brought up was whether SPS would be interested in discussing cooping softball with Freeman. Our response was, we weren't sure what the BOE would want to do, but we felt if we were discussing cooping a girl's sport we would need to consider cooping a boy's sport due to Title IX guidelines. They offered wrestling as an option. I was contacted by Randy Page, Freeman Superintendent, earlier this month in regards to this. I need guidance in regards to whether a committee of our board would like to meet with a committee of the Freeman board to talk about the options. Then the subcommittee could bring the information to the full board for discussion. Be ready to share your opinion on this item at the meeting.

I did send an email to next year's 7th and 8th grade boys' parents about football options for junior high next year. Three parents responded. My plans are to have a parent meeting in early January to discuss options. A decision will be made by the January board meeting and shared with the full board at that time.

Brent and I attended two days of Level I training in order to drive school vehicles. We will still need to do physicals and update our licenses.

**STERLING PUBLIC SCHOOLS, STERLING, NEBRASKA  
CONTRACT OF EMPLOYMENT WITH SUPERINTENDENT**

THIS CONTRACT is made by and between the Board of Education of the **Johnson County School District 49-0033, a/k/a Sterling Public School District, Sterling, Nebraska**, hereinafter referred to as “the Board or “Board of Education” and “the District,” and Dottie Heusman hereinafter referred to as “the Superintendent.”

WITNESSETH: That in accordance with action taken by the Board as recorded in the minutes of the Board meeting held on December 17, 2018, the Board hereby agrees to employ the Superintendent, and the Superintendent hereby agrees to accept such employment, subject to the following terms and conditions:

1. Term and Renewal of Contract: This Contract is for a term of \_\_\_\_\_ (#) contract years, beginning on the 1st day of July, 2019, and expiring on the 30th day of June, \_\_\_\_\_ each year of this contract, the Superintendent shall render at least 260 working days of service in the performance of her duties as Superintendent. “Working days” typically will not include Saturdays, Sundays, and legal holidays, but it shall include all days on which the Superintendent actually and necessarily completes her contractual duties. The Superintendent agrees to work sufficient hours and days to satisfactorily complete the duties of her contract. The Superintendent shall keep complete and accurate records of her working days and shall provide the Board of Education with a report of her accumulated working days at least quarterly.

If a Board representative does not inform the Superintendent in writing on or before the **seventh day after the regular December board meeting of the final contract year** of the Board’s intention to consider the nonrenewal or amendment of this contract, the contract will automatically renew for a period of one contract year. The Superintendent shall remind the Board in writing of this provision no later than its **regular November meeting** of each such year of this contract and shall make the renewal of her employment contract an agenda item for the regular **December** board meeting during each such year of this contract. At the time of each contract renewal and/or amendment, the Superintendent shall be responsible for taking all necessary steps to insure that the district has complied with the Superintendent Pay Transparency Act.

2. Salary.

A. Salary for Contract Term. The annual salary for the contract years subject to this contract shall be as follows:

<i>Contract Year</i>	<i>Salary</i>
2019-2020	To be determined

The annual salary in any subsequent contract year shall not be less than the salary for the prior contract year in the absence of mutual agreement between the Board and the Superintendent.

B. Inclusive of All Services Provided to the District: In the event that the Superintendent assumes duties of any other position or is directed to do so by the Board of Education, the Superintendent shall perform the duties of such other positions without remuneration other than that as provided in this Contract.

C. Payment of Salary and Adjustments. The first annual salary installment shall be paid on July 20, 2019, and each subsequent installment shall be paid on the District's regular pay days. Said annual salary shall be paid in equal installments in accordance with the policy of the Board governing payment of certificated employees of the District. Salary payments shall be subject to state and federal withholding required by law, including without limitation retirement contributions, FICA, FUTA, Medicare, and state or federal unemployment contributions. The Superintendent also authorizes the District to deduct or withhold from each and every period of pay any amounts necessary to offset any damages caused by the Superintendent or the value of property or money entrusted to the Superintendent or owed by the Superintendent to the District during the course of or as a result of the Superintendent's employment, if such property or money have not properly been returned to the District. The school district shall withhold other deductions as the Superintendent and Board may agree.

3. **Benefits**. As further consideration for the services to be performed by the Superintendent, it is agreed as follows:

A. Vacation and Leave Benefits.

1. Nature of Paid Leaves. Paid leave from the Superintendent's professional duties are available to the Superintendent when the following specific conditions are met: (1) the Superintendent is currently employed by the School District; (2) the leave day is taken on a day the Superintendent would otherwise be expected to be at work; and (3) the Superintendent has met the conditions for such leave to be taken as applicable to each specified form of paid leave. All paid leave is subject to the following:

a. Leave Year. The leave year is the same as the contract year, July 1 through June 30 of each year this contract is in effect.

b. Unused Leave. There shall be no pay for leave available but unused either during or upon ending of employment except as may be specifically set forth herein or otherwise required by law.

2. Vacation:

a. Amount and Use. The Superintendent shall be allowed twenty-five (25) working days of vacation leave for each contract year; such vacation leave may be taken in one-half day increments. It is understood, however, that the Superintendent may from time to time be required to perform duties on Saturdays, Sundays, and holidays. Vacation days are to be used in a manner and at times selected by the Superintendent; provided that the Superintendent shall make reasonable efforts to not schedule leaves which would disrupt the efficient operations of the district; cause the Superintendent to not be able to attend regular scheduled meetings of the Board of Education; or attend important school functions. The Superintendent shall provide information such that the Superintendent may be contacted when necessary.

b. Vacation Accumulation. After the initial contract year, the Board shall give the Superintendent the number of days necessary to restore her total to twenty-five (25) days. For example, if she uses 12 days of vacation one year, the board will provide her with 12 days the following year to bring her total to 25 days. The Board may require the Superintendent to use her vacation days and shall compensate her for unused vacation days upon the conclusion of her employment. Accrued, unused vacation days remaining at the end of the superintendent's employment with the District will be paid out at \$250 per day.

3. Holidays: The Superintendent will receive the following paid Holidays: New Year's Day, Labor Day, Christmas Day, Memorial Day, July 4<sup>th</sup>, Thanksgiving Day, and the day following Thanksgiving Day.

4. Sick Leave:

a. Amount and Use. The Superintendent shall be allowed ten (10) working days of sick leave each contract year all exclusive of Saturdays, Sundays, and legal holidays. The Superintendent is entitled to ten (10) full days of paid Sick Leave for each contract year.

b. Availability. Sick leave is a paid work day when the Superintendent may be absent from duties. Sick days are only available when the Superintendent is currently employed by the School District and the Superintendent is unable to perform assigned duties due to the illness or temporary disability of the Superintendent or due to the Superintendent needing to care for a member of the Superintendent's immediate family who is ill or has a serious health condition. Immediate family shall mean "Family and Extended Family" as defined in the Certified Handbook.

c. Carry-over and Accumulation. Unused sick leave may be carried over from one leave year to the next succeeding leave year or years. The maximum that may be accumulated is forty-five (45) days.

d. Unused Days. There shall be no pay for unused sick leave either during or upon ending of employment.

5. Bereavement Leave. The Superintendent is entitled to Bereavement Leave as defined in the Certified Employee Handbook.

6. Vacation, Sick, Professional and Personal Leave Log. The Superintendent shall maintain a monthly vacation, sick, professional and discretionary leave log which shall be submitted to the Board President for review on or before the 10<sup>th</sup> day of each month. The Board of Education will review the Leave Log on a quarterly basis.

B. Health and Dental Insurance: The District shall pay for and provide the Superintendent with health insurance coverage at the level for which the Superintendent qualifies (Employee, Employee/Spouse, Employee/Child(ren), or Employee/Spouse & Child(ren)), and single (Employee) dental insurance for which the Superintendent is qualified insurance under the District's group insurance plan; provided, the Superintendent may purchase dependent dental insurance (Employee/Spouse, Employee/Child(ren), or Employee/Spouse & Child(ren)) by paying the difference between the cost of single (Employee) coverage and the elected dependent coverage.

C. Meetings and Dues: The Superintendent shall attend appropriate professional meetings at the local, state and national levels provided that such attendance does not interfere with the proper performance of Superintendent's duties. The reasonable and necessary expenses of such meetings shall be reimbursed by the District consistent with Board policies. The Board may pay dues for professional organizations suitable for the Superintendent's position upon the Superintendent's request, and shall pay dues for the Superintendent's membership in the American Association of School Administrators and Nebraska Council of School Administrators.

D. Transportation Expenses: The reasonable and necessary expenses of transportation required in the performance of Superintendent's official duties shall be reimbursed at the mileage rate set annually by the Board for District travel.

E. Cell Phone Reimbursement: The Board shall reimburse the Superintendent for the cost of the Superintendent obtaining and maintaining a cellular phone for personal and employment use as part of the Superintendent's duties in the sum of Fifty Dollars (\$50.00) per month to be paid concurrent with the Superintendent's salary.

F. Moving Expenses: The Board shall reimburse the Superintendent for the cost of moving the Superintendent's residence within the boundaries of the Sterling Public School District in an amount up to the sum of Two Thousand Dollars (\$2,000.00); such payment to be made upon presentation to the Board of receipts and itemization for

such costs provided the Superintendent resides within the school district by December 1, 2017.

G. Indemnification. The Board will support the Superintendent if there is a legal dispute caused by her carrying out her duties properly. If a legal action, including a professional practice complaint, is threatened or filed against the Superintendent as a result of her performance of her duties or her position as Superintendent of the district, the Board will provide her with a legal defense to the maximum extent permitted by law so long as she acted in good faith and in a manner which she reasonably believes to be in or not opposed to the best interests of the district and, with respect to any criminal action or proceeding, had no reasonable cause to believe that her conduct was unlawful.

#### 4. **Duties.**

A. Specification of Duties. The Superintendent's duties shall be primarily that of superintendent of schools and to provide ancillary support to the Principal as deemed necessary by the Superintendent. The Superintendent agrees that as superintendent, her position shall at all times be considered probationary under the provisions of Neb. Rev. Stat. §§ 79-824 through 79-842. The Superintendent shall perform the duties of Superintendent as are regularly and customarily expected for such position and such duties and responsibilities as are set forth in Board Policy or Regulation for such position. The Superintendent shall be subject to such other duties as the Board may assign from time to time. The Superintendent shall not be responsible for performance of duties assigned by individual members of the Board of Education, or duties assigned without official action of the Board of Education, except as specifically set forth in the Board of Education Policies. In the event that the Superintendent is elected to any other office or offices of the Board of Education or in connection with the District, the Superintendent shall perform the duties of such other office or offices without remuneration other than that as provided in this Contract.

B. Use of Time. The Superintendent agrees to devote full time to the assigned duties, provided that with the advance agreement of the Board of Education, the Superintendent may undertake consultative work, speaking engagements, writing, lecturing or other professional activities. Should the Superintendent undertake consultative work, speaking engagements, writing, lecturing or other professional activities, the Superintendent shall utilize her personal vacation time for such purposes, and hold the School District harmless thereon.

C. Performance of Duties. In performing the assigned duties, the Superintendent shall be governed by the policies, regulations and directions of the Board of Education. The Superintendent shall in all respects to diligently and faithfully perform the assigned duties to the best of the Superintendent's professional ability. Regular dependable attendance at meetings of the Board and committees of the Board and other assigned duties is an essential function of the Superintendent's position.

5. **Board-Superintendent Relationship.** The Board shall have primary responsibility for formulating and adopting Board policy. The Superintendent shall be the chief administrative officer for the District, and shall have primary responsibility for implementation of Board policy. The Superintendent shall be responsible for development of policies for adoption by the Board and for development of regulations and rules consistent with Board policy. In the absence of Board policy on matters which require prompt action, the Superintendent shall have the authority to act using the Superintendent's professional judgment and consistent with legal requirements; provided that the Superintendent shall report the nature of the matter and the action taken to the Board no later than the next regularly scheduled Board meeting. The parties agree, individually and collectively, to promptly refer all criticism, complaints and suggestions called to its attention to the Superintendent for action, study or recommendation, as appropriate.

6. **Evaluation of the Superintendent.** The Board shall evaluate the Superintendent twice during her first year of employment and at least once each year thereafter. The first evaluation during the first year of employment and the yearly evaluations after the first year of employment shall occur no later than the **regular December meeting**. The Superintendent shall: remind the Board members in writing of this provision no later than its **regular November meeting**; make her evaluation an agenda item for the regular **December** board meeting during each year of this contract; and provide them with the written evaluation instrument that is on file with the Nebraska Department of Education. The Superintendent shall follow these same steps during the appropriate months in order to ensure the board conducts the second evaluation during her first year of employment. The Superintendent shall remind the Board of the second evaluation requirement at least monthly and shall ensure that the evaluation is conducted no later than the Board's regular June meeting.

7. **Contract Cancellation, Disciplinary Leave, and Fitness for Duty.** The Board may cancel or amend this Contract during its term for any of the following reasons: (a) the cancellation, termination, revocation, or suspension of the Superintendent's certificate (Nebraska Administrative and Supervisory Certificate, or the Nebraska Professional Administrative and Supervisory Certificate) by the State Board of Education; (b) any of the reasons set forth in this contract; (c) the breach of any of the material provisions of this contract; (d) incompetence; (e) neglect of duty; (f) unprofessional conduct; (g) insubordination; (h) conduct involving moral turpitude; (i) physical or mental incapacity; (j) immorality; (k) conviction of a felony; (l) any conduct that substantially interferes with the Superintendent's continued performance of her duties; (m) any arrest, criminal charge, or criminal conviction of Superintendent or the failure to report the same; (n) any filing against the Superintendent under Neb. Rev. Stat. Section 43-247 or any other provision of the Nebraska Juvenile Code for child abuse and/or neglect or the failure to report the same; (o) knowingly falsifying school district records or documents; (p) misrepresentation of fact to the district and its personnel in the conduct of the district's official business; (q) the use or possession of illegal drugs or controlled substances except as prescribed by a physician; or (r) being

under the influence of illegal drugs, controlled substances, or alcohol while on school grounds, at school events, or in a vehicle owned, leased or contracted by the district except as prescribed by a physician. The procedures for cancellation or amendment shall be in accordance with state statutes. The parties agree that the Superintendent's failure to comply with her duties under the renewal or evaluation provisions shall constitute a material breach of this contract.

The parties agree that the Board president may place the Superintendent on paid leave by delivering written notice of the same when the Board president determines it is in the best interests of the school district to do so. The paid leave shall continue unless and until a majority of the Board determines otherwise or takes any other action at a duly convened meeting.

The Superintendent agrees that, at the request of the Board, she will have a comprehensive physical and/or mental examination performed by one or more licensed physicians or psychologists of the Board's choosing during the term of this Contract. In deference to the requirements of the Americans with Disabilities Act and HIPAA, the physician's report to the Board must address whether the Superintendent is able to perform the "essential functions" of her position. If the Superintendent is unable to perform her duties by reason of illness, accident or other disability, and the impairment continues for a period of 60 days or if the disability is permanent, irreparable, or of such a nature as to make performance of her duties impossible, the Board may initiate action to cancel this contract, whereupon the respective rights, duties and obligations of the parties hereunder shall terminate, with the exception of any benefits to be paid to the Superintendent under any insurance coverage furnished by the district. The Board encourages the Superintendent to procure a short-term and long-term disability insurance policy.

Upon lawful cancellation of this Contract for any reason, the compensation to be paid hereunder shall be an amount which bears the same ratio to the annual salary specified as the number of months or fraction thereof to the date of such cancellation bears to the twelve months in the annual salary period in which cancellation occurs. Any portion of the salary paid, but not earned, prior to the date of cancellation of this Contract, and any sums owing to the District by the Superintendent, shall be set off from sums due to the Superintendent and, if the sums owing to the District are in excess of the sums due the Superintendent, the amount owing shall be immediately refunded by the Superintendent.

8. **Representations and Legal Requirements.** The Superintendent affirms that: (1) the Superintendent holds or will hold a valid and appropriate certificate to act as a certificated employee in the State of Nebraska to perform the assigned duties throughout the term of this Contract and any extensions of this Contract; (2) the required certificate to perform the assigned duties shall be registered as required by law; it being understood and agreed that this contract is not valid until the required certificate is registered in accordance with law and that the Superintendent shall not be

compensated for any services performed prior to the date of registration of this certificate; and (3) the Superintendent is not under contract with another board of education within the State of Nebraska covering any part of or all of the same time of performance as provided for in this Contract.

The Superintendent further warrants and represents as follows: (1) all information set forth in the Superintendent’s application for employment and other information provided by the Superintendent in seeking employment are true and accurate, and if said information ceases to be true, Superintendent will advise the Board of Education immediately; (2) Superintendent has never been convicted or plead no contest or otherwise been adjudicated as having committed a felony, any other offense involving moral turpitude or any other offense involving abuse, neglect, or sexual misconduct as defined in Sections 003.12 through 003.14 of 92 NAC 21; and (3) Superintendent has not suffered suspension or revocation of any educational professional license or certificate, nor voluntarily surrendered such a license or certificate where charges or potential charges were pending or imminent.

There shall be no penalty for release or resignation by the Superintendent from this Contract; provided no resignation shall become effective until expiration of the remaining term of the Contract unless the Board fixes an earlier effective date. This Contract is subject to provisions of the School Employees’ Retirement Act.

9. **Governing Laws.** The parties shall be governed by all applicable Nebraska and federal laws, rules, and regulations in performance of their respective duties and obligations under this Contract.

10. **Amendments & Severability.** This Contract may be modified or amended only by a writing duly authorized and executed by the Superintendent and the Board. If any portion of this Contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this Contract.

<p>Executed this ___ day of _____, 2018.</p> <hr/> <p>[SUPERINTENDENT NAME]</p>	<p>Executed this ___ day of _____, 2018</p> <p><b>Board of Education of Johnson County School District 49-0033, a/k/a Sterling Public School District</b></p> <p>By: _____ <b>President</b></p> <p>Attest: _____ <b>Secretary</b></p>
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## NASB Monthly Update for Board Meetings

Agenda Item: DECEMBER 2018

### “NASB Update”

Welcome to December. Another State Education Conference is in the books. 1,200 people ascended upon La Vista one final time for a week of learning, networking and engagement amongst peers.

With the November elections behind us, roughly 400 individuals will be starting their first term as locally elected school board members in January. NASB conducted New Board Member Workshops in five locations within the past few weeks in Gering, North Platte, Grand Island, Norfolk and La Vista teaching participants all they're in store for.

We now know the makeup of the Legislature as well. What has technically already begun with retreats in Nebraska City in mid-November, the 2019 Legislative Session official kicks off on Wednesday, January 9<sup>th</sup> for the 90-day session.

- 19 of 49 (39%) seats were a contested race
- 13 seats will be new in 2019 (Up to 12 rookie Senators)
  - Steve Lathrop has previously served
  - 6 Senators were term-limited
    - 2 did not re-run
    - 3 incumbents lost their election
    - 2 won other elections
      - Murante: State Treasurer
      - Watermeier: Public Service Commission
- ***88% of the body will have 4 years or less experience - (43 of 49 are new as of 2014)***

A few weeks into the Session, join NASB and hear from the Senators themselves at the **2019 Legislative Issues Conference**, January 27 & 28, at the Cornhusker Hotel in Lincoln. This event takes place a few days after the deadline to introduce bills, so we will know what is in store, and just how NASB, with your help on a variety of fronts, will be playing both offense and defense on specific issues.

Stay in close tabs with NASB throughout the Session, through ***Board Notes, Legislative Notes, twitter,*** and **NASBonline.org** for news, updates, and call to actions. Tips for you and your board as we enter into January ...

- Know Your Districts Data
- Tell Your Story, or help US tell it for you
- Educate on Education
- No one is more qualified to talk about your district than YOU!

Stay engaged online at [www.NASBonline.org](http://www.NASBonline.org) and follow NASB on twitter at [www.twitter.com/NASBonline](https://www.twitter.com/NASBonline) using the hashtag #liveNASB - Thanks for all you do for your board, your community and the entire state by serving public education in Nebraska.

The Wellness Committee recently met to review the board policy to assure what was included in the policy is what is being followed within the school. Based on this information we discussed there were some updates that needed to occur. I have taken the time to make those changes. The changes are:

- Noting that the Healthy Schools Program Assessment will be completed to determine next steps.
- Added that the district will provide a list of suggested snacks for parents to use as guidelines.
- Changed the wording on vending machines to say they are not turned on during the day unless they are a water only machine.
- Added more specific information about kids having outdoor recess in order to get kids outside on a more regular basis.
- Added information about the Educator's Health Alliance and that the staff co-chairs will be promoting this for all staff with the help of administration.
- Changed the period of time to serve snacks before and after meals to 1-hour rather than 30-minutes.
- Made a few tweaks in regards to the wording of Schools to School.
- The team members are; Laura Goracke, Ida Rose Sprague, Harold Richardson, Punkie Butts, Catrina Zentner (school nurse) and me. We are expanding the team and including an early childhood teacher, Board Member/Parent, DeeDee Phillips (Concession Stand Manager) and three students.

## Students

### **School Wellness Policy**

A mission of Sterling Public Schools is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following School Wellness Policy.

#### **1. District Wellness Committee**

##### **Committee Role and Membership**

The District will convene a representative District Wellness Committee (“DWC”) or work within an existing school health committee that meets at least two times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this District wellness policy.

The DWC membership will represent all school levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program; physical education teachers; health education teachers; school health professionals or staff; mental health and social services staff; school administrators; school board members; and the general public.. To the extent possible, the DWC will include representatives from each school building and reflect the diversity of the community.

##### ***Leadership***

The Superintendent or designee(s) will convene the DWC and facilitate development of and updates to the wellness policy, and will ensure each school’s compliance with the policy.

Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.

#### **2. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement**

##### ***Implementation Plan***

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness. It is recommended that the school use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention’s School Health Index, create an action plan that fosters implementation and generate an annual progress report.

This wellness policy and the progress reports can be found at the District’s website.

***Recordkeeping***

The District will retain records to document compliance with the requirements of the wellness policy at the Superintendent's office and/or on the District's computer network. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating that the policy has been made available to the public;
- Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
- Documentation to demonstrate compliance with the annual public notification requirements;
- The most recent assessment on the implementation of the local school wellness policy;
- Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.

***Annual Notification of Policy***

The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. The District will make this information available via the District website and/or district-wide communications. The District will provide as much information as possible about the school nutrition environment. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.

***Action Plan Assessments***

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which the District's schools are in compliance with the wellness policy;
- The extent to which the District's wellness policy compares to the Healthy Schools Program Assessment Guide; and
- A description of the progress made in attaining the goals of the District's wellness policy.

The position/person responsible for managing the Action Plan Assessment and contact information is the Superintendent or the Superintendent's designee.

The DWC, in collaboration with the individual school, will monitor the schools compliance with this wellness policy.

The District will actively notify households/families of the availability of the Healthy Schools Program Assessment.

***Revisions and Updating the Policy***

The DWC will update or modify the wellness policy based on the results of the annual School Health Index and Action Plan Assessment and/or as District priorities change; community needs

change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

### ***Community Involvement, Outreach and Communications***

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the District's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District communicates important school information with parents.

The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

### **3. Nutrition**

#### ***School Meals***

The District is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District that participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs will meet the nutrition requirements of such programs. The District may also operate additional nutrition-related programs and activities. All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;

- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards.)
- Promote healthy food and beverage choices using examples from the following Smarter Lunchroom techniques:
  - Whole fruit options are displayed in attractive bowls or fruit baskets.
  - Sliced or cut fruit is available daily.
  - Daily fruit options are displayed in a location in the line of sight and reach of students.
  - All available vegetable options have been given creative or descriptive names.
  - Daily vegetable options are bundled into all grab-and-go meals available to students.
  - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
  - White milk is placed in front of other beverages in all coolers.
  - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.
  - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
  - Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
  - Student artwork is displayed in the service and/or dining areas.
  - Daily or Weekly announcements are used to promote and market menu options.

### ***Staff Qualifications and Professional Development***

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

### ***Water***

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus ("school campus" and "school day" are defined in the glossary). The District will make drinking water available where school meals are served during mealtimes.

### ***Competitive Foods and Beverages***

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages sold and served outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The

Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at [www.foodplanner.healthiergeneration.org](http://www.foodplanner.healthiergeneration.org).

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

### ***Celebrations and Rewards***

All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:

1. Celebrations and parties. The District will provide a list of food and beverages that meet Smart Snack nutrition standards. This will be shared yearly with parents and staff.
2. Rewards and incentives. The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.

### ***Fundraising***

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day.

### ***Nutrition Promotion***

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through:

- Implementing at least ten or more evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques; and
- Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards.

***Nutrition Education***

The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion.

***Essential Healthy Eating Topics in Health Education***

The District will include in the health education curriculum which may include the following essential topics on healthy eating:

- Relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using FDA's nutrition fact labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

***Food and Beverage Marketing in Schools***

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods or beverages that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose

of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors
- Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially possible over time so that items are in compliance with the marketing policy.)
- Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the District/school nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

#### **4. Physical Activity**

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All schools in the District will be encouraged to participate in *Let's Move! Active Schools* ([www.letsmoveschools.org](http://www.letsmoveschools.org)), or comparable program, in order to successfully address all CSPAP areas.

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment. The District will provide teachers and other school staff with a list of ideas or resources for alternative ways to discipline students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

***Physical Education***

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts (discussed in the “*Essential Physical Activity Topics in Health Education*” subsection). The curriculum will support the essential components of physical education.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All elementary students in each grade will receive physical education for at least 75-100 minutes per week throughout the school year.

All secondary students (middle and high school) are required to take the equivalent of one academic year of physical education.

***Essential Physical Activity Topics in Health Education***

Health education will be required in all elementary grades and the District will require middle and high school students to take and pass at least one health education course. The District health education curriculum may include the following essential topics on physical activity:

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise and fitness
- Phases of an exercise session, that is, warm up, workout and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity

- How to resist peer pressure that discourages physical activity.

### ***Recess (Elementary)***

All elementary schools will offer at least 20 minutes of recess on all days during the school year. Exceptions may be made as appropriate, such as on early dismissal or late arrival days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built in to the recess transition period/timeframe before students enter the cafeteria.

Outdoor recess will be offered when weather and other conditions make it feasible for outdoor play. The school will use 20 degrees as a point for determining whether outside recess occurs or not. If the temperature or the wind chill is below 20 degrees, students will have indoor recess. Parents will be notified on a regular basis about assuring that students have hats, gloves, boots, coats, etc. for outdoor play.

In the event that recess must be held indoors, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

### ***Classroom Physical Activity Breaks (Elementary and Secondary)***

Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short (3-5-minute) physical activity breaks to students during and between classroom time at least three days per week. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

The District will provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks. Resources and ideas are available through the USDA and the Alliance for a Healthier Generation.

### ***Active Academics***

Teachers will attempt to incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies and others) and do their part to limit sedentary behavior during the school day.

The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including information on leading activities, activity options, as well as making available background material on the connections between learning and movement.

Teachers will serve as role models by being physically active alongside the students whenever feasible.

### ***Before and After School Activities***

The District offers opportunities for students to participate in physical activity either before and/or after the school day through a variety of methods. The District will encourage students to be physically active before and after school by sponsoring or permitting: interscholastic sports.

### ***Active Transport***

The District will support active transport to and from school, such as walking or biking. The District will encourage this behavior by recommending that its schools engage in 2-3 or more of the activities below, to be selected by each school administration; including but not limited to:

- Designate safe or preferred routes to school
- Promote activities such as participation in International Walk to School Week and National Walk and Bike to School Week
- Instruction on walking/bicycling safety provided to students
- Promote safe routes program to students, staff, and parents via newsletters, websites, local newspaper
- Use crossing guards
- Use crosswalks on streets leading to schools
- Document the number of children walking and or biking to and from school
- Create and distribute maps of school environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.)

## **5. Other Activities that Promote Student Wellness**

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

The school will be encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District's curriculum experts.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the DWC.

### ***Community Partnerships***

The District will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, etc.) in support of this wellness policy's

implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

### ***Staff Wellness and Health Promotion***

The DWC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.

Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

### ***Professional Learning***

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

### ***Glossary***

**School Campus:** areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.

**School Day:** the time between midnight the night before to 30 minutes after the end of the instructional day.

**Triennial** – recurring every three years.

Legal Reference: Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. section 1758b; 7 CFR sections 210.11 and 210.30; National School Lunch Program, 42 U.S.C sections 1751-1760, 1770; Regulations and Procedures for Accreditation of Schools, NDE Rule 10

Adopted on: 6-19-17

Revised on: 12-17-18

Reviewed on:

## **Administrative Regulation for School Wellness Policy**

### **Additional Wellness Goals, Nutrition Guidelines and Implementation Plan**

The School Wellness Policy establishes a mission of providing a curriculum, instruction, and experiences in the environment of a health-promoting school community, to instill habits of lifelong learning and health. The School Wellness Policy authorizes the Superintendent to establish such further goals and nutrition guidelines as are determined appropriate to meet the stated mission. This regulation sets forth additional goals and nutrition guidelines as appropriate to meet the District's school wellness mission and implement the School Wellness Policy.

### **Nutrition Education Activities to Promote Student Wellness**

The base goal is to implement a curriculum that meets or exceeds the health and nutrition education objectives established by the Nebraska Department of Education. The administration establishes the following additional goals and actions to achieve such goals:

1. Curriculum: Nutrition education will be integrated into other subjects to complement, but not replace, the health and nutrition education curriculum that is provided in accordance with NDE Rule 10. Educators are to incorporate the promotion of healthy eating nutrition lifestyles in all subject areas as appropriate.
2. Display Nutrition Education Materials: The cafeteria shall display posters or other communications suitable to the ages of students served that promote healthy nutrition choices (e.g., display food pyramid). Educators are encouraged to incorporate such communications in their classrooms as well.
3. Nutrition Health Events: Educators are encouraged to search for and take advantage of events that promote nutrition education. Activities may include:
  - a. health fairs
  - b. traveling health exhibits
  - c. field trips to farm or food production facilities
  - d. school gardens
  - e. health speakers (school assemblies or class speakers on nutrition)
4. Family:
  - a. Parents are to be welcomed to join their children at school lunch as appropriate.
  - b. School communications to parents will include information about healthy nutrition; including information about healthy snacks for children.
5. Staff: Our employees are encouraged to be healthy role models for students. It is important for students to receive consistent messages.

### **Physical Activities to Promote Student Wellness**

The established goal is to implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education. The administration establishes the following additional goals and actions to achieve such goals:

1. Curriculum: Health and physical education will be integrated into other subjects to complement, but not replace, the health and physical education curriculum provided in accordance with NDE Rule 10. Educators are to incorporate physical activity promotion and non-sedentary lifestyles in all subject areas as appropriate.
2. Physical Activity During the School Day:
  - a. Recess:
    - i. Elementary students will have the opportunity for daily recess. Weather and other conditions permitting, recess will be outdoors. The school will use 20 degrees as a point for determining whether outside recess occurs or not. If the temperature or the wind chill is below 20 degrees, students will have indoor recess. Students who are idle during recess are to be encouraged by supervising staff to engage in physical activity.
    - ii. All elementary students will have a scheduled lunchtime that provides them an adequate amount of time to eat.
  - b. Class Time: Physical activity within class periods (e.g. stretching breaks when students are at task for more than 50 minutes) will be encouraged.
3. Physical Activity To/From School:
  - a. In establishing bus pick up/drop off sites, the fact that students will have to walk farther from a particular site will not necessarily be considered as a negative factor.
4. Display Physical Activity Educational Materials: The cafeteria, gym and health classrooms shall display posters or other communications suitable to the ages of students served that promote physical activity and non-sedentary lifestyles (e.g., display sports posters, walking fitness posters). Educators are encouraged to incorporate such communications in their classrooms as well.
5. Physical Activity Health Events: Educators are encouraged to search for and take advantage of events that promote physical activity education. Activities may include:
  - a. health fairs
  - b. traveling health exhibits
  - c. field trips to physical activity centers
  - d. physical activity speakers (school assemblies or class speakers representing sports figures, medical people)
6. Family:
  - a. The school's physical activity facilities (playground) will be made available to use by parents with their children outside the normal school day, subject to priority use being for children and subject to other competing uses and safety and risk management considerations.
  - b. School communications to parents will include information that promotes physical activity. Such communications may include information about the benefits of physical activity to children and the distribution of

- information about youth sports programs.
- c. The gym and weight room are available for rent.
7. Staff: Our employees are encouraged to be healthy role models for students. It is important for students to receive consistent messages. Staff is encouraged to be seen engaging in non-sedentary lifestyles. For example, staff is encouraged to walk or bike to work; use stairs even if an elevator is available; and share as appropriate personal information about physical activities they engage in to remain fit.

### **Other School Activities to Promote Student Wellness**

The established goal is to offer other suitable opportunities to students to engage in health-promoting activities. The administration establishes the following additional goals and actions to achieve such goals:

1. Extracurricular Programs: The District will offer athletic and other activity programs subject to and in compliance with the bylaws of the Nebraska School Activities Association.
2. After-School Facility Uses: The school's physical activity facilities (playground, gym) will be made available to use by students outside the normal school day, subject to other competing uses and safety and risk management considerations. This will be done through the Activities Director and will be subject to the Building Use Agreement Policy.
3. Advertising: The administration will monitor advertising that occurs in the school and endeavor to limit messages that promote foods of minimal nutritional value.
4. Staff Development:
  - a. Professional staff members will be provided with professional development and guidance on appropriate practices and procedures to implement the school wellness goals and recommendations. Professional development activities will include activities each year related to the integration of physical activities and nutrition education into the academic curriculum, use of food as rewards and denial of physical activities as a disciplinary consequence, and other wellness goals and activities.
  - b. The District will provide ongoing training and development for food service staff related to nutrition and wellness goals and activities.
  - c. Sterling Public Schools will engage in a systematic health plan with the basis being the Educators Health Alliance (EHA). Co-Chairs will be assigned to oversee the program with support from the Administration as needed.
5. Community Resources: The administration will coordinate the school wellness program efforts with those available from medical and other community organizations.

**Nutrition Guidelines**

The established nutrition guidelines for foods available in each school building during the school day are as follows: (1) school breakfast and lunch programs will be offered which meet or exceed the requirements of federal and state law and regulatory authorities and (2) no foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of **one hour** prior to the serving period for breakfast and lunch and lasting until **one hour** after the serving of breakfast and lunch.

The administration establishes the following additional nutrition guidelines and actions to meet the guidelines:

1. Conditions for School Meals:
  - a. Scheduling meals. Lunch periods will be scheduled at times when students are in need of nutrition (e.g., in the middle of their school day). Students will be provided adequate time to eat. In general students will, upon arrival in the cafeteria, have at least 10 minutes to eat breakfast and 15 minutes to eat lunch.
  - b. Conditions for meals. Efforts shall be made to establish comfortable and relaxed eating conditions. The factors to promote these conditions will be a clean, orderly environment, pleasant food services staff, adequate seating, enforcement of student conduct rules and adequate supervision.
2. Selection of School Meals:
  - a. School Meals: School meals shall at a minimum meet nutrition requirements established by state and federal law. The school food service staff is to offer meals that are of a nutritional value higher than that required. Emphasis is to be on good menu planning principles that offer healthy food choices including lean meats, a variety of fruits and non-fried vegetables daily, whole grains once each week, and low-fat or nonfat milk daily. Locate these choices where they are readily accessible to students. Limit portion sizes of desserts and fried foods.
  - b. Ala carte selections: Elementary students are to be offered balanced meals. Elementary students are not to be sold individual food or beverage selections except for limited portions of low-fat foods, no-fat milk, fruits, and non-fried vegetables. Middle School and High School students may be sold foods and beverage ala carte provided the ala carte items not include foods of minimal nutritional value and that the offerings include fruits, non-fried vegetables, and healthy beverages (waters and 100% fruit juices).
3. Student's Meals From Home: Students will be discouraged from sharing foods brought from home. Parents will be encouraged via health promotional materials to make healthy choices for student lunches.
4. Closed Campus. To encourage students to eat a nutritious lunch, students will not be permitted to leave school during the school day for the purpose of lunch.
5. Vending machines:

- a. Vending machines of any kind will not be available to students during the school day. The only exception to this would be for bottled water sales.
6. Foods available during the school day:
- a. Water: Students will be allowed access to water during the school day. Educators may in their discretion allow students to bring clear water bottles to classes.
  - b. Food rewards. Food will not be used as rewards. No foods are to be provided by the school or school staff during instructional time except: healthy foods, foods provided for instructional purposes (e.g., cultural programs, and foods given in accordance with a special education student's IEP).
  - c. Classroom Celebrations:
    - i. Staff is not to offer students foods of minimal nutritional value for classroom celebrations.
    - ii. Parents are to be encouraged to bring healthy foods for classroom celebrations.
7. Fund-raising:
- a. School clubs are not to sell food and/or drinks during the entire school day.
  - b. Student clubs are encouraged to not sell foods and/or drinks of minimal nutritional value as part of fund-raising efforts.
  - c. Each activity sponsor shall report to the Principal the percentage of total fund-raising receipts from sales of foods of minimal nutritional value as of the end of the each school year.
8. School activities/events:
- a. Athletes: Student athletes serve as role models. Coaches are to encourage healthy eating by student athletes.
  - b. Concessions: Concession stands are encouraged to include healthy food choices. Efforts will be made to reduce offerings of foods of minimal nutritional value.
9. Definition of Foods of Minimal Nutritional Value: For purposes of this regulation, "foods of minimal nutritional value" has the same meaning as in the federal regulations for the National School Lunch program. Foods of minimal nutritional value are as follows:

Food of minimal nutritional value means: (i) In the case of artificially sweetened foods, a food which provides less than five percent of the Reference Daily Intakes (RDI) for each of eight specified nutrients per serving; and (ii) in the case of all other foods, a food which provides less than five percent of the RDI for each of 8 specified nutrients per 100 calories and less than 5% of the RDI for each of eight specified nutrients per serving. The 8 nutrients to be assessed for this purpose are -- protein, vitamin A, vitamin C, niacin, riboflavin, thiamine, calcium, and iron.

Specific foods of minimal nutritional value are:

- (1) Soda Water.
  - (2) Water Ices (except those which contain fruit or fruit juices).
  - (3) Chewing Gum.
  - (4) Certain Candies -- Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:
    - (i) Hard Candy -- A product made predominantly from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.
    - (ii) Jellies and Gums -- A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans, jellied and fruit-flavored slices.
    - (iii) Marshmallow Candies -- An aerated confection composed as sugar, corn syrup, invert sugar, 20 percent water and gelatin or egg white to which flavors and colors may be added.
    - (iv) Fondant -- A product consisting of microscopic-sized sugar crystals which are separated by thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.
    - (v) Licorice -- A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.
    - (vi) Spun Candy -- A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.
    - (vii) Candy Coated Popcorn. -- Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.
10. Definition of Healthy Foods: For purposes of this regulation, “healthy foods” means foods that are not foods of minimal nutritional value, and that are low in fats, sodium and sugars, and high per serving in the nutrients which are needed to meet Reference Daily Intakes.

**RESOLUTION**

**WHEREAS**, the School Board is required by law to adopt by resolution policies and specific standards for acceptance or rejection of option enrollment applications; and,

**WHEREAS**, the School Board has received and reviewed evidence and information submitted by the administration and other sources and made determinations thereon with respect to standards for acceptance or rejection and with respect to the capacity of this school district to accept option enrollment students based upon available staff, available facilities, projected enrollment, and availability of special education programs; and,

**WHEREAS**, the School Board has determined that the educational interests of this school district would be best served by adoption of the resolutions, and the policies and specific standards herein contained.

**NOW, THEREFORE, BE IT RESOLVED** that the Option Enrollment Policy presented to the School Board as Policy 5006, and Appendix "1" to such Policy 5006, should be and the same are hereby adopted, and any previous policy or interpretation or application of the option enrollment program which is or has been inconsistent with the Policy 5006, and Appendix "1" to such Policy 5006, are repealed effective on the date of the passage of this resolution,

**BE IT FURTHER RESOLVED** that all paragraphs, subparagraphs, and portions of words of this Resolution, of Policy 5006, and Appendix "1" to such Policy 5006 are severable and that in the event any of the same are determined to be invalid for any reason, such determination shall not affect the validity of any of the remainder of the same.

**BE IT FURTHER RESOLVED** that policies and specific standards for acceptance or rejection of option enrollment applications should be and are hereby adopted, for applications filed after adoption of this resolution, and are hereinafter set forth:

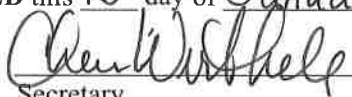
The above Resolution, having been read in its entirety, member John Harms moved for its passage and adoption, member Mike Hester <sup>seconded</sup> the same. After discussion and on roll call vote, the following members voted in favor of passage and adoption of the above Resolution:

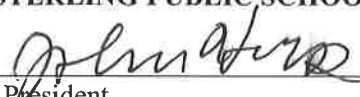
The following members voted against the same: Rick Vollman

The following members were absent or not voting: Mark Parde

The Resolution having been consented to and approved by more than a majority of the members of the School Board, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

DATED this 15<sup>th</sup> day of January, 2017 **STERLING PUBLIC SCHOOLS**

Attest:   
Secretary

By:   
President

**Appendix “1” to Option Enrollment Policy**

The following is Appendix “1” to Policy 5006 for the 2018-19 school year. The Board of Education hereby sets forth the maximum number of option students for the 2018-19 school year in any program, class, grade level or school building, or in any special education programs operated by this school district, based on 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. Any program, class, grade level, or school building which as “0” as the number of option students is hereby declared unavailable to option student due to lack of capacity.

<b>PROGRAM</b>	<b>PROGRAM CAPACITY</b>	<b>PROJECTED ENROLLMENT</b>	<b>NUMBER OF OPTION STUDENTS</b>
Pre-K	40	14+	
Kindergarten	20	14	6
First	20	11	9
Second	20	9	11
Third	20	11	9
Fourth	20	11	9
Fifth	20	9	11
Sixth	20	14	6
Building Capacity, Elementary	140	79 excludes Pre-K	61
Elementary Special Education	8	6	2
Seventh	25	19	6
Eighth	25	14	11
Ninth	25	17	8
Tenth	25	16	9
Eleventh	25	11	14
Twelfth	25	19	6
Building Capacity, Secondary	150	96	54
Secondary Special Education	10	8	2

## **Policy 5006 – Option Enrollment**

### Students

#### Option Enrollment

##### A. Process and Time Lines to Option In

For a student to attend Sterling 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 Sterling 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 Sterling 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, 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.
  - Would increase operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student.
  - Would require the procurement of new equipment, technology or furnishing, would cause or require the rearrangement of caseloads for staff and contracted professionals.
  - Is reasonably deemed by appropriate staff to pose a potential risk to the health or safety of students or staff.
  - Or may pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate staff.
  - 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 Sterling 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 Sterling Public Schools, with priority to those 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. 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

- a. The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15<sup>th</sup> under one of the following conditions:
  - i. When the district has already entered into contracts with teaching staff for the following school year;
  - ii. When the district has already contracted for the performance of specific services for the student;
  - iii. When the release of the student would have a negative financial impact or loss of revenue for the district.

- b. A request for release of a resident student of the Sterling Public School District who submits an enrollment option application after March 15 or any other statutory deadline will not be granted.

F. Notification of Acceptance or Rejection

In the case of an application to option enroll into the Sterling 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 Sterling 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 filling 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.

Transportation for option enrolled students may be provided if requested and approved by the board of education

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

As part of the option enrollment program, the administration shall make information about the Sterling 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 school office.

J. Cancellation of Option

Students who option either into or out of the school district shall:

- a. Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b. Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

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

Adopted: September 9, 2009

Amended: July 18, 2016

Updated: January 15, 2017

# STERLING PUBLIC SCHOOLS

PREPARED BY: NEBRASKA ASSOCIATION OF SCHOOL BOARDS



## Board-Superintendent Leadership Planning

Prepared for: John Harms, Sterling Board President  
Dottie Heusman, Superintendent

Proposal: Board Leadership Retreat Planning

Facilitators: Marcia Herring, Director Board Leadership  
Kori Stanosheck, Board Leadership Engagement Associate

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### Option I

#### Board/District Goals and Performance Indicators

1. Develop survey, distribute to all board members and administrators, and compile a Summary of the District Needs Assessment to support the identification and development of Board/District Goals
2. Facilitate discussion and celebrate successes with development of goals, supporting performance indicators, timeline, and responsibility
3. Provide a working document reflecting the Goals/Performance Indicators/Timeline/Person Responsible/Action Taken

Consultant Fee and Travel Expenses

### Option II

#### Board Governance

1. Board Governance and Leadership – Roles and Responsibilities
2. Board – Superintendent Communication Agreements

Consultant Fee and Travel Expense

### Option III

#### Board Self-Assessment

1. Identify and/or develop the assessment model per Board/Superintendent direction
2. Distribute assessment and compile Board Self-Assessment Summary Report
3. Facilitate the review and design of board goals to support identified areas of growth
4. Compile Board Goals
5. Online Board Self-Assessment: The Association provides an on-line option for our members. Confidential results are compiled through an online survey process, staff analyzes the results, creates a Needs Analysis identifying potential areas of growth, and prepares a comprehensive report to support board review and discussion.

Consultant Fee, Design Fee, and Travel Expense

### Option IV

*“A team is a small number of people with complementary skills who are committed to a common purpose, performance goals, and an approach for which they hold themselves mutually accountable.”*

*~ John R. Katzenbach and Douglas K. Smith The Wisdom of Teams*

### **Superintendent Evaluation**

1. Identify and develop the evaluation model per Board/Superintendent direction
2. Distribute evaluation and compile a Summary Report
3. Facilitate the review and design of goals to support the areas of growth identified
4. Prepare goal document for board/superintendent review, modification, and adoption
5. Online Superintendent Evaluation: The Association provides an on-line option for our members. Confidential results are compiled through an online survey process, staff analyzes the results, creates an analysis of the results and prepares a comprehensive report to support board review and discussion.

Consultant Fee, Design Fee, and Travel Expense

### **Option V**

#### **Essential Functions of the Board and Superintendent**

1. Characteristics of an Effective District Leadership Team
2. NASB Board Standards
3. Development of a Collaborative Decision-Making Model and Board/Superintendent Protocols and Procedures
4. Board Self-Assessment

Consultant Fee and Travel Expense

### **Option VI**

#### **Effective Board Meetings**

1. Designing an Effective Board Meeting Agenda
2. NASB Needs Analysis
3. Board Meeting Assessment
4. Policy design, review, and adoption

Consultant Fee and Travel Expense

### **Option VII**

#### **Decision-Making Protocols and Procedures**

1. Facilitate conflict resolution
2. Develop board/superintendent protocols

Consultant Fee and Travel Expense

### **Option VIII**

#### **The Key Work of School Boards**

*“A team is a small number of people with complementary skills who are committed to a common purpose, performance goals, and an approach for which they hold themselves mutually accountable.”*

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1. Vision – ensure a clear vision for the district focused on student achievement
2. Accountability – maintain public confidence through shared understanding of expectations, roles and responsibilities, and desired outcomes
3. Policy – define and adopt policy to support the superintendent’s educational leadership and management of the district
4. Community Leadership – engage stakeholders to ensure a shared vision and public/parental support of education
5. Board/Superintendent Relationship – develop and sustain a positive working relationship and model a commitment to higher standards to support continuous improvement

Consultant Fee and Travel Expense

## **Option IX**

### **Community Engagement**

1. Develop, design, and facilitate the Community Engagement process
  2. Facilitate the discussion and the development of goals, supporting performance indicators, timeline, and responsibility
- Note: Community Engagement involves at minimum 2 meetings and is designed per the expectations of the board/superintendent.

Contact M. Herring for more information.

## **Option X**

### **Strategic Planning**

1. Develop, design, and facilitate a district Strategic Planning Process
  2. Provide a working document to support the assessment of progress and success of goals
- Note: Strategic Planning involves at minimum 5 meetings and is designed per the expectations of the board/superintendent

Contact M. Herring for more information.

The identified programs and services curriculum are subject to the board’s vision and what the president and/or superintendent believe will be beneficial to the growth of the leadership team. As facilitators, we will modify and/or edit per the direction provided. The board president and/or superintendent may

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wish to select different components from each option and create a specific agenda to meet the identified needs of the leadership team. It is the goal of the NASB Board Leadership and Development staff to create a purposeful work session, which will meet or exceed your expectations.

Consultant Fee (3 hours maximum)

Marcia Herring, Director Board Leadership	\$650.00
Kori Stanosheck, Board Leadership Engagement Associate	\$500.00

Note: If the board/superintendent requests multiple topics of interest that prevent the facilitator from covering all material within a three-hour timeframe, the Association offers a 50% reduction of the fee for the second retreat. The retreat must be scheduled within six months from the date of the initial board retreat. Exceptions to the reduced rate involve strategic planning, community engagement, and/or the development of a superintendent evaluation and/or board self-assessment.

**Marcia R. Herring**  
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