

Regular Board of Education Meeting

Monday, September 17, 2018 6:00 PM

City of Gering Council Chambers
1025 P Street
Gering, NE 69341



Minutes

1. **Signature of Notification**
2. **Call to Order, Pledge of Allegiance, Roll Call, Welcome Visitors**
Present: Brian Copsey, Brent Holliday, Josh Lacy, B.J. Peters, Brady Shaul, Mary Winn.
 - 2.1. Acknowledge Open Meetings Law
 - 2.2. Notice of this meeting was published in the Gering Courier on September 13, 2018.
3. **Excuse Absent Board Members**
4. **2018-2019 Budget**
 - 4.1. PUBLIC HEARING for the purpose of hearing support, opposition, criticism, suggestions, or observations of taxpayers related to the 2018-2019 Proposed Budget

A public hearing was opened at 6:00 p.m. with Business Manager Tim Meisner presenting the budget request. No public comment was made regarding the budget request. Budget hearing was closed at 6:02 p.m.
 - 4.2. Discuss, consider, and take all necessary action regarding the approval of the 2018-2019 Budget Resolution
5. **2018-2019 Tax Request**
 - 5.1. PUBLIC HEARING for the purpose of hearing support, opposition, criticism, suggestions, or observations of taxpayers related to setting the final tax request at a different amount than the prior year tax request

The tax request hearing was opened at 6:02 p.m. with Superintendent Hastings offering detail on the proposed levy. The overall levy was unchanged from the previous year. Session remained open to public without any questions or concerns being addressed from attendees. Public hearing was closed at 6:04 p.m.
 - 5.2. Discuss, consider, and take all necessary action regarding setting the final tax request for the 2018-2019 budget year
6. **Consent Agenda**

The consent agenda was presented

- 6.1. Approval of Agenda/Amendment of Agenda Items
- 6.2. Minutes From Previous Board Meeting
- 6.3. Approval of Claims/Bills
- 6.4. First Reading of Board Policies
 - 6.4.i. 402.9 - Recognition for Service of Employees
 - 6.4.ii. 403.2 - Child Abuse Reporting
 - 6.4.iii. 404.6 - Harassment By Employees
 - 6.4.iv. 503.7 - Pregnant Or Parenting Students
 - 6.4.v. 503.8 - Married Students Or Students With Children
 - 6.4.vi. 504.12 - Regulated Electronic Devices
 - 6.4.vii. 504.18 - Harassment By Students
 - 6.4.viii. 505.3 - Suspension of Students
 - 6.4.ix. 507.1 - Student Record Access
 - 6.4.x. 603.1 - Curriculum Development
 - 6.4.xi. 605.13 - Reading Instructions and Improvement
 - 6.4.xii. 802.7 - School Food Procurement
 - 6.4.xiii. 806.1 - School Resource Officer
 - 6.4.xiv. 1005.12 - Title I Parent and Family Engagement

7. **Patron Comments**

No patron comments were received from public.

8. **Reports and Discussions**

8.1. Gering High School Report

Gering High School teacher Justin Reinmuth and two GHS students shared experiences gained through national competition and recognition in the Samsung Solve For Tomorrow program as well as information on current projects. Principal Hubbard emphasized the continued growth and interest by students in STEM classes under the direction of Reinmuth. The program began three years ago with an initial enrollment of nine students in an electronics class and has since grown to include four courses currently offered: Electronics, Intro / Advanced Engineering, and Robotics.

8.2. Curriculum Committee Report

Chairperson Mary Winn presented information related to upcoming curriculum transitions that will take place during the 2019-2020 school year as current fifth and sixth grade students move into classrooms at the Junior High. The August meeting was hosted at the Junior High with Mr. Seiler and the school resource officer in attendance.

8.3. Facilities Committee Report

Chairperson Brady Shaul offered an update on the progress of construction at Gering High School including anticipated completion dates for several areas of the building.

8.4. Business Committee Report

Chairperson BJ Peters provided an update on the purchase of an activity bus scheduled to arrive in late fall.

8.4.i. Trial Balance Summary

8.4.ii. Fund Balances

8.4.iii. Schedule of Investments

8.4.iv. Financial Statements

8.5. Superintendent's Report

Superintendent Hastings provided insight to GPS Professional Learning Communities, and the collective commitments therein. Among the detailed reports, one focal point was preparations currently underway at the Junior High to incorporate 6th graders in their program. Communication with parents, students, faculty and the public is scheduled to begin as early as January 2019 in an effort to ensure a smooth transition for all.

9. **Action Items**

9.1. Discuss, consider, and take all necessary action regarding the approval on first reading of policy 403.9, Professional Boundaries Between Employees and Students

9.2. Discuss, consider, and take all necessary action regarding the approval on first reading of policy 403.10, Staff and District Social Media Use

9.3. Discuss, consider, and take all necessary action regarding the approval of an Interlocal Agreement between GPS and the City of Gering for School Resource Officers

9.4. Discuss, consider, and take all necessary action regarding the approval of a \$175,000 line of credit with Platte Valley Bank for the construction of a house for Twin Cities Development.

9.5. Discuss, consider, and take all necessary action regarding Pay Application #005 to Hausmann Construction for \$1,980,107.20

9.6. Discuss, consider, and take all necessary action regarding the approval of Change Order #004 for -\$175,648.82

10. **Tentative Committee Meeting Dates**

11. **Board Comments**

In closing, board member Josh Lacy expressed his appreciation for the staff of Gering Public Schools stating, "it was good to see the students get behind Justin (Reinmuth)." Mary Winn indicated that she had attended and enjoyed Rachel's Challenge. She invited Mr. Seiler and Mrs. Knight to share feedback from their students and both provided examples of the positive impact made, and student-led efforts to maintain the momentum gained through this community presentation. Brent Holliday expressed enthusiasm for the upcoming November 13 event hosted by the Oregon Trail Community Foundation which will allow participants to designate WyoBraska Gives contributions to Gering Public Schools. He further stated benefits of attending NASB training hosted at the Gering Civic Center, and information presented that later fell in line with an article published in Time Magazine. BJ Peters expressed excitement for the wheels currently in motion, and confidence in the leadership. President Brian Copsey shared this sentiment from recent staff presentations surrounding the PLC Conference last month, GHS staff and students in attendance and presenting tonight, and the significant progress made in grade reconfiguration thus far. Through review of the curriculum and development of our students, he felt confident that the right choice had been made. Mr Copsey finished with a statement of gratitude to the students, staff and community for the enthusiasm and patience to make it happen.

12. **Adjourn**

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Gering Public Schools (79-0016) in Scotts Bluff County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 17 day of September, 2018 at 6:00 o'clock, P.M., at Gering City Council Chambers for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours.

Clerk/Secretary

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Fee and Delinquent Tax Allowance (6)	Total Personal and Real Property Tax Requirement (7)
	2016-2017 (1)	2017-2018 (2)	2018-2019 (3)				
General	\$ 20,330,296.00	\$ 20,012,134.00	\$ 21,154,128.00	\$ 6,321,332.00	\$ 19,379,425.00	\$ 81,778.05	\$ 8,177,813.05
Depreciation	\$ 18,915.00	\$ 18,000.00	\$ 823,918.00		\$ 823,918.00		
Employee Benefit	\$ 6,865.00	\$ 1,600.00	\$ 63,259.00	\$ -	\$ 63,259.00		
Contingency	\$ -	\$ -	\$ -		\$ -		
Activities	\$ 583,690.00	\$ 600,000.00	\$ 703,750.00	\$ -	\$ 703,750.00		
School Nutrition	\$ 786,266.00	\$ 815,000.00	\$ 1,067,006.00	\$ -	\$ 1,067,006.00		
Bond	\$ 516,288.00	\$ 1,826,500.00	\$ 2,773,550.00	\$ 2,367,441.00	\$ 3,213,441.00	\$ 19,470.18	\$ 1,947,020.18
Special Building	\$ 812,437.00	\$ 6,050,000.00	\$ 20,763,456.00		\$ 20,763,456.00	\$ -	\$ -
Qualified Capital Purpose Undertaking	\$ 1,407.00	\$ 163,594.00	\$ 168,069.00	\$ -	\$ 168,069.00	\$ -	\$ -
Cooperative	\$ 100,002.00	\$ 100,000.00	\$ -	\$ -	\$ -		
Student Fee	\$ 595.00	\$ -	\$ 13,100.00	\$ -	\$ 13,100.00		
	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTALS	\$ 23,156,761.00	\$ 29,586,828.00	\$ 47,530,236.00	\$ 8,688,773.00	\$ 46,195,424.00	\$ 101,248.23	\$ 10,124,833.23

Total Personal and Real Property Tax Requirement For Bonds

\$ 1,947,020.18

Total Personal and Real Property Tax Requirement for ALL Other

\$ 8,177,813.05

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Gering Public Schools (79-0016) in Scotts Bluff County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 17 day of September, 2018 at 6:00 o'clock, P.M., at Gering City Council Chambers for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours.

Clerk/Secretary

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Fee and Delinquent Tax Allowance (6)	Total Personal and Real Property Tax Requirement (7)
	2016-2017 (1)	2017-2018 (2)	2018-2019 (3)				
General	\$ 20,330,296.00	\$ 20,012,134.00	\$ 21,154,128.00	\$ 6,321,332.00	\$ 19,379,425.00	\$ 81,778.05	\$ 8,177,813.05
Depreciation	\$ 18,915.00	\$ 18,000.00	\$ 823,918.00		\$ 823,918.00		
Employee Benefit	\$ 6,865.00	\$ 1,600.00	\$ 63,259.00	\$ -	\$ 63,259.00		
Contingency	\$ -	\$ -	\$ -		\$ -		
Activities	\$ 583,690.00	\$ 600,000.00	\$ 703,750.00	\$ -	\$ 703,750.00		
School Nutrition	\$ 786,266.00	\$ 815,000.00	\$ 1,067,006.00	\$ -	\$ 1,067,006.00		
Bond	\$ 516,288.00	\$ 1,826,500.00	\$ 2,773,550.00	\$ 2,367,441.00	\$ 3,213,441.00	\$ 19,470.18	\$ 1,947,020.18
Special Building	\$ 812,437.00	\$ 6,050,000.00	\$ 20,763,456.00		\$ 20,763,456.00	\$ -	\$ -
Qualified Capital Purpose Undertaking	\$ 1,407.00	\$ 163,594.00	\$ 168,069.00	\$ -	\$ 168,069.00	\$ -	\$ -
Cooperative	\$ 100,002.00	\$ 100,000.00	\$ -	\$ -	\$ -		
Student Fee	\$ 595.00	\$ -	\$ 13,100.00	\$ -	\$ 13,100.00		
	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTALS	\$ 23,156,761.00	\$ 29,586,828.00	\$ 47,530,236.00	\$ 8,688,773.00	\$ 46,195,424.00	\$ 101,248.23	\$ 10,124,833.23

Total Personal and Real Property Tax Requirement For Bonds

\$ 1,947,020.18

Total Personal and Real Property Tax Requirement for ALL Other

\$ 8,177,813.05

Notice of Special Hearing To Set Final Tax Request

Gering Public Schools (79-0016) in Scotts Bluff County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1601.02, that the governing body will meet on the 17 day of September 2018 at 6:00 o'clock P.M., at Gering City Council Chambers for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request.

2017/18 Budget Information

2018/19 Budget Information

Fund	2017-2018 Property Tax Request	2017 Tax Rate	Property Tax Rate (2017-2018 Request Divided By 2018 Valuation)	2018-2019 Proposed Property Tax Request	Proposed 2018 Tax Rate
General Fund	7,978,828.20	1.050000	1.024451	8,177,813.05	1.050000
Bond Fund(s) K - 12	1,899,646.45	0.249990	0.243907	1,947,020.18	0.249990
Bond Fund(s) K - 8			0.000000		0.000000
Bond Fund(s) 9 - 12			0.000000		0.000000
Bond Fund _____			0.000000		0.000000
Special Building Fund			0.000000	-	0.000000
Qualified Capital Purpose Undertaking Fund K - 12			0.000000	-	0.000000
Qualified Capital Purpose Undertaking Fund K - 8			0.000000		0.000000
Qualified Capital Purpose Undertaking Fund 9 - 12			0.000000		0.000000
Total	9,878,474.65	1.299990	1.268358	10,124,833.23	1.299990

Notice of Special Hearing To Set Final Tax Request

Gering Public Schools (79-0016) in Scotts Bluff County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1601.02, that the governing body will meet on the 17 day of September 2018 at 6:00 o'clock P.M., at Gering City Council Chambers for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request.

2017/18 Budget Information

2018/19 Budget Information

Fund	2017-2018 Property Tax Request	2017 Tax Rate	Property Tax Rate (2017-2018 Request Divided By 2018 Valuation)	2018-2019 Proposed Property Tax Request	Proposed 2018 Tax Rate
General Fund	7,978,828.20	1.050000	1.024451	8,177,813.05	1.050000
Bond Fund(s) K - 12	1,899,646.45	0.249990	0.243907	1,947,020.18	0.249990
Bond Fund(s) K - 8			0.000000		0.000000
Bond Fund(s) 9 - 12			0.000000		0.000000
Bond Fund _____			0.000000		0.000000
Special Building Fund			0.000000	-	0.000000
Qualified Capital Purpose Undertaking Fund K - 12			0.000000	-	0.000000
Qualified Capital Purpose Undertaking Fund K - 8			0.000000		0.000000
Qualified Capital Purpose Undertaking Fund 9 - 12			0.000000		0.000000
Total	9,878,474.65	1.299990	1.268358	10,124,833.23	1.299990

Regular Board of Education Meeting

Monday, August 20, 2018 6:00 PM

City of Gering Council Chambers, 1025 P Street , Gering, NE 69341

Brian Copsey: Present
Brent Holliday: Absent
Josh Lacy: Absent
BJ Peters: Present
Brady Shaul: Present
Mary Winn: Present

1. Signature of Notification
2. Call to Order, Pledge of Allegiance, Roll Call, Welcome Visitors
1. Acknowledge Open Meetings Law
2. Notice of this meeting was published in the Gering Courier on August 16, 2018.
3. Excuse Absent Board Members
Motion to excuse absent board members, Brent Holliday and Josh Lacy. Passed with a motion by BJ Peters and a second by Mary Winn.
4. Consent Agenda
Approval of the Consent Agenda Passed with a motion by Mary Winn and a second by BJ Peters.
1. Approval of Agenda/Amendment of Agenda Items
2. Minutes From Previous Board Meeting
3. Approval of Claims/Bills
4. Personnel Items
1. Contract Approvals
2. Resignations
1. Janelle Matthews, GJHS SPED Teacher, Effective July 31, 2019
5. Patron Comments
6. Reports and Discussions
1. Report from the Team that attended the Professional Learning Communities At Work Institute
Several certified staff members from the district were in attendance to share professional development experiences provided through the Minneapolis PLC Conference in June 2018. First to present was Laurie Petersen, Title 1 Teacher at Lincoln Elementary, who felt reassured that Gering Public Schools is on the right track, and was excited about the challenge to continue growing and learning together. She extended her appreciation to the district for the weekly time allotment which has proven beneficial for staff and students as staff meet within their PLC . Jennifer Bohnsack, Geil Elementary Kindergarten Teacher, shared four key questions taken away from every breakout session alongside her feedback of how each related to the continued student success at Gering. The

PLC team will be posting these throughout their buildings to maintain focus as an educator enrichment piece. Bethany Jolliffe shared the value seen in the team building that took place across the district during their travels and at the conference. Additionally, she spoke to the insight gained through the interaction with other PLC communities at the conference indicating that this will be a game changer in how they write their schedules. In closing, Superintendent Hastings reported that 30 staff members attended the conference in June with an overall total of 50 being trained thus far. The district is looking forward to the opportunity for future training sessions as they continue to expand that core group. Board members added sentiment for the infectious positive energy they witness spreading across the district as a result.

2. Facilities Committee Report

Superintendent Hastings offered a reported on progress being made at the high school noting that classes were on track to resume later in the week at which time the gym would also become available to use. Appreciation was extended to the custodians across the district for their efforts in making it all possible.

3. Business Committee Report

Committee chair, Brian Copsey, stated that activity bus purchase agreement is still awaiting further review by state entities adding that the amount of progress witnessed during a recent walk-thru of the high school was outstanding.

1. Trial Balance Summary

2. Fund Balances

3. Schedule of Investments

4. Financial Statements

4. Superintendent's Report

Superintendent Hastings shared an update on the recent staff trainings that had taken place over the course of the past eight days giving indication that the next few days ahead would be utilized by staff to prepare for student orientations, and the beginning of a new school year.

Hastings

7. Action Items

1. Discuss, consider, and take all necessary action regarding payment to TeamMates of Nebraska for services provided to GPS

Approval of payment of \$6,000 for services provided by TeamMates to the students of Gering Public Schools Passed with a motion by BJ Peters and a second by Brady Shaul.

2. Discuss, consider, and take all necessary action regarding of the approval of the cooperative

agreement between Gering Public Schools and the YMCA for an After-School Program.

Approval of the agreement between Gering Public Schools and the YMCA passed with a by BJ Peters and a second by Brady Shaul.

3. Discuss, consider, and take all necessary action regarding Pay Application #004 to Hausmann Construction for \$1,514,707.35.
Approval of payment to Hausmann Construction for Pay Application #004 in the amount of \$1,514,707.35 Passed with a motion by BJ Peters and a second by Brady Shaul.
4. Discuss, consider, and take all necessary action regarding the approval of Change Order #3 for the GHS Building Project
Approval of Change Order #3 in the amount of \$168,958.03 for the GHS Building Project Passed with a motion by Brady Shaul and a second by BJ Peters.
5. Policy 504.20 -- Bullying Policy Review & Approval if necessary
With no changes to the policy, no action was taken.
6. Policy 1005.3 -- Parental Involvement Hearing & Reapproval
Approval of Policy 1005.3, Parental Involvement as presented Passed with a motion by Brady Shaul and a second by BJ Peters. Board President Brian Copsey opened the hearing at 6:30 p.m, closed without objection at 6:31 p.m.
7. Policy 504.19 -- Student Fees Hearing & Reapproval
Approval of Policy 504.19, Student Fees, as presented Passed with a motion by BJ Peters and a second by Mary Winn. Board President Brian Copsey opened the hearing at 6:32 p.m, closed without objection at 6:33 p.m.
8. Tentative Committee Meeting Dates
9. Board Comments
Board member Mary Winn shared feedback from GHS Teacher Andy Stobel regarding noticeable improvements in updated lighting fixtures installed over the summer, adding the positive impact this will have on the students. BJ Peters offered his compliments to the custodial staff encouraging everyone to keep the end in sight as construction continues over the course of the next year. President Brian Copsey also thanked the GHS staff for their continued patience during the process, adding his support and excitement to the district as students are welcomed back this week. Meeting was adjourned at 6:39 p.m.
10. Adjourn

Board Secretary

Payee Name	Account Description Element	Check Date	Check Number
Castillo, Richard P.	Officials	8/31/2018	73
Kinsey, Bob	Officials	8/31/2018	74
Munoz, Cinda	Refund Lunch Receipts	8/9/2018	1141
Pszanka, Brenda	Refund Lunch Receipts	8/9/2018	1142
Conklin, Tiffany A.	Refund Lunch Receipts	8/23/2018	1143
Shiveley, Aleah	Refund Lunch Receipts	8/30/2018	1144
Cdw Government, Inc.	Other Expenses	8/3/2018	5002
Trebron Company Inc.	Other Expenses	8/3/2018	5003
SmartDeploy	Other Expenses	8/3/2018	5004
Softchoice Corp.	Other Expenses	8/3/2018	5005
Platte Valley National Bank	Regular Salaries	8/1/2018	5064
Gardner Technologies	Other Expenses	8/15/2018	5065
Gardner Technologies	Other Expenses	8/15/2018	5066
Mag Partners LLC	BLDGS & BLDG IMPROVE.	8/21/2018	5067
Rb B Architects, Inc.	BLDGS & BLDG IMPROVE.	8/21/2018	5068
Baker & Associates, Inc.	BLDGS & BLDG IMPROVE.	8/21/2018	5069
Panhandle Geotechnical & Environmental,	BLDGS & BLDG IMPROVE.	8/21/2018	5070
Hausmann Construction Inc.	BLDGS & BLDG IMPROVE.	8/21/2018	5071
Dell Marketing L.P.	Activity Acct. Expenses	8/2/2018	7077
Logoz LLC	Activity Acct. Expenses	8/2/2018	7078
Petty Cash -Athletic Dept.	Activity Acct. Expenses	8/2/2018	7079
VISA	Activity Acct. Expenses	8/3/2018	7080
CoachComm, LLC	Activity Acct. Expenses	8/9/2018	7081
ENDZONE CAMERA, LLC	Activity Acct. Expenses	8/9/2018	7082
Gering Public Schools	Activity Acct. Expenses	8/9/2018	7083
Harder, Barb	Activity Acct. Expenses	8/9/2018	7084
Koski, Glen	Mileage Reimbursement	8/9/2018	7085
Logoz LLC	Activity Acct. Expenses	8/9/2018	7086
New Victorian Suites - Lincoln	Activity Acct. Expenses	8/9/2018	7087
NSAA	Activity Acct. Expenses	8/9/2018	7088
Tams - Witmark	Activity Acct. Expenses	8/9/2018	7089
Duncan, Darren A.	Officials	8/17/2018	7090
Dunn, Jeff	Officials	8/17/2018	7091
Impact Applications Inc.	Contracted Services/Repairs	8/17/2018	7092
Lana, Dusty	Officials	8/17/2018	7093
Logoz LLC	Activity Acct. Expenses	8/17/2018	7094
Long, Dan	Officials	8/17/2018	7095
Marky's Meat Market	Activity Acct. Expenses	8/17/2018	7096
Nebraska HOSA	Activity Acct. Expenses	8/17/2018	7097
New Victorian Suites - Lincoln	Activity Acct. Expenses	8/17/2018	7098
Peters, BJ	Officials	8/17/2018	7099
Prairie Storage Containers	Rentals or Leases	8/17/2018	7100
Sheraton - Omaha Hotel	LODGING	8/17/2018	7101
SportDecals, Inc.	Activity Acct. Expenses	8/17/2018	7102
Weborg 21 Centre	Activity Acct. Expenses	8/17/2018	7103
Zwetzig Skate & Bounce	Activity Acct. Expenses	8/17/2018	7104

Carrera, Robert	Officials	8/23/2018	7105
Domino's Pizza	Activity Acct. Expenses	8/23/2018	7106
Fresh Foods Inc.	Activity Acct. Expenses	8/23/2018	7107
Koski, Glen	Mileage Reimbursement	8/23/2018	7108
Print Express	Activity Acct. Expenses	8/23/2018	7109
Stack, Robert	Officials	8/23/2018	7110
VISA	Activity Acct. Expenses	8/23/2018	7111
Wal-Mart _18940	Activity Acct. Expenses	8/23/2018	7112
Buchhammer, Mark	Officials	8/27/2018	7113
Duncan, Darren A.	Officials	8/27/2018	7114
Lana, Dusty	Officials	8/27/2018	7115
Peters, BJ	Officials	8/27/2018	7116
VISA	Activity Acct. Expenses	8/29/2018	7117
Austin, Tod	Officials	8/30/2018	7118
Derr, Brad	Officials	8/30/2018	7119
Einfalt, John _8490	Officials	8/30/2018	7120
Hernandez, Thomas	Officials	8/30/2018	7121
Koski, Glen	Mileage Reimbursement	8/30/2018	7122
Long, Dan	Officials	8/30/2018	7123
Long, Scott	Officials	8/30/2018	7124
Mitchell, John	Officials	8/30/2018	7125
Moreno, Pete	Officials	8/30/2018	7126
Reynolds, Robert	Officials	8/30/2018	7127
Elevated Screenprinting & Apparel, LLC	Activity Acct. Expenses	8/30/2018	7128
Culligan of Scottsbluff	Activity Acct. Expenses	8/31/2018	7129
Gering Public Schools	Accounts Payable	8/14/2018	20029
VISA	District Stock	8/3/2018	200973
VISA	Travel Exp/Prof Devel	8/3/2018	200974
U.S. Post Office	Supplies	8/15/2018	200975
Days Inn & Suites - Kearney	Travel Exp/Prof Devel	8/17/2018	200976
SHELL	Gas & Oil	8/17/2018	200977
Blick Art Materials	District Stock	8/21/2018	200978
E-470 Public Highway Authority	Travel Exp/Prof Devel	8/21/2018	200979
Verizon Wireless	Telephone	8/21/2018	200980
Arrow Stage Lines	Travel Exp/Prof Devel	8/23/2018	200981
Black Hills Energy	Natural Gas Services	8/23/2018	200982
Secretary of State's Office - Notary Div	Dues & Fees	8/23/2018	200983
Sedgiwck of Nebraska	Dues & Fees	8/23/2018	200984
Wal-Mart _18940	Furniture and Equipment	8/23/2018	200985
VISA	Supplies	8/29/2018	200986
Bluffs Sanitary Supply, Inc.	Supplies	8/30/2018	200987
Charter Communications	Internet Service	8/30/2018	200988
Fresh Foods Inc.	Public Relations	8/30/2018	200989
TotalFunds By Hasler	Supplies	8/30/2018	200990
Follett School Solutions, Inc.	Contracted Services/Repairs	8/31/2018	200991
ACCO Brands Corporation	Supplies	8/31/2018	200992
Action Communications	Furniture and Equipment	8/31/2018	200993

B&H Foto & Electronics Corp.	Supplies	8/31/2018	200994
Barker, Pam	Supplies	8/31/2018	200995
Blick Art Materials	Supplies	8/31/2018	200996
Bluffs Physical Therapy	Other Agencies	8/31/2018	200997
Border States Industries Inc.	District Stock	8/31/2018	200998
Brown & Saenger, Inc.	District Stock	8/31/2018	200999
Capital Business Systems, Inc.-Texas	Copier Costs	8/31/2018	201000
Centennial Sales	Supplies	8/31/2018	201001
City Of Gering	Supplies	8/31/2018	201002
Computers Etc. LLC	Supplies	8/31/2018	201003
Connell, Jamie	Mileage Reimbursement	8/31/2018	201004
Crossroads Music	Contracted Services/Repairs	8/31/2018	201005
Culligan of Scottsbluff	Supplies	8/31/2018	201006
DAS State Accounting - Central Finance	Internet Service	8/31/2018	201007
Dell Marketing L.P.	Furniture and Equipment	8/31/2018	201008
Discount School Supply	Supplies	8/31/2018	201009
Don Schmidt Carpet, Inc.	Supplies	8/31/2018	201010
Door Closer Service	Supplies	8/31/2018	201011
Douglas, Kelly & Ostdiek, P.C.	Legal Services	8/31/2018	201012
Egan Supply Co.	Supplies	8/31/2018	201013
Engel, Kelsey	Supplies	8/31/2018	201014
Esu #13 _5760	Distance Learning-ESU	8/31/2018	201015
ESU Coodinating Council	Library Books	8/31/2018	201016
Fastenal Company	Supplies	8/31/2018	201017
Fisher Science Education	Supplies	8/31/2018	201018
Foos, Brandy	Mileage Reimbursement	8/31/2018	201019
Frey Scientific	District Stock	8/31/2018	201020
Gering Courier	Advertising & Printing	8/31/2018	201021
GLYNLYON, INC.	Supplies	8/31/2018	201022
Gns	Dues & Fees	8/31/2018	201023
Grease N Go	Gas & Oil	8/31/2018	201024
Hi Performance Car Wash-Blt, Inc.	District Stock	8/31/2018	201025
Hillyard/Sioux Falls	District Stock	8/31/2018	201026
Idea Bank Marketing	Dues & Fees	8/31/2018	201027
Intralinks, Inc.	Contracted Services/Repairs	8/31/2018	201028
J & J Floors, LLC	Supplies	8/31/2018	201029
Jirdon Agri Chemicals	Supplies	8/31/2018	201030
Johnson Cashway _8920	Supplies	8/31/2018	201031
Kochenower, Sharon	Supplies	8/31/2018	201032
KSB School Law	Legal Services	8/31/2018	201033
Linweld	Advertising & Printing	8/31/2018	201034
Logoz LLC	Advertising & Printing	8/31/2018	201035
Mail Finance	Contracted Services/Repairs	8/31/2018	201036
Meisner, Tim	Supplies	8/31/2018	201037
Menards	District Stock	8/31/2018	201038
Money Wise Office Supply	Supplies	8/31/2018	201039
Monument Physical Therapy	Other Agencies	8/31/2018	201040

Moore Medical LLC	Supplies	8/31/2018	201041
Muggli, Shelly	Travel Exp/Prof Devel	8/31/2018	201042
Music Express Magazine Hal Leonard Corpo	Supplies	8/31/2018	201043
NASB	Travel Exp/Prof Devel	8/31/2018	201044
National Art & School Supplies	District Stock	8/31/2018	201045
NCSA	Travel Exp/Prof Devel	8/31/2018	201046
Nebraska HOSA	Dues & Fees	8/31/2018	201047
Nebraska Safety & Fire Equipment Inc.	Supplies	8/31/2018	201048
NMC Exchange LLC	Supplies	8/31/2018	201049
One Source	Contracted Services/Repairs	8/31/2018	201050
Panhandle Partnership	Dues & Fees	8/31/2018	201051
Paul Reed Construction Co, Inc	Supplies	8/31/2018	201052
Pearson	Tests	8/31/2018	201053
Perry, Guthery, Haase & Gessford, P.C.,	Legal Services	8/31/2018	201054
PESI	Supplies	8/31/2018	201055
Petty Cash-Lincoln	Supplies	8/31/2018	201056
Print Broker	Supplies	8/31/2018	201057
Protex Central	Supplies	8/31/2018	201058
Pyramid paper Company	Supplies	8/31/2018	201059
Quill Corporation	District Stock	8/31/2018	201060
Regional Care, Inc.	IRS 125 Plan	8/31/2018	201061
Robinson Electric, Inc.	Supplies	8/31/2018	201062
Sandberg Implement, Inc.	Tires & Parts	8/31/2018	201063
Schank Roofing Service	Supplies	8/31/2018	201064
Scholastic Magazines, Inc.	Language Arts Materials	8/31/2018	201065
School Datebooks	Consumable Materials	8/31/2018	201066
School Health Corporation	Supplies	8/31/2018	201067
School Mate	Supplies	8/31/2018	201068
School Specialty	District Stock	8/31/2018	201069
Scottsbluff High School _15903	Dues & Fees	8/31/2018	201070
Sherwin-Williams Company	Supplies	8/31/2018	201071
Simply Clean	Supplies	8/31/2018	201072
Snell Services, Inc.	Supplies	8/31/2018	201073
Spic & Span Cleaners	District Stock	8/31/2018	201074
Staples Advantage	Furniture and Equipment	8/31/2018	201075
Star-Herald	Periodicals	8/31/2018	201076
TAHER, Inc	Travel Exp/Prof Devel	8/31/2018	201077
Teaching Strategies, Inc.	Contracted Services/Repairs	8/31/2018	201078
TeamMates of Scotts Bluff Co., Inc.	Dues & Fees	8/31/2018	201079
The Library Store, Inc.	Supplies	8/31/2018	201080
The Rock Pile Of Paul Reed Constr & Supp	Supplies	8/31/2018	201081
Thompson Glass, Inc.	Supplies	8/31/2018	201082
Thompson, Tyler	Travel Exp/Prof Devel	8/31/2018	201083
Weathercraft Companies	Supplies	8/31/2018	201084
Western NE Community College	Student Tuition	8/31/2018	201085
Wilson, Ashlee	Travel Exp/Prof Devel	8/31/2018	201086
Winsupply Scottsbluff Ne Co	Supplies	8/31/2018	201087

WPCI	Contracted Services/Repairs	8/31/2018	201088
Cdw Government, Inc.	Furniture and Equipment	8/31/2018	201089
Decker Equipment	Supplies	8/31/2018	201090
Johnson Controls, Inc.	Supplies	8/31/2018	201091
School Specialty	Supplies	8/31/2018	201092

Amount	Fund
120	05
120	05
23.65	06
13.01	06
34.4	06
56.95	06
29972.97	10
11852.68	10
11232	10
14610.02	10
3900	08
27137.01	08
4402.75	08
17703.53	08
22688	08
3765	08
400	08
1514707.35	08
1238.23	05
3145	05
2900	05
3459.09	05
6085	05
4400	05
14439.12	05
567	05
80	05
264	05
789.9	05
24	05
21.5	05
50	05
50	05
655	05
50	05
3845	05
50	05
175.71	05
297	05
209.97	05
50	05
439.68	05
2322	05
832	05
1208	05
300	05

225 05
309.77 05
20.36 05
131.6 05
199 05
195 05
3218.63 05
836.64 05
55 05
55 05
55 05
55 05
1399 05
90 05
90 05
100 05
100 05
124 05
90 05
90 05
100 05
100 05
100 05
588 05
36 05
35903.51 01
11108.14 01
35.06 01
75.41 01
486 01
877.24 01
30.71 01
9 01
40.01 01
542.34 01
1229.17 01
30 01
40 01
75.24 01
3476.44 01
19425 01
270 01
154.25 01
2000 01
529.82 01
22.44 01
135 01

33.55 01
36 01
573.28 01
187.5 01
1130.48 01
5402.64 01
2195.98 01
17.97 01
15381.2 01
94.35 01
60.17 01
380.35 01
70.77 01
229.49 01
5326.5 01
30.99 01
15840 01
3911.59 01
462.5 01
103.78 01
39.08 01
2720.83 01
1180 01
16.68 01
615.68 01
182.22 01
441.6 01
219.89 01
7000 01
250 01
65.8 01
54.4 01
11593.8 01
1400 01
95 01
2152.8 01
364.08 01
2335.23 01
43.31 01
1001 01
100.95 01
300 01
615 01
19.62 01
2209.85 01
663.88 01
1953.63 01

21.9 01
359.75 01
195 01
75 01
2164.28 01
2020 01
140 01
730 01
973.86 01
215 01
100 01
61.44 01
140 01
150 01
116.93 01
144.3 01
155 01
876 01
1072.79 01
326.38 01
547.5 01
1326.55 01
122.58 01
15389.25 01
688.97 01
4101.84 01
1755.64 01
495 01
336.43 01
125 01
42.57 01
956.11 01
7887.5 01
2935 01
5165.39 01
114.36 01
299.89 01
1259.5 01
6000 01
480.86 01
25.26 01
200 01
125.34 01
163.5 01
6210 01
71.79 01
83.34 01

364 01
5905.96 01
336.18 01
454.6 01
417.13 01

**POLICY 402.9
GERING PUBLIC SCHOOLS
GERING, NE**

RECOGNITION FOR SERVICE OF EMPLOYEES AND OTHERS

The board recognizes and appreciates service given to the district. Employees, board members, volunteers or others associated with the operations of the district may be honored by the board, administration and staff in an appropriate manner by the awarding of plaques, certificates of achievement, or items of value.

If the form of recognition thought appropriate by the administration and employees involves unusual expense to the school district, the superintendent shall seek prior approval from the board. Any expenditure for recognition of service shall be limited to \$200 per individual per occasion.

The district may authorize, upon a majority vote of the entire board, one recognition dinner each year for elected and appointed officials, employees, or volunteers of the district. In the event that a recognition dinner is authorized by board action, whether for elected and appointed officials, employees, or volunteers jointly or separately, the maximum cost which may be authorized by the board for such dinners shall not exceed \$50 per elected or appointed official, employee, or volunteer in attendance.

Legal Reference: Neb. Statute 13-2203

Cross Reference: 408 Certificated Employee Termination of Employment

414 Support Staff Termination of Employment
~~The board recognizes and appreciates service given to the district. Employees, board members, volunteers or others associated with the operations of the district may be honored by the board, administration and staff in an appropriate manner by the awarding of plaques, certificates of achievement, flowers or memorials in times of bereavement, or items of value.~~

~~If the form of recognition thought appropriate by the administration and employees involves unusual expense to the school district, the superintendent shall seek prior approval from the board. Any expenditure for recognition of service shall be limited to \$150 per individual per occasion.~~

~~Legal Reference: Neb. Statute 13-2203~~

~~Cross Reference: 408 Certificated Employee Termination of Employment
414 Support Staff Termination of Employment~~

Approved 03/15/10 Reviewed 1/4/16, 8/27/18 Revised 2/15/16, 9/17/18

Formatted: Indent: Left: 1", First line: 0.5"

**POLICY 403.2
GERING PUBLIC SCHOOLS
GERING, NE**

CHILD ABUSE REPORTING

All sSchool employees who have reasonable cause to suspect a child is a victim of abuse or neglect, including sexual abuse, or who observe conditions which reasonably would result in abuse or neglect, shall promptly report such incidents to the proper law enforcement authorities and the principal. "Employees" also includes coaches and volunteers participating in interstate amateur extracurricular competitions. The principal shall ensure that the report has been made to the proper law enforcement authorities.

The employee, after informing the principal, shall make an oral report to the local law enforcement agency by telephone within a 24-hour period, followed by a written report if necessary. The report will include all information required by law.

Legal Reference: Neb. Statute 28-711
34 U.S.C. § 20341

Cross Reference: 403.03 Abuse of Students by School District Employees
504.17 Questioning of Students by Outside Agencies
508 Student Health and Well Being

Approved 03/15/10 Reviewed 1/25/16, 8/27/18 Revised 9/17/18

**POLICY 404.6
GERING PUBLIC SCHOOLS
GERING, NE**

HARASSMENT BY EMPLOYEES

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to race, religion, , racial, religious, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status. ~~and sexual harassment.~~ Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in school programs or activities;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual's employment or education; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or learning environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;

- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Harassment on the basis of race, ~~creed, color,~~ religion, national or ethnic origin, color, marital status, ~~or~~ disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the investigator for harassment complaints. However, claims regarding harassment may also be reported to the alternate investigator for harassment complaints.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) working days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding,

or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference: 103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

| Approved 03/15/10 Reviewed 3/29/16, 8/27/18 Revised 9/17/18

**POLICY 503.7
GERING PUBLIC SCHOOLS
GERING, NE**

PREGNANT OR PARENTING STUDENTS

The district recognizes that pregnant or parenting students have the right and responsibility to attend school. This attendance right and responsibility applies to students regardless of their marital or parental status. The district will educate pregnant or parenting students and will provide reasonable accommodations to support and encourage all pregnant or parenting students to obtain their high school diploma. No student will be excluded from, denied the benefit of, or discriminated against under any educational program or activity because of pregnancy or parenting responsibilities.

Attendance and Leave of Absences:

Formatted: Underline

Pregnant or parenting students will be permitted to attend to their own health care, their child's medical care, or other appointments related to pregnancy or parenting with the benefit of having any such absences or tardiness excused. A student will be permitted to take a leave of absence for pregnancy, childbirth, and any other prenatal and postnatal related medical needs, along with related recovery for the duration that is considered medically necessary by the student's licensed health care provider. At the conclusion of the leave of absence, a student will be immediately enrolled in the district at the same grade and status as when the leave began. Pregnant or parenting students shall be allowed to participate in all activities including extracurricular activities throughout the student's pregnancy and following unless administrators determine such participation poses a significant risk of injury to the student or to others. A pregnant or parenting student may be asked to obtain certification from the student's licensed health care provider regarding the student's safe participation in an extracurricular activity when such certification may be required of students for other conditions which require the attention of a licensed health care provider.

Any absences accumulated due to pregnancy or pregnancy-related conditions, or care for an ill child, should not count towards any district policies in effect under compulsory attendance requirements. Pregnant or parenting students with excused absences or tardiness shall be treated like all other students with excused absences or tardiness for any other medical reasons.

Pregnant or parenting students will be provided with assignments, classwork and any additional support needed to help the student keep up with class requirements due to absences related to pregnancy or parenting.

Alternative means to complete course work:

Formatted: Underline

The district will provide at least one alternate method, in addition to traditional classroom instruction to keep pregnant or parenting students in school. Such accommodation(s) may

include accessing coursework online, home-based independent study, or at-home tutoring. Alternative methods of instruction or other alternative programs for pregnant or parenting students are voluntary for the student who may elect whether to engage in an alternative method of instruction or the traditional methods of instruction available to their peers. Pregnant or parenting students shall be allowed to attend their regular classrooms and complete regular coursework.

Lactation:

Formatted: Underline

The district will provide reasonable time and space to accommodate lactating students to express breast milk or breastfeed during the school day. Such accommodations will be in a location, other than a bathroom or closet, that is private, clean, has an electrical outlet, a chair and is reasonably accessible. Students shall also be provided a food-safe refrigerator to store breast milk.

Child Care:

Formatted: Underline

If in-school child care is not provided, a list of qualified licensed child care providers will be provided when requested by pregnant or parenting students. The list will be updated annually and include providers that participate in the quality rating and improvement system and meet all of the quality rating criteria for at least a step -three rating in keeping with the Step Up to Quality Child Care Act. Nothing in this policy is intended to prohibit or limit any referral for a student or a student's child to an early Head Start program or any other available community resources.

Privacy and Confidentiality:

Formatted: Underline

Pregnant or parenting students have the right to have their health and personal information kept confidential in accordance with law. School staff will make every effort to keep personal information and health records confidential and in compliance with Nebraska and federal law.

Information about students' pregnancies and related conditions will not appear in their cumulative record and will not be used when they are being considered for educational or job opportunities, awards or scholarships.

Other Accommodations:

Formatted: Underline

Pregnant or parenting students are here notified that they may request additional reasonable accommodations to ensure continued participation and enrollment in school. Accommodation requests will be evaluated on a case-by-case basis by the building principal. Such accommodations may include but are not limited to: additional frequency allowed for bathroom breaks, additional time allowed in between class periods, a larger desk or additional work space, and adjustments to requirements for physical education as needed.

**POLICY 503.8
GERING PUBLIC SCHOOLS
GERING, NE**

MARRIED STUDENTS OR STUDENTS WITH CHILDREN

Married students residing in the district are considered to be of legal age and shall have the same educational opportunities as unmarried students.

The district encourages married students and students with children to complete requirements for graduation and to participate in school activities. The district prohibits any discrimination on the basis of sex, marital status or the condition of being a parent and provides relief for those who are aggrieved under its non-discrimination policies. ~~under the same terms and conditions as other students.~~

Legal Reference: Neb. Statute 43-2101, 79-2,149 to 79-2, 152
79-2, 114 to 79-2, 124
20 U.S.C. 1681 et seq.
34 C.F.R. 106.40

Cross Reference: 503.01 Compulsory Attendance
 605.02 Individualized Instruction

Approved 05/17/10 Reviewed 3/27/17, 8/27/18 Revised 9/17/18

**POLICY 504.18
GERING PUBLIC SCHOOLS
GERING, NE**

HARASSMENT BY STUDENTS

Harassment of students, staff or visitors by other students will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment ~~prohibited by the school district~~ includes, but is not limited to, ~~harassment on the basis of race, sex, creed, color, national origin,~~ religion, national or ethnic origin, color, marital status, ~~or~~ disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, offensive or hostile learning or work environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal, written, or electronic harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, achievements, etc.

Harassment on the basis of race, ~~creed, color,~~ religion, national or ethnic origin, color, marital status, ~~or~~ disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical, written, or electronic harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

The district will promptly and reasonably investigate allegations of harassment. The building principal will be responsible for handling all complaints by students alleging harassment.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References: 20 U.S.C. §§ 12211234i (1994)
 20 U.S.C. § 1681 et seq.
 29 U.S.C. § 794 (1994)
 42 U.S.C. § 1983
 42 U.S.C. §§ 2000d2000d7 (1994).
 42 U.S.C. §§ 12101 et. seq. (1994).

Cross References: 404.06 Harassment
 504 Student Rights and Responsibilities
 505 Student Discipline
 507 Student Records

| Approved 05/17/10 Reviewed: 9/25/17, 8/27/18 Revised: 10/16/17, 9/17/18

**POLICY 505.3
GERING PUBLIC SCHOOLS
GERING, NE**

SUSPENSION OF STUDENTS

The authority to suspend for a "short term" and to propose an "extended term" suspension and/or expulsion is delegated to the principal or his or her designee. A short-term suspension shall mean the exclusion of a student from school attendance for a period not to exceed five school days. A long-term suspension means the exclusion of a student from school attendance for a period exceeding five school days but ~~fewer~~ than twenty school days. In the case of a student with a disability, the district will provide services as identified in the IEP, starting on the 11th day of suspension in any given school year.

The provisions of this section apply to all pupils enrolled in the school district. When considering possible courses of action for special education students in regard to alleged violations of school rules, policies, and regulations, procedural due process rights guaranteed under applicable Federal and State statutes are applicable. The school district is obligated to see that every special education student is provided an appropriate educational program without cost to the parent. Conversely, schools are not required to maintain pupils who are a danger to themselves or others in regular attendance centers.

Suspension from classes or school will not be carried out unless the student while subject to school authority:

- uses violence, force, threat or intimidation in a manner causing substantial interference with school purposes; or
- causes or attempts to cause substantial damage to school or private property or steals or attempts to steal school or private property of substantial value; or
- causes or attempts to cause physical injury to another person except in self-defense; or threatens or intimidates any student for the purpose or intent of obtaining something of value from the student; or
- possesses or transmits any firearm, knife, explosive or other dangerous object that is ordinarily considered a weapon; or
- without medical sanction where prescription substances are in question, possesses, uses, transmits, or is under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverages, or any other controlled substance; or
- commits public indecency as defined in Nebraska statute 28-806 if that student is at least twelve years of age but less than nineteen years of age; or
- commits or attempts to commit sexual assault against any person if a complaint has been filed by a prosecutor alleging the incident as required in Nebraska statute 79-267.8; or
- engages in any other illegal activity that constitutes a danger to other students or interferes with school purposes; or

- repeatedly violates the policies, rules and standards of student conduct established by the district.

A given suspension will be for a period of time not to exceed 5 school days. A student will be informed of the charges against him or her and, if the student denies them, an explanation of the evidence will be given and the student will be given an opportunity to refute the charges. No time delay is necessary between the time a pupil is notified of the charges and the time of the hearing before the principal.

Guidelines to insure that students are afforded due process during a suspension or proposed suspension from school will be developed. The procedural rules, regulations and guidelines will be approved by the Board of Education and made known to students, parents and school staff.

Administrative procedures complying with the Student Discipline Act shall also be in place to ensure due process to the student should the principal decide to administer a long-term suspension, expulsion, or mandatory reassignment.

Emergency Exclusion: Any student may be excluded from school in the following circumstances:

1. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
2. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.
~~student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, an emergency exclusion may be invoked and the student may be immediately removed from school. However, notice and hearing should follow as soon as practical and not more than ten days following the initial exclusion.~~

Such an emergency exclusion shall be based upon a clear factual situation warranting it and shall last not longer than is necessary to avoid the dangers described above.

If the emergency exclusion will be for five days or fewer, the procedures for a short-term suspension shall be followed. If the superintendent or his or her designee determines that such emergency exclusion shall extend beyond five days, a hearing will be held and a final determination made within ten school days after the initial date of exclusion. Such procedure shall substantially comply with the procedures set forth in state statutes 79-266 to 287 for a long-term suspension or expulsion and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

The principal should make a reasonable effort to contact the parent(s) or guardian(s) of a suspended student by telephone or to communicate to them directly regarding the specific act(s) for which the suspension is ordered and the length of the suspension. If personal

Formatted: Don't add space between paragraphs of the same style, Outline numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

contact cannot be made then a notice will be mailed to parents within 24 hours stating the specific act(s) for which the suspension is ordered and the length of the suspension.

All records and documentation regarding suspension will be destroyed within three years of the student's continuous absence from school. No information regarding a suspension will be communicated to any person not directly involved in the disciplinary proceedings.

The right of appeal to the Board of Education in cases involving student suspension described in this policy does not extend to a suspension from a student extracurricular activities program or other disciplinary action affecting participation in an extracurricular activities program.

For the purposes of this policy and as defined in the Student Discipline Act, expulsion shall mean exclusion from attendance in all schools within the district for a period of time as defined in Nebraska statute 79-283.

Students may be expelled for violations of board policy, school rules or the law. It shall be within the discretion of the administrator to discipline a student by using an expulsion for a single offense or for a series of offenses depending on the nature of the offense and the circumstances surrounding the offense.

The superintendent will develop procedural rules, regulations and guidelines governing expulsions. These shall be approved by the Board of Education and made known to students, parents and school staff. The principal shall keep records of all expulsions.

All cases of expulsion shall be preceded by short-term suspension and its related procedures or by the condition of emergency exclusion which applies only when a student (a) has a dangerous communicable disease transmissible through normal school contacts and poses an immediate threat to the health and safety of the school community; or (b) exhibits conduct which presents a clear threat to the physical safety of himself/herself or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

When a student is expelled, the student shall be provided with:

1. Notice of the standard of conduct allegedly violated, acts the student is alleged to have committed and a summary of the evidence to be presented against the student;
2. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
3. A statement that the student has a right to a hearing, upon request, on the specified charges;
4. A description of the hearing procedures, along with procedures for appealing any decision rendered at the hearing;
5. A statement the principal, legal counsel for the school, the student, the student's parent or representative or guardian has the right;

- a. to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and;
 - b. to know the identity of the witnesses to appear at the hearing and the substance of their testimony;
6. A form on which the student or the student's parent/guardian may request a hearing.

Violations of Law Relating to Suspensions or Expulsions

1. Student violations or suspected violations of Nebraska law will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Student violations of school policy that are not apparent violations of law will be addressed by school administrators without reporting them to law enforcement. Administrators should consider the student's maturity, and known behavioral, emotional or mental disorders, if applicable. It will be the responsibility of the referring administrator to contact the student's parent that a referral to legal authorities has been or will be made, if applicable. On or before August 1 the school board will annually review the reporting guidelines above with the County Attorney. These shall be distributed to all parents and guardians and their students at the beginning of each school year, or at the time of enrollment if during the school year. The guidelines shall also be posted conspicuously in each school during the school year.
2. Except in instances of suspected child abuse, when a principal or designee releases a minor student to a law enforcement officer for the purpose of removing the minor from the school premises, immediate steps shall be taken to notify the parent, guardian, or other relative having control of the minor about the minor's release to the officer and about the place to which the minor is reportedly being taken. In cases of suspected child abuse, the principal or designee will provide the law enforcement officer with the address and telephone number of the minor's parents or guardian.

Supplemental to these procedures, a special education student must be provided with additional procedures. A determination should be made of whether the student is actually guilty of the misconduct. A staffing team should determine whether the student's behavior is caused by the student's disability and whether the conduct is the result of inappropriate placement. Discussions and conclusions of this meeting should be recorded.

If the special education student's conduct is not caused by the disability, the student may be expelled or suspended for a long-term period following written notice to the parent and pursuant to the school district's expulsion hearing procedures. If the misconduct is caused by the disability and a change in placement is recommended, the change must be made pursuant to the placement procedures used by the school district.

Legal Reference: Neb. Statute 28-1204.04

79-245 et seq. (Student Discipline Act)
20 U.S.C. §§ 1400 et seq. (Individuals with Disabilities Education Act)
34 C.F.R. §§ 104.1 et seq.
34 C.F.R. §§ 300 et seq.
Goss v. Lopez, 419 U.S. 565 (1975).
Wood v. Strickland, 420 U.S. 308 (1975)

Cross Reference: 504 Student Rights and Responsibilities 505 Student Discipline
Legal Reference: Neb. Statute 79-254 et seq. (Student Discipline Act)

20 U.S.C. §§ 1400 et seq. (Individuals with Disabilities Education Act)
34 C.F.R. §§ 104.1 et seq.
34 C.F.R. §§ 300 et seq.

Cross Reference: 504.01 Student Due Process Rights
Rule 51

Approved 05/17/10 Reviewed 10/30/17, 8/27/18 Revised 9/17/18

Formatted: Indent: Left: 0.5"

**POLICY 507.1
GERING PUBLIC SCHOOLS
GERING, NE**

STUDENT RECORDS ACCESS

The board recognizes the importance of maintaining student records and preserving their confidentiality. EducationStudent records shall be maintained so as to separate academic and disciplinary matters. EducationStudent records may be maintained in the central administration office or administrative office of the student's attendance center. Records created and maintained by the district's designated law enforcement unit are not education records. This policy does not apply to student directory information.

The following records shall be maintained as permanent records of the student:

- The student's social security number;
- The record of dates of attendance;
- Highest grade level completed;
- A transcript of classes taken with grades and credits received;
- The records of inoculations and health examinations that are given to the class or student body as a whole;
- The record of participation in extracurricular school activities and sports;
- The signatures of people who are required to sign for access to student records and the statement of purpose for such access;
- The student's or student's parents' written consent of release of student records.

All other student records shall be removed and destroyed after a student's continuous absence from the school for three years.

Any student, his or her parents/guardians, teachers, counselors or school administrators shall have access to the student's records during the regular business hours of the district. Student information may also be disclosed without written consent of the parent or eligible student (a student who has reached the age of 18) to persons or entities with whom the district has contracted to provide services related to the district's educational program in accordance with the Family Educational Rights and Privacy Act (FERPA).

Gering Public Schools has entered into an agreement with the City of Gering concerning the provision of School Resource Officers (SROs) on school grounds. SROs operating pursuant to this agreement are designated as the district's law enforcement unit, authorized to enforce any local, state, or federal law; to refer to appropriate authorities a matter for enforcement of any local, state, or federal law; and to maintain the physical security and safety of the agency or institution. In furtherance of these duties, the law enforcement unit shall be responsible for the creation and maintenance of records created for a law enforcement purpose.

In addition, authorized representative of the State or Federal government, and state educational authorities connected with the enforcement of requirements of certain educational programs as prescribed by law shall have access to student records within the limitations of state statutes. No one else shall have access to the records and the records shall not be divulged to any person without prior consent of the parent or eligible student.

The superintendent shall establish reasonable fees for providing copies of the student's records to a parent or guardian. No fees shall be charged for the right to inspect and review the records.

Legal Reference: 20 U.S.C. § 1232g (FERPA)
 34 C.F.R. Pt. 99, (Privacy Rights of Parents and Students)
 Neb Statute 79-2,104 and 2,105
 79-2539
 79-4,157 and 4,158
 84-1,212.01 et seq.

Cross Reference: 503 Student Attendance
 507 Student Records
 508 Student Health and WellBeing
 604.03 Special Education
 611 Academic Achievement
 804.02 Data or Records Retention
 1003 Public Examination of District Records

| Approved 05/17/10 Reviewed 1/22/18, 8/27/18 Revised 9/17/18

**POLICY 603.1
GERING PUBLIC SCHOOLS
GERING, NE**

CURRICULUM DEVELOPMENT

Curriculum development shall be an ongoing process in the school district. Each curriculum area shall be reviewed and revised when necessary according to the timelines set out by the superintendent or their designee. These timelines will provide for periodic review of each curriculum area.

The superintendent or their designee shall be responsible for curriculum development and for determining the most effective way of conducting research of the school district's curriculum needs and a long-range curriculum development program. In making recommendations to the board, the superintendent shall propose a curriculum that will:

- fulfill the philosophy of the school district;
- reflect the educational and operational needs assessment of the school district;
- articulate courses of study from kindergarten through grade twelve;
- identify minimum objectives for each course and, at the elementary level, for each grade;
- provide for the evaluation of the procedures and methods for attaining the objectives;
- provide for objective monitoring of a student's progress;
- provide for the needs of vocational and college bound students;
- include, if feasible, the course offerings requested by the students;
- provide measurable quality academic content standards ~~by the dates specified in Part 004 of Rule 10~~ that are the same as, equal to or more rigorous than the adopted state standards of the Nebraska Department of Education within one year.

The above mentioned standards include the English Language Arts Standards (2014), Mathematics Standards (2015), Science Standards (2017~~0~~) and Social Studies Standards (2012) as approved by NDE. Any changes from the specific standards as approved by NDE in those four areas will be attached to this policy.

It shall be the responsibility of the superintendent or their designee to keep the Board apprised of necessary curriculum changes and revisions and to develop administrative regulations for curriculum development and recommendations to the Board.

Legal Reference: NDE Rule 10
20 U.S.C. § 1232h (1994).
34 C.F.R. Pt. 98 (1996).

Cross Reference: 102 Educational Philosophy of the District
104 Educational and Operational Planning
604 Instructional Curriculum
606 Instructional Materials

Approved 07/19/15 Reviewed 8/22/16, 8/27/18 Revised 9/19/16, 9/17/18

POLICY 605.13
GERING PUBLIC SCHOOLS
GERING, NE

Formatted: Font: Bold

Formatted: Font: Bold

READING INSTRUCTION AND IMPROVEMENT

The district will facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia, and ensure all teachers for kindergarten through grade three will be effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement. Each student and his or her parents or guardians will be informed of the student's reading progress; and it is the district's intent that each student be able to read at or above grade level by third grade.

For school year 2019-20 and each following school year, the district shall administer an approved reading assessment three times during the school year to all students in kindergarten through grade three, except for any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years, any student receiving special education services for whom such assessment would conflict with the individualized education plan, and any student receiving services under a plan according to the requirements of section 504 of the federal Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act for whom such assessment would conflict with that section 504 or Title II plan. The first administration of such assessment for each such school year shall occur within the first thirty days of the school year.

Any student in kindergarten, grade one, grade two, or grade three shall be identified as having a reading deficiency if the student performs below the threshold level determined according to the Reading Improvement Act on an approved reading assessment. A student who is identified as having a reading deficiency shall remain identified as having a reading deficiency until the student performs at or above the threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act shall prohibit a school district from identifying any other student as having a reading deficiency.

The district shall provide a supplemental reading intervention program for the purpose of ensuring that students can read at or above grade level at the end of third grade. The district may work with a reading specialist at the State Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs. Each supplemental reading intervention program shall:

1. Be provided to any student identified as having a reading deficiency;
2. Be implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
3. Make available a summer reading program each summer for any student who has been enrolled in grade one or higher and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer

reading program. Such summer reading program may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or may be offered online.

The supplemental reading intervention program may also include:

1. Reading intervention techniques that are based on scientific research and best practices;
2. Diagnostic assessments to frequently monitor student progress throughout the school year and adjust instruction accordingly;
3. Intensive intervention using strategies selected from the following list to match the weaknesses identified in the diagnostic assessment:
 - a. Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
 - b. Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
 - c. Daily targeted individual or small-group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;
4. Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent-guided home reading; or
5. Access to before-school or after-school supplemental reading intervention with a teacher or tutor who has specialized training in reading intervention.

The school of any student who is identified as having a reading deficiency shall notify such student's parents or guardians either in writing or by electronic communication no later than fifteen working days after the identification of the reading deficiency that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

Any student who is identified as having a reading deficiency shall receive an individual reading improvement plan no later than thirty days after the identification of such reading deficiency. The reading improvement plan may be created by the teacher, the principal, other appropriate school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program as described above to remedy such reading deficiency. Each such student shall receive reading intervention services through the supplemental reading intervention program as described above until the student is no longer identified as having a reading deficiency.

Approved 9/17/18 Reviewed Revised

Formatted: Font: Bold

Formatted: Border: Top: (No border), Bottom: (No border), Left: (No border), Right: (No border), Between : (No border)

POLICY 802.7
GERING PUBLIC SCHOOLS
GERING, NE

SCHOOL FOOD PROCUREMENT

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and / or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$~~250+50~~,000 per year (per procurement event or in aggregate purchases) this District will follow the informal Small Purchase Procedure.
- When the annual total for food service program related items is greater than \$~~250+50~~,000 per year (per procurement event or in aggregate purchases) this District will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for a single purchase under \$~~10,000~~~~3,500~~ made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Small Purchase Procedures

For purchases made below the small purchase threshold, a Small Purchase Procedures will be utilized be purchase necessary goods and services. When Small Purchase Procedures are used, this District will take the following steps:

1. Contact a minimum of three potential vendors
2. Document each vendor's quoted price
3. Select the company that provides the lowest, most responsive, and responsible bid
4. Inform all bidding companies in writing of the final decision made by the sponsor
5. Write contract for meal service between the sponsor and the winning bidder.

Formal Competitive Solicitation Procedures

For purchases made in excess of the small purchase threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this District will take the following steps:

1. Prepare an IFB or RFP document specifically addressing the items to be procured
 - a. Include detailed specifications
 - b. Ensure price will be most heavily weighted

2. Publicly announce and advertise the bid/proposal at least 30 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsive bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the bid threshold established in the sponsor's procurement policy statement is less than \$150,000, the smaller bid threshold will govern.)

This District incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. 2 CFR 200.319(a)(6)
- C. Documentation: We shall maintain for the current year and the preceding three years all menus, production records, invitations to bid, bid results, bid tabulations or any other significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]
- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]
- E. Procurement Review Process: This procurement plan shall receive an internal program review on an annual basis by a staff person who is not associated with food service procurement process. This review shall be summarized in written form and kept with the other required program documentation.
- F. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)]

G. General Requirements:

- Small, minority and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
- Ensure compliance with Buy American Provision. [7 CFR 210.21(d)]
- A cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. [2 CFR 200.323(a)]
- Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]

H. Duties of Food Service Supervisor:

1. To work with staff and clients in developing acceptable menus for breakfast and lunch.
2. To compile market orders or requisitions for purchases which accurately reflect the total quantities of required foods to be ordered per (day, week or month).
3. To place and confirm orders with vendors, or make plans to purchase the required items.
4. To keep program menus up to date by testing and using new products and seeking feedback from staff and clients.
5. To send out bid quotation forms to vendors who have expressed an interest in doing business with the sponsor.
6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
7. To work with vendors on a fair and equal basis.
8. To develop a list of acceptable brands. (multiple Brands per bid item when possible)
9. To conduct an in-house procurement review once per year

School Food Authority Code of Conduct

The District seeks to conduct all procurement procedures in compliance with state and federal regulations and to prohibit conflicts of interest with employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by Federal, State, or local funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of the District may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Officers, employees, or agents of the District who violate this policy shall be subject to appropriate disciplinary actions.

**POLICY 806.1
GERING PUBLIC SCHOOLS
GERING, NE**

SCHOOL RESOURCE OFFICER

In order to make schools ~~more orderly~~, safer, more orderly and secure, the district may employ police officers or contract with local law enforcement to deliver security services as school resource officers (SROs). School resource officers acting pursuant to such an agreement are designated as the district's law enforcement unit.

The utilization of school resource officers and their designation as the law enforcement unit are intended to accomplish the following goals:

- To maintain the physical security and safety of the agency or institution.
- To enforce any local, state, or federal law.
- To refer to appropriate authorities a matter for enforcement of any local, state, or federal law.
- To improve school/law enforcement collaboration.
- To improve perceptions and relations among students, staff, and law enforcement officials.

In furtherance of these duties, the law enforcement unit shall be responsible for the creation and maintenance of records created for a law enforcement purpose and the operation of the district's security and surveillance video system.

~~The utilization of school resource officers in district schools is to accomplish the following goals:~~

- ~~To provide a safe and secure learning environment and help reduce school violence.~~
- ~~To improve school/law enforcement collaboration.~~
- ~~To improve perceptions and relations among students, staff, and law enforcement officials.~~

POLICY 1005.12
GERING PUBLIC SCHOOLS
GERING, NE

TITLE 1 PARENT AND FAMILY MEMBER ENGAGEMENT

The district commits to meeting all requirements of the No Child Left Behind Act of 2001 including Every Student Succeeds Act (ESSA) amendments as they apply to all Title 1 programs conducted within the District. For the purpose of this policy “parents and family members” means “parents and persons in a parental relation to the student.” This Policy will be distributed to all parents annually, in a language that parents can understand.

The written District parent and family engagement policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

1. Parents and family members of all students are welcomed and encouraged to become involved with their child’s school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.
2. Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.
3. Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.
4. Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities.
5. Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children’s academic achievement in a

format, and when feasible, in a language the parents and family members can understand.

6. Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.
7. Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

Legal Reference: Neb. Statute 79-530 to 533
Title 92, Chapter 51, Nebraska Administrative Code
No Child Left Behind, Title I, Sec. 1118, P.L. 107-110
Every Student Succeeds Act (ESSA)

TITLE 1 PARENT AND FAMILY MEMBER ENGAGEMENT

Approved 9/18/17

Reviewed 8/27/18 _____ Revised 9/17/18

POLICY 204.12
GERING PUBLIC SCHOOLS
GERING, NE

PUBLIC PARTICIPATION IN BOARD MEETINGS

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board shall set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. The board has the discretion to limit the amount of time set aside for public participation.

If the pressure of business or other circumstances dictate, the board president may decide to eliminate this practice at a particular meeting. The board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the board meeting shall not be interfered with or disrupted. Only those speakers recognized by the board president shall be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or another individual causing disruption may be asked to leave the board meeting.

Citizens wishing to address the board on a certain agenda item must notify the superintendent prior to the board meeting. Citizens wishing to present petitions to the board may do so at this time. However, the board will only receive the petitions and not act upon them or their contents.

Subjects for comment should involve areas within the board's proper responsibility. Discussion on unrelated matters is to be discouraged.

Individuals who have a complaint about employees may bring their complaint to the board only after they have followed board policy addressing citizens' complaints. Students who have a complaint may only bring their complaint to the board after they have followed board policy addressing students' complaints.

Any written or printed materials to be circulated for a meeting of the school board must be submitted to the superintendent by the Wednesday preceding a Monday night meeting. This material will be transmitted to the members of the board for their consideration.

Legal Reference: Nebraska Statute 84-1408 to 1414

Cross Reference: 201.7 School Board Liability
204.3 Public Hearings
204.10 Agenda
403.5 Public Complaints about Employees

Approved 1/20/03 Reviewed 2/23/15 Revised 9/14/09

THE MONTH ENDING AUGUST 31, 2018
TRIAL BALANCE SUMMARY- YEAR-TO-DATE

target \$650K

target \$750

	GENERAL	BUILDING	DEPREC'N	FEE	QUALIFIED CAPITAL	EMPL BEN	ACTIVITY	CAFETERIA	BOND
9/1/2017 CD Deposit	\$3,387,582.65	\$26,681,696.75	\$580,961.53	\$0.00	\$18,663.11	\$14,857.18	\$93,698.10	\$137,952.25	\$928,574.50
+ YTD RECPTS	\$20,057,230.16	\$35,085.26	\$3,568.26	\$7,525.64	\$307,760.40	\$1.75	\$510,941.45	\$801,281.19	\$1,690,746.90
+ RECPT ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= AVAILABLE FUNDS	\$23,444,812.81	\$26,716,782.01	\$584,529.79	\$7,525.64	\$326,423.51	\$14,858.93	\$604,639.55	\$939,233.44	\$2,619,321.40
- YTD EXPENSE	\$20,183,481.97	\$5,866,172.81	\$16,935.00	\$0.00	\$163,594.90	\$1,594.22	\$544,601.58	\$809,770.79	\$1,774,486.18
- EXPENSE ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= RECEIPT-EXP BALANCES	\$3,261,330.84	\$20,850,609.20	\$567,594.79	\$7,525.64	\$162,828.61	\$13,264.71	\$60,037.97	\$129,462.65	\$844,835.22

IMPREST	\$0.00								
PAYROLL	\$270.66								
CASH AT COUNTY +	\$2,274,501.29								\$192,662.46
REGULAR CHECKING +	\$54,586.16			\$7,525.64		\$13,264.71	(\$3,378.45)	\$15,189.30	\$503,954.37
MMA ACCOUNT +	\$889,787.46	\$ 20,852,360.78	\$119,520.59		\$162,828.61		\$27,970.80	\$114,273.35	\$148,218.39
IMPREST SUSPENSE +	\$20,450.96								
DUE TO BUILDING DUE FROM BOND									
CD'S + or -			\$448,074.20				\$35,445.62		
A/R or (A/P) =	\$21,734.31						\$0.00		
FUND BALANCES	\$3,261,330.84	\$20,852,360.78	\$567,594.79	\$7,525.64	\$162,828.61	\$13,264.71	\$60,037.97	\$129,462.65	\$844,835.22

THE MONTH ENDING AUGUST 31, 2018
TRIAL BALANCE SUMMARY

target \$650K target \$750k

	GENERAL	BUILDING	DEPREC'N	FEE	QUALIFIED CAPITAL	EMPL BEN	ACTIVITY	CAFETERIA	BOND
08/01/2018 Balance	\$4,418,395.27	\$22,437,089.08	\$567,478.86	\$7,521.17	\$162,825.06	\$13,264.43	\$82,763.09	\$91,365.65	\$909,176.72
CD Deposit					\$0.00				
+ MTD Receipts	\$298,549.93	\$9,975.34	\$115.93	\$4.47	\$3.55	\$0.28	\$34,089.08	\$38,225.01	\$36,258.50
+ RECPT ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= AVAILABLE FUNDS	\$4,716,945.20	\$22,447,064.42	\$567,594.79	\$7,525.64	\$162,828.61	\$13,264.71	\$116,852.17	\$129,590.66	\$945,435.22
- MTD EXPENSE	\$1,455,614.36	\$1,594,703.64	\$0.00	\$0.00	\$0.00	\$0.00	\$56,814.20	\$128.01	\$100,600.00
- EXPENSE ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= RECEIPT-EXP BALANCES	\$3,261,330.84	\$20,852,360.78	\$567,594.79	\$7,525.64	\$162,828.61	\$13,264.71	\$60,037.97	\$129,462.65	\$844,835.22

IMPREST	\$0.00								
PAYROLL	\$270.66								
CASH AT COUNTY	\$2,274,501.29								\$192,662.40
+ REGULAR CHECKING	\$54,586.16			\$7,525.64			(\$3,378.45)	\$15,189.30	\$503,954.37
+ MMA	\$889,787.46	\$ 20,852,360.78	\$119,520.59		\$162,828.61	\$13,264.71	\$27,970.80	\$114,273.35	\$148,218.39
+ IMPREST SUSPENSE	\$20,450.96								
DUE TO BUILDING DUE FROM BOND		\$0.00							
CD'S + or - A/R or (A/P)	\$21,734.31		\$448,074.20				\$35,445.62		
= FUND BALANCES	\$3,261,330.84	\$20,852,360.78	\$567,594.79	\$7,525.64	\$162,828.61	\$13,264.71	\$60,037.97	\$129,462.65	\$844,835.16

**Gering Public Schools
Building Fund
8/31/2018**

Cash Balance	8/31/2018	<u>\$20,852,360.78</u>
Projected Revenue	08/01/18-08/31/18	
Taxes		\$ -
Interest		
Total		<u>\$ -</u>
Projected Expenses		\$ -
Admin Building		\$ -
High School Project		
Total		<u>\$ -</u>
Cash Balance		<u>\$20,852,360.78</u>

**Gering Public Schools
Depreciation Fund
8/31/2018**

Cash Balance	8/31/2018	<u>\$567,594.79</u>
Projected Revenue	08/01/18-08/31/18	
Interest		\$ -
Total		<u>\$ -</u>
		<u>\$ 567,594.79</u>
Projected Expenses		\$ -
Total		<u>\$ -</u>
Cash Balance		<u>\$ 567,594.79</u>

SCHEDULE OF INVESTMENTS HELD

AS OF AUGUST 31, 2018

Depository	Number	Fund	Amount	Rate	Date of Issue	Date of Maturity
Valley Bank	1097688	Depreciation	\$327,656.41	1.25%	11-26-08	11-26-18
Valley Bank	1097480	Depreciation	\$122,1788.1 5	1.50%	03-18-08	03-18-19
Valley Bank	1097261	Activity-Whitney Parr	\$29,881.83	.60%	08-16-07	08-16-18
US Bank	35050016148 3	Activity-Twyla Fulk	\$5,571.32	.45%		02-06-19

DATE: September 17, 2018
 To: Board of Education
 Re: August Financial Statements.

The Business Committee has reviewed the financial records for the month of August, 2018. Items found in the various bill lists needing further description are notated, if necessary, in the right-hand margin of the Schedule of Checks Written. The remainder of items are typical service or supply expenditures and are adequately defined in the descriptive columns.

General Fund revenue was \$208,141.91. General Fund expenditures were \$372,239.23 and the payroll for August totaled \$1,252,039.51. Total General Fund expenditures for August were \$1,632,490.91.

Building Fund revenue was \$7,829.00 and expenditures were \$1,116,476.06 the Depreciation Fund revenue was \$73.05 and expenditures were \$0.00, the Qualified Capital Fund revenue was \$4.75 and expenditures were \$85,540.28; the Fee Fund revenue was \$4.46 and expenditures were \$0.00 and the Employee Benefit Fund revenue was \$.28 and expenditures were \$0.00.

The Activity Fund revenue was \$4,434.95. Activity Fund expenditures totaled \$22,879.33.

The Cafeteria Fund revenue was \$2,149.39 Cafeteria Fund expenditures were \$1055.97 plus \$2,755.51 for payroll for a total of \$113,819.57: the Bond Fund revenue was \$31,197.24 and expenditures were \$0.00

		EXPENSES	REVENUE
GENERAL FUND		\$372,239.23	\$1,632,490.91
	Payroll	\$1,252,039.51	
BUILDING		\$1,116,478.06	\$7,829.00
DEPRECIATION		\$0.00	\$73.05
QUALIFIED CAPITAL		\$85,540.28	\$4.75
EMPLOYEE BENEFIT		\$0.00	\$0.28
ACTIVITY		\$22,879.33	\$4,434.95
CAFETERIA		\$1,055.97	\$2,149.39
	Payroll	\$0.00	
FEE FUND		\$0.00	\$4.46
Bond Fund		\$0.00	\$31,197.24

POLICY 403.9
GERING PUBLIC SCHOOLS
GERING, NE

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

PROFESSIONAL BOUNDARIES BETWEEN EMPLOYEES AND STUDENTS

School district employees are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students. They may be friendly with students; but they are the students' teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees' conduct and interactions with students and to material they post on personal websites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee's professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

Unless an employee has a legitimate educational purpose, the following behavior is a violation of the professional boundaries that employees are expected to maintain with students. The following list is intended to illustrate inappropriate behavior involving students but not to describe every kind of prohibited behavior:

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.
- Displaying sexually inappropriate material or objects.
- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
- Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school. Electronic communications with students generally are to be sent simultaneously to multiple recipients and not just to one student except when the communication is clearly school related and confidential (i.e. grades).
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.

- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.
- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed, unless to protect confidentiality.
- Any after-school hours activity with only one student.
- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

An employee is required to make a report to the superintendent if the employee reasonably believes that another employee has violated or may have violated this policy. Minor concerns or violations shall be reported within 24 hours. Major concerns or violations shall be reported immediately. Violations committed by or concerns about the superintendent shall be reported to President of the Board of Education.

A student who feels his or her boundaries have been violated should directly inform the offender that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offender or if direct communication has been ineffective, the student should report the conduct or communication to a teacher, administrator, counselor, the Title IX coordinator, or other school employee with whom she or he feels comfortable.

Retaliation for good faith reports or complaints made as a result of this policy is prohibited. Individuals who knowingly and intentionally make a false report shall be subject to discipline as provided by district policy and state law.

A violation of this policy will form the basis for employee discipline up to and including termination or cancellation of employment, filing a report with law enforcement officials, and filing a report with the Commissioner of Education.

Approved 9/17/18 Reviewed Revised

Formatted: Font: Bold

Formatted: Font: Bold

POLICY 403.10
GERING PUBLIC SCHOOLS
GERING, NE

STAFF AND DISTRICT SOCIAL MEDIA USE

Social media is an important tool for communicating, keeping up to date with current developments in education and for conducting research to enhance management, teaching, and learning skills. The district also uses social media accounts to provide information to district stakeholders. This policy is intended to ensure (1) appropriate use of social media by staff and (2) appropriate control of social media accounts belonging to or affiliated with the district. Staff should also refer to the district's policy on Staff Computer and Internet Usage.

I. Personal Versus School-Affiliated Social Media Use

A. Personal Social Media Use

1. The school district will not require staff members or applicants for employment to provide the district with their username and password to personal social media accounts.
2. The district will not require staff to add anyone to the list of contacts associated with the staff member's personal social media accounts or require a staff member to change the settings on his or her personal social media accounts so that others can or cannot view their accounts.
3. Staff members whose personal social media use interferes with the orderly operation of the school or who use social media in ways that are not protected by the First Amendment may be subject to discipline by the district.
4. Staff members who wish to begin using or to continue using the school district name, programs, mascot, image or likeness as part of any social media profile must notify their supervising administrator of the use, and must secure the administrator's permission to do so.

B. School-Affiliated Social Media Use

1. Any social media account which purports to be "the official" account of the school district (e.g., "Bulldog Wrestling"), or any of its programs, classes or entities will be considered to be an account that is used exclusively for the school district's business purpose. Staff members may not use "official" accounts for personal use.
2. Staff may be required to provide their supervising administrator with the username and password to school-affiliated social media accounts.
3. Staff may be required to interact with specified individuals on school-affiliated social media accounts.

Formatted: Font: Bold

Formatted: Font: Bold

4. When staff use school-affiliated social media accounts to comment on school-related matters, they do not do so as private citizens and are therefore not entitled to First Amendment protections.

II. Staff Expectations in Use of Social Media – Applicable to Both Personal and School-Affiliated Use

A. General Use and Conditions

1. Staff must comply with all board policies, contract provisions, and applicable rules of professional conduct in their social media usage. They must comply with the board's policy on professional boundaries between staff and students at all times and in both physical and digital environments.
2. Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information in order to make sure that the publication does not violate the Federal Education Records Privacy Act or any other laws. Staff must also comply with all applicable state and federal record retention requirements, even with regard to personal social media usage.
3. Staff must comply with all applicable laws prohibiting the use or disclosure of impermissible content, such as copyright laws, accountability and disclosure laws, and any other law governing the use of resources of a political subdivision. Questions about appropriate content should be referred to the staff member's supervising administrator.

B. Acceptable Use

1. Staff may use social media for instructional purposes.
2. Staff may use social media for school-related communication with fellow educators, students, parents, and patrons.
3. Teachers should integrate the use of electronic resources, which may include social media, into the classroom. As the quality and integrity of content on social media is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter.

C. Unacceptable Use

1. Staff shall not access obscene or pornographic material while at school, on school-owned device or on school-affiliated social media accounts.
2. Staff shall not engage in any illegal activities, including the downloading and reproduction of copyrighted materials.
3. Staff shall not access social media networking sites such as Facebook, Twitter, and Instagram on school-owned devices or during school time unless such access is for an educational activity which has been preapproved by the staff member's immediate supervisor. This prohibition extends to using chat rooms, message boards, or instant messaging in social media applications and

includes posting on social networking sites using personal electronic devices.

III. School-Affiliated Digital Content

A. General Use and Conditions for School-Affiliated Accounts

1. Staff must obtain the permission of their supervising administration prior to creating, publishing, or using any school-affiliated web pages, microblogs, social media pages or handles, or any other digital content which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any content which identifies the school district by name in the account name or which uses the school's mascot name or image.
2. Staff must provide administrators with the username and password for all school-affiliated accounts and must only publish content appropriate for the school setting. Staff may not provide the username and password to school-affiliated accounts to any unauthorized individual, including students and volunteers without express, written consent from their supervising administrator.

B. Moderation of Third Party Content

1. The purpose of school-related social media accounts is to disseminate information. No school-related or school-affiliated social media account covered by this policy shall permit comments by the public unless otherwise approved by the superintendent. All comment functions for applications such as Facebook and Instagram must be turned to "off" without this approval.
2. In the event the superintendent permits content created by anyone other than the administrator of the account to appear on the account's pages, such as comments made by students, parents, and patrons, the account administrator must monitor the content to ensure it complies with this policy. Posts, comments, or any other content made on the account's pages may be removed when the content meets any of the following conditions:
 - a) Is obscene, lewd, or appeals to prurient interests;
 - b) Contains information relating to a student matter or personnel matter which is protected under or prohibited by state or federal law;
 - c) Contains threatening, harassing, or discriminatory words or phrases;
 - d) Incites or is reasonably anticipated to incite violence, illegal activity, or a material and substantial disruption to school operations or activities; or
 - e) Contains any other threat to the safety of students and staff.
3. Every account administrator must keep a copy of any removed content and must provide a copy to the superintendent along with written notification for the reason the post has been removed. All

questions about the appropriateness of removal must be directed to the superintendent.

Approved 9/17/18 Reviewed Revised

**INTERLOCAL COOPERATION AGREEMENT
FOR SCHOOL RESOURCE OFFICER
2018-2019**

The parties to this Agreement are the City of Gering, Nebraska, A Municipal Corporation, hereinafter referred to as “**CITY**”, and the Gering Public Schools, Scotts Bluff County School District #16, hereinafter referred to as “**SCHOOL**,” who agree to provide the services of a School Resource Officer, hereinafter referred to as “**SRO**,” for the Gering Public Schools.

WHEREAS, the **CITY** and **SCHOOL** have each committed funds to pay the costs of assigning two **SROs** at the **SCHOOL**; and,

WHEREAS, the purpose of the **SRO** Program is to have police patrol, investigation, traffic regulation, and law enforcement activities conducted specifically in the school environment and on school premises, and to have the **SROs** work directly in the school system to develop and instruct law enforcement related educational curricula, and to assist with enforcement of district regulations pertaining to students;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, **CITY** and **SCHOOL** agree as follows:

1. **Goals and Objectives** – The **SCHOOL** and **CITY** officials share the following goals and objectives with regard to the **SRO** Program in the schools:
 - 1.1 To foster educational programs and activities that will increase students’ knowledge of and respect for the law and the function of law enforcement agencies;
 - 1.2 To encourage the **SROs** to attend extra-curricular activities held at schools, when possible, such as parent meetings involving students who have violated the law, athletic events, school dances, and concerts;
 - 1.3 To act swiftly and cooperatively when responding to major disruptions and flagrant criminal offenses at school, such as: security threats; terrorist activity; disorderly conduct; the possession and use of weapons on campus; the illegal possession, sale and/or distribution of controlled substances; and riots;
 - 1.4 To report crimes and to cooperate with law enforcement officials, and other criminal justice agencies, in their investigations that occur at school and school related activities, both on and off campus;
 - 1.5 To encourage **SROs** to provide traffic control at schools when deemed necessary for the safety and protection of students and the general public when the regular patrol officer/deputy is not available; and
 - 1.6 To promote respect for law enforcement officers, the City shall require the **SROs** to abide by the **SCHOOL’S** policies and guidelines and conduct him/herself in a professional manner. However, in the event the **SCHOOL’S** policies and guidelines conflict with the **CITY’S** regarding the duties of an officer, the **CITY’S** policies and guidelines shall take

precedence.

2. ***Term and Cost Share*** – **CITY** and **SCHOOL** agree to fully fund for one (1) year, beginning in October 1, 2018 and ending September 30, 2019 the costs of the School Resource Officers. The **SCHOOL** shall pay an amount equal to fifty percent (50%) and the **CITY** shall pay an amount equal to fifty percent (50%) of the costs, which are defined as the 9 month salary and fringe benefits including pension, FICA, disability, health & life insurance for two full-time **SROs** working forty (40) hours per week during the school term. **CITY** will bill **SCHOOL** quarterly for **SCHOOL'S** share of the payments due hereunder, and **SCHOOL** shall pay such bills within thirty (30) days after the bills are received.
3. ***Overtime*** – If the **SCHOOL** requests or requires the **SROs** to work overtime, **SCHOOL** shall be billed the overtime worked, at the then existing salary and benefit rate. **SCHOOL** will be billed the overtime hours on a quarterly basis, and payment will be due from **SCHOOL** to **CITY** within thirty (30) days after receipt of said billing. The **SCHOOL** shall be entitled to flex the **SRO'S** weekly hours as comp time or a flexible work schedule to avoid overtime charges, if **CITY** policy allows.
4. ***SRO Selection*** – **CITY** will provide two certified Nebraska Police Officer to act as **SROs** during the term of this agreement. The **SROs** shall be selected by the **CITY**, in cooperation with the Gering Public School Administration.

Nondiscrimination: Both parties agree that in accordance with the Nebraska Fair Employment Practice Act, Neb. Rev. State §48-1122, they will not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement with respect to hire, tenure, terms, conditions, or privileges of employment because of race, color, religion, sex, disability, or national origin or similarly protected statues of the employee or applicant. Neither of the parties shall, in the performance of this Agreement, discriminate or permit discrimination in violation of federal or state laws or local ordinances.

5. ***Change in Assignment of SRO*** – The **CITY** and **SCHOOL** acknowledge that specific skills, experience, and expertise are important elements to the success of this program. In the event that the current **SRO** is unable to perform his/her duties hereunder, due to illness, injury, relocation, career change or other extenuating circumstances, the **CITY** shall identify a successor to perform the duties set out in this Agreement, in cooperation with the **SCHOOL**, within a reasonable time frame, subject to availability of a certifiably trained **SRO** or another officer comparably trained. The **SCHOOL'S** financial obligations shall cease until a suitable replacement is selected and assigned. Training of a successor **SRO** shall be the responsibility of **CITY**.
6. ***Evaluations*** – The **CITY** and Gering School Officials shall enter into good-faith discussions to evaluate the **SROs** and affiliated programs on a regular basis, no less

than twice during each school term. The goal of the evaluation is to ensure that the **SROs** and School Resource Program are meeting the stated goals and objectives of the **SCHOOL** and the **CITY**. The **CITY** and **SCHOOL** shall coordinate efforts to conduct evaluations on employee's appraisal as established by City policy and at the completion of the first semester of each school year.

7. **Agreement Renewal** – This Agreement shall renew automatically for each successive contract year unless it is determined, after good-faith evaluations have been performed, that the **SROs** and/or School Resource Program are not satisfactorily meeting the stated goals and objectives of the program. Any intention to not renew the contract must be mutually agreed upon by the **CITY** and **SCHOOL** no later than April 15 of said school year. Either party may elect not to renew the contract so long as that intention not to renew is conveyed to the other party to this contract prior to April 15 of said school year.

8. **Supplies and Equipment** – The **CITY** shall provide the **SROs** with standard police patrol vehicles and will maintain the vehicles, including all expenses associated with the operation of the vehicle and insurance. The **CITY** shall also provide the **SRO** with uniforms, equipment, weapons, cellular phone and other law enforcement related items to conduct the job tasks described in this Agreement and in the job description and standards provided for the **SROs** position by the **CITY**. The **SCHOOL** agrees to provide the **SROs** with the usual and customary office supplies and forms required in the performance of his duties, a private office within the school accessible to the students, a computer, printer, fax machine.

9. **SRO Duties** – The duties of the **SRO** shall be as follows:
 - 9.1. Abide by the professional rules of conduct of a certified law enforcement officer;
 - 9.2. Act as a resource to prevent delinquency and truancy;
 - 9.3. Respond to students' questions, and conduct Prevention Education, for grades Pre-K-12 students and provide programs such as bicycle/traffic/pedestrian safety, and assist with other programs of instruction as deemed pertinent by the district.
 - 9.4. Explain the law enforcement's role in society to students;
 - 9.5. Demonstrate the concern of the **CITY** for youth;
 - 9.6. Provide safety and security for the school campuses, functions and activities;
 - 9.7. Reduce truancy by enhancing a positive learning environment;
 - 9.8. Create good will and increase the understanding of law enforcement;
 - 9.9. Strengthen student and law enforcement relationships;
 - 9.10. Provide a forum where law enforcement, students, parents and faculty become acquainted and earn mutual respect;
 - 9.11. Open lines of communication between public agencies and youth in the community;
 - 9.12. Develop and instruct Gering Public Schools and/or parents in regards to:

- 9.13. Enforce federal, state and local criminal laws and ordinances, and assist school officials with the enforcement of district policies and administrative regulations regarding student conduct;
 - 9.14. Investigate and report data of all events, criminal activity committed on or adjacent to school property, and at school functions;
 - 9.15. Provide consultation to students in special situations, such as students suspected of engaging in criminal misconduct, when requested by the principal or the principal's designee, or by the parents of a student;
 - 9.16. Provide traffic control and enforcement during the arrival and departure of students on an as needed basis;
 - 9.17. Attend 1184 meetings, and home visits with administrators;
 - 9.18. Participation in the Safety/Crisis Committee;
 - 9.19. Be a Member of the School-based Attendance Committee;
 - 9.20. Review School Safety and security plans yearly; and
 - 9.21. Provide monthly written reports to the Board of Education and the **CITY**.
10. ***SRO Scheduling*** – The **SRO** will schedule their time amongst all attendance centers within the school district as needs demand, and in coordination with the High School Principal. During the school year, the **SRO** will work on all scheduled school days, Monday through Friday with adjustments as required for special school functions and activities as needed to equal 40 hours in one calendar week. Special assignments and time off will be approved by the **CITY** and the **SCHOOL**.
11. ***SRO Supervision*** – The **SRO** shall be an employee of the **CITY** at all times and for all purposes. The **CITY** shall be directly responsible for all employee costs, except as otherwise set forth herein. The supervision of the **SROs** shall be by the **CITY** with direct input from Gering High School Principal. Day to day school responsibility and schedule are under the supervision/direction of the High School and Junior High Principal who creates schedules and guideline for all school district buildings. During any school crisis the **SRO** shall immediately contact the Chief of Police and Superintendent of Schools.
12. ***Insurance*** – **CITY** shall provide all insurance for the **SROs** and the officer's activity with regard to this Agreement. This Agreement does not establish any partnership, joint venture, or any type of legal association between the parties, but is to be construed as an inter-local agreement between the parties.
13. ***Hold Harmless*** – The **SCHOOL** shall defend, indemnify and hold the **CITY** and its elected and appointed officials, officers, employees and agents, harmless from and against any and all causes of action, claims, costs, losses or liabilities for personal injury or property damage, which may arise from the activities under this Agreement, whether due to the negligent or intentional actions of either the **SCHOOL** or the **CITY**.

The **CITY** shall defend, indemnify and hold the **SCHOOL** and its elected and

appointed officials, officers, employees and agents, harmless from and against any and all causes of action, claims, costs, losses or liabilities for personal injury or property damage, which may arise from the activities under this Agreement, whether due to the negligent or intentional actions of either the **SCHOOL** or the **CITY**.

14. **Entire Agreement, Severability** – This Agreement, which includes the above recitals, constitutes the entire agreement between the parties and may be amended only by a written document signed by the representatives of the legislative bodies of each of the parties. If any portion of this Agreement is deemed to be unenforceable or against public policy, it shall not affect the remaining portions of this Agreement.
15. **Controlling Law** – The terms of this Agreement shall be interpreted and enforced under the laws of the State of Nebraska as may exist from time to time during the term hereof.
16. **Default, Remedies.** – Time is of the essence in performance of this Agreement. In the event of default by either party, the other party may pursue any right or remedy available to them at law or in equity for the enforcement and/or termination of this Agreement, and the ascertainment and collection of damages, including the right of specific performance.
17. **Training, testing** – The **SROs** will be subject to current procedures in effect for City employees including attendance at all mandated training and testing to maintain state peace officer certification. This training and certification takes place throughout the year and will necessitate the absence of the **SROs** from the School.
18. **Law enforcement action** – the **SROs** shall not act as a school disciplinarian. However, if the school principal believes an incident is a violation of the law, the principal may contact the **SROs** and the **SROs** shall then determine whether law enforcement action is appropriate.
19. **Confidential Information and FERPA** – Student “educational records” maintained by the School District are confidential information, governed and protected by the federal law known as the Family Education Rights and Privacy Act of 1974 (20 U.S.C. § 1232g), as amended, and its related regulations promulgated by the Department of Education, found at 34CFR Part 99. This Agreement shall refer to the Act and the regulations collectively as “FERPA”. For purposes of this FERPA, the **SROs** is designated as a school official and as its law enforcement unit. The **SROs** are authorized by the school district to (1) enforce any local, State, or Federal law, or refer to appropriate authorities a matter for enforcement of any local, State, or Federal law against any individual or organization other than the school district itself, or (2) maintain the physical security and safety of the school district. The **CITY** and the **SROs** agree to in all respects comply with all applicable provisions of FERPA. Nothing in this Agreement may be construed to allow either party to

maintain, use, disclose, or share student record information in a manner not permitted by FERPA. The parties further acknowledge that the School District has implemented policies and guidelines which describe when and how protected student information may be obtained, shared, or otherwise disseminated and that the CITY and its agents are subject to such policies and guidelines and will comply with same. The School District shall provide a copy of these policies and guidelines to the SROs and the CITY.

21. **Record Requests** – The CITY and the SCHOOL are subject to the State’s public record laws, found at NEB. REV. STAT. § 84-712 *et seq.* The parties understand that the terms of this Agreement require them to cooperate with respect to numerous records, in many formats, for purposes of fulfilling their respective obligations. In the event either party receives a public record request seeking records or information which is or may be covered by this Agreement, the parties agree to provide notice to each other as soon as reasonably possible in order to discuss the disclosure requirements under those laws. The party receiving the request will have the ultimate decision-making authority on whether the records are disclosed, provided the other party has not elected to seek a judicial determination that such disclosure is not required.
20. **Administration** – The SCHOOL’s superintendent and the CITY’s Chief of Police (“Administrators”) shall be responsible for jointly administering the cooperative undertaking described in this Agreement. The Administrators, with the approval from the governing boards of each of the Parties, may take any action authorized, either explicitly or implicitly, by the Interlocal Cooperation Act, including any action that may be necessary to perform the duties and functions as provided in this Agreement.
21. **Inspection of City’s Records** – The CITY shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by the SCHOOL under this Agreement. All CITY records relating to the SRO Program, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation, and/or reproduction, during normal working hours, by the SCHOOL’s agent or its authorized representative to permit the SCHOOL to evaluate, analyze, and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze, and verify any and all invoices, billings, payments, and/or claims submitted by the CITY pursuant to this Agreement.
22. **Body-Worn Cameras (BWCs)** – All parties agree that any use of BWCs by SROs must be subject to and in compliance with federal, state, and local laws and regulations regarding their use and operation. The CITY shall use its best efforts to notify the SCHOOL at least two weeks before its SROs assigned to the SCHOOL are to begin use of BWCs, and it will provide written information and training to the building principals and superintendent of the schools in which the SROs may

enter. Training shall include the objectives and procedures for the use of BWCs in public and in schools. Every SRO equipped with a BWC shall be trained in the operation of the equipment prior to its use. To maximize the effectiveness of the BWC and the integrity of the video documentation, SROs shall adhere to the objectives and procedures outlined in this Agreement and the CITY's general operations orders or similar policies or procedures when they utilize BWCs. The CITY may, if not otherwise prohibited by law, provide to the SCHOOL copies of any such filming of students, parents, employees, or others upon school property, upon request for such copies by the SCHOOL, as a law enforcement record. In the event that the CITY receives advice that providing a copy of such videos is prohibited, the CITY agrees to utilize its best efforts to facilitate the availability of its officer(s) that made the video to testify, upon request by the SCHOOL, in any school disciplinary hearing concerning his/her/their knowledge of the facts and circumstances of the videoed incident. Any such film or video taken by, and kept in the possession of CITY's SROs may be considered law enforcement records under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. sec. 1232g and 34 C.F.R. Sec. 99.8. Any copy of such film or video, if permitted by law to be provided to the SCHOOL, may become an educational record of the District. The City's officers shall at all times recognize and comply with the confidentiality of student and education records and may only seek such records in accordance with the requirements of SCHOOL policy and state and federal law.

23. ***No Separate Legal Entity*** – This Agreement does not establish a separate legal or joint entity.
24. ***Manner of Acquiring, Holding, and Disposing of Real and Personal Property*** – The Parties' will not be jointly acquiring, holding, or disposing of real property under this Agreement. In no event shall the Administrators have the authority to acquire real property on behalf of the Parties. The Administrators shall have the authority to acquire and hold any personal property that is needed or required for the implementation of any purpose of this Agreement. The title to all such personal property shall be held in the name of the acquiring party for the benefit of all Parties. The Parties shall have the authority to dispose of such personal property, provided that (a) any such disposal shall comply with state law, and (b) any funds raised from such sale shall be shared by the parties in proportion to their contribution made to obtain the property.
25. ***Financing and Budgeting*** – This Agreement and the matters contemplated herein do not require joint financing, nor shall a joint budget be required. Each party will budget separately to pay the costs and expenses that will be incurred to fulfill its obligations under this Agreement. For planning and budgeting purposes, the CITY shall provide to the SCHOOL's Superintendent the estimated cost of the SRO no later than May 1st of each year. The CITY will confirm to the SCHOOL's Superintendent the actual cost of the SRO for the following school year prior to July 1st.

26. **Expenses** – Except as otherwise provided herein, each party shall be responsible for its own expenses related to this Agreement.
27. **Taxes** – This Agreement does not grant the Parties any authority to levy, collect, or account for any tax authorized under sections 13-318 through 13-326 or 13-2813 through 2816.
28. **Employment Eligibility Verification** – The Parties shall use a federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009 and who are physically performing services within the State of Nebraska. If a party employs or contracts with any subcontractor in connection with this Agreement, the contracting party shall include a provision in the contract requiring the subcontractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.
29. **Termination** – Either party may terminate this Agreement for any or no reason and at any time by giving the other party at least ninety (90) days prior written notice of the same. Any joint funds or property in possession of the Parties as a result of this Agreement shall be divided and distributed to the party that contributed it or funded its purchases.
30. **Appropriation of Funds** – The Parties' obligations under this Agreement are expressly subject to the appropriation of funds by the SCHOOL's Board of Education and the CITY's City Council. Further, in the event that funds are not appropriated in whole or in part sufficient for performance of the obligations under this Agreement, the parties may terminate this Agreement.
31. **No Third-Party Beneficiaries** – This Agreement does not and is not intended to confer any rights or remedies upon any person other than the Parties.
32. **Reservation of Rights** – Each party reserves the right to enforce its own rights, obligations, or benefits of this Agreement.

This Agreement was signed by each party on the date shown in the following acknowledgements.

CITY OF GERING, NEBRASKA
A Municipal Corporation

GERING PUBLIC SCHOOLS
Scotts Bluff County School District #16

By _____
Tony Kaufmann, Mayor
City of Gering

By _____
Brian Copsey, President
Board of Education

STATE OF NEBRASKA)
) ss.
COUNTY OF SCOTTSBLUFF)

The foregoing Interlocal Agreement for School Resource Officer was acknowledged and signed before me by Edwin L. Mayo, Mayor of the City of Gering, Nebraska on this _____ day of _____, 2018.

NOTARY PUBLIC

STATE OF NEBRASKA)
) ss.
COUNTY OF SCOTTS BLUFF)

The foregoing Interlocal Agreement for School Resource Officer was acknowledged and signed before me by _____, President of the Scotts Bluff County School District 16 Board of Education, on this _____ day of _____, 2018.

NOTARY PUBLIC

Application and Certificate for Payment

TO OWNER: Scottsbluff County School District 79-0016 1519 10th Street Lincoln, NE 68512	PROJECT: 17-275 Gering High School	APPLICATION NO: 005 PERIOD TO: August 31, 2018	Distribution to: OWNER: <input type="checkbox"/>
FROM Hausmann Construction	VIA RB&B Architects	CONTRACT FOR: General Construction	ARCHITECT: <input type="checkbox"/>
CONTRACTOR: 8885 Executive Woods Drive Lincoln, NE 68512	ARCHITECT: 315 East Mountain Avenue Suite 100 Fort Collins	CONTRACT DATE: PROJECT NOS: / /	CONTRACTOR: <input type="checkbox"/>
			FIELD: <input type="checkbox"/>
			OTHER: <input type="checkbox"/>

CONTRACTOR'S APPLICATION FOR PAYMENT

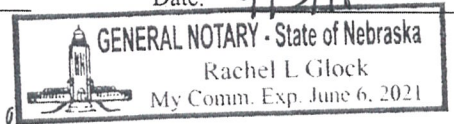
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$22,139,296.00
2. NET CHANGE BY CHANGE ORDERS	\$443,663.82
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$22,582,959.82
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$6,870,084.84
5. RETAINAGE:	
a. 10.00 % of Completed Work (Column D + E on G703)	\$671,514.58
b. 10.00 % of Stored Material (Column F on G703)	\$15,493.90
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$687,008.48
6. TOTAL EARNED LESS RETAINAGE	\$6,183,076.36
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$4,202,969.16
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$1,980,107.20
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$16,399,883.46

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$443,663.82	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$443,663.82	\$0.00
NET CHANGES by Change Order		\$443,663.82

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner and that current payment shown herein is now due.

CONTRACTOR: Man SA
 By: _____ Date: 9/5/18
 State of: Nebraska
 County of: Lancaster
 Subscribed and sworn to before me this 5th day of September 2018
 Notary Public: Rachel L. Glock
 My Commission expires: June 6, 2021



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$1,980,107.20
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Daly, AIA
 By: _____ Date: 9/6/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Continuation Sheet

AIA Document, G702™–1992, Application and Certification for Payment, or G736™–2009, Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

In tabulations below, amounts are in US dollars.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:	005
APPLICATION DATE:	August 31, 2018
PERIOD TO:	August 31, 2018
ARCHITECT'S PROJECT NO:	17-275 Gering High School

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
	Contingency/Allowances	642,187.80	33,575.00	19,183.85	0.00	52,758.85	8.22%	589,428.95	0.00	
	General Conditions	810,863.00	213,553.81	37,904.70	0.00	251,458.51	31.01%	559,404.49	0.00	
	Effort Schedule	523,564.00	168,275.75	29,660.00	0.00	197,935.75	37.81%	325,628.25	0.00	
	Fee	781,292.00	164,455.00	66,000.00	0.00	230,455.00	29.50%	550,837.00	0.00	
1C	Surveying	38,300.00	14,033.77	0.00	0.00	14,033.77	36.64%	24,266.23	0.00	
1E	Final Cleaning	99,850.00	0.00	0.00	0.00	0.00	0.00%	99,850.00	0.00	
2A	Selective Demo	330,000.00	263,000.00	7,000.00	0.00	270,000.00	81.82%	60,000.00	0.00	
2B	Earthwork & Site Grading	190,000.00	128,975.00	8,085.00	0.00	137,060.00	72.14%	52,940.00	0.00	
2C	Backfill	76,100.00	33,750.00	9,200.00	0.00	42,950.00	56.44%	33,150.00	0.00	
2D	SWPPP	42,200.00	20,800.00	1,800.00	0.00	22,600.00	53.55%	19,600.00	0.00	
2H	Site Utilities	212,500.00	160,675.00	27,422.00	0.00	188,097.00	88.52%	24,403.00	0.00	
2I	Concrete Paving	298,200.00	0.00	0.00	0.00	0.00	0.00%	298,200.00	0.00	
2L	Landscaping & Sodding	95,645.00	0.00	0.00	0.00	0.00	0.00%	95,645.00	0.00	
2M	Irrigation	72,960.00	26,735.00	11,620.00	0.00	38,355.00	52.57%	34,605.00	0.00	
3A	Footings & Foundations	691,000.00	307,800.00	125,000.00	0.00	432,800.00	62.63%	258,200.00	0.00	
3B	Interior Concrete Flatwork	491,000.00	79,000.00	22,000.00	0.00	101,000.00	20.57%	390,000.00	0.00	
3D	Concrete Reinforcing	93,585.00	84,764.20	0.00	0.00	84,764.20	90.57%	8,820.80	0.00	
4A	Masonry	1,061,320.20	132,674.00	96,000.00	0.00	228,674.00	21.55%	832,646.20	0.00	
5A	Structural Steel Supply	822,200.00	515,666.20	0.00	0.00	515,666.20	62.72%	306,533.80	0.00	
5B	Structural Steel Erection	389,960.00	63,000.00	72,000.00	0.00	135,000.00	34.62%	254,960.00	0.00	

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
6A	Rough Carpentry	543,600.00	74,000.00	46,000.00	0.00	120,000.00	22.08%	423,600.00	0.00
6B	Finish Carpentry	203,850.00	0.00	11,250.00	0.00	11,250.00	5.52%	192,600.00	0.00
6C	Casework Supply	119,585.00	0.00	0.00	0.00	0.00	0.00%	119,585.00	0.00
6D	Solid Surface	63,975.00	23,300.00	675.00	0.00	23,975.00	37.48%	40,000.00	0.00
7A	fluid-Applied Air Barrier	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
7B	Dampproofing	16,900.00	7,700.00	0.00	0.00	7,700.00	45.56%	9,200.00	0.00
7C	Roofing	430,575.00	0.00	46,538.70	0.00	46,538.70	10.81%	384,036.30	0.00
7D	Spray-Foam Insulation	118,786.00	0.00	0.00	0.00	0.00	0.00%	118,786.00	0.00
7F	Fireproofing	290,000.00	0.00	20,000.00	0.00	20,000.00	6.90%	270,000.00	0.00
7G	Metal/Cementitious panels	254,923.00	0.00	861.00	0.00	861.00	0.34%	254,062.00	0.00
7H	Joint Sealants	57,000.00	0.00	0.00	0.00	0.00	0.00%	57,000.00	0.00
8A	Doors & Hardware	261,745.00	6,374.39	17,467.35	0.00	23,841.74	9.11%	237,903.26	0.00
8D	Overhead Doors & Grilles	30,200.00	0.00	0.00	0.00	0.00	0.00%	30,200.00	0.00
8F	Glass & Glazing	883,476.00	22,000.00	25,000.00	0.00	47,000.00	5.32%	836,476.00	0.00
9A	Framing & Drywall	896,651.00	164,178.00	80,000.00	0.00	244,178.00	27.23%	652,473.00	0.00
9B	Acoustical Components	249,850.00	36,500.00	28,500.00	0.00	65,000.00	26.02%	184,850.00	0.00
9D	Tiling	415,163.00	0.00	85,740.00	0.00	85,740.00	20.65%	329,423.00	0.00
9F	Gymnasium Wood Floors	75,680.00	0.00	0.00	0.00	0.00	0.00%	75,680.00	0.00
9G	Polished Concrete	92,450.00	0.00	0.00	0.00	0.00	0.00%	92,450.00	0.00
9I	Resilient Flooring & Carpet	251,000.00	0.00	0.00	154,939.00	154,939.00	61.73%	96,061.00	0.00
9M	Painting	273,243.00	0.00	35,000.00	0.00	35,000.00	12.81%	238,243.00	0.00
10A	Misc. Specialties Supply	85,795.00	0.00	28,400.00	0.00	28,400.00	33.10%	57,395.00	0.00
10B	Signage	61,652.00	0.00	0.00	0.00	0.00	0.00%	61,652.00	0.00
10C	Metal Locker Supply	153,832.00	0.00	0.00	0.00	0.00	0.00%	153,832.00	0.00
11A	Food Service Equipment	595,058.00	0.00	0.00	0.00	0.00	0.00%	595,058.00	0.00

AIA Document G703™ – 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** This document was produced by AIA software at 14:37:11 on 08/31/2018 under Order No. 9432091271 which expires on 11/07/2018, and is not for resale.

User Notes:

(3B9ADA33)

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
11B	Athletic Equipment	51,627.00	0.00	0.00	0.00	0.00	0.00%	51,627.00	0.00
12A	Telescoping Stands	33,000.00	0.00	0.00	0.00	0.00	0.00%	33,000.00	0.00
12C	Window Treatments	15,191.00	0.00	0.00	0.00	0.00	0.00%	15,191.00	0.00
15A	Fire Suppression	422,700.00	68,371.38	26,670.24	0.00	95,041.62	22.48%	327,658.38	0.00
15B	Plumbing/Mechanical	4,633,270.00	860,039.35	689,057.93	0.00	1,549,097.28	33.43%	3,084,172.72	0.00
16A	Electrical	2,785,792.00	917,212.23	347,644.34	0.00	1,264,856.57	45.40%	1,520,935.43	0.00
	Owner Change Order 001	268,015.00	79,557.65	23,500.00	0.00	103,057.65	38.45%	164,957.35	0.00
	Owner Change Order 002	175,648.82	0.00	0.00	0.00	0.00	0.00%	175,648.82	0.00
	GRAND TOTAL	\$22,582,959.82	\$4,669,965.73	\$2,045,180.11	\$154,939.00	\$6,870,084.84	30.42%	\$15,712,874.98	\$0.00

Gering HS Reno & Addition - Owner Change Order 001 Schedule of Values

A	B	C	D		F	G		H	I
			WORK COMPLETED			MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)		
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
-	General Conditions	900.00	900.00	0.00	0.00	900.00	100.00%	0.00	0.00
-	Bond	3,777.00	3,777.00	0.00	0.00	3,777.00	100.00%	0.00	0.00
-	Insurance	2,174.00	2,174.00	0.00	0.00	2,174.00	100.00%	0.00	0.00
-	Fee	9,671.00	2,813.00	1,000.00	0.00	3,813.00	39.43%	5,858.00	0.00
2A	Selective Demo	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	0.00
2B	Earthwork & Site Grading	3,146.00	3,146.00	0.00	0.00	3,146.00	100.00%	0.00	0.00
3A	Footings & Foundations	675.00	675.00	0.00	0.00	675.00	100.00%	0.00	0.00
3D	Concrete Reinforcing	1,540.00	1,540.00	0.00	0.00	1,540.00	100.00%	0.00	0.00
4A	Masonry	16,446.00	16,446.00	0.00	0.00	16,446.00	100.00%	0.00	0.00
5A	Structural Steel Supply	13,040.00	5,120.00	3,000.00	0.00	8,120.00	62.27%	4,920.00	0.00
5B	Structural Steel Erection	1,950.00	1,950.00	0.00	0.00	1,950.00	100.00%	0.00	0.00
6A	Rough Carpentry	(2,345.00)	-2,345.00	0.00	0.00	(2,345.00)	100.00%	0.00	0.00
6B	Finish Carpentry	1,960.00	0.00	0.00	0.00	0.00	0.00%	1,960.00	0.00
7B	Dampproofing	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00%	0.00	0.00
7C	Roofing	120,100.00	0.00	0.00	0.00	0.00	0.00%	120,100.00	0.00
8F	Glass & Glazing	14,600.00	0.00	0.00	0.00	0.00	0.00%	14,600.00	0.00
9A	Framing & Drywall	4,527.00	4,527.00	0.00	0.00	4,527.00	100.00%	0.00	0.00
15B	Plumbing / Mechanical	10,800.00	3,740.00	0.00	0.00	3,740.00	34.63%	7,060.00	0.00
16A	Electrical	62,754.00	32,794.95	19,500.00	0.00	52,294.95	83.33%	10,459.05	0.00
	GRAND TOTAL	268,015.00	79,557.95	23,500.00	0.00	103,057.95	38.45%	164,957.05	0.00

Gering HS Reno & Addition - Contingency Adjustment 001 Schedule of Values

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
3A	Footings & Foundations	2,250.00	0.00	0.00	0.00	0.00	0.00%	2,250.00	0.00
3B	Interior Concrete Flatwork	3,900.00	0.00	0.00	0.00	0.00	0.00%	3,900.00	0.00
3D	Concrete Reinforcing	7,755.00	7,755.00	0.00	0.00	7,755.00	100.00%	0.00	0.00
4A	Masonry	5,918.00	0.00	2,200.00	0.00	2,200.00	37.17%	3,718.00	0.00
5A	Structural Steel Supply	19,045.00	3,500.00	3,500.00	0.00	7,000.00	36.76%	12,045.00	0.00
5B	Structural Steel Erection	14,940.00	2,500.00	2,500.00	0.00	5,000.00	33.47%	9,940.00	0.00
7G	Metal / Cementitious Panels	5,980.00	0.00	0.00	0.00	0.00	0.00%	5,980.00	0.00
9M	Painting	715.00	0.00	715.00	0.00	715.00	100.00%	0.00	0.00
10C	Metal Locker Supply	22,548.00	0.00	0.00	0.00	0.00	0.00%	22,548.00	0.00
15A	Fire Suppression	10,000.00	0.00	3,500.00	0.00	3,500.00	35.00%	6,500.00	0.00
16A	Electrical	795.00	795.00	0.00	0.00	795.00	100.00%	0.00	0.00
	GRAND TOTAL	93,846.00	14,550.00	12,415.00	0.00	26,965.00	28.73%	66,881.00	

Gering HS Reno & Addition - Contingency Adjustment 002 Schedule of Values

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
-	EOR Design Fees	2,700.00	0.00	0.00	0.00	0.00	0.00%	2,700.00	0.00
3A	Footings & Foundations	-2,200.00	0.00	-2,200.00	0.00	-2,200.00	100.00%	0.00	0.00
3D	Concrete Reinforcing	-850.00	0.00	-850.00	0.00	-850.00	100.00%	0.00	0.00
4A	Masonry	-11,979.00	0.00	-11,979.00	0.00	-11,979.00	100.00%	0.00	0.00
5B	Structural Steel Erection	2,710.00	0.00	2,710.00	0.00	2,710.00	100.00%	0.00	0.00
6C	Casework Supply	660.00	0.00	660.00	0.00	660.00	100.00%	0.00	0.00
7C	Roofing	478.60	0.00	478.60	0.00	478.60	100.00%	0.00	0.00
7G	Metal / Cementitious Panels	2,750.00	0.00	2,750.00	0.00	2,750.00	100.00%	0.00	0.00
7H	Joint Sealants	1,260.00	0.00	1,260.00	0.00	1,260.00	100.00%	0.00	0.00
8D	Overhead Doors & Grilles	14,400.00	0.00	0.00	0.00	0.00	0.00%	14,400.00	0.00
9A	Framing & Drywall	14,381.25	0.00	14,381.25	0.00	14,381.25	100.00%	0.00	0.00
10A	Misc. Specialties Supply	8,450.00	0.00	1,800.00	0.00	1,800.00	21.30%	6,650.00	0.00
10B	Signage	-6,356.00	0.00	-6,356.00	0.00	-6,356.00	100.00%	0.00	0.00
16A	Electrical	4,114.00	0.00	4,114.00	0.00	4,114.00	100.00%	0.00	0.00
	GRAND TOTAL	30,518.85	0.00	6,768.85	0.00	6,768.85	22%	23,750.00	

Gering HS Reno & Addition - Reimbursable Cost Tracking - AUGUST 2018

Cost Code	Description	Budget Amount	CO's Approved to Date	Total Budget Amount	Current Month Cost	Job Cost to Date	Remaining Budget	Notes
1-000 GENERAL REQUIREMENTS								
1-001	Job Site Office	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 1,339.98	\$ 3,347.10	\$ 41,652.90	
1-010	Site Prep & Maintenance	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 376.45	\$ 34,160.24	\$ 10,839.76	
1-025	Bond	\$ 102,000.00	\$ -	\$ 102,000.00	\$ -	\$ 102,000.00	\$ -	
1-090	Postage & Mailings	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	
1-100	Drawing Reproduction	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 6,744.48	\$ 3,255.52	
1-105	Professional Services	\$ 12,600.00	\$ -	\$ 12,600.00	\$ -	\$ 12,600.00	\$ -	
1-300	Dumpsters & Landfills	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 6,473.55	\$ 8,665.42	\$ 56,334.58	
1-305	Portable Restrooms	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 1,305.96	\$ 3,535.90	\$ 16,464.10	
1-500	Const. Facility Control	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 3,415.88	\$ 10,689.43	\$ 19,310.57	
1-505	Temp. Electric	\$ 19,500.00	\$ -	\$ 19,500.00	\$ -	\$ 3,600.00	\$ 15,900.00	
1-515	Temp. Internet	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 350.15	\$ 1,405.73	\$ 2,094.27	
1-520	Temp. Water	\$ 4,150.00	\$ -	\$ 4,150.00	\$ -	\$ -	\$ 4,150.00	
1-530	Temp. Gas	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	
1-535	Temp. Partitions	\$ 85,000.00	\$ -	\$ 85,000.00	\$ 9,112.06	\$ 18,161.67	\$ 66,838.33	
1-650	Safety	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 1,077.10	\$ 7,449.53	\$ 7,550.47	
1-660	Travel	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 2,084.61	\$ 5,544.08	\$ 69,455.92	
1-700	Sweeping & Cleanup	\$ 95,000.00	\$ -	\$ 95,000.00	\$ 10,194.12	\$ 22,021.63	\$ 72,978.37	
1-800	Warranty & Closeout	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 310.07	\$ 720.84	\$ 11,279.16	
1-900	Equipment	\$ 129,113.00	\$ -	\$ 129,113.00	\$ 1,807.11	\$ 9,870.27	\$ 119,242.73	
1-910	Small Tools	\$ 5,500.00	\$ -	\$ 5,500.00	\$ 57.66	\$ 630.73	\$ 4,869.27	
9-115	Floor Protection	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 311.46	\$ 29,688.54	
TOTAL		\$ 810,863.00	\$ -	\$ 810,863.00	\$ 37,904.70	\$ 251,458.51	\$ 559,404.49	

HCI Project # 17-275

Date: 08/23/18

CURRENT ALLOWANCE VALUE: \$ 642,187

ALLOWANCE VALUES TO RECOCILE: \$ 495,422

	DATE INITIATED	DESCRIPTION	ORIGINAL VALUE	SUBMITTED COSTS	APPROVED COSTS	CURRENT VALUE	NOTES
	03/21/18	Winter Protection	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	
	03/21/18	Site Accessories	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	
	03/21/18	Structural Shoring	\$ 11,025.00	\$ 11,025.00	\$ 11,025.00	\$ -	
	03/21/18	Access Doors	\$ 3,180.00	\$ -	\$ -	\$ 3,180.00	
	03/21/18	Glu-Lam Sanding / Re-finishing	\$ 32,128.00	\$ -	\$ -	\$ 32,128.00	
	03/21/18	Re-grading / Re-seeding of Trailer / Material Staging & Laydown Areas	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00	\$ 2,000.00	
	03/21/18	Roof / Wall / Floor Patching	\$ 45,000.00	\$ 3,853.60	\$ 3,853.60	\$ 41,146.40	
	03/21/18	Construction Contingency	\$ 430,854.00	\$ 123,886.25	\$ 123,886.25	\$ 306,967.75	See Contingency Adjustment 001 & 002
		TOTAL	\$ 642,187.00	\$ 146,764.85	\$ 146,764.85	\$ 495,422.15	

DESCRIPTIONS (Continued from Page 1)

Policies. A waiver of subrogation is provided on General Liability, Auto Liability, Workers Compensation, and Umbrella Liability policies in favor of Hausmann Construction, Inc. and Owner.



FALL BROOK
AFFLUENCE
TILE
PANACHE

FALL BROOK
BOTAN TILE
SAND

FALL BROOK
KUSE TILE
SAND

GERING

GERING

GERING

2266
(60)

50610

ilumina 13

73495

73495

137250

137251

137252

137253

137254

137255

137256

137257

137258

137259

137260

137261

137262

137263

137264

137265

137266

137267

137268

137269

137270



Hausmann Construction Inc

8885 Executive Woods Drive
Lincoln , NE 68512
Ph : 4024383230

Change Order

Project:

17-275 GERING HIGH SCHOOL
1500 U ST.
GERING, NE

Change Order: 4

Date: 9/12/2018

Architect's Project:

To Contractor:

Hausmann Construction Inc
8885 Executive Woods Drive
Lincoln , NE 68512

The Contract is changed as follows:

Change Order #4

029 Remove CO 002 From Contract (May 19, 2018 Rain Event Insurance Claim)	\$-175,648.82
---	---------------

The original Contract Amount was	\$22,139,296.00
Net change by previously authorized Change Orders	\$612,621.85
The Contract Amount prior to this Change Order was	\$22,751,917.85
The Contract will be increased by this Change Order in the amount of	\$-175,648.82
The new Contract Amount including this Change Order will be	\$22,576,269.03

The date of Substantial Completion as of the date of this Change Order therefore is

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACT AND OWNER.

ARCHITECT	Hausmann Construction Inc CONTRACTOR 8885 Executive Woods Drive Lincoln , NE 68512	OWNER
(Signature)	 (Signature)	(Signature)
By	 By	By
Date	9-12-18 Date	Date