

## Regular Board of Education Meeting

Monday, January 15, 2024 6:00 PM

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



## Minutes

### 1. **GPS Board of Education Information**

**Absent:** Tracy Wiese, **Present:** Brian Copsey, Josh Lacy, John Maser, B.J. Peters, Greg Trautman.

### 2. **Opening Procedures**

#### 2.1. Call to Order

President, Brian Copsey, called this meeting to order at 6:02 p.m.

#### 2.2. Roll Call

#### 2.3. Pledge of Allegiance

#### 2.4. Open Meetings Act

### 3. **Board Organizational Meeting**

**By board policy, the Superintendent will chair the election of the President and then the newly elected President will preside over the elections.**

#### 1. Election of School Board President

#### 2. Convene the Board of Education to Order

**The newly elected Board President will now preside over the meeting.**

#### 3. Election of School Board Vice President

#### 4. Dissemination of Ethics/Accountability & Disclosure statutes and Board Member Code of Ethics (Policy #202.1)

### 4. **Consent Agenda**

**At this time, any Board member may request that any item on the consent agenda be removed from the consent agenda and be considered and voted on separately.**

#### 4.1. Consent Appointments and Designations:

- 4.1.i. American Civics, Curriculum & Personnel Committee (Facilitators, Dr. Regan & Kory Knight)

- 4.1.ii. Finance & Facilities Committee (Facilitator, Stacy Rodriguez)
- 4.1.iii. Board Secretary: Lindsey Mashek, Administrative Assistance to the Superintendent
- 4.1.iv. Board Treasurer: Stacy Rodriguez, Director of Finance & Facilities
- 4.1.v. Board President: Brian Copsey
- 4.1.vi. Board Vice President: BJ Peters
- 4.1.vii. Appoint Superintendent Dr. Nicole Regan as the Authorized Representative to secure funds for Gering Public Schools.
- 4.1.viii. Federal Authorized Representative: Dr. Nicole Regan, Superintendent of Schools
  - 4.1.viii.1. Depository for Funds:
    - 1. Platte Valley Bank
    - 2. Riverstone Bank
    - 3. Nebraska Liquid Asset Fund
    - 4. BOK Financial Services
    - 5. Wells Fargo Corp. Trust Services
  - 4.1.viii.2. School Physician: Regional West Medical Center
  - 4.1.viii.3. Designations of Legal Council:
    - 7. KSB School Law
    - 8. Perry Law Firm
  - 4.1.viii.4. Designation of District Newspaper Record: Gering Courier
  - 4.1.viii.5. Designation of ADA Compliance Officer: Byron Olsen, Director of Student Services
  - 4.1.viii.6. Designation of Title IX & XIII Officer: Dr. Nicole Regan, Superintendent of Schools

4.2. Minutes from the previous month's board meeting(s)

4.3. Expenditures

|              |              |
|--------------|--------------|
| 01 General   | \$332,955.36 |
| 05 Activity  | \$51,946.88  |
| 06 Cafeteria | \$240,687.21 |

Fund Totals: \$625,589.4

4.4. Board Policy Adoption

4.4.i. First Reading of Board Policies

- 4.4.i.1. **903.9 ENERGY CONSERVATION**
- 4.4.i.2. **904.2 LEASE, SALE, OR DISPOSAL OF SCHOOL DISTRICT PROPERTY**
- 4.4.i.3. **905.1 FACILITIES INSPECTIONS**
- 4.4.i.4. **905.2 ANNUAL EMERGENCY SAFETY PLAN**
- 4.4.i.5. **905.3 WARNING SYSTEMS**
- 4.4.i.6. **905.4 BOMB THREATS**
- 4.4.i.7. **905.5 HAZARDOUS MATERIALS**
- 4.4.i.8. **905.6 ACCIDENTS REPORTS**
- 4.4.i.9. **905.7 SAFETY DRILLS**
- 4.4.i.10. **905.8 SCHOOL CLOSINGS AND CANCELLATIONS**
- 4.4.i.11. **905.9 EYE PROTECTIVE DEVICES**

4.4.ii. Second Reading of Board Policies

4.5. Personnel Items

4.5.i. Certified Staff Contract(s)

4.5.i.1. **Zachary Smith**

4.5.ii. Certified Staff Resignation(s)

5. **Reports and Discussions**

5.1. **Marley Rupp**- 8th Grade All-State Band

Rescheduled for Feb 2024 meeting

5.2. Employee Recognition: "Bulldogs Going Beyond"

Rescheduled for Feb 2024 meeting

5.2.i. **Krista Wiedeman- Math Teacher @ GMS**

5.2.ii. **Audrey Nightingale- Secretary @ Lincoln Elementary**

5.3. Building Report: **Geil Elementary**

Rescheduled for May 2024 meeting

5.4. District Annual Report- **Jennifer Sibal**

Jennifer Sibal provided the board with a very informational hand-out that shared a lot of information. Some of the main focuses were GPS graduation rate, enrollment numbers, dual credit hours completed, along with NSCAS

Results. The proof is in the data that Jennifer compiled, and there is no doubt that GPS is excelling.

5.5. Board Committee Report: Curriculum & Personnel

Greg Trautman- Staffing updates were discussed, and there are no resignations or retirements at this time. March 15th is the deadline to submit any resignations/retirements. Kory Knight had the annual American Civic's report ready to present to the board as well. We were able to celebrate all the new updates that were made over the holiday break. The student body loves the updates!

5.6. Board Committee Report: Finance & Facilities

Josh Lacy- Our meeting was held at the GMS, and seeing the updates that were made are amazing. Snell's is moving forward with the HVAC project at GMS, and hope to have that completed soon. ALLO is connecting fiber optics to the new preschool building at Norhtfield for free. The board was also informed that the damages to the roof at the High School will be covered under insurance. Lastly, the Greenhouse is underway, and we are ready for it to be up and fully functioning.

5.6.i. Monthly Finance Summary Report

5.7. Superintendent's Report

Dr. Regan- January has not skipped a beat with our work for the 2023-24 school year. We have successfully finished the draft of our 5-year strategic action plan with the help of students, staff, families, and board leadership. As MLK Jr. says, "Faith is taking the first step even when you don't see the whole staircase."

I am so proud of this visionary work by the board and stakeholders in Gering Public Schools. The staircase is promising and prideful and I look forward to taking steps towards the future of Gering Public Schools.

Secondly, this month is Board Appreciation Month, and there is no better evening to recognize our 6 board members than on a holiday of a public servant who has changed history, Dr. Martin Luther King Jr.

I deeply appreciate our BOE that sacrifices their personal and professional time to attend numerous meetings and conferences for the sake of public education at Gering Public Schools.

6. **Patron Comments**

7. **Action Items**

- 7.1. Discuss, consider, and take action regarding the approval of the bid from Snell Services, Inc. to furnish the material and labor for the Gering Preschool in the amount of \$125,000.00

8. **Board Comments**

Greg Trautman- I was glad to be part of the Strategic Planning team, and want to thank everyone for the guidance I was given while accomplishing this. I enjoy seeing

the students back at school after break. Stay Warm!

John Maser- Let's bring on the New Year!

Josh Lacy- Congratulations to Brian Copsey and BJ Peters on their continued positions as President and Vice President of the BOE. I appreciate the time that everyone on the board puts in.

BJ Peters-Board members are here for the love of GPS, and personally, serving never gets old. This is my 20th year of service, and I just want to thank all of you for this opportunity.

Brian Copsey- Thank you all for re-electing me to be the Board President. Board members are here for staff and students. So, thank you all for the support and making Gering what it is!

8.1. Tentative Upcoming Board Meeting/Event Dates

9. **Adjourn**

The meeting was adjourned at 6:34 p.m.

**POLICY 202.1**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

**BOARD MEMBER CODE OF ETHICS**

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

**AS A SCHOOL BOARD MEMBER:**

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.

16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY:

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

IN MY RELATIONSHIP WITH THE SUPERINTENDENT AND EMPLOYEES:

1. I will function, in meeting the legal responsibility that is mine, as part of a legislative, policy-forming body, not as an administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to hire employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARDS:

1. I will not employ a superintendent, principal or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.
3. I will not recommend an employee for a position in another school district unless I would employ the individual under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgement, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

Legal Reference:                   Neb. Statute 79-526

Cross Reference:                201.1 Board Powers and Responsibilities  
  202.2 Board Member Conflict of Interest

**Approved:** 01/20/2003

**Reviewed:** 01/13/2015, 10/14/2021

**Revised:** 09/14/2009

## Regular Board of Education Meeting

Monday, December 18, 2023 6:00 PM

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



## Minutes

### 1. GPS Board of Education Information

### 2. Opening Procedures

#### 2.1. Call to Order

This meeting was called to order at 6:00 pm, by President Brian Copsey

#### 2.2. Roll Call

**Present:** Brian Copsey, Josh Lacy, John Maser, B.J. Peters, Greg Trautman, Tracy Wiese.

#### 2.3. Excuse Absent Board Member(s)

#### 2.4. Pledge of Allegiance

#### 2.5. Open Meetings Act

### 3. Consent Agenda

A motion to approve the Consent Agenda was presented by B.J. Peters, seconded by Josh Lacy. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, John Maser: **Yea**, B.J. Peters: **Yea**, Greg Trautman: **Yea**, Tracy Wiese: **Yea**

#### 3.1. Minutes from the previous month's board meeting(s)

#### 3.2. Approval of Claims/Bills

#### 3.3. Board Policy Adoption

##### 3.3.i. First Reading of Board Policies

##### 3.3.ii. Second Reading of Board Policies

##### 3.3.ii.1. **505.3** SUSPENSION OF STUDENTS

##### 3.3.ii.2. **902.6** DESIGN-BUILD SCHOOL CONSTRUCTION ALTERNATIVE

##### 3.3.ii.3. **903.1** SECURITY

##### 3.3.ii.4. **903.2** ACCESS TO BUILDINGS

##### 3.3.ii.5. **903.3** MAINTENANCE SCHEDULE

##### 3.3.ii.6. **903.4** REQUESTS FOR IMPROVEMENTS

##### 3.3.ii.7. **903.6** BUILDINGS AND GROUNDS-RECORDS AND REPORTS

3.3.ii.8. **903.7 TRAFFIC AND PARKING PROCEDURES**

3.3.ii.9. **903.8 VANDALISM**

#### 3.4. Personnel Items

##### 3.4.i. Certified Staff Contract(s)

3.4.i.1. **Alexandria Gustafson, GHS English Teacher for the 2024-2025 school year.**

3.4.i.2. **Colby Elliott, GHS Math Teacher for the 2024-2025 school year.**

##### 3.4.ii. Certified Staff Resignation(s)

3.4.ii.1. **Virginia Deam-Neil, GMS Physical Education teacher for the 2023-2024 school year.**

##### 3.4.iii. Approval of Early Graduation Request from **Andres Casas (2024-2025 school year)**

### 4. Reports and Discussions

#### 4.1. Student Recognitions

4.1.i. **GHS Cheer & POMS All-American**

4.1.ii. **GHS Mock Trial Team & Coaches**

#### 4.2. Employee Recognition: "Bulldogs Going Beyond"

##### 4.2.i. **Lindsey Ferguson, Activities Secretary @ GHS**

Mr. Randy Plummer spoke on behalf of the nomination he sent in for Lindsey Ferguson. He spoke very highly of what she does as the activities' secretary at GHS. Congrats Lindsey, and thank you for all you do!

#### 4.3. Board Committee Report: Curriculum & Personnel

Greg Trautman- There was lots of information shared at this committee meeting. Option Enrollments were a hot topic, and there is a lot of behind the scenes work on accepting or declining option students from other districts. As of right now, there are no retirements within the district, and we are nearly fully staffed. Professional Development with consultant, Kristen Anderson was a hit, and she will be back in Gering on January 26, 2024 to continue her work with our staff. A Quest test scores were available to view, and all assessment scores went up. In closing, Greg stated, "You don't have to be perfect to be successful."

#### 4.4. Board Committee Report: Finance & Facilities

Brian Copsey- The Gering Middle School is always on the list for discussion at these meetings. We are prioritizing updates, and many projects will be completed at the Middle School over Christmas break. HVAC units have arrived, and they are ready to be installed. The Greenhouse project is underway at the High School, and we look forward to seeing it up and running. The new preschool project at Northfield is coming along as well.

##### 4.4.i. Monthly Finance Summary Report

#### 4.5. Superintendent's Report

Dr. Nicole Regan-Happy Holidays to you and your families. The season is filled with great gratitude and hope this school year. I am deeply grateful for our Bulldog staff. They have worked beyond the bell to study data, make informed decisions, and drive best practices to offer top tier academic experiences for all students. Key indicators of success include, increased proficiency in math, ELA, and science, increase in ACT scores, and improved

state classification ratings, just to name a few. This kind of work is not an easy feat, but our staff is dedicated to the future of our school community. Thank you to all for your continued support and commitment to our mission in GPS.

Also, thank you, families, for sharing your children with GPS. The Gering students are extraordinary individuals, whose talents shine through for a bright academic future.

Wishing you all a happy, healthy holiday season and some well-deserved rest and relaxation.

**5. Enter into Executive Session for the sole purpose of discussing personnel matters to prevent needless injury to the reputation of an individual if deemed necessary.**

Entered into executive session at 6:26 pm

A motion to enter into executive session was presented by John Maser, seconded by Josh Lacy. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, John Maser: **Yea**, B.J. Peters: **Yea**, Greg Trautman: **Yea**, Tracy Wiese: **Yea**

**6. Reconvene from the Executive Session.**

Reconvened from executive session at 6:50 pm

A motion to reconvene from executive session was presented by B.J. Peters, seconded by Tracy Wiese. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, John Maser: **Yea**, B.J. Peters: **Yea**, Greg Trautman: **Yea**, Tracy Wiese: **Yea**

**7. Any action deemed necessary as a result of the Executive Session discussion.**

**8. Patron Comments**

**9. Action Items**

9.1. Discuss, consider, and take action regarding the approval of the JAG (JOBS for America's Graduates) program for the district.

A motion to approve the JAG program was presented by Tracy Wiese, seconded by Greg Trautman. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, John Maser: **Yea**, B.J. Peters: **Yea**, Greg Trautman: **Yea**, Tracy Wiese: **Yea**

9.2. Discuss, consider, and take action regarding the review and approval of the Superintendents' 2023-2024 school year evaluation.

A motion to approve the Superintendents 2023-24 school year evaluation. was presented by B.J. Peters, seconded by Josh Lacy. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, John Maser: **Yea**, B.J. Peters: **Yea**, Greg Trautman: **Yea**, Tracy Wiese: **Yea**

9.3. Discuss, consider, and take action regarding the annual review and approval of the Superintendents' 2024-2025 school year contract and salary.

A motion to to approve the Superintendents 2024-2025 school year contract and salary. was presented by Brian Copsey, seconded by Josh Lacy. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, John Maser: **Yea**, B.J. Peters: **Yea**, Greg Trautman: **Yea**, Tracy Wiese: **Yea**

**10. Board Comments**

John Maser-This was the first time I had ever been involved in a Superintendents' evaluation, and I enjoyed being a part of it. Thank you for all you do, Dr. Regan, and Merry Christmas to all!

Josh Lacy- It was great to see a full house this evening. There is so much going on in GPS,

and I feel everything is going in the right direction. A special thank you Dr. Regan for all you do!

Tracy Wiese- Please try to attend the LINKS graduation tomorrow night to honor the students. Thank you to the staff members that always attend board meetings to stay informed. Thank you Central Office Staff and Dr. Regan, as you're all appreciated. Merry Christmas!

Greg Trautman- Being a part of the Strategic Planning was very interesting, and exhausting at the same time. GPS has a thriving atmosphere from activities to the classroom. It has been such a pleasure being a part of the district. Special thank you to Kory Knight for the curriculum changes that have taken place in the district. Also, thank you Dr. Regan for all the hard work you put into our schools. Merry Christmas!

BJ Peters-Thank you to the Bulldog Community for the support after having major surgery. I also want to publicly thank my wife for the care she gave me during my recovery time. It feels good to be back to work, and in closing, "It's a special season to be thankful for."

Brian Copsey- LINKS is a great ceremony to attend, and I encourage all to attend if possible. The Central Office and Admin team is always transparent, and that is why we have such success. There was a lot of heaving lifting during our Strategic Planning, but we are coming up with the best solutions. There is nothing better than having our community align with the district. Special thank you to Jennifer Sibal and Dr. Regan for the communication they give our community. Merry Christmas!

#### 10.1. Tentative Upcoming Board Meeting/Event Dates

#### **11. Adjourn**

The meeting was adjourned at 7:09 pm

**POLICY 205.2**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

**POLICY ADOPTION**

The board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two regular board meetings. The proposed policy changes shall be distributed and public comment will be allowed at each meeting prior to final board action. This notice procedure shall be required except for emergency situations. If the board adopts a policy in an emergency situation, a statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The board shall have complete discretion to determine what constitutes an emergency situation.

The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the board at the next regular meeting after the meeting allowing public discussion. The policy will be effective on the later of the date of passage or the date stated in the motion.

In the case of an emergency, a new or changed policy may be adopted by a majority vote of a quorum of the board. The emergency policy shall expire at the close of the third regular meeting following the emergency action, unless the policy adoption procedure stated above is followed and the policy is reaffirmed.

Legal Reference:               Neb. Statute 79-520 (Class III)  
  79-521 (Class IV)  
  79-522 (Class V)  
  79-523 (Class VI)  
  79-526  
  84-712 et seq.  
  NDE Rule 10.004.01A1

Cross Reference:               201.1 Board Powers and Responsibilities

**POLICY 903.9  
GERING PUBLIC SCHOOLS  
GERING, NE**

**ENERGY CONSERVATION**

In concert with the Board's goal to utilize public funds in an effective and efficient manner, employees and students shall practice energy conservation methods when utilizing the school district's buildings and sites. These methods include, but are not limited to, turning off lights and equipment when not in use, reducing the temperature of the facility, particularly when it is not in use, and keeping windows and doors properly closed or open, depending upon the weather.

It shall be the responsibility of the superintendent or his/her designee to develop energy conservation guidelines for employees and students. Employees and students shall abide by these guidelines.

**Approved 01/19/04**

**Reviewed 8/26/13**

**Revised**

**POLICY 904.2  
GERING PUBLIC SCHOOLS  
GERING, NE**

**LEASE, SALE OR DISPOSAL OF SCHOOL DISTRICT PROPERTY**

Decisions regarding the lease, sale, or disposal of school district real property shall be made by a two-thirds vote of the board in consultation with the Superintendent. In making its decision the board will consider the needs of the education program and the efficient use of public funds.

Disposition of district property may occur by any method chosen by the board such as auction, private or public sale, trade, or bid process with care to provide financial accountability for the district's resources. Such dispositions shall be publicized by newspaper advertisement, website or newsletter announcement, posting on bulletin boards or other means of notifying district residents. Real estate shall be sold by a formal bid process.

If public sales fail to produce any interested buyers or bidders, remaining unsold materials may then, at the superintendent's discretion, be disposed of as scrap or junk or be donated to appropriate charitable or educational agencies. Discarded items shall not be claimed by employees except by prior approval of the administration.

One or more qualified individuals may be employed to prepare an appraisal of the property.

The superintendent shall be responsible for coordinating the action necessary for the Board to accomplish the lease, sale, or disposal of school district property. It shall also be the responsibility of the superintendent to make a recommendation to the Board regarding the use of school district real property not being utilized for the education program.

Cross Reference:    705    Revenue  
                          706.01 Bidding Procedures

**Approved 01/19/04**

**Reviewed 8/22/16**

**Revised 9/19/16**

**POLICY 905.1**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

**FACILITIES INSPECTIONS**

A program for annual inspection, in addition to those conducted by authorized agencies, of the equipment, facilities, and grounds shall be conducted as part of the maintenance schedule for school district buildings and sites. The results of this inspection shall be reported to the Board at its annual meeting. Further, the Board may conduct its own inspection of the school district buildings and sites annually.

Cross Reference: 903 Maintenance, Operation and Management

**Approved 01/19/04**

**Reviewed 2/24/14**

**Revised**

**POLICY 905.2  
GERING PUBLIC SCHOOLS  
GERING, NE**

**ANNUAL EMERGENCY SAFETY PLAN**

All employees have the responsibility for maintaining safe, healthful and sanitary conditions within the buildings and on the grounds of the school district. The Superintendent shall designate staff and develop procedures to insure that all facilities meet fire, safety and health codes.

The Superintendent shall appoint a school safety and security committee represented by faculty, parents and community members that will prepare and review the school's safety plan. This plan will be updated annually by the committee and approved by the School Board. The plan will address safety procedures and security plans for students, staff and visitors during emergency events.

Typical elements of this plan will include:

- 200The assignment of specific employees to safety tasks and responsibilities.
- 201Instructions relating to the use of alarm systems and signals.
- 202Information concerning methods of fire containment and equipment use.
- 203Systems for notification of appropriate authorities.
- 204Specification of evacuation routes and procedures.
- 205Posting of plans and procedures at suitable locations.
- 206Procedures and frequency of emergency evacuation drills.
- 207An evaluation of each evacuation drill.

The plan shall be reviewed annually by one or more persons not on the committee and not an employee of the school district. This review includes a visit to each school building to analyze plans, policies, procedures and practices. Recommendations shall be made to the Superintendent and the committee for use in revising the plan.

Legal Reference: NDE Rule 10

Approved 01/19/04

Reviewed 2/24/14

Revised

**POLICY 905.3  
GERING PUBLIC SCHOOLS  
GERING, NE**

**WARNING SYSTEMS**

The school district shall maintain a warning system designed to inform students, employees, and visitors in the facilities of an emergency. This system shall be maintained on a regular basis under the maintenance plan for school district buildings and sites.

Students shall be informed of this system according to Board policy. Each classroom and office shall have a plan for helping those in need of assistance to safety during an emergency. This shall include, but not be limited to, students and employees with disabilities.

Certified staff shall provide readily available instructions for substitute teachers on procedures and locations of safety information. Certificated employees shall be responsible for instructing students on the proper techniques to be followed during an emergency. It shall be the responsibility of the superintendent to develop administrative regulations regarding this policy.

Cross Reference: 508 Student Health and Well-Being  
801.04 Bus Safety Program

**Approved 01/19/04**

**Reviewed 2/24/14**

**Revised**

**POLICY 905.4  
GERING PUBLIC SCHOOLS  
GERING, NE**

**BOMB THREATS**

As soon as a bomb threat is reported to the administration, the local police authorities shall be notified. The school district facility may be cleared immediately. A thorough search will be made by the appropriate school district or law enforcement officials and other precautions they believe to be necessary and prudent may be taken. Employees and students shall remain outside the school district facility until it is determined that danger no longer exists.

It shall be the responsibility of the superintendent to file a report or keep a report of each incident for the school district records.

**Approved 01/19/04**

**Reviewed 2/24/14**

**Revised**

**POLICY 905.5  
GERING PUBLIC SCHOOLS  
GERING, NE**

**HAZARDOUS MATERIALS**

Friable and non-friable asbestos containing materials will be maintained in good condition and appropriate precautions will be followed when the material is disturbed. If there is a need to replace asbestos, it will be replaced with non-asbestos based materials. Each school building will maintain a copy of the asbestos management plan.

The school district will appoint and train appropriate employees as necessary. An accredited inspector shall visually inspect all areas identified in the management plan every six months and complete the required records and reports.

Legal Reference: 20 U.S.C. §§ 3601 et seq. (1994).  
40 C.F.R. Pt. 763 (1996).

Cross Reference: 903 Maintenance, Operation and Management

**Approved 01/19/04**

**Reviewed 2/24/14**

**Revised**

**POLICY 905.6  
GERING PUBLIC SCHOOLS  
GERING, NE**

**ACCIDENT REPORTS**

Accidents will be reported immediately to a supervisor.

Written reports will be submitted within 24 hours to the building principal on all accidents occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business. Reports will cover property damage as well as personal injury.

All accidents/incidents will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

**Approved 01/19/04**

**Reviewed 2/24/14**

**Revised**

**POLICY 905.7  
GERING PUBLIC SCHOOLS  
GERING, NE**

**SAFETY DRILLS**

All schools are required to instruct and drill students on emergency procedures so that students may respond to an emergency without confusion and panic. All building occupants will participate in the drills. Each building administrator will conduct emergency drills in accordance with requirements of the State Fire Marshall and the district's Emergency Safety Plan. All drill alarms shall be sounded on the fire alarm system.

Drills and instruction on fire emergencies shall include routes and methods of exiting the school building. At least one emergency exit and relocation drill shall be conducted every month the facility is in session, except in months when the weather is severe. The drills may be deferred provided that the required number of drills is achieved and at least four are conducted before the drills are deferred.

Unless the building is occupied year-round, one additional drill shall be required in the first 30 days of the school year. A minimum of two years of completed fire drill records shall be kept on site and available for review by the State Fire Marshall Deputy.

At least two tornado drills and two lock-down drills shall be conducted during each school year.

Legal Reference:           Neb. Statute 79-705 and 706  
                                  Neb. Statute 81-527  
                                  NFPA Life Safety Code 101 Sect. 15.7  
Cross Reference:         508.5 Emergency Plans and Drills

**Approved 01/19/04**

**Reviewed 2/24/14,  
9/14/15**

**Revised 10/19/15**

### REPORT OF SCHOOL FIRE DRILL

It shall be the duty of the State Fire Marshal and his or her deputies and assistants to require teachers of public and private schools and educational institutions to conduct regular fire drills in accordance with such rules and regulations as he or she may adopt and promulgate and to keep all doors and exits unlocked during school hours.

Tornado or disaster drills do not substitute for fire drills.

This form is to be kept on file in the school office during school months. Indicate on chart below each time a drill is conducted. Deputy State Fire Marshals will visit schools to check on drills being held in accordance with State Law.

\*\*\*\*\*  
\*\*\*\*\*

|                |          |      |       |
|----------------|----------|------|-------|
| Name of School | District | City | Rural |
| Town           | County   |      |       |

| Drill Number | Date of Drill | Time AM/PM | Exit Time | # of Students | Conducted By |
|--------------|---------------|------------|-----------|---------------|--------------|
| 1            |               |            |           |               |              |
| 2            |               |            |           |               |              |
| 3            |               |            |           |               |              |
| 4            |               |            |           |               |              |
| 5            |               |            |           |               |              |
| 6            |               |            |           |               |              |
| 7            |               |            |           |               |              |
| 8            |               |            |           |               |              |
| 9            |               |            |           |               |              |
| 10           |               |            |           |               |              |
| 11           |               |            |           |               |              |
| 12           |               |            |           |               |              |
| 13           |               |            |           |               |              |
| 14           |               |            |           |               |              |

A minimum of two years of completed fire drill records shall be kept on site and available for review by the State Fire Marshal Deputy.

**POLICY 905.8**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

**SCHOOL CLOSINGS AND CANCELLATIONS**

In case of hazardous or emergency conditions, the superintendent may alter district and transportation schedules as are appropriate to the particular condition. Such alterations include closure of all schools, closure of selected schools or grade levels, delayed openings of schools and early dismissal of students.

When regular morning school bus routes cannot be run due to road conditions, yet travel in town is not seriously hampered, school may remain open. When possible a "limited service" bus route shall be run anytime school remains open and it is not possible to run regular routes.

The superintendent will develop and maintain such plans and procedures as are necessary to carry out alternate school and bus schedules.

At the beginning of each school year students, parents and staff will be informed of the procedures used to notify them in case of an emergency closure.

Approved 01/19/04

Reviewed 2/24/14

Revised

**POLICY 905.9  
GERING PUBLIC SCHOOLS  
GERING, NE**

**EYE PROTECTIVE DEVICES**

The district shall supply eye protective devices for teachers, students and visitors to all shops and laboratories meeting the standard of the American National Standard Practice for Occupational and Educational Eye and Face Protection as approved by the American National Standards Institute (ANSI).

Every teacher and student shall be required to wear eye protective devices at all times while participating in or observing the following courses of instruction:

- b) Vocational, technical, industrial arts, chemical, or chemical-physical, involving exposure to:
  - 1. Hot molten metals or other molten materials;
  - 2. Milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials;
  - 3. Heat treatment, tempering, or kiln firing of any metal or other materials;
  - 4. Gas or electric arc welding or other forms of welding processes;
  - 5. Repair or servicing of any vehicle; or
  - 6. Caustic or explosive materials; and
- c) Chemical, physical, or combined chemical-physical laboratories involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other hazards not enumerated.

Legal Reference: Neb. Statute 79-715

Approved 01/19/04

Reviewed 2/24/14

Revised

**POLICY 1002  
GERING PUBLIC SCHOOLS  
GERING, NE**

**DISTRICT ANNUAL REPORT**

The superintendent or designee shall annually provide information to the public regarding district characteristics and student achievement results. The information may include the following topics as well as other information deemed relevant by the superintendent.:

- Student demographics, including enrollment by grade and site, number of students receiving free or reduced meals and number of special education students.
- District financial information including levy, total budget, valuation per pupil, per pupil costs and local, state and federal revenue.
- Student academic performance including aggregate results of standardized tests, graduation rates and dropout rates.
- Faculty experience and education data.
- Average class size information.
- Graduation requirements and course-offering information.

Legal Reference:           NDE Rule 10.010.01A  
                                  NDE Rule 10.010.01B

Cross Reference:        1001 Principles and Objectives for Community Relations  
                                  1004 Press, Radio and Television News Media  
                                  1005 Public Participation in the School District

**Approved 2/16/04**

**Reviewed 3/31/14**

**Revised**

**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.

Instructions for members of the public who wish to speak:

- Getting started: When you have been recognized, please stand and state your name.
- Time Limit: Tonight the board will allow a total of 30 minutes for the presentation of ALL public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker. You may only speak ONCE.
- Personnel or Student Topic: If you are planning to speak about a personnel or student matter involving an individual, please understand that our policies may require you to follow the district's complaint procedure before addressing the board. Board members will generally not respond to any questions you ask or comments you make about individual staff members or students. Please remember that slanderous comments will not be tolerated.
- General Rules: This is a public meeting for the conduct of business. Comments from within the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- No action by the Board: The board will not act on any matter which is not on the agenda and will not take action upon the conclusion of public comment.

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 01/20/2003

Reviewed 02/23/2015, 10/14/2021 6/9/22

Revised 09/14/2009, 7/20/22